

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

**SUBJECT: REQUEST APPROVAL OF ADMINISTRATIVE APPOINTMENTS FOR
2023-2024 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 1111; 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.

The Office of Information Technology Service will report to the Chief of Staff with a secondary reporting line to the Superintendent of Schools. Additionally, the job titles of Administrative Director Application Development and Client Support and Administrative Director Business and Operational Services are being changed to Chief Technology Officer, Application Development and Client Support, and Chief Technology Officer, Network, Cybersecurity and Technical Services to align with the titles of those that perform similar functions and duties within the information technology industry.

As the market for student educational services becomes more competitive, Miami-Dade County Public Schools recognizes the financial challenges this places on the District. The District is evolving and developing methods to position our schools as the best choice for students and families and considering any additional educational supports we can provide to the School Community. As a result, the position of Enterprise Development Officer (pay grade 25) is being added to the Office of Financial Services. The Enterprise Development Officer's primary responsibility is to devise, develop, and deliver an innovative, comprehensive, and tactical plan for business development and income generation to maximize revenue for the District and leverage the full complement of district assets. As FTE funding is the largest source of revenue for the District, the Administrative Director, Federal and State Compliance Office will report to the Enterprise Development Officer. This change will enhance the District's ability to become more financially sustainable and more strategic in addressing the needs of our school community. This is at no additional cost to the District due to the elimination of existing positions.

Furthermore, authorization of the Board is requested to establish and classify and update job descriptions made in accordance with School Board Policy 1600 and with Florida Statutes 1001.42 and 1012.22. A copy of the job description described below 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 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>
Andrew Alvarez	Temporary Middle Assistant Principal George Washington Carver Middle School	AP	Middle Assistant Principal George Washington Carver Middle School	AP
Michelle N. Collot	Temporary Middle Assistant Principal Hialeah Gardens Middle School	AP	Middle Assistant Principal Hialeah Gardens Middle School	AP
Micheka Fleurissant	Temporary Middle Assistant Principal Thomas Jefferson Middle School	AP	Middle Assistant Principal Thomas Jefferson Middle School	AP
Tacoma R. Foster	Temporary Middle Assistant Principal Miami Lakes Middle School	AP	Middle Assistant Principal Miami Lakes Middle School	AP
Beulah R. Fray	Temporary Senior Assistant Principal North Miami Beach Senior High School	AP	Senior Assistant Principal North Miami Beach Senior High School	AP
Anjanette Hallman	Temporary Elementary Assistant Principal Lakeview Elementary School	AP	Elementary Assistant Principal Lakeview Elementary School	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>
Luis G. Jara	Temporary Elementary Assistant Principal Miami-Dade Virtual School	AP	Elementary Assistant Principal Miami-Dade Virtual School	AP
Lindsey Jhones	Temporary Elementary Assistant Principal Liberty City Elementary School	AP	Elementary Assistant Principal Liberty City Elementary School	AP
Andy Machado	Temporary Elementary Assistant Principal Riverside Elementary School	AP	Elementary Assistant Principal Riverside Elementary School	AP
George D. Pratt	Temporary Elementary Assistant Principal Benjamin Franklin K-8 Center	AP	Elementary Assistant Principal Benjamin Franklin K-8 Center	AP
Kristen M. Urra	Temporary Elementary Assistant Principal Jack D. Gordon Elementary School	AP	Elementary Assistant Principal Jack D. Gordon Elementary School	AP
Stacey M. Vazquez	Temporary Senior Assistant Principal Law Enforcement Officers Memorial High School	AP	Senior Assistant Principal Law Enforcement Officers Memorial High School	AP

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>
Jorge L. Calderon	Fiscal Specialist Treasurer	--	VPK Fiscal Support Specialist Department of Early Childhood Programs (Grant Funded)	37
Robert K. Wilson	Coordinator, Construction Facilities Operations, Maintenance	40	Coordinator III, Facilities Operations Facilities Operations, Maintenance	42

