



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

DATE OF MEETING: March 9, 2021

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 March 1, 2021.

The following job descriptions are being presented for approval:

Gear Up Discover Guide Liaison

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: March 1, 2021

Todd A. Jaeger, J.D., Superintendent

3/9/2021

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Delgado	Selah	Occupational Therapist	CL-PR	Wetmore Center	Additional Position			\$3,260.99
Grammer	Lindsey	Custodian I	CL	Painted Sky Elementary	Promotion	D	+\$0.48	
Marquez	Galahad	Bilingual Clerk	CL	Holaway Elementary	Increase FTE		N/A	
Marquez	Galahad	Bilingual Instructional Assistant	CL	Holaway Elementary	Decrease FTE		N/A	
Marquez	Patricia	Supervisor of Food Service	CL	Amphi High School	Transfer	J	N/A	
Moralez	Manuel	Bus Driver	CL	Transportation	Decrease FTE		N/A	
Avila	Paul	Coach - Softball Assistant HS	ADCT	CDO High School	Addendum			\$2,400.00
Basye	Jody	Coach - Track Assistant HS	ADCT	CDO High School	Addendum			\$1,200.00
Deniston	Courtenay	ADDN - Homebound	ADCT	Wetmore Center	Addendum			\$30.00 per hour
Escobar	Rigel	ADDN - Section 504	ADCT	Holaway Elementary	Addendum			\$150.00
Gerard	Michelle	Coach - Track Head HS	ADCT	CDO High School	Addendum			\$3,000.00
Goldstein	Heidi	Coach - Track Assistant HS	ADCT	CDO High School	Addendum			\$2,400.00
Graun	Suzanne	ADDN - Certified Tutor	ADCT	La Cima Middle School	Addendum			\$30.00 per hour
Haight	Susan	Special Education Facilitator	ADCT	Innovation Academy	Addendum			\$585.37
Heagle	Denise	ADDN - Curriculum Development	ADCT	Wetmore Center	Addendum			\$25.00 per hour
Howell	Luke	Special Events Worker	ADCT	Ironwood Ridge High	Addendum			\$12.15 per hour
Kati	Stephanie	ADDN - AZELLA Testing	ADCT	Wetmore Center	Addendum			\$30.00 per hour
Lipich	Brandi	Special Education Facilitator	ADCT	Holaway Elementary	Addendum			\$245.15
McGowan	Alissa	Coach - Softball Assistant HS	ADCT	Ironwood Ridge High	Addendum			\$2,400.00
Powell	Matthew	Coach - Equipment Technician Sr	ADCT	CDO High School	Addendum			\$1,850.00

*	2019-2020 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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Tarbet	Jeremy	Coach - Softball Assistant HS	ADCT	CDO High School	Addendum		\$2,400.00	
Thomas	Shauna	ADDN - Odyssey of the Mind	ADCT	Harelson Elementary	Addendum		\$234.15	
Yewell	Robyn	ADDN - Odyssey of the Mind	ADCT	Harelson Elementary	Addendum		\$234.15	
Atondo-Ballesteros	Perla	Instructional Aide - Classroom	ADCL	La Cima Middle School	Addendum		\$12.15 per hour	
Dalton-Aragon	Jaron	Instructional Aide - Classroom	ADCL	La Cima Middle School	Addendum		\$12.15 per hour	
Lewis	Jilliane	Instructional Aide - Classroom	ADCL	La Cima Middle School	Addendum		\$12.15 per hour	
Negron	Jesus	Special Events Worker	ADCL	Ironwood Ridge High	Addendum		\$12.15 per hour	
Zinkin	Michael	Special Events Worker	ADCL	Ironwood Ridge High	Addendum		\$12.15 per hour	

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Non-exempt/Addn
\$25.00/hour
February 2021

GEAR UP DISCOVER GUIDE LIAISON

QUALIFICATIONS

A. REQUIRED

- Valid Arizona teaching certificate
- Bachelor's degree in counseling, social work, child development, education or related field
- At least one year of experience working with middle school students
- Knowledge of secondary education requirements
- Knowledge of postsecondary education options, application procedures and admission requirements
- Demonstrated skills in program coordination and completing tasks in a timely manner
- Excellent organizational, training, and presentation skills

B. DESIRED

- Prior experience in student support roles(s)
- Skills in monitoring data

SUMMARY

Working closely with the GEAR UP Program Manager of Middle-Grade Services and the participating school, the GEAR UP Discover Guide Liaison will coordinate service delivery and reporting.

Reports to: School Administrator

ESSENTIAL FUNCTIONS

- Create and submit an implementation plan
- Complete the Discover Guide Order Form
- Disseminate Discover Guide
- Collect and submit documentation of who received the guide and watched the video.
- Collect and submit documentation of educators who received the guide and watched the Discover Guide Teacher Video if done as a group
- Collect and submit a copy of students' ECAP
- End-of-Year Progress Report
- Submit feedback
- Enter information in a Data Sharing Agreement
- 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 see, hear and speak at normal range, with or without reasonable accommodations
- Ability to read, write and comprehend
- Ability to effectively demonstrate both oral and written communication skills
- Ability to analyze and problem solve
- Ability to concentrate for extended periods of time
- Ability to communicate with students, parents, and school staff verbally and in written form