

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

OFFICE OF THE SUPERINTENDENT

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REVISED

August 30, 2019

TO: School Board Members

FROM: Alan Strauss *AS*
Chief Human Resources & Equity Officer

VIA: Robert W. Runcie *RWR*
Superintendent of Schools

SUBJECT: **REVISION TO G-3, PERSONNEL RECOMMENDATIONS FOR NON-INSTRUCTIONAL APPOINTMENTS AND LEAVES FOR THE 2019-2020 SCHOOL YEAR, FOR THE SEPTEMBER 4, 2019, SCHOOL BOARD OPERATIONAL MEETING**

Attached is a revision to G-3, Personnel Recommendations for Non-Instructional Appointments and Leaves for the 2019-2020 School Year, for the September 4, 2019, School Board Operational Meeting.

- Section 4. Educational Support Managerial Association of Broward, Inc. (ESMAB), Police Benevolent Association (PBA) and Technical Support Professionals (TSP) Personnel – Recommended Appointments: One (1) recommended appointment added to section 4, including page 20.
- Section 5. Recommended Reassignment of Current School-Based and District Managerial Personnel: One (1) recommended reassignment added to section 5.
- Section 7. Recommended Appointments of School-Based and District Managerial Acting/Special/Task Assignment Personnel: Three (3) recommended appointments added to section 7, including pages 21 – 23.
- Section 9. Salary Adjustment(s): Three (3) recommended salary adjustments added to section 9.

RWR/AS/EMC:sl
Attachment(s)

c: Senior Leadership Team

**Board Agenda, September 4, 2019, Item G-3
Executive Summary List of Appointments, Assignments and Leaves for
Non-Instructional for the 2019-2020 School Year
(This includes Managerial/Professional/Technical Personnel)**

This agenda item includes all personnel recommendations for appointments, assignments and leaves for Non-Instructional Personnel that have been combined into one Board Item.

NON-INSTRUCTIONAL

Non-Instructional recommendations include the name of recommended individual(s) school/location, job title, and assigned calendar. The individuals recommended have the qualifications required for the specified position and will be paid as specified in the 2018-2019 Salary Schedules.

All recommendations are made with the understanding that these individuals will comply with regulations/policies as set forth by the Florida Department of Education and The School Board of Broward County, Florida.

| | |
|---|-----------------------|
| | <u>Page(s)</u> |
| 1. Non-Instructional (Non-Managerial) Approval(s)/Reassignment(s)/Promotion(s)/Demotion(s) | 1-5 |
| 2. Non-Instructional (Non-Managerial) Substitutes/Temporary Employees | 6-8 |
| 3. Non-Instructional (Non-Managerial) Leave(s)-Layoffs(s) | 9-11 |
| 4. Managerial/Professional/Technical (ESMAB, PBA, TSP) Recommended Appointments | 12-13 |
| | <u>20</u> |

The specific positions and the individuals recommended for the District Managerial/Professional Technical (ESMAB, PBA, TSP) position(s) are listed below. Each position has a Summary of Advertised Position which gives position, effective date, individual recommended to fill the position, salary, work calendar, number of applicants (qualified and interviewed) and the Interview Committee. All recommendations are made with the understanding that these persons will comply with regulations as set forth by the Florida Department of Education and The School Board of Broward County.

4. Educational Support Managerial Association of Broward, Inc. (ESMAB), Police Benevolent Association (PBA) and Technical Support Professionals (TSP) Personnel – Recommended Appointments

| <u>Name</u> | <u>Recommended Position</u> | <u>Page</u> |
|--------------------------------------|--|--------------------|
| <u>Revised (1 Name Added)</u> | | |
| <u>Hollingsworth, Saemone</u> | <u>Executive Director, Exceptional Student Learning Support</u> | <u>20</u> |
| Burbridge, John | Manager, Area Security | 12 |
| Jacovino, Michelle | Clinical Nurse Supervisor | 13 |

4 a. Technical Support Professionals (TSP) Positions (School-Based Personnel)

| <u>Name</u> | <u>Title/Position</u> | <u>Location</u> | <u>Effective Date</u> |
|--------------------|------------------------------|------------------------|------------------------------|
| None at this time | | | |