RECOMMENDED: That effective July 20, 2023, or as soon thereafter as can be facilitated, The School Board of Miami-Dade County, Florida:

1. establish and classify:
 - a. K-12 Center Principal, MEP pay grade PR
 - b. 6-12 Center Principal, MEP pay grade PR
 - c. K-12 Center Assistant Principal, MEP pay grade AP
 - d. K-8 Center Assistant Principal, MEP pay grade AP
 - e. 6-12 Center Assistant Principal, MEP pay grade AP
 - f. Executive Director, Exceptional Student Education Budgets, MEP pay grade 22
2. authorize changes to the minimum qualifications for the following MEP school site job descriptions to align with the newly approved minimum qualifications identified in School Board Policy 1130, *Assignments*.

<u>Principal</u>	<u>Assistant Principal</u>
a. Elementary Principal	k. ESE Assistant Principal
b. Middle Principal	l. Elementary Assistant Principal
c. K-8 Center Principal	m. Elementary Assistant Principal (12m)
d. Senior Principal	n. Middle Assistant Principal
e. Exceptional Education Principal	o. Senior Assistant Principal
f. Principal Adult Education	p. Adult Assistant Principal
g. Principal Alternative Education	q. Assistant Principal Vocational
h. Principal Region/Technical Center	r. Vice Principal
i. Principal Senior/Vocational/Technical	s. Senior Assistant Principal (12m)
j. Vocational Center Principal	t. Community School Assistant Principal

3. approve the title change to following MEP job descriptions:
 - a. Administrative Director, Application Development and Client Support, MEP pay grade 24 to Chief Technology Officer, Application Development and Client Support MEP pay grade 24
 - b. Administrative Director, Business and Operational Services, MEP pay grade 24 to Chief Technology Officer, Network, Cybersecurity and Technical Services, MEP pay grade 24

4. approve the title change to following MEP personnel:
 - a. Jorge Fernandez, Administrative Director, Application Development and Client Support, MEP pay grade 24 to Chief Technology Officer, Application Development and Client Support MEP pay grade 24
 - b. Paul Smith, Administrative Director, Business and Operational Services, MEP pay grade 24 to Chief Technology Officer, Network, Cybersecurity and Technical Services, MEP pay grade 24

5. approve the recommendation for appointments and lateral transfers to be effective July 20, 2023, or as soon thereafter as can be facilitated, with the exception of the effective dates as noted throughout the item and authorize compensation adjustments pursuant to the MEP Manual.

SALARY RANGES					
http://salary.dadeschools.net					
	*MEP		DCSAA		SCHOOL POLICE
26	\$117,244 - \$204,839	47	\$ 73,701 - \$125,310	S3	\$110,552 - \$142,292
25	\$108,370 - \$167,690	46	\$ 70,194 - \$119,351	S2	\$ 89,606 - \$131,673
24	\$103,362 - \$157,465	45	\$ 66,851 - \$113,662		
PR	\$100,612 - \$132,556	44	\$ 63,669 - \$108,255		
23	\$ 93,162 - \$147,240	43	\$ 60,632 - \$103,094		
22	\$ 83,300 - \$137,015	42	\$ 57,754 - \$ 98,200		
21	\$ 77,183 - \$126,790	41	\$ 55,005 - \$ 93,525		
VP	\$ 80,481 - \$102,923	40	\$ 52,378 - \$ 89,065		
AP (12m)	\$ 78,328 - \$ 98,970	39	\$ 49,889 - \$ 84,826		
AP (10m)	\$ 73,292 - \$ 93,921	38	\$ 47,518 - \$ 80,798		
20	\$ 71,536 - \$116,565	37	\$ 45,247 - \$ 76,937		
19	\$ 66,552 - \$100,205	36	\$ 43,000 - \$ 73,267		
18	\$ 61,846 - \$ 89,980	35	\$ 40,000 - \$ 69,790		
17	\$ 55,956 - \$ 79,755				
16	\$ 52,846 - \$ 69,530				