

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 Support Personnel Staffing is responsible for recruiting and staffing personnel for three of the district's five bargaining units (AFSCME, UTD, and DCSMEC) and one meet and confer (CEP) group. To meet the demands of staffing M-DCPS with qualified candidates, the Office of Support Personnel Staffing has increased focus on recruitment and forging stronger partnership with community organizations to secure a dependable workforce. As a result of these evolving responsibilities the position of HR Staffing Coordinator is being reclassified to that

of HR Staffing Supervisor, MEP 20. This change reflects the expanded role and increased responsibilities associated with the position, including the task of overseeing the successful launch of our cutting-edge hiring platform this year. This restructuring plan is in alignment with the district's commitment to delivering exceptional service and support to our schools and community partners. With this restructuring plan the district aims to position itself as a leader in efficacy related to recruitment, talent development and management.

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 ADMINISTRATIVE ASSIGNMENTS**  
**PRINCIPALS**

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Jorge A. Parra	Adult Assistant Principal Lindsey Hopkins Technical College	AP	Interim Middle Principal Cutler Bay Middle School (Effective 10/02/2023)	PR
Latonya N. Shackelford	Instructional Supervisor, School Operations Alternative Education	21	Interim Senior High Principal New Educational Opportunity and Access	PR

} ADDED

**SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS**  
**PRINCIPALS**

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Christina V. Diaz	Interim Elementary Principal Howard Drive Elementary School	PR	Elementary Principal Howard Drive Elementary School	PR
Ivette M. Diaz-Rubio	Elementary Principal Miami-Dade Virtual School	PR	K-12 Center Principal Miami-Dade Virtual School	PR
Desiree A. Gonzalez Martinez	Interim Adult Principal Miami Palmetto Adult and Community Education Center	PR	Principal, Adult Education Miami Palmetto Adult and Community Education Center	PR

} ADDED

**SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS**  
**PRINCIPALS**

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>	
Ludy Lopez	Elementary Principal Miami-Dade Online Academy	PR	K-12 Center Principal Miami-Dade Online Academy	PR	} ADDED
Bridget L. McKinney	Elementary Principal Scott Lake Elementary School	PR	Senior High Principal Miami Carol City Senior High School (Effective 10/02/2023)	PR	
Ignacio Rodriguez	Middle Principal Cutler Bay Middle School	PR	Senior Principal Hialeah Senior High School (Effective 10/02/2023)	PR	
Beatriz Sears	Senior Principal Hialeah Senior High School	PR	Exceptional Education Principal Neva King Cooper Educational Center (Transition) (Effective 10/02/2023)	PR	
Kenneth L. Williams	Senior High Principal Miami Carol City Senior High School	PR	Elementary Principal Scott Lake Elementary School (Effective 10/02/2023)	PR	

**SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS**  
**VICE/ASSISTANT PRINCIPALS**

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Katherine Disla	Math Coach Hialeah Gardens Elementary School	--	Temporary Elementary Assistant Principal North Dade Center for Modern Languages	AP
Norberto R. Fernandez	Teacher Miami Springs Senior High School	--	Adult Assistant Principal Miami Springs Adult and Community Education Center	AP
Donna S. Lee	Elementary Principal North Region Office	PR	Elementary Assistant Principal Miami Gardens Elementary School (Effective 09/29/2023)	AP
Sonia A. Marques	Teacher South Dade Middle School	--	Temporary Elementary Assistant Principal Avocado Elementary School	AP
Christina C. Mendez	Teacher Amelia Earhart Elementary School	--	Temporary Elementary Assistant Principal Miami Gardens Elementary School	AP
Chad A. Norton	Teacher Miami Northwestern Senior High School	--	Temporary Middle Assistant Principal Madison Middle School	AP

