



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **October 3, 2023**

TITLE: **Approval of Personnel Changes**

BACKGROUND:

Changes in the employment status of employee(s) and/or job description(s) will be presented herein. Changes are current as of October 2, 2023.

In addition, this agenda item provides the following revised job descriptions for consideration and approval by the Governing Board:

Administrative Assistant II – Legal and Custodian of Records
Equity and Safety Compliance Office and Title IX Coordinator
Program Evaluation and Data Analyst

Due to recent changes in the District’s organizational structure, these positions have been revised to more accurately reflect their current essential duties and responsibilities. While revisions to the job descriptions were necessary, a wage/salary modification was not warranted.

RECOMMENDATION:

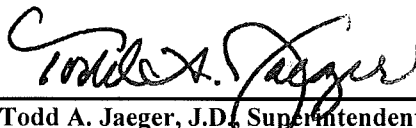
It is the recommendation of the Administration that the personnel changes be approved as presented.

INITIATED BY:



John Hastings, Director of Human Resources

Date: October 2, 2023



Todd A. Jaeger, J.D., Superintendent

10/3/2023

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Orelup	Charles Nathan	Teacher - Mathematics	CT-RE	Wilson K-8 School	Decrease FTE			<0.2 FTE>
Arviso	Victoria	Teacher - Preschool Director	CT	Walker Elementary	Salary Adjustment			+\$666.75
Bomke Keating	Amy	Teacher - Anthropology	CT	CDO High School	Added Duty			\$8,990.52
Chavez	Justin	Teacher - Academic Intervention	CT	La Cima Middle School	Increase FTE			+0.1667 FTE
Chavez	Justin	Teacher - P. E.	CT	La Cima Middle School	Decrease FTE			<0.1667 FTE>
Chen	Christopher	Teacher - Biology	CT	CDO High School	Added Duty			\$10,094.41
Christman	Jill	Teacher - Pandemic Recovery	CT	CDO High School	Decrease FTE			<0.2 FTE>
Christman	Jill	Teacher - Chemistry	CT	CDO High School	Increase FTE			+0.2 FTE
Dadeppo	Lisa	Teacher - REACH	CT	CDO High School	Decrease FTE			<0.2 FTE>
Fritton	Teresa	Teacher - REACH	CT	Amphi Academy Online	Additional Position			\$8,512.00
Gabriel	Christopher	Teacher - Biology	CT	CDO High School	Added Duty			\$10,959.90
Gerard	Michelle	Teacher - P. E.	CT	CDO High School	Increase FTE			+0.2 FTE
Gerard	Michelle	Teacher - Adaptive P.E.	CT	CDO High School	Decrease FTE			<0.2 FTE>
Godlewski	Fabienna	Teacher - Pandemic Recovery	CT	CDO High School	Additional Position			\$24,701.24
Godlewski	Fabienna	Teacher - Mathematics	CT	CDO High School	Decrease FTE			<0.4 FTE>
Goldberg	Gina	Teacher - Rillito Classroom	CT	Rillito Center	Added Duty			\$10,293.29
Goldstein	Heidi	Teacher - Mathematics	CT	CDO High School	Added Duty			\$10,094.41
Grimes	Elizabeth	Teacher - History	CT	CDO High School	Added Duty			\$9,510.94
Johnson	Brooke	Teacher - Cross Categorical Classroc	CT	Amphi Academy Online	Additional Position			\$8,950.43
Lackow	Seth	Teacher - Math Lab	CT	Cross Middle School	Additional Position			\$7,512.37
Lee	Auvie	Teacher - Social Studies	CT	Cross Middle School	Additional Position			\$7,828.61
Lindner	Breanna	Teacher - Academic Intervention	CT	La Cima Middle School	Additional Position			\$7939.94

*	2022-2023 School Year					ADCT	Addendum Certified
Addendum	Employee receiving extra-curricular position or stipend					ADCL	Addendum Classified
Added Duty	Employee working additional hours or days					ADACS	Addendum Amphi Community Schools
Additional Position	Employee working an additional position					CT-AD	Certified Administrative
Correction	Correction to contract					CT	Certified
Decrease FTE	Decrease in hours					CL-AD	Classified Administrative
Extension	End date being extended					CL	Classified
Increase FTE	Increase in hours/contract					PR	Professional
Promotion	Employee receiving a promotion to another position					EL	Elementary
Reassignment	Employee moving to another position at the direction of the administration					MS	Middle School
Status Change	Employee changing status (i.e. short term to career)					HS	High School
Temporary	Employee working for a limited period of time						
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GOVERNING BOARD MEETING PERSONNEL CHANGES

