

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

**SUBJECT: REQUEST APPROVAL OF ADMINISTRATIVE APPOINTMENTS FOR
2024-2025 AND JOB DESCRIPTION(S)**

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.

Furthermore, authorization of the Board is requested to establish and classify and update job description(s) 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.

**Revised
D-21**

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
PRINCIPAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Jessica M. Fortich	K-8 Center Principal Myrtle Grove Elementary School	PR	Elementary Principal Myrtle Grove Elementary School	PR
Jorge Parra	Interim Middle Principal Cutler Bay Middle School	PR	Middle Principal Cutler Bay Middle School	PR
Latonya N. Shackelford	Interim Senior Principal New Opportunity Educational Center	PR	Senior Principal New Opportunity Educational Center	PR

SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Tattala Bowie	Teacher Center for Special Instruction Carrie P. Meek/Westview K-8 Center	--	Adult Assistant Principal North Miami Adult Education Center	AP
David Cadaval	Senior Assistant Principal Medical Academy for Science and Technology (MAST@Homestead)	AP	Technical College Associate Director South Dade Technical College	VP
Zulay Lezcano	Teacher South Hialeah Elementary School	--	Technical College Assistant Director Lindsey Hopkins Technical College	AP

ADDED

SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>	
Erika Pell-Lopez	Curriculum Support Specialist Education Transformation Office (Grant Funded)	--	Senior Assistant Principal Maritime and Science Technology (MAST) Academy	AP	} ADDED

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Kayla J. Edwards	K-8 Center Assistant Principal Myrtle Grove Elementary School	AP	Elementary Assistant Principal Myrtle Grove Elementary School	AP
Sonia A. Marques	Temporary Elementary Assistant Principal Avocado Elementary School	AP	Elementary Assistant Principal Avocado Elementary School	AP
Chad A. Norton	Temporary Middle Assistant Principal Madison Middle School	AP	Middle Assistant Principal Madison Middle School	AP
Vanette E. Pinder	Temporary Senior Assistant Principal Hialeah Senior High School	AP	Senior Assistant Principal Hialeah Senior High School	AP

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Barbara M. Sanchez	Temporary K-8 Center Assistant Principal Aventura Waterways K-8 Center	AP	K-8 Center Assistant Principal Aventura Waterways K-8 Center	AP
Jessica E. Sanchez	Temporary Elementary Assistant Principal Norma Butler Bossard Elementary School	AP	Elementary Assistant Principal Norma Butler Bossard Elementary School	AP
Vladimir Santana	Temporary Adult Assistant Principal Miami Coral Park Adult and Community Education Center	AP	Adult Assistant Principal Miami Coral Park Adult and Community Education Center	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>
Cathay J. Barr-Robinson	Staff Assistant Personnel Operations and Records	16	HR Staffing Supervisor Support Personnel Staffing	20
Cindy Bonilla	External Candidate	--	Staff Assistant Division of General Accounting	16
Eric W. Bryant	Director, Contract Compliance Office of Education and Economic Access	21	Executive Director, Economic Access Office of Education and Economic Access	22

} 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>	
Leandra J. Caldero	Administrative Assistant to the Superintendent Office of the Superintendent	--	District Analyst Office of Community Engagement	17	} ADDED
Denise Castillo	Supervisor, Facilities Management Governmental Affairs and Land Use	20	Executive Director, Facilities Planning Governmental Affairs and Land Use	22	
Karen C. Douthit	Supervisor I, Food Services Department of Food and Nutrition	43	Director, Food Service Operations Department of Food and Nutrition	21	
Yillian Exposito	Recruiter Instructional Staffing	18	ERP Team Instructional Certification (Grant Funded)	19	} ADDED
Victor E. Franco	Math Coach Henry M. Flagler Elementary School	--	Instructional Supervisor, School Operations Office of School Leadership and Performance	21	
Maria E. Hernandez	Supervisor II, Contracts/Supplies/ Transport Department of Food and Nutrition	44	Director, Food Service Operations Department of Food and Nutrition	21	