4 b. Recommended Appointments of Acting Technical Support Professionals (TSP) Personnel

The specific positions and the individuals recommended for the non-instructional administrative position(s) are listed below. All recommendations are made with the understanding that these persons will comply with regulations as set forth by the Florida Department of Education and The School Board of Broward County.

| <u>Name</u> | <u>Title/Position</u> | <u>Location</u> | <u>Effective Date</u> |
|--------------------|------------------------------|------------------------|------------------------------|
| None at this time | | | |

4 c. Recommended Appointments of Temporary Educational Support Managerial Association of Broward, Inc. (ESMAB) and Police Benevolent Association (PBA) Personnel

The specific positions and the individuals recommended for the non-instructional administrative position(s) are listed below. All recommendations are made with the understanding that these persons will comply with regulations as set forth by the Florida Department of Education and The School Board of Broward County.

| <u>Name</u> | <u>Title/Position</u> | <u>Location</u> | <u>Effective Date</u> |
|----------------------|---|------------------------|--|
| Bertrand, Tracey Ann | Temporary ESMAB Administrator \$38.11 per hour | Service Quality Office | Effective Date: 08/19/19 – 01/17/20 |

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4 d. Recommended Appointments of Temporary District Managerial/Professional/Technical Personnel

The specific positions and the individuals recommended for the non-instructional administrative position(s) are listed below. All recommendations are made with the understanding that these persons will comply with regulations as set forth by the Florida Department of Education and The School Board of Broward County.

| <u>Name</u> | <u>Title/Position</u> | <u>Location</u> | <u>Effective Date</u> |
|-------------------|-----------------------|-----------------|-----------------------|
| None at this time | | | |

5. Recommended Reassignment of Current School-Based and District Managerial Personnel

The position(s) and individual(s) recommended for reassignment by the Superintendent for the 2019-2020 School/Fiscal year are listed below. The School-Based Managerial staff member meets the requirements of the position for which he/she is recommended for reassignment. All recommendations are made with the understanding that these persons will comply with regulations as set forth by the Florida Department of Education and The School Board of Broward County. The salary and calendars remain the same except where noted.

| <u>Name</u> | <u>Current Assignment</u> | <u>Recommended Reassignment</u> | <u>Effective Date</u> |
|---|--|--|-----------------------|
| None at this time | | | |
| <u>Revised (1 Name Added)</u> <u>Stramanak, Annmarie</u> | <u>Teacher-Peer Reviewer, Employee Evaluations</u> | <u>Assistant Principal, Sheridan Hills Elementary</u> <u>Salary: \$71,400, on the Awarding Competitive Compensation to Educational Leaders (ACCEL) Plan for School-Based Administrators</u> | <u>09/05/19</u> |

6. School-Based Managerial Personnel - Recommended Appointments

The specific positions and individuals recommended for Principal and/or Assistant Principal position(s) are listed below. Each position has a Summary of Advertised Position which gives position, effective date, individual recommended to fill the position, salary, work calendar, number of applicants (qualified and interviewed) and the Interview Committee. All recommendations are made with the understanding that these persons will comply with regulations as set forth by the Florida Department of Education and The School Board of Broward County.

| <u>Name</u> | <u>Recommended Position</u> | <u>Page</u> |
|------------------|--|-------------|
| Huggins, Roxanne | Assistant Principal, Western High | 14 |
| Kerkerian, Gina | Assistant Principal, Sea Castle Elementary | 15 |
| Lendick, Lynette | Assistant Principal, Silver Trail Middle | 16 |
| Pierce, Sara | Assistant Principal, Hollywood Hills High | 17 |
| Roberts, Gia | Assistant Principal, Dillard 6-12 | 18 |
| Trenard, Guy | Assistant Principal, Driftwood Middle | 19 |

6 a. Recommended Appointments of Temporary School-Based Administrative Personnel

The specific positions and the individuals recommended for the non-instructional administrative position(s) are listed below. All recommendations are made with the understanding that these persons will comply with regulations as set forth by the Florida Department of Education and The School Board of Broward County. The individual(s) recommended for the position(s) will assist the location by serving as a temporary Principal or Assistant Principal at a school site, during a leave or until the vacancy can be permanently filled by the Office of School Performance & Accountability.

