

Dr. Dawn M. Baglos, Chief Human Capital Officer
Office of Human Capital Management

**SUBJECT: REQUEST APPROVAL OF ADMINISTRATIVE APPOINTMENTS
FOR 2021-2022 AND JOB DESCRIPTIONS**

COMMITTEE: PERSONNEL, STUDENT, SCHOOL, AND COMMUNITY SUPPORT

**LINK TO STRATEGIC
PLAN: HIGHLY EFFECTIVE TEACHERS, LEADERS AND STAFF**

The administrative assignment recommendations are made in accordance with Board Policies 1120, 1130, 1130.01, 3120.01, and the Miami-Dade County Public Schools/Dade County School Administrators' Association labor contract.

Considerations for reassignments of managerial exempt, professional and technical personnel were predicated upon an intensive review of information by appropriate administrators. Based upon current job trends, a competitive market analysis, and/or a demonstrated market demand, the Superintendent has the authority to adjust compensation upon appointment and thereafter, within the pay grade set forth in this item, to effectively recruit and retain the most talented workforce. Outside candidates must successfully complete any State and District mandated background screening requirements [e.g., fingerprinting (Level II), drug screening], prior to hiring.

The recommended managerial exempt, professional and technical personnel appointments reflect the honoring of requests for lateral reassignments, where possible. Assignments of personnel and appointments of managerial exempt, professional and technical staff may be a result of the Board-approved advertisement and selection process, or by a direct appointment of an individual who has demonstrated the specific qualifications and background applicable to the position.

State statutes and subsequent changes in Board policies governing Administrative/Professional and Technical Staffing require that all first year principalship appointments be "Interim" appointments.

In order to fill school-site allocations and other allocations vacated by promotion, leave, retirement, and other attritional factors, it is recommended that the following personnel assignments be authorized by the School Board. Revisions, additions and/or deletions may be made to the recommended personnel assignments, as necessary, to ensure efficient school system operations, and if such modifications are made, a revised Board item will be submitted, prior to the Board meeting.

Furthermore, authorization of the Board is requested to establish and classify and update job descriptions made in accordance with School Board Policy 1600, Job Descriptions and with Florida Statutes 1001.42 and 1012.22. A copy of the job descriptions will be forwarded to Board Members under separate cover and will be placed on file in the offices of Citizen Information Center and the Board Recording Secretary.

SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
PRINCIPAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Carlos A. Diaz	District Director, Professional Standards Office of Professional Standards	23	Elementary Principal Royal Green Elementary School (Career re-direction at the request of the incumbent)	PR

} ADDED

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Jean R. Baril	Middle Principal Lamar Louise Curry Middle School	PR	Senior Principal Medical Academy for Science & Technology (MAST @ Homestead) (Effective 01/28/2022)	PR
Yolanda G. Oliu	Temporary Elementary Principal Bel-Aire Elementary School	PR	Elementary Principal Bel-Aire Elementary School	PR

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Dillon M. Williams	Temporary Elementary Principal Agenoria S. Paschal/Olinda Elementary School	PR	Temporary Elementary Principal South Hialeah Elementary School	PR

} ADDED

SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Isha S. Brown	Teacher Medical Academy for Science & Technology (MAST @ Homestead)	--	Temporary Senior Assistant Principal South Miami Senior High School	AP
Andy Machado	Teacher Caribbean K-8 Center	--	Temporary Elementary Assistant Principal Riverside Elementary Community School	AP
Quintera S. Parris	Senior Assistant Principal Miami Central Senior High School	AP	Temporary Vice Principal Miami Central Senior High School	VP
Darrius A. Watson	Curriculum Support Specialist Center for Professional Learning	--	Temporary Elementary Assistant Principal Oak Grove Elementary School	AP

} ADDED

} ADDED

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Judith M. Melendez	Elementary Assistant Principal Southside Preparatory Academy	AP	Community School Assistant Principal Southside Preparatory Academy	AP

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Madeline Mendez	Middle Assistant Principal Madison Middle School	AP	Adult Assistant Principal Miami Beach Adult Education Center	AP
Michael W. Windisch	Temporary Vice Principal Miami Lakes Educational Center	VP	Vice Principal Miami Lakes Educational Center	VP

} ADDED

NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
MANAGERIAL EXEMPT

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Alma M. Crowston	Staff Specialist Accounts Payable Department	18	Coordinator Accounts Payable Department	19
Brandon Drumgoole	ERP Team Application Development & Client Support	19	District Director, Systems & Programming Application Development & Client Support	23
Angela D. Jones	Fiscal Specialist Office of Budget Management	--	Coordinator, Budget Management Office of Budget Management	19

} ADDED

**NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
MANAGERIAL EXEMPT**

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Rhea L. Lee	Curriculum Support Specialist Department of Mental Health Services	--	Director, Mental Health Services Department of Mental Health Services	21
Germa Plaza	Returning to the District	--	Fiscal Supervisor Office of Risk & Benefits Management	20
Julio Suarez	ESE Placement Specialist Department of Early Childhood Programs	--	Instructional Supervisor, Exceptional Student Education Department of Early Childhood Programs (Grant Funded)	21
Latoya D. Williams	Athletic Director Miami Norland Senior High School	--	Instructional Supervisor, GMAC Division of Athletics & Activities	21