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Lindner	Breanna	Teacher - General Science	CT	La Cima Middle School	Decrease FTE			<0.1667 FTE>
Lopez	Lindsay	Teacher - Language Arts	CT	Cross Middle School	Salary Adjustment	CTT-BA+	+\$666.75	
Merendo	Erin	Teacher - Early Childhood Education	CT	Ironwood Ridge High	Correction			assignment
Olszewski	Cynthia	Teacher - Special Education Resourc	CT	CDO High School	Added Duty			\$10,063.36
Panneck	Jeffrey	Teacher - Social Studies	CT	La Cima Middle School	Decrease FTE			<0.1667 FTE>
Panneck	Jeffrey	Teacher - Academic Intervention	CT	La Cima Middle School	Additional Position			\$9,363.27
Pierce	Stacy	Teacher - Literacy Intervention	CT	Nash Elementary	Transfer			
Powell	Matthew	Teacher - Mathematics	CT	CDO High School	Added Duty			\$11,287.69
Stott	Bryant	Teacher - Pandemic Recovery	CT	Ironwood Ridge High	Added Duty			\$7,706.66
Sutton	Kyle	Teacher - Special Education Resourc	CT	CDO High School	Added Duty			\$9,528.00
Sutton	Kyle	Teacher - Special Education Resourc	CT	CDO High School	Additional Position			\$9,528.00
Van Varenberg	Tineke	Teacher - Language Arts	CT	La Cima Middle School	Decrease FTE			<0.1667 FTE>
Van Varenberg	Tineke	Teacher - Academic Intervention	CT	La Cima Middle School	Additional Position			\$7,278.11
Windes	Jenny	Teacher - Mathematics	CT	CDO High School	Added Duty			\$12,584.61
Windes	Jenny	Teacher - Pandemic Recovery	CT	CDO High School	Decrease FTE			<0.2 FTE>
Windes	Jenny	Teacher - Mathematics	CT	CDO High School	Increase FTE			+0.2 FTE
Avila	Martha	Custodian I	CL	Wilson K-8 School	Increase FTE			+0.2 FTE
Erives	Alonso	Custodian II	CL	Amphi Middle School	Promotion	5	+\$0.64	
Escarriga	Frania	Food Service Attendant - Lead	CL	Donaldson Elementary	Promotion	6	+\$1.00	
Gomez	Jennifer	Food Service Attendant	CL	Rio Vista Elementary	Additional Position			\$14.00 per hour
Graves	Martha	Classroom Aide/Caregiver	CL	Ironwood Ridge High	Transfer		<\$0.15>	
Hernandez	Whitney	HR Data Technician	CL	Wetmore Center	Promotion	5	+\$0.67	
Innes	Sandra	Transportation Scheduler	CL	Transportation	Promotion	4	+\$0.63	
Jacks	Nathaniel	Campus Monitor	CL	Ironwood Ridge High	Reassignment		+\$0.56	

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Addendum	Employee receiving extra-curricular position or stipend						ADCL	Addendum Classified
Added Duty	Employee working additional hours or days						ADACS	Addendum Amphi Community Schools
Additional Position	Employee working an additional position						CT-AD	Certified Administrative
Correction	Correction to contract						CT	Certified
Decrease FTE	Decrease in hours						CL-AD	Classified Administrative
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Johnson	Kaylee	Food Service Attendant	CL	CDO High School	Reassignment			
Markley	Karen	Preschool Instructional Specialist	CL	Copper Creek Elementary	Transfer	5	+\$0.62	
Martinez	Janitza	Classroom Aide/Caregiver	CL	Holaway Elementary	Transfer	2		
Mitchell	Kimberly	Budget Technician	CL	Wetmore Center	Promotion	10	+\$1.95	
Petty	Giovanna	Cook	CL	CDO High School	Reassignment			
Reyes	Maria	Preschool Instructional Specialist	CL	Coronado K-8 School	Promotion	5	+\$0.70	
Rice	Carrie	Budget Technician	CL	Wetmore Center	Reclassification		+\$1.95	
Roa	Alix	Bilingual Instructional Assistant	CL	Amphi Middle School	Transfer	2	<\$0.30>	
Roa	Alix	Bilingual Clerk	CL	Amphi Middle School	Transfer	2	<\$0.30>	
Sanchez	Blanca	Preschool Aide/Caregiver	CL	Painted Sky Elementary	Transfer	1	N/A	
Sidwell	Loren	Security Officer	CL	Amphi Middle School	Additional Position	6	0 years	\$15.00 per hour
Tadeo	Gabriela	Classroom Aide/Caregiver	CL	Rio Vista Elementary	Transfer			
Walker	Sabine	Bus Driver	CL	Transportation	Increase FTE			+0.0312 FTE
Zack	Katerina	Classroom Aide/Caregiver	CL	Holaway Elementary	Promotion	2	+\$0.56	
Acuna	Dawn	ADDN - Certified Tutor	ADCT	Walker Elementary	Addendum			\$30.00 per hour
Aldworth	Nicole	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum			\$30.00 per hour
Ambrosio	Trish	ADDN - Musical Assistant Director H:	ADCT	Ironwood Ridge High	Rescind			Dropping Addendum
Arredondo	Mateo	Coach - Track Head MS	ADCT	Amphi Middle School	Addendum			\$1,700.00
Ball	Kori	ADDN - Extra Hours	ADCT	Copper Creek Elementary	Added Duty			\$29.11 per hour
Banales	Natasha	ADDN - Academic Assistant EL	ADCT	Walker Elementary	Addendum			\$700.00
Bartz	Hannah	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum			\$30.00 per hour
Bibbey	Sarah	ADDN - Enrichment Tutor - ACHIEVE	ADCT	La Cima Middle School	Addendum			\$25.00 per hour
Blayda	Meghan	ADDN - Extra Hours	ADCT	Holaway Elementary	Added Duty			\$28.57 per hour
Bratthauer-Heaps	Dawn	ADDN - Technology Coach EL	ADCT	Donaldson Elementary	Addendum			\$1,550.00

