

AGENDA REQUEST FORM
THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Meeting Date 6/04/02	Open Agenda Yes <input checked="" type="checkbox"/> No	Time Certain Request Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Agenda Item Number G-3
--------------------------------	--	--	--	----------------------------------

TITLE:

Personnel Recommendations for Noninstructional Appointments and Leaves for the 2001-2002 and 2002 - 2003 School Years

REQUESTED ACTION:

Approve the personnel recommendations for appointments and reassignments as listed on the attached Executive Summary, respective lists and individual appointments for Noninstructional Employees. All recommendations are made with the understanding that these individuals will comply with regulations/policies as set forth by the Florida State Department of Education and The School Board of Broward County, Florida.

SUMMARY EXPLANATION AND BACKGROUND:

The Personnel Recommendations for Noninstructional Employees include the following sections:

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Noninstructional Approval(s) 2. Noninstructional Reassignment Promotion(s) 3. Noninstructional Reassignment Demotion(s) 4. Noninstructional Substitutes/Temporaries 5. Noninstructional Leave(s) 6. District Managerial/Professional/Technical | <ol style="list-style-type: none"> 7. Reassignment of Current School-Based/ District Managerial/Professional Technical 8. School-Based Managerial 9. Managerial Acting/Task Assignment(s) 10. Managerial/Professional/Technical Leaves 11. Salary Adjustments |
|--|--|

MAJOR SYSTEM GOALS:

- Goal One: All students will achieve at their highest potential.
- Goal Two: All schools will have equitable resources.
- Goal Three: All operations of the school system will support and align with student achievement and needs.
- Goal Four: All stakeholders work together to build a better school system.

FINANCIAL IMPACT:

There is no financial impact to the school district.

EXHIBITS: (List)

Executive Summary List of Appointments, Assignments and Leaves for Noninstructional/ Managerial/Professional/Technical Personnel for the 2001-2002 and 2002 - 2003 School Years- Pages

	Page(s)
1. Noninstructional Approval(s)	1 - 5
2. Noninstructional Reassignment - Promotion(s)	6
3. Noninstructional Reassignment - Demotion(s)	7
4. Noninstructional Substitutes/Temporaries	8 - 11
5. Noninstructional Leave(s)	12 - 13
6. District Managerial/Professional/Technical	None at this time.
7. Reassignment Current Managerial/Professional/Technical	None at this time.
8. School-Based Managerial	14 - 15
9. School-Based/District Managerial Acting/Task Assignment(s)	16
10. School-Based/District Managerial/Professional/Technical Leave(s)	None at this time.
11. Salary Adjustment	None at this time.

BOARD ACTION:

APPROVED AS AMENDED *(see attached)*
(For Official School Board Records' Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Kal Mistry	765-6220
Roma Gay Adkins	765-7026

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

HUMAN RESOURCES

Kal Mistry, Associate Superintendent *KMistry*

Approved in Open Board Meeting on: _____

JUN 04 2002

By: *Robert D. Laska* School Board Chairperson

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
OFFICE OF THE SUPERINTENDENT**

**DR. FRANK TILL,
SUPERINTENDENT OF SCHOOLS**

Telephone: 765-6271

Facsimile Number: 760-7483

Amendment to Item G-3
June 4, 2002

June 3, 2002

TO: School Board Members

FROM: Dr. Frank Till
Superintendent of Schools

SUBJECT: **RECOMMENDED AMENDMENT FOR PERSONNEL
RECOMMENDATIONS FOR NONINSTRUCTIONAL APPOINTMENTS
AND LEAVES FOR THE 2001-2002 & 2002-2003
SCHOOL YEARS – AGENDA ITEM G-3, June 4, 2002.**

Please amend the above cited Board Agenda Item to add additional pages to the following sections:

- Add additional Page 17 to Section #7 Recommended Reassignment of Current School-Based/District Manageral/Professional/Technical
- Add additional Pages 14 & 15 recommended appointments to Section #8 School-Based Managerial Recommended Appointments.
- Please remove the name of Gloria Tolar from Section #8a Recommended Appointments of Temporary School-Based Administrative Personnel.