ADDED

**NON-SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
MANAGERIAL EXEMPT**

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Magda R. Pereira	Administrative Director, School Choice & Parental Options (Temporary) Schools Choice & Parental Options	24	Administrative Director, School Choice & Parental Options Schools Choice & Parental Options	24

NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
PROFESSIONAL TECHNICAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Patricia G. Betancourt	Fiscal Specialist Office of Risk & Benefits Management	--	Staff Assistant, Risk Management Office of Risk & Benefits Management	36
Hebe D. Flores	Clerical Assistant Office of Management & Compliance Audits	--	Staff Auditor II Office of Management & Compliance Audits (Grant Funded)	40
Juan Martin	External Candidate	--	Coordinator III, Facilities Planning Division of Safety & Emergency Management	42

ADDED

NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
CONTRACT

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Tamara Wain	District Director, School Audits Office of Management & Compliance Audits	--	Assistant Chief Auditor Office of Management & Compliance Audits	--

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. establish and classify the following Managerial Exempt Personnel (MEP) and Professional and Technical (DCSAA) job descriptions:
 - a. Application Manager, MEP, pay grade 20
 - b. Software Architect, MEP, pay grade 20
 - c. Geographical Information Systems (GIS) Specialist, DCSAA, pay grade 37
 - d. Enterprise Systems Analyst, DCSAA, pay grade 40
 - e. Application Specialist, DCSAA, pay grade 42
 - f. Senior Enterprise System Analyst, DCSAA, pay grade 42
 - g. Senior Database Administrator, DCSAA, pay grade 44
 - h. Application Analyst, DCSAA, pay grade 45
2. approve the reclassifications, title changes and/or updates to changes of the job descriptions which may include changes in the minimum qualifications of the following MEP and DCSAA job descriptions:
 - a. Purchasing Agent, MEP pay grade 17
 - b. Senior Purchasing Agent, MEP pay grade 18
 - c. District Web Editor, DCSAA, pay grade 35 to Web Editor, DCSAA, pay grade 42
 - d. District Web Designer, DCSAA, pay grade 37 to Web Designer, DCSAA, pay grade 45
3. approve a correction to Mr. Gilbert Gomez's salary increase included in Agenda item D-21, approved at the January 12, 2022, School Board Meeting, to provide an additional 5% above the standard increase based on his skills and relevant work experience. } ADDED
4. approve the recommendation for appointments and lateral transfers to be effective February 10, 2022, or as soon thereafter as can be facilitated, with the exception of the effective dates as noted throughout the item and authorize compensation adjustments upon appointment and thereafter as stipulated in this item upon Board approval, pursuant to the Managerial Exempt Personnel (MEP) Manual, and in accordance with the salary schedule, the Superintendent shall have the authority to adjust compensation for MEP employees of the District within the designated pay grade and salary range as indicated herein.

SALARY RANGES
<http://salary.dadeschools.net>

	*MEP		DCSAA		SCHOOL POLICE	CONTRACTED
26	\$114,945 - \$200,331	47	\$ 70,866 - \$125,310	S3	\$108,384 - \$139,160	\$ 130,000 - \$160,000
25	\$106,245 - \$164,000	46	\$ 67,494 - \$119,351	S2	\$ 87,849 - \$128,775	
24	\$101,335 - \$154,000	45	\$ 64,280 - \$113,662			
PR	PDCM	44	\$ 61,220 - \$108,255			
23	\$ 91,335 - \$144,000	43	\$ 58,300 - \$103,094			
22	\$ 81,666 - \$134,000	42	\$ 55,532 - \$ 98,200			
21	\$ 75,669 - \$124,000	41	\$ 52,889 - \$ 93,525			
VP	\$ 78,902 - \$100,658	40	\$ 50,364 - \$ 89,065			
AP (12m)	\$ 76,792 - \$ 96,792	39	\$ 47,970 - \$ 84,826			
AP (10m)	\$ 71,854 - \$ 91,854	38	\$ 45,691 - \$ 80,798			
20	\$ 70,133 - \$114,000	37	\$ 43,507 - \$ 76,937			
19	\$ 65,247 - \$ 98,000	36	\$ 41,432 - \$ 73,267			
18	\$ 60,633 - \$ 88,000	35	\$ 39,464 - \$ 69,790			
17	\$ 54,858 - \$ 78,000	34	\$ 37,588 - \$ 66,476			
16	\$ 51,809 - \$ 68,000	33	\$ 35,787 - \$ 63,290			
		32	\$ 34,097 - \$ 60,300			
		31	\$ 32,470 - \$ 57,424			
		30	\$ 30,919 - \$ 54,676			

PDCM – Principal Differentiated Compensation Model

* The Superintendent shall have the authority to adjust compensation for MEP employees of the District within the designated pay grade and salary range.

** Newly hired and candidates returning to Miami-Dade County Public Schools are hired at the minimum of the designated pay grade unless noted and specified.