| <u>Name</u> | <u>Position</u> | <u>Location</u> | <u>Effective Date</u> |
|-------------------|-----------------|-----------------|-----------------------|
| None at this time | | | |

7. Recommended Appointments of School-Based and District Managerial Acting/Special/Task Assignment Personnel

The positions and individuals recommended for acting/special/task assignments by the Superintendent for the 2019-2020 School/Fiscal year are listed below. Each recommended acting/special/task assignment includes candidate's name, present assignment, recommended acting/task assignment, administrator replaced (if applicable), effective date and time of acting/special/task assignment, explanation for selection, work calendar and salary.

| <u>Name</u> | <u>Recommended Position</u> | <u>Page</u> |
|---------------------------------------|--|------------------|
| None at this time | | |
| <u>Revised (3 Names Added)</u> | | |
| <u>German, Carolyn</u> | <u>Task Assignment, Manager, Centralized Routing</u> | <u>21</u> |
| <u>Luke, Kim</u> | <u>Task Assignment, Administrator, Office of the Chief Fire Official</u> | <u>22</u> |
| <u>Stanford, Victoria</u> | <u>Task Assignment, Manager, Emergency Management & Chief Fire Official</u> | <u>23</u> |

8. School-Based and District Managerial Personnel Leave(s) for 2019-2020 School/Fiscal Year

| <u>Name</u> | <u>Position</u> | <u>Location</u> | <u>Effective Date</u> |
|-------------------|-----------------|-----------------|-----------------------|
| None at this time | | | |

9. Salary Adjustment(s)

| <u>Name</u> | <u>Position</u> | <u>Location</u> | <u>Effective Date</u> |
|---------------------------------------|---|---|------------------------|
| <u>Revised (3 Names Added)</u> | | | |
| <u>Campbell, Bernadetta</u> | <u>Temporary Assignment, Working Out of Classification as a Shift Supervisor</u> | <u>Transportation & Fleet Services</u> | <u>08/01/19</u> |

Ms. Bernadetta Campbell is receiving a salary adjustment in compliance with the Collective Bargaining Agreement for Broward Teacher's Union – Technical Support Professionals (Article 11-2, Temporary Assignments) for Working Out of Classification as the Shift Supervisor. Currently, Ms. Campbell is a Transportation Specialist, earning \$26.08410 hourly/\$40,065 annually. While Working out of Classification as the Shift Supervisor, Ms. Campbell will earn \$33.73919 hourly/\$61,743. This temporary assignment is due to the current Shift Supervisor being on a Leave of Absence. Therefore, it was necessary for leadership to request a temporary assignment/salary adjustment for Ms. Campbell.

| | | | |
|--------------------------------------|---|---|------------------------|
| <u>Echols-Smith, Olenthia</u> | <u>Temporary Assignment, Working Out of Classification as a Shift Supervisor</u> | <u>Transportation & Fleet Services</u> | <u>08/05/19</u> |
|--------------------------------------|---|---|------------------------|

Ms. Olenthia Echols-Smith is receiving a salary adjustment in compliance with the Collective Bargaining Agreement for Broward Teacher's Union – Technical Support Professionals (Article 11-2, Temporary Assignments) for Working Out of Classification as the Shift Supervisor. Currently, Ms. Echols-Smith is a Transportation Specialist, earning \$26.08410 hourly/\$40,065 annually. While Working out of Classification as the Shift Supervisor, Ms. Echols-Smith will earn \$33.73919 hourly/\$61,743 annually. This temporary assignment is due to the current Shift Supervisor being on a Leave of Absence. Therefore, it was necessary for leadership to request a temporary assignment/salary adjustment for Ms. Echols-Smith.

| | | | |
|-----------------------------|--|---|------------------------|
| <u>Masters, Ruth</u> | <u>Temporary Assignment, Working Out of Classification as a Route Analyst</u> | <u>Transportation & Fleet Services</u> | <u>08/02/19</u> |
|-----------------------------|--|---|------------------------|