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Additional Position	Employee working an additional position	CT-AD	Certified Administrative
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Promotion	Employee receiving a promotion to another position	EL	Elementary
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LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Brungardt	Elizabeth	Special Education Facilitator	ADCT	Keeling Elementary	Addendum		\$750.00	
Brungardt	Elizabeth	ADDN - Section 504	ADCT	Keeling Elementary	Addendum		\$300.00	
Burgin	Samantha	Coach - Soccer Assistant HS	ADCT	Ironwood Ridge High	Addendum		\$2,400.00	
Burgin	Samantha	ADDN - Certified Staff Trainer	ADCT	Ironwood Ridge High	Addendum		\$30.00 per hour	
Burgin	Samantha	ADDN - Section 504	ADCT	Ironwood Ridge High	Addendum		\$1,500.00	
Busby	Devon	Coach - Spiritleading Head Fall HS	ADCT	Ironwood Ridge High	Addendum		\$2,450.00	
Busenbark	Dana	ADDN - Certified Tutor	ADCT	La Cima Middle School	Addendum		\$30.00 per hour	
Campbell	Jennifer	ADDN - Curriculum Development	ADCT	Prince Elementary	Addendum		\$25.00 per hour	
Carson	Cara	ADDN - Extra Hours	ADCT	La Cima Middle School	Added Duty		\$31.15 per hour	
Carson	Cara	ADDN - Certified Staff Trainer	ADCT	La Cima Middle School	Addendum		\$30.00 per hour	
Chavez	Justin	Coach - Baseball Assistant MS	ADCT	La Cima Middle School	Addendum		\$1,400.00	
Chavez	Justin	Coach - Basketball Assistant - 3rd Se	ADCT	La Cima Middle School	Addendum		\$1,400.00	
Colaiani	Nina	ADDN - Odyssey of the Mind	ADCT	Painted Sky Elementary	Addendum		\$1,200.00	
Colaiani	Nina	ADDN - Administrative Designee (Adi	ADCT	Painted Sky Elementary	Addendum		\$2,000.00	
Colaiani	Nina	ADDN - Section 504	ADCT	Painted Sky Elementary	Addendum		\$600.00	
Cordell	Colin	ADDN - Odyssey of the Mind	ADCT	Innovation Academy	Addendum		\$600.00	
Cordell	Colin	ADDN - Technology Coach EL	ADCT	Innovation Academy	Addendum		\$1,550.00	
Cordell	Mandi	ADDN - Administrative Designee (Adi	ADCT	Innovation Academy	Addendum		\$2,000.00	
Costelow	Gabrielle	ADDN - School Support Team	ADCT	Prince Elementary	Addendum		\$20.00 per hour	
Culver	Jacob	ADDN - Certified Tutor	ADCT	La Cima Middle School	Addendum		\$30.00 per hour	
Daglio	Brett	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum		\$30.00 per hour	
Davis	Shelby	ADDN - Curriculum Development	ADCT	Rio Vista Elementary	Addendum		\$25.00 per hour	
Diaz	Richard	ADDN - Curriculum Development	ADCT	Amphi High School	Addendum		\$25.00 per hour	
Donahue	Brian	Coach - Volleyball Head MS	ADCT	La Cima Middle School	Addendum		\$1,700.00	

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Donahue	Brian	Coach - Soccer Head MS	ADCT	La Cima Middle School	Addendum		\$1,700.00	
Donahue	Brian	Coach - Wrestling Head MS	ADCT	La Cima Middle School	Addendum		\$1,700.00	
Duggan	Terry	ADDN - Extra Hours	ADCT	Coronado K-8 School	Added Duty		\$34.14 per hour	
Dunn	John	Coach - Wrestling Assistant MS	ADCT	Amphi Middle School	Addendum		\$1,400.00	
Engel	Katherine	GEAR UP Academic Tutor - Certified	ADCT	Amphi High School	Addendum		\$30.00 per hour	
Engelhard	Erin	ADDN - Certified Staff Trainer	ADCT	Copper Creek Elementary	Addendum		\$30.00 per hour	
Escalante	Ana	ADDN - Certified Staff Trainer	ADCT	Cross Middle School	Addendum		\$30.00 per hour	
Escobar	Rigel	Special Education Facilitator	ADCT	Holaway Elementary	Addendum		\$750.00	
Fein	Dorothy	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum		\$30.00 per hour	
Flores	Jesus	Coach - Soccer Assistant - 3rd Season	ADCT	Amphi Middle School	Addendum		\$1,400.00	
Fulks	Neal	ADDN - Interscholastic Activities Mgr	ADCT	Ironwood Ridge High	Addendum		\$2,850.00	
Fulks	Neal	ADDN - Interscholastic Activities Mgr	ADCT	Ironwood Ridge High	Addendum		\$2,850.00	
Garcia	Christopher	Coach - Baseball Head HS	ADCT	CDO High School	Addendum		\$3,000.00	
Godlewski	Fabienna	ADDN - Homebound	ADCT	CDO High School	Addendum		\$30.00 per hour	
Gotlieb	Hayley	ADDN - Curriculum Development	ADCT	Wetmore Center	Addendum		\$25.00 per hour	
Gowen	Jean	ADDN - Curriculum Development	ADCT	Ironwood Ridge High	Addendum		\$25.00 per hour	
Green	Jonathan	Special Education Facilitator	ADCT	Painted Sky Elementary	Addendum		\$750.00	
Green	Rebecca	ADDN - Extra Hours	ADCT	Coronado K-8 School	Added Duty		\$34.59 per hour	
Greenberg	Elyse	ADDN - Certified Tutor	ADCT	Coronado K-8 School	Addendum		\$30.00 per hour	
Greenberg	Elyse	ADDN - Extra Hours	ADCT	Coronado K-8 School	Added Duty		\$30.27 per hour	
Gutierrez	Rebecca	ADDN - Certified Staff Trainer	ADCT	La Cima Middle School	Addendum		\$30.00 per hour	
Hatfield	Lori	ADDN - Technology Coach EL	ADCT	Painted Sky Elementary	Addendum		\$1,550.00	
Hayes	Shana	ADDN - Certified Tutor	ADCT	Mesa Verde Elementary	Addendum		\$30.00 per hour	
Hoel	Lindsay	ADDN - Section 504	ADCT	Harelson Elementary	Addendum		\$600.00	

