



GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: June 9, 2020

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 June 1, 2020.

The following job descriptions are being presented for approval:

Chief Financial Officer
Executive Manager of Operational Support

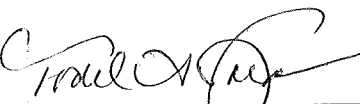
RECOMMENDATION:

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

INITIATED BY:


Michelle H. Tong, J.D., Associate to the Superintendent

Date: June 1, 2020


Todd A. Jaeger, J.D., Superintendent

Job Code 01B
Exempt
CAB-A
Revised: June 2020

CHIEF FINANCIAL OFFICER

QUALIFICATIONS

A. REQUIRED

- Master's degree in Finance, Accounting or related field.
- At least five years related work experience with considerable knowledge in accounting and finance procedures and practices including general ledger methodology.
- At least three years supervisory experience.
- At least three years experience and proficient computer knowledge including spreadsheets, linking, and Microsoft Office software.
- Ability to maintain varied work hours as job dictates.
- Equivalent combination of education/training/experience.

B. DESIRED

- School District accounting and finance experience.
- Experience with state and federal reporting.
- Certified public accountant certification.

SUMMARY

This administrator manages the finance department through planning, organizing, and directing staff in the operations of the school District budget, accounting, payroll, warehousing, purchasing, and student information services. In addition, this administrator is responsible for overseeing the District's technology department.

Reports to: Superintendent

ESSENTIAL FUNCTIONS

- Administers the management of the financial affairs of the schools and District departments, including all accounting operations and personnel.
- Supervises the collection, safekeeping, reporting, and distribution of all funds.
- Administers a controlled budget system for the District.
- Provides monthly accounting of all income and expenditures.
- Analyzes all financial statements.
- Oversees reconciliation of all bank accounts maintained by the Board.
- Continuously audits funds for all programs.
- Prepares reports for the proper staff officials concerning the status of their budgetary accounts to guard against the overspending of any budgeted account. Develops budget guidelines, coordinates preparation of the budget, and assists key administrators in review of the budget.
- Keeps current in finance trends, developments, research, recordkeeping, and legislation/regulations.
- Recommends new accounting methods as desirable and necessary.

- Supervises the District's supporting services through department managers for student information services, purchasing, payroll, warehousing, and accounting.
- Provides technical and organizational leadership and direction for technology and telecommunication systems in the District, including the Enterprise Resource Program and the student information system, and similar District-wide systems.
- Directs the design, development, and evaluation of major software, hardware, technology, and telecommunications purchases or processes for use by staff and students for District business and student instruction.
- Plans, develops implements, maintains, and oversees security of a District-wide area network that permits communication, access, and data retrieval through local and remote systems for District business and student instruction.
- Oversees student enrollment and attendance reporting to appropriate state and federal agencies to address enrollment concurrencies as appropriate.
- Oversees and monitors District compliance with federal Children's Internet Protection Act (CIPA).
- Oversees recruiting, hiring, training, supervising, and evaluation of department staff.
- Ensures departmental operation procedures are centered on customer service.
- Attends all required District meetings (Governing Board, All Team, Cabinet, Principals) and represents District at community financial meetings.
- Prepares and implements the school District budget.
- Complies with and monitors District compliance with Federal, State, and Local legal requirements and advises Superintendent of needed actions.
- Acts as adviser to the Superintendent on all questions relating to the business and financial affairs of the District.
- Coordinates, processes, and controls transfers of budgeted funds as requested by program directors.
- Collaborates with Human Resources staff and salary negotiations team(s) for the purposes of employee compensation.
- Ensures that general, revenue, and appropriations ledgers are managed on an encumbrance basis.
- Preliminarily approves and presents vouchers to Governing Board for final approvals authorizing the expenditures of monies.
- Presents and justifies additional analyses required to understand the budget for Board action.
- Submits claims for refunds on sales and other taxes.
- Projects revenue and expenditures, analyses of program costs and methods of financing, presents prospectus for bond sales, manages investment portfolios, and similar District activities.
- Works with community organizations and citizens in interpreting the financial needs and impact of the school system by providing program and financial data and analyses, through personal appearance, as appropriate.
- Promotes and supports District-wide educational advancement in 21st Century skills.
- Integrates knowledge and skills that are relevant to the 21st Century.
- Performs related duties as assigned.

