



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

DATE OF MEETING: June 12, 2018.

TITLE: Approval of Appointment of Administrative Personnel

BACKGROUND:

Candidate(s) will be presented herein to fill vacancies created by leaves of absence, retirements, resignations, and new positions. Appointments are current as of June 4, 2018.

Monica Nelson, Mike Bejarano, Julie Valenzuela, and Angela Wichers screened 35 files for the position of Assistant Principal at Amphitheater Middle School.

The candidates interviewed were:

Jessica Jarrett
Melinda Santiesteban
Kendra Tate
Carol Rodriguez
Larry Speta
John Moes

The committee consisted of:

Mike Bejarano, Chair
Angela Wichers, Principal
Brenda King, Teacher
Katherine Floyd, Teacher
Courtney Cummins, Teacher
Julius Hernandez, Classified
Bonnie Martinez, Parent

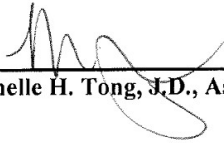
Based on the committee's ratings, Jessica Jarrett and Melinda Santiesteban were recommended as finalists for interviews with Todd Jaeger, Monica Nelson, Michelle Tong, Mike Bejarano, and Angela Wichers.

Todd Jaeger recommends Jessica Jarrett for the position of Assistant Principal at Amphitheater Middle School.

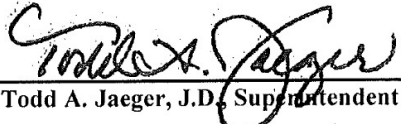
RECOMMENDATION:

It is the recommendation of the Administration that the appointment(s) be approved as presented.

INITIATED BY:


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

Date: June 4, 2018


Todd A. Jaeger, J.D., Superintendent

6/12/2018

**GOVERNING BOARD MEETING
APPOINTMENTS**

EXHIBIT - 6

| LAST NAME | FIRST NAME | TITLE | CT/CL | LOCATION | RANGE STEP | ADD'L INFO | CERTIFIED | SCHOOL | DEG | RECOMMENDED BY | COMMENT |
|-----------|------------|------------------------|-------|---------------------|------------|-------------|-----------|--------|-----|----------------|---------|
| Jarrett | Jessica | MS Assistant Principal | CT-AD | Amphi Middle School | MSA A | Replacement | Yes | NAU | BA | Mr. Jaeger | |

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|--|--|---|--|--|
| <p>* Addendum New Rehire Replacement Rescind</p> | <p>2017-2018 School Year Former employee or new hire receiving extra-curricular position New hire filling a newly created position Former employee returning to a position in the district New hire filling a vacated position Declined position after appointment</p> | <p>HSP High School Principal MSP Middle School Principal ESP Elementary School Principal HSA High School Assistant Principal MSA Assistant Middle School Principal ESA Elementary Assistant Principal SAS Support Administrator</p> | <p>ADCT ADCL ADACS ADDM CT-AD CT CL-AD CL PR ASW</p> | <p>Addendum Certified Addendum Classified Addendum Amphi Community Schools Addendum Only Certified Administrative Certified Classified Administrative Classified Professional Student Worker</p> |
|--|--|---|--|--|

Jessica Jarrett, NBCT

Objective

To create life-long learners by recognizing it is the role of the entire school community to foster a love of learning, provide a safe environment, and encourage perseverance. It is my responsibility to ensure that expectations are clear, curriculum is designed to meet the needs of all learners, staff and students engage in ongoing reflection, and community members are provided with necessary resources to ensure success.

Experience

Administrative Intern, Holaway Elementary School and Amphi Middle School **Spring 2017**

- Carried out student discipline following school and district policies
- Provided "True Colors" professional development to staff
- Communicated with staff and community members regarding school issues

Administrative Designee, Holaway Elementary School **2013-Current**

- Developed master schedule for the 2016-2017, 2017-2018 school years
- Assisted in student discipline
- Effectively communicated with stakeholders to address concerns and support the school mission
- Active contributing member of school Leadership Team (2009-Current)
- Participated as a member of the Family Involvement Team to organize school-wide events to foster community
- Active contributing member of the PTO supporting the school community

Resource Teacher, Holaway Elementary School **2013-Current**

- Collaborated with classroom teachers to modify and adapt curriculum materials and supplemental aids
- Designed and implemented school-wide class schedule for resource students to maximize service times
- Developed and facilitated staff-wide professional development training on the special education process
- Collaborated with stakeholders to develop individual plans to support/improve behavior/academic needs of children

Cross-Categorical Special Education Teacher, Holaway Elementary School **2009-2013**

- Supported individual student needs through development and implementation of curriculum and materials
- Supervised and developed instructional aides

Credentials

Master of Educational Leadership, Northern Arizona University **May, 2017**

National Board Certified Teacher, Exceptional Needs Specialist **November, 2014**

Cross-Categorical Endorsement, Pima Community College **May, 2011**

Bachelors of Science in Education, Northern Arizona University **December, 2008**

Skills

Developing Partnerships; Identifying and Addressing Strengths and Needs; Problem Solving; Staff Development; Scheduling; Productively Engaging in Difficult Conversations; Analyzing Student Work; Advocating; Building Relationships