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Holst	Lydia	Coach - Track Assistant MS	ADCT	Amphi Middle School	Addendum		\$1,400.00	
Huynh	Hoc	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum		\$30.00 per hour	
Isom	Christa	ADDN - Extra Hours	ADCT	Donaldson Elementary	Added Duty		\$27.66 per hour	
Jernigan	Kelsey	ADDN - Certified Tutor	ADCT	Rio Vista Elementary	Addendum		\$30.00 per hour	
Johnson	Brooke	ADDN - Section 504	ADCT	Donaldson Elementary	Addendum		\$300.00	
Jorgensen	Pamela	ADDN - Essential Recruit Stipend	ADCT	Rio Vista Elementary	Correction		\$3,398.06	
King	Nicole	ADDN - Certified Staff Trainer	ADCT	Coronado K-8 School	Addendum		\$30.00 per hour	
Kipley	Kayla	ADDN - Dyslexia Training Designee	ADCT	Amphi High School	Addendum		\$3,350.00	
Kolata	Amanda	ADDN - Extra Hours	ADCT	Painted Sky Elementary	Added Duty		\$29.66 per hour	
Lang	William	Coach - Volleyball Head - 2nd Season	ADCT	Ironwood Ridge High	Addendum		\$3,000.00	
Larussa	Lori	ADDN - Dyslexia Training Designee	ADCT	Innovation Academy	Addendum		\$3,350.00	
Le	Thanhliem	Coach - Wrestling Head MS	ADCT	Amphi Middle School	Addendum		\$1,700.00	
Lepore	Andrew	ADDN - Drama HS	ADCT	Ironwood Ridge High	Rescind		Addendum	
Levy Caliva	Jessica	ADDN - Extra Hours	ADCT	Copper Creek Elementary	Added Duty		\$32.99 per hour	
Lewis	Loralee	ADDN - Section 504	ADCT	Copper Creek Elementary	Addendum		\$300.00	
Lindner	Breanna	Site Program Coordinator	ADCT	La Cima Middle School	Correction		\$7,828.95	
Loehr	Lizabeh	ADDN - Certified Staff Trainer	ADCT	Harelson Elementary	Addendum		\$30.00 per hour	
Lopez	Stephanie	ADDN - Curriculum Development	ADCT	Walker Elementary	Addendum		\$25.00 per hour	
Loverde	Emily	ADDN - Odyssey of the Mind	ADCT	Copper Creek Elementary	Addendum		\$1,200.00	
Lovins	Rachel	ADDN - Musical Assistant Director HS	ADCT	Ironwood Ridge High	Addendum		\$1,696.00	
Lowe	Elizabeth	ADDN - Academic Assistant EL	ADCT	Harelson Elementary	Addendum		\$350.00	
Magrie	Kylie	ADDN - Dyslexia Training Designee	ADCT	Holaway Elementary	Addendum		\$3,350.00	
Marlatt	Lauren	ADDN - Extra Hours	ADCT	Coronado K-8 School	Added Duty		\$32.70 per hour	
Marlatt	Lauren	ADDN - Vex Robotics	ADCT	Coronado K-8 School	Addendum		\$1,200.00	

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Martinez	Amy	ADDN - Musical Assistant Director H	ADCT	Ironwood Ridge High	Addendum		\$1,696.00	
McConnell	Marisa	ADDN - Dyslexia Training Designee	ADCT	Mesa Verde Elementary	Addendum		\$1,675.00	
McQuown	Brianna	Coach - Tennis MS	ADCT	Cross Middle School	Addendum		\$1,700.00	
Mercilliot	Christopher	Coach - Soccer Assistant MS	ADCT	Amphi Middle School	Addendum		\$1,400.00	
Mooney	Becky	ADDN - Homebound	ADCT	Keeling Elementary	Addendum		\$30.00 per hour	
Morales	Jane	ADDN - Extra Hours	ADCT	Coronado K-8 School	Added Duty		\$28.64 per hour	
Mounds	Brianna	ADDN - Technology Coach EL	ADCT	Keeling Elementary	Addendum		\$1,550.00	
Mounds	Brianna	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum		\$30.00 per hour	
Mounds	Brianne	ADDN - AVID Site Team Coordinator	ADCT	Keeling Elementary	Addendum		\$1,500.00	
Nau	Camile	ADDN - Certified Tutor	ADCT	Donaldson Elementary	Addendum		\$30.00 per hour	
Nixon	Natalie	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum		\$30.00 per hour	
Nixon	Taylor	ADDN - Odyssey of the Mind	ADCT	Holaway Elementary	Addendum		\$1,200.00	
Nystedt	Sarah	ADDN - Academic Assistant EL	ADCT	Harelson Elementary	Addendum		\$350.00	
Ohlmaier	Hilary	ADDN - Certified Staff Trainer	ADCT	Copper Creek Elementary	Addendum		\$30.00 per hour	
Olszewski	Cynthia	ADDN - Certified Staff Trainer	ADCT	CDO High School	Addendum		\$30.00 per hour	
Panneck	Jeffrey	ADDN - Interscholastic Supervisor	ADCT	La Cima Middle School	Addendum		\$500.00	
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Panneck	Jeffrey	ADDN - Interscholastic Supervisor	ADCT	La Cima Middle School	Addendum		\$500.00	
Patchin	Patricia	ADDN - Odyssey of the Mind	ADCT	Innovation Academy	Addendum		\$600.00	
Pike	Dache	ADDN - Essential Recruit Stipend	ADCT	Harelson Elementary	Addendum		\$3,786.41	
Pisciotta	Michaela	ADDN - Extra Hours	ADCT	Copper Creek Elementary	Added Duty		\$25.29 per hour	
Post	Brian	Coach - Cross Country Assistant MS	ADCT	Cross Middle School	Addendum		\$1,400.00	
Post	Trina	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum		\$30.00 per hour	
Powell	Matthew	Coach - Equipment Technician Winte	ADCT	CDO High School	Addendum		\$1,850.00	