MENTAL AND PHYSICAL REQUIREMENTS

- Strong statistical and analytical skills for documents and data.
- Ability to meet deadlines with time constraints.
- Ability to communicate with District personnel at all levels.

- Understand and carry out complicated written and oral instructions.
- Work alone and as part of a team.
- Work on several tasks at the same time.
- Close vision work.
- Work is primarily sedentary in nature.

Job Code 50Z
Administrative Exempt
Revised June 2020

EXECUTIVE MANAGER OF OPERATIONAL SUPPORT

QUALIFICATIONS

A. REQUIRED

- High School Diploma or GED
- Two years of college with coursework related to contracting, construction, building maintenance, human relations, project management, job site and field supervision or the equivalent.
- Minimum of five (5) years supervisory experience, with a minimum of three (3) years supervisory experience in operational support (food service, transportation, facilities)
- Must possess a valid AZ driver's license.
- Equivalent combination of education/training/experience

B. DESIRED

- Bachelor or Masters Degree with coursework related to contracting, construction, building maintenance, project management, job site and field supervision or the equivalent.
- Prior relevant experience in an educational institution.

SUMMARY

The Executive Manager of Operational Support manages the District's support services departments that include Operational Support, Food Services, Transportation, and Facilities Support Services. Other areas of responsibility include construction projects, traffic issues, District security, rental/use of District facilities and Arizona School Facilities Board (SFB) projects.

Reports to: Superintendent

ESSENTIAL FUNCTIONS

- Directs, plans, organizes and coordinates all programs, functions, and activities of the Operational Support Department to fulfill student and staff safety and well being
- Directs the development and administration of budgets, policies, projects and programs to effectively and efficiently deliver high quality services to students and staff
- Communicates a vision and provides department leadership to focus employees so they become proficient and motivated to do their best work
- Hire, discipline, evaluate employee performance, investigate and resolve grievances
- Ensure that department operations conform with local, state, and federal government regulations and other applicable rules and policies
- Develop partnerships with community representatives, external agencies, and other organizations to develop a sense of relevant issues facing the District and to respond as a representative of the District
- Exercise oversight authority and broad discretionary judgment to manage all functions and resources of the department to achieve the department's strategic priorities

ESSENTIAL FUNCTIONS (continued):

- Develops and oversees facility capital plans to develop a strategic plan of capital renewal of facilities
- Manages facilities grant projects, including applications for SFB grants, to ensure that academic facilities meet District standards
- Implements and directs environmental, energy and fuel efficient programs
- Oversees procurement of grants for energy efficiency projects
- Maintains professional knowledge through such means as attending seminars, reviewing professional publications and participating in professional organizations
- Directs architects and engineers in the cost-effective design of school facilities that meet the needs of the District
- Ensures that construction of school facilities is sound and complies with legal requirements
- Directs the maintenance and security of school facilities
- Directs the fleet acquisition and maintenance program
- Reviews and evaluates overall department personnel and program performance
- Resolves management issues relating to policies and operating procedures
- Available to travel, attend and actively participate in District and non-District meetings as required
- 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 develop working knowledge and understanding of School Facilities Board (SFB) standards, and oversee SFB and District related projects
- Possesses excellent oral and written communication skills
- Ability to enhance and maintain employee morale
- Patience, tact, and courtesy in dealing with others
- Ability to work under adverse weather conditions
- Ability to follow written and oral instructions
- Ability to kneel, pull, twist, bend and climb
- Ability to interpret written instructions, directions, schematics and reports
- Ability to climb stairs and ladders and work in elevated areas
- Ability to bend, squat, stoop, kneel, twist, crawl and lift one or both arms above shoulder level
- Ability to work in small, cramped, or confined spaces
- Ability to walk on uneven surfaces, if necessary
- Ability to work under adverse conditions involving noise, heat, cold, noxious chemicals, heights, high voltage electricity and all weather and temperature conditions
- Ability to work both indoors and outdoors
- Ability to use hand and power tools
- Ability to operate an automatic or standard transmission motor vehicle

