

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.

Miami-Dade County Public Schools prides itself as an organization which recognizes the talent and skills of its employees and provides career development opportunities so that they continue to grow professionally. Part of this success is establishing organizational structures within departments that allow for career ladder opportunities. The recent turnover in the Office of Economic Opportunity highlighted the need to establish a tiered leadership structure. As such, a vacant District Director position, MEP 23, is being upgraded to that of Administrative Director, MEP 24. The upgraded position provides the necessary tiered leadership and support while enhancing the ability for community outreach. This upgrade will be cost neutral for the district.

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
PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Francisco E. Garnica	Senior Principal iPrep Academy North	PR	6-12 Center Principal iPrep Academy North	PR

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>
Michele J. Alamo	Temporary Elementary Assistant Principal Oak Grove Elementary School	AP	Elementary Assistant Principal Oak Grove Elementary School	AP
Marieyola Baptiste	Middle Assistant Principal iPrep Academy North	AP	6-12 Center Assistant Principal iPrep Academy North	AP
Gianny D. Ramon	Elementary Assistant Principal West Lake Preparatory Academy	AP	K-8 Center Assistant Principal West Lake Preparatory Academy	AP
Erika N. Rolle	Elementary Assistant Principal Miami-Dade Virtual School	AP	K-12 Center Assistant Principal Miami-Dade Virtual School	AP

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>
Lillian J. Hernandez	Solutions Manager Application Development and Client Support	20	Director, Technology Solutions Application Development and Client Support	21
Alexandre Ramirez	Temporary Adult Assistant Principal George T. Baker Aviation Technical College	AP	Executive Director, Strategic Planning Strategic Planning and Initiatives	22

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>
Jose A. Antigua	Programmer Analyst II Department of Food and Nutrition	36	Senior Programmer Analyst I Department of Food and Nutrition	37
Heli S. Cobos	Senior Programmer Analyst I Application Development and Client Support	37	School Application Support Analyst Application Development and Client Support	39
Rosalyn Rodriguez	Senior Assistant Principal John A. Ferguson Senior High School	AP	Supervisor II, Research Services Assessment, Research and Data Analysis	44

RECOMMENDED: That effective December 21, 2023, or as soon thereafter as can be facilitated, The School Board of Miami-Dade County, Florida:

1. establish and classify:
 - a. Technical College Director, MEP pay grade PR
 - b. Technical College Associate Director, MEP pay grade VP
 - c. Technical College Assistant Director, MEP pay grade AP
2. approve the reclassification of FTE Senior Auditor, DCSAA pay grade 36 to DCSAA pay grade 37
3. approve the reclassification of Glendys Y. Serra, FTE Senior Auditor, DCSAA pay grade 36 to FTE Senior Auditor, DCSAA, pay grade 37
4. approve the recommendation for appointments and lateral transfers to be effective December 21, 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	\$120,762 - \$213,033	47	\$ 75,912 - \$129,070	S3	\$113,869 - \$157,984
25	\$111,622 - \$188,398	46	\$ 72,300 - \$122,932	S2	\$ 92,295 - \$136,940
24	\$106,463 - \$178,764	45	\$ 68,857 - \$117,072		
PR	\$103,631 - \$162,417	44	\$ 65,579 - \$111,503		
23	\$ 95,957 - \$170,130	43	\$ 62,452 - \$106,187		
22	\$ 85,799 - \$162,417	42	\$ 59,487 - \$101,146		
21	\$ 79,499 - \$145,835	41	\$ 56,656 - \$ 96,331		
VP	\$ 82,896 - \$124,352	40	\$ 53,950 - \$ 91,737		
AP (12m)	\$ 80,678 - \$118,430	39	\$ 51,386 - \$ 87,371		
AP (10m)	\$ 75,491 - \$110,390	38	\$ 48,944 - \$ 83,222		
20	\$ 73,683 - \$135,228	37	\$ 46,605 - \$ 79,246		
19	\$ 68,549 - \$125,596	36	\$ 44,290 - \$ 75,466		
18	\$ 63,702 - \$104,580	35	\$ 41,200 - \$ 71,884		
17	\$ 57,635 - \$ 93,946				
16	\$ 54,432 - \$ 82,312				