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Extension	End date being extended					CL	Classified
Increase FTE	Increase in hours/contract					PR	Professional
Promotion	Employee receiving a promotion to another position					EL	Elementary
Reassignment	Employee moving to another position at the direction of the administration					MS	Middle School
Status Change	Employee changing status (i.e. short term to career)					HS	High School
Temporary	Employee working for a limited period of time						
Transfer	Employee moving from one position to another						

GOVERNING BOARD MEETING PERSONNEL CHANGES

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Queiruga	Jennifer	ADDN - Section 504	ADCT	Amphi Middle School	Addendum		\$800.00	
Quevedo	Shelley	ADDN - Extra Hours	ADCT	Coronado K-8 School	Added Duty		\$31.23 per hour	
Rawn	Melissa	ADDN - Student Council EL	ADCT	Painted Sky Elementary	Addendum		\$950.00	
Richards	Monet	Site Program Coordinator	ADCT	La Cima Middle School	Correction		\$7,828.95	
Ricker	Matthew	Coach - Soccer Assistant HS	ADCT	Ironwood Ridge High	Addendum		\$2,400.00	
Robles	Erin	ADDN - Certified Tutor	ADCT	Coronado K-8 School	Addendum		\$30.00 per hour	
Rodrigues	Michaela	ADDN - Section 504	ADCT	Innovation Academy	Addendum		\$300.00	
Rodrigues	Michaela	ADDN - Academic Assistant EL	ADCT	Innovation Academy	Addendum		\$700.00	
Rodriguez	Kallie	ADDN - Certified Staff Trainer	ADCT	Amphi Middle School	Addendum		\$30.00 per hour	
Rose	Stileda	ADDN - Curriculum Development	ADCT	Amphi High School	Addendum		\$25.00 per hour	
Royse	Deborah	ADDN - Certified Tutor	ADCT	Donaldson Elementary	Addendum		\$30.00 per hour	
Shepard	Andrea	ADDN - Dyslexia Training Designee	ADCT	Wilson K-8 School	Addendum		\$3,350.00	
Smith	Kimberly	ADDN - Academic Assistant EL	ADCT	Holaway Elementary	Addendum		\$700.00	
Smith	Kimberly	ADDN - Section 504	ADCT	Holaway Elementary	Addendum		\$300.00	
Smith	Lucas	GEAR UP Academic Tutor - Certified	ADCT	Amphi High School	Addendum		\$30.00 per hour	
Smith	Michael	Coach - Track Head HS	ADCT	Ironwood Ridge High	Addendum		\$3,000.00	
Spencer	Dawna	ADDN - Student Council EL	ADCT	Wilson K-8 School	Addendum		\$950.00	
Tapia	Robin	ADDN - Student Council EL	ADCT	Copper Creek Elementary	Addendum		\$475.00	
Tapling	Colby	ADDN - Administrative Designee (Ad	ADCT	Holaway Elementary	Addendum		\$2,000.00	
Tate	Caryn	ADDN - Dyslexia Training Designee	ADCT	Harelson Elementary	Addendum		\$3,350.00	
Thomure	Emry	ADDN - Musical Assistant Director H:	ADCT	CDO High School	Resign Addendum Only			
Thomure	Emry	ADDN - Musical Director HS	ADCT	CDO High School	Addendum		\$1,918.25	
Tilicki	Nicole	ADDN - Academic Assistant EL	ADCT	Innovation Academy	Addendum		\$700.00	
Tilicki	Nicole	ADDN - Student Council EL	ADCT	Innovation Academy	Addendum		\$950.00	

*	2022-2023 School Year					ADCT	Addendum Certified
Addendum	Employee receiving extra-curricular position or stipend					ADCL	Addendum Classified
Added Duty	Employee working additional hours or days					ADACS	Addendum Amphi Community Schools
Additional Position	Employee working an additional position					CT-AD	Certified Administrative
Correction	Correction to contract					CT	Certified
Decrease FTE	Decrease in hours					CL-AD	Classified Administrative
Extension	End date being extended					CL	Classified
Increase FTE	Increase in hours/contract					PR	Professional
Promotion	Employee receiving a promotion to another position					EL	Elementary
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GOVERNING BOARD MEETING PERSONNEL CHANGES