6/9/2020

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

EXHIBIT - 2

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Finch	Richard	Teacher - ED (SPED) Classroom	CT	Wilson K-8 School	Rescind	CTT-BA	0 years	*
Howland	Patricia	Teacher - General Science	CT	Wilson K-8 School	Decrease FTE		N/A	*
Howland	Patricia	Teacher - Odyssey of the Mind	CT	Wilson K-8 School	Additional Position		N/A	*
Jacobs	Jessica	Teacher - Literacy Intervention	CT	Innovation Academy	Increase FTE		N/A	*
Pingry	Bonnie	Teacher - ELL/SEI	CT	Holaway Elementary	Increase FTE		N/A	*
Burns	James	Executive Manager of Operations	CL-AD	Wetmore Center	Added Duty	CAB-E	+\$4,200.00	*
Little	Douglas	Chief Financial Officer	CL-AD	Wetmore Center	Added Duty	CAB-A	+\$6,500.00	*
Harding	Vanessa	GEAR UP Assistant	CL	Amphi High School	Promotion	F	+ \$0.73	*
Walker	Natalie	Administrative Assistant I	CL	Wetmore Center	Promotion	J	+ \$0.64	
Altemara-Arnold	Sara	ADDN - Curriculum Development	ADCT	CDO High School	Addendum			*\$25.00 per hour
Alvarez	Kristen	ADDN - Certified Tutor	ADCT	Nash Elementary	Addendum			\$30.00 per hour
Andersen	Jared	ADDN - Curriculum Development	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Atwell	Betty	ADDN - Curriculum Development	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Ayers	Brenda	ADDN - Curriculum Development	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Blayda	Meghan	ADDN - Curriculum Development	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Blount	Denita	ADDN - Curriculum Development	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Bolin	Elizabeth	ADDN - Curriculum Development	ADCT	CDO High School	Addendum			*\$25.00 per hour
Boyd	Kelcy	ADDN - Curriculum Development	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Campbell	Jennifer	ADDN - Curriculum Development	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Campbell	Jennifer	ADDN - Curriculum Development	ADCT	Prince Elementary	Addendum			*\$25.00 per hour

*	2020-2021 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
Demotion	Voluntary demotion	CL	Classified
Extension	End date being extended	PR	Professional
Increase FTE	Increase in hours/contract	EL	Elementary
Promotion	Employee receiving a promotion to another position	MS	Middle School
Reassignment	Employee moving to another position at the direction of the administration	HS	High School
Status Change	Employee changing status (i.e. short term to career)		
Temporary	Employee working for a limited period of time		
Transfer	Employee moving from one position to another		

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

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LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Canez	Jessica	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Cannon	Robert	ADDN - Curriculum Developm	ADCT	CDO High School	Addendum			*\$25.00 per hour
Cliff	Mary	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Daglio	Brett	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Daigle	Joyce	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Daigle	Joyce	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum			\$30.00 per hour
Demetriou	Harriet	ADDN - School Support Team	ADCT	Donaldson Elementary	Addendum			\$20.00 per hour
Demetriou	Harriet	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Dickson	Mary	ADDN - Curriculum Developm	ADCT	Ironwood Ridge High	Addendum			*\$25.00 per hour
Dominguez	Lynette	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Emans	Kaylee	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Ewy	Danny	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Ewy	Danny	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Freitag	Oksana	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Fyock	Andrea	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Fyock	Andrea	ADDN - School Support Team	ADCT	Donaldson Elementary	Addendum			\$20.00 per hour
Gahn	Courtney	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Gates	Julia	ADDN - Certified Tutor	ADCT	Nash Elementary	Addendum			\$30.00 per hour
Gibson-Sinclair	Jill	ADDN - School Support Team	ADCT	Holaway Elementary	Addendum			*\$20.00 per hour
Glavin	Kelsey	ADDN - Certified Tutor	ADCT	Prince Elementary	Addendum			\$30.00 per hour
Glavin	Kelsey	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Glor	Dan	ADDN - Curriculum Developm	ADCT	CDO High School	Addendum			*\$25.00 per hour