FT/KM/RGA/cac
cc: Official School Board Records

Board Agenda 6/04/02, Item G-3
Executive Summary List of Appointments, Assignments and Leaves for
Noninstructional for the 2001-2002 and 2002 – 2003 School Years
(This includes Managerial/Professional/Technical Personnel)

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

NONINSTRUCTIONAL

Noninstructional 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, 2001-2002 and 2002 – 2003 Salary Schedule.

All recommendations are made with the understanding that these individuals will comply with regulations/policies as set forth by the Florida State Department of Education and The School Board of Broward County, Florida. Also, employment is probationary pending clearance of Federal Bureau of Investigation (FBI) fingerprint record.

	<u>Page(s)</u>
A. Noninstructional Approvals	1 - 5
B. Noninstructional Promotion(s)	6
C. Noninstructional Demotion (s)	7
D. Noninstructional Substitutes/Temporaries	8 - 11
E. Noninstructional Leave(s)	12 - 13
F. District Managerial/Professional/Technical Recommended Appointments	None at this time.

The specific positions and the individuals recommended for the District Managerial/Professional Technical 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 State Department of Education and The School Board of Broward County. Also, employment is probationary pending clearance of Federal Bureau of Investigation (FBI) fingerprint record.

Organizational Chart Positions

<u>Name</u>	<u>Recommended Position</u>	<u>Page</u>
None at this time.		

Professional & Technical Positions

None at this time.

Professional & Technical Positions School-Based Positions

<u>Location</u>	<u>Name</u>	<u>Title/Position</u>	<u>Calendar</u>
None at this time.			

6a. **Recommended Appointments of Acting Professional/Technical**

The specific positions and the individuals recommended for the noninstructional 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 State Department of Education and The School Board of Broward County.

<u>Location</u>	<u>Name</u>	<u>Title/Position</u>	<u>Calendar</u>
None at this time.			

6b. **Recommended Appointments of Temporary District Managerial/Professional/Technical**

The specific positions and the individuals recommended for the noninstructional 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 State Department of Education and The School Board of Broward County

<u>Location</u>	<u>Name</u>	<u>Title/Position</u>	<u>Calendar</u>
None at this time.			

7. Recommended Reassignment of Current School-Based/District Managerial/Professional/ Technical

The positions and individuals recommended for reassignment by the Superintendent for the 2001-2002 and 2002 – 2003 School/Fiscal years are listed below. The School-Based Managerial staff member meets the requirements of the position for which he/she is recommended for reassignment. The recommended reassignment list includes the individual staff member's name, 2001-2002 and 2002 – 2003 assignment, Contract Status, Position Code of reassignment, present assignment, and the reassignment. All recommendations are made with the understanding that these persons will comply with regulations as set forth by the Florida State Department of Education and The School Board of Broward County. The salary and calendars remain the same except where noted.

<u>Name</u>	<u>Recommended Reassignment</u>	<u>Pages</u>
<u>Amendment</u> Segarra, William (H/M)	Assistant Principal, Westglades Middle School	17

8. School-Based Managerial - 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 State Department of Education and The School Board of Broward County. Also, employment is probationary pending clearance of Federal Bureau of Investigation (FBI) fingerprint record.

<u>Name</u>	<u>Recommended Position</u>	<u>Page</u>
<u>Amendment</u> Hayhurst, Verne (H/F)	Principal, Hollywood Park Elementary	14
<u>Amendment</u> Miles, Amanda (W/F)	Principal, Parkside Elementary	15

8a. Recommended Appointments of Temporary School-Based Administrative Personnel

The specific positions and the individuals recommended for the noninstructional 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 State Department of Education and The School Board of Broward County.

<u>Location</u>	<u>Name</u>	<u>Title/Position</u>	<u>Calendar</u>
North Area Superintendent's Office	Bardash, Thomas (W/M)	Temporary, Elementary Principal Category C, Step 0	244 calendar Effective Date: 5/22/02 – 6/30/02
North Area Superintendent's Office	Barrs, Don (W/M)	Temporary, Elementary Principal Category C, Step 0	244 calendar Effective Date: 5/22/02 – 6/30/02
South Area Superintendent's Office	Tolar, Gloria (W/F)	Temporary Elementary Principal Category C, Step 0	244 calendar Effective Date: 5/22/02 – 6/30/02
South Central Area Superintendent's Office	Benson, Mattie (B/F)	Temporary Elementary Principal Category C, Step 0	244 calendar Effective Date: 5/22/02 – 6/30/02