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Tilicki	Nicole	ADDN - Academic Assistant EL	ADCT	Innovation Academy	Addendum		\$700.00	
Todd	Cary	Coach - Soccer Assistant MS	ADCT	La Cima Middle School	Addendum		\$1,400.00	
Velarde	Omaira	ADDN - Instructional Aide	ADCT	Amphi Middle School	Addendum		\$14.00 per hour	
Vining	Melanie	ADDN - Academic Assistant EL	ADCT	Painted Sky Elementary	Addendum		\$700.00	
Walden	Sandra	ADDN - Certified Staff Trainer	ADCT	Copper Creek Elementary	Addendum		\$30.00 per hour	
Walden	Sandra	ADDN - Administrative Designee (Adi	ADCT	Copper Creek Elementary	Addendum		\$2,000.00	
White	Akeyla	ADDN - Student Council EL	ADCT	Copper Creek Elementary	Addendum		\$475.00	
White	Akeyla	ADDN - Technology Coach EL	ADCT	Copper Creek Elementary	Addendum		\$1,550.00	
Wilkes	Chelsie	ADDN - Dyslexia Training Designee	ADCT	Copper Creek Elementary	Addendum		\$3,350.00	
Wilson	Sara	Coach - Softball Assistant MS	ADCT	Cross Middle School	Addendum		\$1,400.00	
Wolf	Erik	Coach - Soccer Head HS	ADCT	Ironwood Ridge High	Addendum		\$3,000.00	
Woodard	Nicholas	ADDN - Extra Curric. Activ. Director	ADCT	La Cima Middle School	Addendum		\$2,000.00	
Woodard	Nicholas	ADDN - Extra Curric. Activ. Director	ADCT	La Cima Middle School	Addendum		\$2,000.00	
Woodard	Nicholas	ADDN - Extra Curric. Activ. Director	ADCT	La Cima Middle School	Addendum		\$2,000.00	
Youtsey	Drew	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum		\$30.00 per hour	
Baird	Leonor	Special Events Worker	ADCL	CDO High School	Addendum		\$13.85 per hour	
Barbary	Jessica	ADDN - Instructional Aide	ADCL	Holaway Elementary	Addendum		\$14.00 per hour	
Cangemi	Kerri	ADDN - Extra Hours	ADCL	Painted Sky Elementary	Added Duty		\$16.00 per hour	
Cecena	Sandra	ADDN - Instructional Aide	ADCL	Keeling Elementary	Addendum		\$14.00 per hour	
Cortez	Monique	ADDN - Instructional Aide	ADCL	Rio Vista Elementary	Addendum		\$14.00 per hour	
Cypert	Jacob	Special Events Worker	ADCL	Ironwood Ridge High	Addendum		\$13.85 per hour	
Duarte-Jungerma	Blanca	ADDN - Extra Hours	ADCL	Painted Sky Elementary	Added Duty		\$15.77 per hour	
Enriquez	Vladimir	Special Events Worker	ADCL	CDO High School	Addendum		\$13.85 per hour	
Estudillo	Stephanie	ADDN - Classroom Aide/Caregiver	ADCL	Rio Vista Elementary	Addendum		\$15.15 per hour	

*	2022-2023 School Year					ADCT	Addendum Certified	
Addendum	Employee receiving extra-curricular position or stipend					ADCL	Addendum Classified	
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GOVERNING BOARD MEETING PERSONNEL CHANGES

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Garcia	Latissia	ADDN - Extra Hours	ADCL	CDO High School	Added Duty		\$15.71 per hour	
Hagin	Lea	ADDN - Extra Hours	ADCL	Coronado K-8 School	Added Duty		\$15.58 per hour	
Hernandez	Mary	ADDN - Extra Hours	ADCL	CDO High School	Added Duty		\$16.00 per hour	
Lee	Jennifer	ADDN - Extra Hours	ADCL	Walker Elementary	Added Duty		\$15.74 per hour	
Ley Jacobi	Ismael	Special Events Worker	ADCL	Amphi High School	Addendum		\$13.85 per hour	
Martinez	Angela	ADDN - Instructional Aide	ADCL	Donaldson Elementary	Addendum		\$15.71 per hour	
Martinez	David	Coach - Equipment Technician Spring	ADCL	Ironwood Ridge High	Addendum		\$1,850.00	
Martinez	David	Coach - Equipment Technician Winter	ADCL	Ironwood Ridge High	Addendum		\$1,850.00	
McCormick	Marina	ADDN - Extra Hours	ADCL	Painted Sky Elementary	Added Duty		\$16.94 per hour	
Mitchell	Kimberly	ADDN - Instructional Aide	ADCL	Amphi Middle School	Addendum		\$14.00 per hour	
Nakamura	Christina	ADDN - 301 Payment	ADCL	Cross Middle School	Addendum		\$453.75	
O'Connell	Amanda	ADDN - Classroom Aide/Caregiver	ADCL	Keeling Elementary	Addendum		\$14.00 per hour	
Olivares Velarde	Sara	ADDN - Instructional Aide	ADCL	Prince Elementary	Addendum		\$15.58 per hour	
Payne	Tanya	Special Events Worker	ADCL	Amphi High School	Addendum		\$13.85 per hour	
Pennington	Brenda	Special Events Worker	ADCL	Amphi High School	Addendum		\$13.85 per hour	
Quinn	Vanessa	Special Education Teaching Assistant	ADCL	Mesa Verde Elementary	301 Payment		\$455.63	
Sanchez	Bianca	ADDN - Extra Hours	ADCL	Painted Sky Elementary	Added Duty		\$15.39 per hour	
Small	Reina	ADDN - Extra Hours	ADCL	Painted Sky Elementary	Added Duty		\$16.13 per hour	
Trombetta	Ann	ADDN - Extra Hours	ADCL	Painted Sky Elementary	Added Duty		\$16.11 per hour	
Watson	Christy	ADDN - Extra Hours	ADCL	Painted Sky Elementary	Added Duty		\$16.00 per hour	
Young	Martha	Special Events Worker	ADCL	Amphi High School	Addendum		\$13.85 per hour	