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LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Godkin	Melissa	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum		*\$25.00 per hour	
Golden	Brande	ADDN - Curriculum Developm	ADCT	CDO High School	Addendum		*\$25.00 per hour	
Gould	Marni	ADDN - Certified Tutor	ADCT	Wetmore Center	Addendum		\$30.00 per hour	
Gowen	Jean	ADDN - Curriculum Developm	ADCT	Ironwood Ridge High	Addendum		*\$25.00 per hour	
Greenberg	Elyse	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum		\$25.00 per hour	
Greenberg	Elyse	ADDN - School Support Team	ADCT	Donaldson Elementary	Addendum		\$20.00 per hour	
Harris	Ellen	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum		*\$25.00 per hour	
Hay	Amanda	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum		*\$25.00 per hour	
Hodge	Mark	ADDN - Curriculum Developm	ADCT	Ironwood Ridge High	Addendum		*\$25.00 per hour	
Holder	Kayla	ADDN - Certified Tutor	ADCT	Wetmore Center	Addendum		\$30.00 per hour	
Holt	Kris	ADDN - Certified Tutor	ADCT	Prince Elementary	Addendum		\$30.00 per hour	
Holt	Kris	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum		*\$25.00 per hour	
Howell	Luke	ADDN - Curriculum Developm	ADCT	Ironwood Ridge High	Addendum		*\$25.00 per hour	
Inbody-Klein	Amy	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum		\$25.00 per hour	
Jackson	Jillian	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum		*\$25.00 per hour	
Jech	Allison	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum		\$25.00 per hour	
Jech	Allison	ADDN - School Support Team	ADCT	Donaldson Elementary	Addendum		\$20.00 per hour	
Johnson	Gabrielle	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum		*\$25.00 per hour	
Kitay	Hillary	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum		*\$25.00 per hour	
Knight	Allison	ADDN - School Support Team	ADCT	Holaway Elementary	Addendum		*\$20.00 per hour	
Krater	Caroline	ADDN - Curriculum Developm	ADCT	CDO High School	Addendum		*\$25.00 per hour	
Lang	William	ADDN - Curriculum Developm	ADCT	Ironwood Ridge High	Addendum		*\$25.00 per hour	

*	2020-2021 School Year					ADCT	Addendum Certified
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Demotion	Voluntary demotion					CL	Classified
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**GOVERNING BOARD MEETING
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Lange	Matthew	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Lee	Kristina	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Lipich	Brandi	ADDN - School Support Team	ADCT	Holaway Elementary	Addendum			*\$20.00 per hour
Lynch	Michelle	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Marnar	Peggy	ADDN - School Support Team	ADCT	Holaway Elementary	Addendum			*\$20.00 per hour
Maxon	Shannon	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
McGann	Madelaine	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
McNew	Ann	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Meitner	Nick	ADDN - Curriculum Developm	ADCT	CDO High School	Addendum			*\$25.00 per hour
Mounts	Deborah	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Mounts	Deborah	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Mounts	Brianna	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Mulcahy	Laurie	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Nelson	Tatum	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Owen	Lorraine	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Parham	John	Special Events Worker	ADCT	Amphi High School	Added Duty			\$12.00 per hour
Parkey	Kenda	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Penna	Kelli	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Pincus	Mark	ADDN - Curriculum Developm	ADCT	Ironwood Ridge High	Addendum			*\$25.00 per hour
Post	Trina Kay	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Queiruga	Jennifer	ADDN - Certified Tutor	ADCT	Wetmore Center	Addendum			\$30.00 per hour
Rangel-Procci	Monica	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour

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Rathbun	Caitlin	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Ronstadt	Josh	ADDN - Curriculum Developm	ADCT	CDO High School	Addendum			*\$25.00 per hour
Rudd	Amy	ADDN - Certified Tutor	ADCT	Holaway Elementary	Addendum			\$30.00 per hour
Schickling	Martha	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Schiffman	Sandra	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Schroeder	Kimberly	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Schroeder	Marilyn	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Tang	Hoa Thi	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Taouil	Sarah	ADDN - School Support Team	ADCT	Donaldson Elementary	Addendum			\$20.00 per hour
Tarbet	Jeremy	ADDN - Curriculum Developm	ADCT	CDO High School	Addendum			*\$25.00 per hour
Thacker	Lynn	ADDN - Certified Tutor	ADCT	Mesa Verde Elementary	Addendum			\$30.00 per hour
Valencia	Brian	Special Events Worker	ADCT	Amphi High School	Added Duty			\$12.00 per hour
Veltre	Cassie	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Welsh	Brian	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
West	Becky	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Wilson	Amy	ADDN - Certified Tutor	ADCT	Keeling Elementary	Addendum			\$30.00 per hour
Wilson	Amy	ADDN - Curriculum Developm	ADCT	Keeling Elementary	Addendum			\$25.00 per hour
Wolfson	Mia	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Wong	Marina	ADDN - Curriculum Developm	ADCT	Donaldson Elementary	Addendum			\$25.00 per hour
Yrrizarry	Alexis	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Zielinski	Megan	ADDN - Curriculum Developm	ADCT	Prince Elementary	Addendum			*\$25.00 per hour
Aguilar Herrera	Cruz Olivia	Cook II	ADCL	Amphi High School	Added Duty			\$12.00 per hour

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Aguirre	Josefina	Cook II	ADCL	Wilson K-8 School	Added Duty			\$12.00 per hour
Anaya	Francis	Food Service Attendant I	ADCL	La Cima Middle School	Added Duty			\$12.00 per hour
Asta	Ronald	Food Service Attendant I	ADCL	Amphi Middle School	Added Duty			\$12.00 per hour
Boyd	Terryl	Food Service Attendant III - Le	ADCL	Wilson K-8 School	Added Duty			\$12.19 per hour
Canupp	Pauline	Food Service Attendant I	ADCL	CDO High School	Added Duty			\$12.00 per hour
Chavez Gonzalez	Dora	Food Service Attendant I	ADCL	Nash Elementary	Added Duty			\$12.00 per hour
Colby	Kimberly	Food Service Attendant I	ADCL	Painted Sky Elementary	Added Duty			\$12.00 per hour
Coronado Medina	Magda	Food Service Attendant I	ADCL	La Cima Middle School	Added Duty			\$12.00 per hour
Cota	Alma	Cook II	ADCL	La Cima Middle School	Added Duty			\$12.65 per hour
Doty	Emily	Food Service Attendant I	ADCL	Cross Middle School	Added Duty			\$12.00 per hour
Duarte	Andrea	Food Service Attendant I	ADCL	Amphi Middle School	Added Duty			\$12.00 per hour
Farmer	Savannah	Food Service Attendant I	ADCL	Walker Elementary	Added Duty			\$12.00 per hour
Feltes	Laura	School Administrative Assistar	ADCL	Painted Sky Elementary	Added Duty			\$14.30 per hour
Field	Lucas	Food Service Attendant I	ADCL	Cross Middle School	Added Duty			\$12.00 per hour
Fimbres	Christine	Clerk II	ADCL	Painted Sky Elementary	Added Duty			\$12.00 per hour
Frazier	Marlena	Food Service Attendant I	ADCL	Amphi Middle School	Added Duty			\$12.00 per hour
Gamez	Griselda	Food Service Attendant I	ADCL	Rio Vista Elementary	Added Duty			\$12.00 per hour
Gonzalez Cuevas	Yolanda	Food Service Attendant III - Le	ADCL	La Cima Middle School	Added Duty			\$12.00 per hour
Gonzalez Medina	Alma	Food Service Attendant I	ADCL	Amphi Middle School	Added Duty			\$12.00 per hour
Granderson	Darla	Food Service Attendant I	ADCL	Coronado K-8 School	Added Duty			\$12.00 per hour
Harwood	Ana	Cook II	ADCL	Donaldson Elementary	Added Duty			\$12.00 per hour
Herfurth	Marilyn	Food Service Attendant I	ADCL	Keeling Elementary	Added Duty			\$12.00 per hour

*	2020-2021 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
Demotion	Voluntary demotion					CL	Classified
Extension	End date being extended					PR	Professional
Increase FTE	Increase in hours/contract					EL	Elementary
Promotion	Employee receiving a promotion to another position					MS	Middle School
Reassignment	Employee moving to another position at the direction of the administration					HS	High School
Status Change	Employee changing status (i.e. short term to career)						
Temporary	Employee working for a limited period of time						
Transfer	Employee moving from one position to another						