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>	
Sierra D. Jackson	SPED-Varying Exceptionalities Miami Carol City Senior High School	--	Instructional Support Specialist Office of Exceptional Student Education (Grant Funded)	20	} ADDED
Jose S. Ocana	Administrative Assistant to Cabinet Member Office of Academics and Transformation	--	Coordinator, Sustainability Office of Strategic Planning and Initiatives	19	
Marie H. Orth-Sanchez	Executive Director, New Teacher Support Group Office of Professional Learning and Career Development	22	District Director, Instructional and Non-Instructional Staff Development Office of Professional Learning and Career Development (Grant Funded)	23	
Joanna Sanchez	ERP Team Instructional Certification (Grant Funded)	19	Executive Director, Certification and Teacher Quality Support Instructional Certification (Succession Management)	22	} ADDED
Fernando Tercilla	Supervisor, Telecommunications Infrastructure and System User Support	44	Director, Computer Operations and Facilities Support Infrastructure and System User Support	21	
Andres M. Valderrama	Fiscal Assistant III Accounts Payable	--	District Analyst Office of Risk and Benefits Management	17	

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>
Eva M. Regueira	District Director, Community Services Community Education Before/After School Care	23	District Director, Community Services Office of Education and Economic Access	23

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>
Humberto Carvajal	Coordinator III, Facilities Operations Facilities Operations, Maintenance	42	Supervisor II, Facilities Operations Facilities Operations, Maintenance	44
Maycol J. Enriquez	Trade Support Foreperson Facilities Operations, Maintenance	--	Coordinator I, Construction Facilities Operations, Maintenance	40
Nelson F. Figueredo	Leadperson, Vehicle Repair Department of Transportation	--	Manager, Transportation Maintenance Department of Transportation	38
Marcos F. Flores	Electrician II Facilities Operations, Maintenance	--	Coordinator I, Construction Facilities Operations, Maintenance	40

ADDED

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>
Ralph A. Franco	Coordinator, Construction Facilities Operations, Maintenance	40	Coordinator III, Facilities Operations Facilities Operations, Maintenance	42
Lisa R. James	Fiscal Specialist Office of Risk and Benefits Management	--	Coordinator I, Construction Facilities Operations, Maintenance	40
Edda R. Jiron	External Candidate	--	Translation Specialist Office of Communications (Grant Funded)	35
Oswaldo Lugo	Electrician II Facilities Operations, Maintenance	--	Coordinator I, Construction Facilities Operations, Maintenance	40
Christopher A. Feliz-Martinez	Accounts Payable Senior Specialist Accounts Payable	--	Administrative Assistant I, Finance Accounts Payable	35
James E. Munger	Supervisor II, Facilities Operations Department of Environmental Management	44	Coordinator III, Facilities Operations Facilities Operations, Maintenance (Career Redirection at the request of the incumbent)	42

ADDED

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>	
Pyree T. Rhodes	Coordinator III, Facilities Operations Facilities Operations, Maintenance	42	Supervisor II, Facilities Operations Facilities Operations, Maintenance	44	} ADDED
Alexandra Rivero	External Candidate	--	Visual Media Manager Media Programs	37	
Johnny Rodriguez	Foreperson-Electricians Facilities Operations, Maintenance	--	Coordinator I, Construction Facilities Operations, Maintenance	40	} ADDED
Lydia D. Sprauve	Coordinator, Construction Facilities Operations, Maintenance	40	Coordinator III, Facilities Operations Facilities Operations, Maintenance	42	

RECOMMENDED: That effective October 17, 2024, or as soon thereafter as can be facilitated, The School Board of Miami-Dade County, Florida:

1. establish and classify District Director, Artificial Intelligence, MEP pay grade 23
2. approve the change of the minimum qualifications to the following:
 - a. District Supervisor, Grants Administration, DCSAA pay grade 45
 - b. Senior Grant Writer, DCSAA pay grade 44
3. approve the recommendation for appointments and lateral transfers to be effective October 17, 2024, 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				