9. Recommended Appointments of School-Based/District Managerial Acting/Task Assignment Personnel

The positions and individuals recommended for acting/task assignments by the Superintendent for the 2001-2002 and 2002 - 2003 School/Fiscal years are listed below. The Superintendent is authorized by Board Policy 6GX6-4002.11 Appointment of Acting Managerial Personnel and Policy 4007.1, Task Assignment to make acting/task assignments to approved positions with established job descriptions pending confirmation by the Board at its next regular or special meeting. Each recommended acting/task assignment include candidate's name, present assignment, contract status, recommended acting/task assignment, administrator replaced (if applicable), effective date and time of acting/task assignment, explanation for selection, work calendar and salary.

<u>Name</u>	<u>Recommended Position</u>	<u>Page</u>
Melita, Susan (W/F)	Task Assigned Principal, Silver Trail Middle	16

10. School-Based/District Managerial/Professional/Technical Personnel Leave(s) for 2001-2002 and 2002 - 2003 School/Fiscal Years.

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

11. Salary Adjustments

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

KM/RGA:cac

Reassignment of Current School-Based/District Managerial/Professional/Technical
 Item G-3-Amendment, Board Agenda - June 4, 2002

Name	2001-2002 Assignment	Contract Status	Recommended Position Code	2001-2002 & 2002 - 2003 Recommended Reassignment
Segarra, William (H/M)	Assistant Principal, Silver Trail Middle	AC	JJ-02	Assistant Principal, Silver Trail Middle to Assistant Principal, Westglades Middle Effective Date: 6/5/02 – 6/30 /02 & 7/1/02 – 6/30/03

RECOMMENDED POSITION
AND
SUMMARY OF ADVERTISED POSITION

POSITION ADVERTISED: Principal, Hollywood Park Elementary

RECOMMENDED POSITION: Principal, Hollywood Park Elementary

RECOMMENDED CANDIDATE: Verne Hayhusrt (H/F)

ANNUALIZED SALARY: \$78,632 Category C, Step 0 from The School Board of Broward County, Florida, Salary Schedule 2001-2002 School-Based Administrators (Promotion)

CALENDAR: 12 month calendar (244 work days)

EFFECTIVE DATE: June 5, 2002 – June 30, 2002& July 1, 2002- June 30, 2003

NUMBER OF APPLICANTS: 32

NUMBER OF QUALIFIED APPLICANTS: 31

NUMBER OF QUALIFIED APPLICANTS INTERVIEWED

BY SCHOOL/COMMUNITY COMMITTEE: 10

B/F W/F 3 H/F 1 A/PI/F

B/M W/M 5 H/M 1 A/PI/M

NUMBER OF QUALIFIED APPLICANTS INTERVIEWED

BY SELECTION COMMITTEE: 4

B/F W/F 2 H/F 1 A/PI/F

B/M W/M 1 H/M A/PI/M

REASONS FOR SELECTION:

This candidate has been selected as the best qualified candidate for the position, based upon resume, professional background, community interviews, and answers to the interview questions.

SPECIALIST DEGREE: Administrative and Supervision, City College, New York, NY

MASTER'S DEGREE: Masters of Science, Elementary Education, Lehman College, Bronx, NY

BACHELOR'S DEGREE: Bachelor of Arts, Elementary Education, Hunter College, Bronx, NY

SELECTION COMMITTEE

- Dr. Frank Till, Superintendent of Schools
- Mr. James Notter, Deputy Superintendent
- Dr. Joanne Harrison, North Area Superintendent
- Mr. Samuel Gregg, South Area Superintendent
- Dr. Thomas Geismar, North Central Area Superintendent
- Ms. Kal Mistry, Associate Superintendent, Human Resources

COPIES OF RESUMES ARE ON FILE IN PERSONNEL DEPARTMENT

RGA:/cac

Board Item: G-3 Amendment

Board Date: 6/04/02

**RECOMMENDED POSITION
AND
SUMMARY OF ADVERTISED POSITION**

POSITION ADVERTISED: Principal, Parkside Elementary

RECOMMENDED POSITION: Principal, Parkside Elementary

RECOMMENDED CANDIDATE: Amanda Miles (W/F)