Ms. Ruth Masters is receiving a salary adjustment in compliance with the Collective Bargaining Agreement for Broward Teacher's Union – Technical Support Professionals (Article 11-2, Temporary Assignment) for Working Out of Classification as a Route Analyst. Currently, Ms. Masters is a Route Planner earning \$28.06935 hourly/\$51,367 annually. While Working out of Classification as the Route Analyst, Ms. Masters will earn \$36.20722 hourly/\$66,259 annually. This temporary assignment is due to the recent resignation of the Manager, Centralized Routing prior to the start of school. The current Route Analyst (Carolyn German) was temporarily requested to perform the duties as the Manager of Centralized Routing to ensure a smooth school opening and during the current recruitment window of the new Manager. Therefore, it was necessary for leadership to request a temporary assignment/salary adjustment for Ms. Masters.

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9. Salary Adjustment(s) (Cont.)

| <u>Name</u> | <u>Position</u> | <u>Location</u> | <u>Effective Date</u> |
|-------------|--|---------------------------------|-----------------------|
| *Blake, Kay | Director, Student Transportation & Fleet Services | Transportation & Fleet Services | 07/01/19 |

*Ms. Blake was the Manager of Transportation Operations during the 2018-2019 School Year. Ms. Blake's position was changed and she was reappointed at the June 25, 2019 Regular School Board Meeting (RSBM) as Director, Student Transportation & Fleet Services for the 2019-2020 School Year. The job description was adopted by the Board at the July 23, 2019 RSBM. Subsequently, the employee's position was submitted to the Compensation Department to conduct a salary analysis. Factors such as the external labor market, the market reference salary, competitiveness, comparability, and internal consistency salary calculation were considered in making a final pay determination from the Educational Support and Management Association of Broward, Inc. (ESMAB) 2018-2019 Salary Band Schedule.

The Board approved annual salary range for Pay Band D, is \$84, 654 - \$155, 968. Accordingly, Ms. Blake's salary is being adjusted from Pay Band C, \$95, 235 to Pay Band D, \$114, 282.

AS/EMC:sl

RECOMMENDED POSITION
AND
SUMMARY OF ADVERTISED POSITION

REVISED

RECOMMENDED CANDIDATE: Saemone Hollingsworth
CURRENT/PREVIOUS POSITION: Director, School Performance and Accountability
CURRENT/PREVIOUS SALARY: \$128,241 **CURRENT WORK CALENDAR:** 244 Days
RECOMMENDED POSITION: Executive Director, Exceptional Student Learning Support (E-019)
RECOMMENDED SALARY: \$147,500, Pay Band E, from The School Board of Broward County, Florida, Educational Support and Management Association of Broward, Inc. (ESMAB) 2018-2019 Pay Band Salary Schedule
RECOMMENDED WORK CALENDAR: 244 Days
EFFECTIVE DATE: 9/5/2019
NUMBER OF APPLICANTS: 37
NUMBER OF QUALIFIED APPLICANTS: 9
NUMBER OF QUALIFIED APPLICANTS INTERVIEWED: 9
REASON FOR SELECTION:
This individual has been selected as the best qualified candidate for the position based upon education, professional experience and responses to the interview questions.

DEGREE(S) Master's Degree, Educational Leadership, Florida Atlantic University, Boca Raton, Florida
AWARDED: Bachelor's Degree, Special Education, University of Central Florida, Orlando, Florida

SELECTION COMMITTEE:

Daniel Gohl, Chief Academic Officer
Barbara Myrick, General Counsel
Lori Canning, Ed.D., Executive Director, Early Learning & Language Acquisition
Sonja Clay, Task Assignment, Executive Director, ESE & Support Services
Ernie Lozano, Director, School Performance & Accountability
Victoria Saldala, Director, ESOL
Luwando Wright-Hines, Director, Title I, Migrant & Special Programs
Janice Crosby Goulette, Principal, Sunset Lakes Elementary
Colleen Stearn, Principal, Cross Creek School
Jacquie Luscombe, ESE Advisory Counsel Chairperson