ADDED

**SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS**  
**VICE/ASSISTANT PRINCIPALS**

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Vanette E. Pinder	Student Activities Director Miami Norland Senior High School	--	Temporary Senior Assistant Principal Hialeah Senior High School	AP
Alexandre Ramirez	Media Specialist George T. Baker Aviation Technical College	--	Temporary Adult Assistant Principal George T. Baker Aviation Technical College	AP
Barbara M. Sanchez	Teacher West Hialeah Gardens Elementary School	--	Temporary K-8 Center Assistant Principal Aventura Waterways K-8 Center	AP
Jessica E. Sanchez	Teacher Norma Butler Bossard Elementary School	--	Temporary Elementary Assistant Principal Norma Butler Bossard Elementary School	AP
Vladimir Santana	Curriculum Support Specialist Adult/Vocational/Alternative and Community Education	--	Temporary Adult Assistant Principal Miami Coral Park Adult and Community Education Center	AP

ADDED

**SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS**  
**VICE/ASSISTANT PRINCIPALS**

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Diane E. Cardona	K-8 Center Assistant Principal Aventura Waterways K-8 Center	AP	Elementary Assistant Principal Redland Elementary School (Effective 10/02/2023)	AP
Mayte M. Fuentes	Temporary Middle Assistant Principal Rockway Middle School	AP	Middle Assistant Principal Rockway Middle School	AP
Lizette Gonzalez	Temporary Elementary Assistant Principal Twin Lakes Elementary School	AP	Elementary Assistant Principal Twin Lakes Elementary School	AP
Tonya A. Johnson	Temporary Senior Assistant Principal Miami Jackson Senior High School	AP	Senior Assistant Principal Miami Jackson Senior High School	AP
Heather J. Parker	Elementary Assistant Principal Norma Butler Bossard Elementary School	AP	K-12 Center Assistant Principal Miami-Dade Virtual School	AP
Jean C. Saint-Phard	Adult Assistant Principal George T. Baker Aviation Technical College	AP	Adult Assistant Principal Lindsey Hopkins Technical College	AP

} ADDED

**SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS**  
**VICE/ASSISTANT PRINCIPALS**

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Edric M. Valdes	Elementary Assistant Principal North Dade Center for Modern Languages	AP	Community School Assistant Principal Palm Springs North Elementary School	AP
Anthony S. White	Temporary Senior Assistant Principal Miami Central Senior High School	AP	Senior Assistant Principal Miami Central Senior High School	AP

} ADDED

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

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Meghan R. Alexander	Fiscal Specialist Instructional Staffing	--	Recruiter Instructional Staffing	18
William Barimo	Executive Director, Design and Sustainability Governmental Affairs and Land Use	47	District Director, Facilities Planning Governmental Affairs and Land Use	23
Daniela Barraza	Leave Specialist Leave, Retirement and Unemployment Compensation	--	ERP Analyst Leave, Retirement and Unemployment Compensation	17
Yvonne Calixte	Curriculum Support Specialist Educational Transformation Office	--	District Supervisor, Instructional Support Office of School Improvement (Grant Funded)	21

} ADDED

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

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Laura C. Cardenas	Coordinator, School Operations Charter School Compliance and Support	20	ERP Team Leader Charter School Compliance and Support	21
Bibiana S. Castro	Information Technology Liaison Miami Lakes Educational Center and Technical College	--	District Coordinator Adult/Vocational/Alternative and Community Education	19
Loreta Costanza	Interventionist Office of School Leadership and Performance	--	Student Funding Specialist Federal and State Compliance Office	18
Carlton Crawl	Return to the district	--	Executive Director, Facilities Planning Governmental Affairs and Land Use	22
Gerry Daniel	External Candidate	--	District Coordinator Innovation and School Choice	19
Yvette Davila	ERP Analyst Leave, Retirement and Unemployment Compensation	17	Coordinator, Budget Management Office of Budget Management	19

ADDED

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

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Tanairy Echagarruga	External Candidate	--	District Analyst Office of the Controller	17
Yillian Exposito	ERP Analyst Instructional Certification	17	Recruiter Instructional Staffing	18
Mildred K. Farber	Senior Administrative Assistant Division of Academics	--	Staff Assistant Division of Academics	16
Lourdes M. Galvez	District Administrative Assistant North Region Office	--	Staff Assistant Office of Budget Management	16
Dahlia M. Gonzalez	Executive Director, Charter Schools Charter School Compliance and Support	22	District Director, Charter Schools Charter School Compliance and Support	23
Lizmaite Gonzalez	External Candidate	--	Coordinator, Budget Management Office of Budget Management	19
Maria G. Hernandez	Fiscal Specialist Office of Risk and Benefits Management	--	District Analyst Office of Risk and Benefits Management	17