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

EXHIBIT - 2

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Hernandez	Iris	Food Service Attendant I	ADCL	Keeling Elementary	Added Duty			\$12.00 per hour
Hoffman	George	Food Service Attendant I	ADCL	Amphi High School	Added Duty			\$12.00 per hour
Holdcroft	Marilyn	Food Service Attendant III - Le	ADCL	Holaway Elementary	Added Duty			\$12.19 per hour
Houston	Juanita	Food Service Attendant I	ADCL	Nash Elementary	Added Duty			\$12.00 per hour
Ibarra De Cortes	Marcela	Cook III	ADCL	CDO High School	Added Duty			\$12.67 per hour
Lewis	Bret	Instructional Technology Spec	ADCL	Prince Elementary	Added Duty			\$12.00 per hour
Lyden	Candelaria	Food Service Attendant I	ADCL	Amphi Middle School	Added Duty			\$12.00 per hour
Marquez	Patricia	Supervisor of Food Service	ADCL	Amphi High School	Added Duty			\$16.00 per hour
Martinsen	Katherine	Food Service Attendant I	ADCL	Rio Vista Elementary	Added Duty			\$12.00 per hour
Meadmore	Rosalie	Food Service Attendant I	ADCL	Walker Elementary	Added Duty			\$12.00 per hour
Merrill	Patti Jo	Supervisor of Food Service	ADCL	Wilson K-8 School	Added Duty			\$16.32 per hour
Mora	Adriana	Food Service Attendant II	ADCL	Wilson K-8 School	Added Duty			\$12.00 per hour
Neumaier	Kathleen	Supervisor of Food Service	ADCL	Coronado K-8 School	Added Duty			\$16.00 per hour
Neyoy	Francisca	Food Service Attendant I	ADCL	La Cima Middle School	Added Duty			\$12.00 per hour
Nosheny	Aaron	Instructional Technology Spec	ADCL	Wetmore Center	Added Duty			\$12.00 per hour
Page	Barbara	Food Service Attendant I	ADCL	Wilson K-8 School	Added Duty			\$12.00 per hour
Pearcy	Cynthia	Clerk II	ADCL	Federal/State Programs	Added Duty			\$12.00 per hour
Pineda	Yanet	Food Service Attendant I	ADCL	Amphi High School	Added Duty			\$12.00 per hour
Plata	Anna	Food Service Attendant I	ADCL	Keeling Elementary	Added Duty			\$12.42 per hour
Polito	Brennan	Food Service Attendant I	ADCL	Walker Elementary	Added Duty			\$12.00 per hour
Ramirez	Martha	Food Service Attendant III - Le	ADCL	Cross Middle School	Added Duty			\$12.19 per hour
Rawn	Melissa	Behavioral Intervention Monito	ADCL	Painted Sky Elementary	Added Duty			\$12.00 per hour

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Correction	Correction to contract	CT	Certified
Decrease FTE	Decrease in hours	CL-AD	Classified Administrative
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Extension	End date being extended	PR	Professional
Increase FTE	Increase in hours/contract	EL	Elementary
Promotion	Employee receiving a promotion to another position	MS	Middle School
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**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

EXHIBIT - 2

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Richins	Tonnette	Food Service Attendant I	ADCL	Rio Vista Elementary	Added Duty			\$12.00 per hour
Rowin	Kris	Instructional Technology Spec	ADCL	Wetmore Center	Added Duty			\$12.00 per hour
Torres Torija	Edith	Cook II	ADCL	Nash Elementary	Added Duty			\$12.00 per hour
Trent	Starr	Computer Repair Technician	ADCL	Wetmore Center	Added Duty			\$14.70 per hour
Valenzuela	Margarita	Food Service Attendant III - Le	ADCL	Keeling Elementary	Added Duty			\$18.33 per hour
Velazquez	Josefina	Food Service Attendant III - Le	ADCL	Amphi Middle School	Added Duty			\$12.00 per hour
Zack	Catherine	Supervisor of Food Service	ADCL	Holaway Elementary	Added Duty			\$15.69 per hour
Zanes	Raelene	Food Service Attendant II	ADCL	Amphi High School	Added Duty			\$12.00 per hour
Zavala	Olivia	Food Service Attendant I	ADCL	Amphi Middle School	Added Duty			\$12.00 per hour

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