***COPIES OF RESUMES ARE ON FILE IN TALENT ACQUISITION & OPERATIONS
(NON-INSTRUCTIONAL)***

EMC/ca

Board Item: G-3

Board Date: 9/4/2019

Tracking Number: 3202

**RECOMMENDED APPOINTMENT
SCHOOL-BASED/DISTRICT MANAGERIAL
ACTING/SPECIAL/TASK ASSIGNMENT PERSONNEL**

REVISED

ITEM G-3 (SECTION 7)

RECOMMENDED REASSIGNMENT: Task Assignment, Manager, Centralized Routing

RECOMMENDED CANDIDATE: Carolyn German

CANDIDATE'S PRESENT ASSIGNMENT: Transportation Route Analyst

CURRENT SALARY: \$88,156

RECOMMENDED ANNUALIZED SALARY: \$93,500, from The School Board of Broward County, Florida, Educational Support and Management Association of Broward, Inc. (ESMAB) 2018-2019 Pay Band Salary Schedule

EXPLANTATION:

Ms. Carolyn German is being recommended to be task assigned as the Manager, Centralized Routing in the Student Transportation & Fleet Services department effective August 2, 2019. This task assignment became necessary as the previous Manager, Centralized Routing resigned effective August 2, 2019, and with school opening it became necessary to have Ms. German to provide leadership and support in the centralized routing department ensuring a smooth school opening. During this task assignment, the District will continue the recruitment and hiring for the new Manager, Centralized Routing.

**RECOMMENDED APPOINTMENT
SCHOOL-BASED/DISTRICT MANAGERIAL
ACTING/SPECIAL/TASK ASSIGNMENT PERSONNEL**

REVISED

ITEM G-3 (SECTION 7)

RECOMMENDED REASSIGNMENT: Task Assignment, Administrator, Office of the Chief Fire Official

RECOMMENDED CANDIDATE: Kim Luke

CANDIDATE'S PRESENT ASSIGNMENT: Plans Examiner/Inspector - Fire Safety

CURRENT SALARY: \$71,104

RECOMMENDED ANNUALIZED SALARY: \$84,651, from The School Board of Broward County, Florida, Educational Support and Management Association of Broward, Inc. (ESMAB) 2018-2019 Pay Band Salary Schedule

EXPLANTATION:

Ms. Kim Luke is being recommended to be task assigned as the Administrator within the Office of the Chief Fire Official and will provide the daily oversight and direction to staff; while Ms. Victoria Stanford serves as the Authority Having Jurisdiction (AHJ) as she maintains a current State of Florida Fire Safety Inspector Certification. Effective August 23, 2019, this task assignment became necessary as the Chief Fire Official MaryAnn May resigned. During this task assignment, the District will conduct the recruitment and hiring for the new Chief Fire Official.

**RECOMMENDED APPOINTMENT
SCHOOL-BASED/DISTRICT MANAGERIAL
ACTING/SPECIAL/TASK ASSIGNMENT PERSONNEL**

REVISED

ITEM G-3 (SECTION 7)

RECOMMENDED REASSIGNMENT: Task Assignment, Manager, Emergency Management & Chief Fire Official

RECOMMENDED CANDIDATE: Victoria Stanford

CANDIDATE'S PRESENT ASSIGNMENT: Manager, Emergency Management

CURRENT SALARY: \$76,278

RECOMMENDED ANNUALIZED SALARY: \$88,000, from The School Board of Broward County, Florida, Educational Support and Management Association of Broward, Inc. (ESMAB) 2018-2019 Pay Band Salary Schedule

EXPLANTATION:

Ms. Victoria Stanford is being recommended to be task assigned as the Manager, Emergency Preparedness & Chief Fire Official and will serve as the Authority Having Jurisdiction (AHJ) as she maintains a current State of Florida Fire Safety Inspector Certification; while Ms. Kim Luke serves as the task assigned Administrator within the Office of the Chief Fire Official who will provide the daily oversight and direction to staff. Effective August 23, 2019, this task assignment became necessary as the Chief Fire Official MaryAnn May resigned. During this task assignment, the District will conduct the recruitment and hiring for the new Chief Fire Official.