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ADMINISTRATIVE ASSISTANT II – LEGAL and CUSTODIAN OF RECORDS

QUALIFICATIONS

A. REQUIRED

- Bachelor's degree in business administration; eight years of work experience may substitute for the degree
- Five years of working experience in administrative support positions
- Equivalent combination of education/training/experience
- Strong skills in secretarial practices with demonstrated ability to obtain a passing score on the following skills assessments: Basic Computer, Internet Basics, Using Email, Microsoft Word, and Microsoft Excel
- Good working knowledge of computer applications, including word-processing, database, and spreadsheet packages
- Demonstrated skill in and knowledge of administrative practices, policies, and procedures

B. DESIRED

- Familiarity with legal terminology

SUMMARY

Performs responsible administrative duties of a specialized and complex nature on behalf of the Associate to the Superintendent of the school district.

Reports to: Executive Assistant to the Superintendent and Governing Board

ESSENTIAL FUNCTIONS

- Serves as an intermediary between the superintendent, superintendent associates and school officials, students, parents, businesses and/or the general public with discretion and tact
- Gathers data, obtains documents responsive to public records requests, supplies information, explains policy and procedure, and assists in solving complex problems
- Coordinates and tracks Intergovernmental Agreements and Memorandums of Understanding
- Works and coordinates with outside legal counsel to assist in pending legal matters
- Drafts District policies, regulations, and exhibits
- Maintains the District's on-line and physical policy manual and historical record
- Requests insurance verification of coverage certificates and submits claims with the District insurance company
- Provides supporting documents for Governing Board items; periodic legislative updates, and student discipline
- Gives advice regarding pertinent developments, the need for policy statements or executive action and may assist in developing or recommending procedures
- Drafts and/or writes letters and memos
- Provides information and reminders regarding meetings, projects, and programs to be attended
- Custodian of Records (non-student, legal requests)
- Supports administration with various correspondence



ADMINISTRATIVE ASSISTANT II – LEGAL and CUSTODIAN OF RECORDS

- Performs a wide variety of administrative functions
- Supervises or coordinates administrative functions, prepare and/or reviews a variety of management reports
- Performs legal office duties, including legal research using legal terminology, executing inter-governmental and other contracts, protecting confidentiality of legal matters, signing, and accepting legal orders, and advising law enforcement officers as directed by upper administration
- Promotes and supports district wide educational advancement in 21st Century skills
- Integrates knowledge and skills that are relevant to the 21st Century
- Performs other related duties as assigned

MENTAL AND PHYSICAL REQUIREMENTS

- Ability to concentrate for extended periods of time
- Ability to remain seated for extended periods of time
- Ability to occasionally lift up to 20 pounds
- Ability to multi-task in an office setting
- Ability to hear and listen in conference room situations, on the phone and with visitors, with or without reasonable accommodations
- Ability to twist, bend, stoop, and pull
- Ability to research, analyze and formulate decisions quickly
- Ability to communicate clearly, both verbally and in writing
- Ability to communicate with district personnel at all levels



EQUITY AND SAFETY COMPLIANCE OFFICER AND TITLE IX COORDINATOR

QUALIFICATIONS

A. REQUIRED

- Bachelor's degree from an accredited educational institution
- Knowledge of federal and Arizona state laws concerning civil rights and equal opportunity
- Ability to communicate effectively verbally and in writing
- Knowledge of Microsoft Word, Outlook, and Excel programs
- An equivalent combination of education, training, and/or experience as approved by the Superintendent may substitute for the above-required qualifications
- Proof of a valid Arizona Driver's License and current automobile insurance are required.

B. DESIRED

- Bachelor's degree in criminal justice, social work, human resources, or public administration
- Knowledge in the areas of federal, Arizona state, and local emergency response protocols and methods, such as Arizona minimum standards for emergency management, National Incident Management System (NIMS) or Incident Command System (ICS).
- Minimum 3 years of experience working in public safety, law enforcement, fire safety, risk management, law, or human resources.
- Previous experience and familiarity with public education

SUMMARY

The Equity and Safety Compliance Officer and Title IX Coordinator monitors the District's efforts in the areas of civil rights and equal opportunity for staff and students; takes steps as needed to promote acceptance, understanding and appreciation of diversity among students and staff. In addition, the Equity and Safety Compliance Officer and Title IX Coordinator coordinates student discipline hearings and serves as a hearing officer for student discipline.