ANNUALIZED SALARY: \$92,891 Category C, Step 15 from The School Board of Broward County, Florida, Salary Schedule 2001-2002 School-Based Administrators (Lateral)

CALENDAR: 12 month calendar (244 work days)

EFFECTIVE DATE: June 5, 2002 – June 30, 2002& July 1, 2002- June 30, 2003

NUMBER OF APPLICANTS: 37

NUMBER OF QUALIFIED APPLICANTS: 36

NUMBER OF QUALIFIED APPLICANTS INTERVIEWED

BY SCHOOL/COMMUNITY COMMITTEE: 12

B/F W/F 9 H/F A/PI/F 1

B/M W/M 2 H/M A/PI/M

NUMBER OF QUALIFIED APPLICANTS INTERVIEWED

BY SELECTION COMMITTEE: 4

B/F W/F 3 H/F A/PI/F

B/M W/M 1 H/M A/PI/M

REASONS FOR SELECTION:

This candidate has been selected as the best qualified candidate for the position, based upon resume, professional background, community interviews, and answers to the interview questions. Dr. Miles has been on a Personal Leave.

DOCTORATE DEGREE: Doctorate in Educational Leadership, Nova Southeastern University, Davie, FL

MASTER'S DEGREE: Masters of Science, Elementary Educational Administration, Columbia University, New York, NY

BACHELOR'S DEGREE: Bachelor of Science, Early Childhood Education, Wheelock College, Boston, MA

SELECTION COMMITTEE

Dr. Frank Till, Superintendent of Schools

Mr. James Notter, Deputy Superintendent

Dr. Joanne Harrison, North Area Superintendent

Mr. Samuel Gregg, South Area Superintendent

Dr. Thomas Geismar, North Central Area Superintendent

Ms. Kal Mistry, Associate Superintendent, Human Resources

COPIES OF RESUMES ARE ON FILE IN PERSONNEL DEPARTMENT

RGA/:cac

Board Item: G-3 Amendment

Board Date: 6/04/02

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
OFFICE OF THE SUPERINTENDENT**

**DR. FRANK TILL.
SUPERINTENDENT OF SCHOOLS**

Telephone: 765-6271

Facsimile Number: 760-7483

Amendment II to Item G-3
June 4, 2002

June 4, 2002

TO: School Board Members

FROM: Dr. Frank Till
Superintendent of Schools

SUBJECT: **RECOMMENDED AMENDMENT FOR PERSONNEL
RECOMMENDATIONS FOR NONINSTRUCTIONAL APPOINTMENTS
AND LEAVES FOR THE 2001-2002 & 2002-2003
SCHOOL YEARS – AGENDA ITEM G-3, June 4, 2002.**

Please amend the above cited Board Agenda Item to replace page to the following section:

- Replace page 16 Section #9 Recommended Appointments of School-Based/District Managerial Acting/Task Assignment Personnel to reflect the corrected salary due to a scrivener error.

FT/KM/RGA/cac
cc: Official School Board Records

Amendment II to Item G-3
Recommended Appointment
of
Task Assignment Managerial Personnel

Item G-3, (Section 9)

Recommended Reassignment: Task Assignment as Principal
Silver Trail Middle

Recommended Candidate: Susan Melita (W/F)

Candidate's Present Assignment: Assistant Principal
Silver Trail Middle

Contract Status: AC

Replacing: Krista Herrera

Recommended Annualized Salary:

\$83,0330, \$83,030, Category D, Step 0 from The School Board of Broward County,
Florida 2001-2002 Salary Schedule.

Recommended Calendar: 244 workdays

Effective Date and Time Line of Assignment:

May 22, 2002 to June 30, 2002 as Ms. Herrera is currently on Family Leave.

Explanation:

It is recommended that Susan Melita, be task assigned as Principal of Silver Trail Middle until Ms. Herrera returns to her position. Ms. Herrera, Principal, Silver Trail Middle is out on Family Leave for the remainder of the 2001 – 2002 School/Fiscal Year.

Ms. Melita is aware that this assignment precludes her from candidacy for the permanent position should it become available.

Authority: Policy 6Gx6 4007.1, Task Assignment.

RGA/cac
6/4/02