ADDED

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

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>	
Isabel Jimenez	Manager III, Community School Fiscal Services Adult/Vocational/Alternative and Community Education	39	Staff Assistant General Accounting	16	} ADDED
Stephanie Lemos	External Candidate	--	Supervisor, Facilities Management Office of Capital Construction Budgets and Controls	20	
Katravia R. Lynn	District Supervisor, Financial Operations General Accounting	21	Staff Specialist General Accounting (Career re-direction at the request of the incumbent)	18	
Luisa Molina	External Candidate	--	Director, Facilities Services Governmental Affairs and Land Use	21	} ADDED
Joella P. Nortelus	District Supervisor, Charter Schools Charter School Compliance and Support	21	Executive Director, Charter Schools Charter School Compliance and Support	22	
Michael Poitier	External Candidate	--	District Coordinator Department of Early Childhood Programs (Grant Funded)	19	} ADDED

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

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Yasmin Rabassa	Community Liaison Specialist Office of Risk and Benefits Management	--	District Analyst Office of Risk and Benefits Management	17
Eva M. Regueira	Executive Director, Grants Administration Grants Administration	22	District Director, Community Services Community Education Before/After School Care	23
Patrick E. Rivas	Accounts Payable Senior Specialist Office of Capital Construction Budgets and Controls	--	Supervisor, Facilities Management Office of Capital Construction Budgets and Controls	20

ADDED

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

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>
Ivan E. Silva	Interim Chief of Police Miami-Dade Schools Police Department	26	Chief of Police Miami-Dade Schools Police Department	26

**NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS**  
**PROFESSIONAL TECHNICAL**

<b><u>NAME</u></b>	<b><u>CURRENT ASSIGNMENT</u></b>	<b><u>CURRENT PG</u></b>	<b><u>NEW ASSIGNMENT</u></b>	<b><u>NEW PG</u></b>	
Ileana Bravo	External Candidate	--	Coordinator I, Schedule Project Management Office of Capital Construction Budgets and Controls	40	} ADDED
Maria E. Cabrera	External Candidate	--	Manager III, Facilities Operation Office of Capital Construction Budgets and Controls	39	
Ileana Camacho	External Candidate	--	Manager III, Facilities Operation Office of Capital Construction Budgets and Controls	39	
Jose M. Fernandez	Foreperson – A/C and Refrigeration Facilities Operations, Maintenance	--	Coordinator, Construction Facilities Operations, Maintenance	40	
Patrick Hazzard	Coordinator III, Facilities Operations Facilities Operations, Maintenance	42	Supervisor II, Facilities Operations Facilities Operations, Maintenance	44	
Patricia D. Jitta	Foreperson - Grounds Facilities Operations, Maintenance	--	Coordinator, Construction Facilities Operations, Maintenance	40	

**RECOMMENDED:** That effective October 12, 2023, or as soon thereafter as can be facilitated, The School Board of Miami-Dade County, Florida:

1. approve the minimum qualification changes to Police Major, MEP, pay grade S3
2. approve the title change and reclassification of HR Staffing Coordinator, MEP, pay grade 19 to HR Staffing Supervisor, MEP, pay grade 20 } REVISIED
3. approve the reclassification of the following MEP personnel: } REVISIED
  - a. Pedro Fleitas, HR Staffing Coordinator, MEP, pay grade 19 to HR Staffing Supervisor, MEP, pay grade 20
  - b. Joshua R. Garfinkle, HR Staffing Coordinator, MEP, pay grade 19 to HR Staffing Supervisor, MEP, pay grade 20
  - c. Stacy L. Rolle, HR Staffing Coordinator, MEP, pay grade 19 to HR Staffing Supervisor, MEP, pay grade 20
4. approve the recommendation for appointments and lateral transfers to be effective October 12, 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.

<b>SALARY RANGES</b>					
<a href="http://salary.dadeschools.net">http://salary.dadeschools.net</a>					
	<b>MEP</b>		<b>DCSAA</b>		<b>SCHOOL POLICE</b>
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				