Reports to: Superintendent

ESSENTIAL FUNCTIONS

- Assures District compliance with federal, state, and District law and/or policy related to civil rights, equal employment opportunity and equity
- Develops, implement and coordinates District programs, trainings and in-services relating to nondiscrimination, and equal employment opportunity
- Coordinates scheduling of student discipline hearings and parent communications about long-term suspension and/or expulsion hearings
- Serves as student discipline student hearing officer for long-term suspension and expulsion hearings, and attends hearings and Governing Board meetings as needed
- Acts as liaison between District and surrounding businesses, neighborhoods, law enforcement, fire departments, and outside agencies regarding implementation of and compliance with security and safety procedures



EQUITY AND SAFETY COMPLIANCE OFFICER AND TITLE IX COORDINATOR

- Conducts an internal audit and reporting system designed to: (a) measure the effectiveness of equal employment opportunity programs; (b) indicates the need for remedial action; and (c) determine the degree of attainment of the programs' objectives
- Assists in the identification and elimination of barriers to equal employment opportunities
- Collaborates with Human Resources to design and implement effective recruitment strategies for under-represented populations
- Serves as a liaison between the District and applicable federal and state agencies, minority and women organizations, and community action groups concerned with equal opportunity
- Develops techniques to enhance communication (internal and external) concerning nondiscrimination, equal opportunity, and emergency preparedness matters
- Keeps apprised about developments and trends in the areas of equal opportunity, anti-bullying and emergency preparedness and notifies management about changes needed for compliance
- Conducts regular discussions with administrators, supervisors, and employees to be certain that the District's nondiscrimination and equal opportunity policies are being followed
- Conducts periodic audits to ensure that facilities throughout the District are in compliance in such areas as: (a) proper display of equal opportunity posters; (b) desegregation, both in policy and practice, of all facilities maintained for the use and benefit of District employees; and (c) affording a full opportunity and encouraging minority and female employees to participate in all District-sponsored educational, training, recreational and social activities
- Investigates complaints and informs management of actions to take to ensure compliance with federal and Arizona state discrimination laws and District policies in the areas of nondiscrimination and equal opportunity
- Exhibits patience, courtesy, and tact in dealing with others
- Promotes and supports District-wide educational advancement in 21st Century skills
- Integrates knowledge and skills that are relevant to the 21st Century
- Performs other related duties as assigned

MENTAL AND PHYSICAL REQUIREMENTS

- Ability to decipher differences and makes judgments relevant to situations
- Ability to interpret federal and state laws and District policies
- Analytical and mathematical capabilities
- Ability to work in stressful interpersonal situations
- Problem-solving capability
- Ability to communicate verbally and in writing
- Ability to absorb large volumes of information in short periods of time, both written and verbal
- Ability to prioritize and handle multiple tasks simultaneously



PROGRAM EVALUATION AND DATA ANALYST

QUALIFICATIONS

A. REQUIRED

- Bachelor's degree or higher in Education, Social Science or related field
- Two (2) years of prior experience in educational or social science program evaluation and/or research, including experience in quantitative and/or qualitative research, analysis and statistical methods
- High level of skill with EXCEL and the Microsoft software suite
- Able to code in SQL

B. DESIRED

- Master's degree preferred
- Experience with student data management systems
- Experience with SPSS
- Experience with on-line standardized testing

SUMMARY

The Program Evaluation and Data Analyst provides coordination, support and assistance in the utilization of data and information in the area of assessment and research for the Amphitheater School District.

Reports to: Director of Curriculum and Assessment or Associate Superintendent

ESSENTIAL FUNCTIONS

- Develops appropriate evaluation designs in order to determine program effectiveness and program alternatives
- Develops appropriate evaluation instruments with acceptable validity and reliability
- Plans, initiates, and maintains computerized assessment databases
- Assists in specifying user access level to the assessment databases, monitors the databases for errors, and ensures the integrity of those databases
- Assists in analyzing, interpreting, and synthesizing research findings
- Assists in the coordination of the implementation of evaluation and research projects
- Monitors support staff, where appropriate, in data collection, computerized data entry, management, and analysis
- Supervision of the Student Records Management Specialist
- Coordinates with Cabinet Members to establish evaluation topics, objectives, and priorities
- Participates in the assessment of school and program needs and the development of grant proposals
- Assists in providing background information to administrators, site personnel and parents to enhance the understanding of evaluation, student assessment and educational research
- Assists in managing the implementation, administration, analysis, and interpretation of the assessment program
- Performs project and program evaluations



PROGRAM EVALUATION AND DATA ANALYST

- Compiles and formats data, and prepares necessary project reports
- Presents data analyses and program evaluation results to target audiences as requested
- Assists in the implementation and monitoring of State and local standardized testing
- Exhibits patience, courtesy and tact when dealing with others
- Promotes and supports the district wide educational advancement toward the district's Portrait of the Graduate
- Integrates knowledge and skills that are relevant to the 21st Century
- Performs related duties, as required

MENTAL AND PHYSICAL REQUIREMENTS

- Analytical, statistical, and research capabilities
- Ability to communicate orally and in writing
- Ability to communicate individually and in group settings
- Ability to absorb large volumes of information in short periods of time, both written and verbal
- Ability to prioritize and handle multiple tasks simultaneously
- Ability to interpret policies
- Ability to decipher differences and make judgments relevant to situations
- Thorough understanding of assessment data and research statistics
- Ability to interpret federal and state regulations
- Ability to perform tasks requiring manual dexterity
- Ability to operate digital office equipment