



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

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**DATE OF MEETING: May 24, 2017**

**TITLE: Approval of Personnel Changes**

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**BACKGROUND:**

Changes in the employment status of employee(s) will be presented herein.

Monica Nelson, Mike Bejarano, and Tassi Call screened 23 files for the position of Assistant Principal at Amphitheater Middle School.

The candidates interviewed were:

Rayette Jackson  
Darin Mapes  
Stephen Rothkopf  
Magdaline Marjanovic  
Jennifer (JJ) Letts  
David Linn

The committee consisted of:

Monica Nelson, Chair  
Tassi Call, Principal  
Debbie Melde, Teacher  
Jen Queiruga, Teacher  
Gina Stickle, Teacher  
Melissa Holyoak, Classified  
Cynthia Torres, Parent  
Dianna Torres, Parent

Based on the committee's ratings, Darin Mapes, Magdaline Marjanovic, and Jennifer (JJ) Letts were recommended as finalists for interviews with Patrick Nelson, Monica Nelson, Mike Bejarano, and Tassi Call.

Patrick Nelson recommends Jennifer (JJ) Letts for the position of Assistant Principal at Amphitheater Middle School.

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**RECOMMENDATION:**

It is the recommendation of the administration that the personnel changes be approved as presented. Summer school teaching contracts are contingent upon student enrollment.

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**INITIATED BY:**



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Michael Bejarano, Director of Human Resources

Date: May 22, 2017



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Patrick Nelson, Superintendent

## Jennifer Jeanette Letts

### Education/Certification

M.Ed.	Northern Arizona University, Tucson, Arizona Major: Educational Leadership, 2004
B.S.	Northern Arizona University, Flagstaff, Arizona, 1994 Major: Elementary Education and Special Education
Principal Certificate	Arizona expiration 2017
Teacher Certificate	Standard Elementary Education K-8, Arizona, expiration 2018 Standard Special Education K-12, Arizona, expiration 2018 Middle School Endorsement-Social Studies, Arizona Middle School Endorsement-Language Arts, Arizona K-8 ESL Endorsement, Arizona

### Honors

Rodel Aspiring Principal 2010

### Administrative and Leadership Experience

#### Amphitheater School District

##### Amphitheater Middle School

Instructional Support Assistant 2015-Present

- ACHIEVE Coordinator
- Discipline 6-8
- 504 Coordinator
- Staff Evaluator Certified and Classified
- Professional Development Instructor
- UDB Curriculum design and alignment
- 301 Instructional Videos

##### Prince Elementary School

Instructional Support Assistant 2014-2015

- Discipline for K-5
- CAT Team Coordinator
- Staff Evaluator Certified and Classified
- Professional Development Coordinator and Instructor
- Master Schedule and AZMerit Testing Schedule

##### Amphitheater High School

Instructional Support Assistant 2013-2014

- Discipline for freshmen and seniors
- AP Coordinator
- Honors Ceremonies
- Staff Evaluator- Certified and Classified
- Director of Security
- Cambridge Summer Learning Coordinator
- Tutoring Programs Coordinator

Summer School Principal 2014

Special Education Facilitator, Special Education Department Head and 504 Coordinator 2012-2013

University Of Arizona

College of Education

Teaching, Learning & Sociocultural Studies

Site Coordinator for Coyote Trail, Richardson, and Mesa Verde Methods sites 2008- 2011

- Coordinated and facilitated the site with administration, teachers, and pre-service teachers
- Prepared materials for the students for the semester: site schedule, site calendar (assignments for all 5 classes), site roster, attendance notebook for each school office.
- Prepared materials for each school/teacher who hosts students for applications: brochure explaining the program, application schedule, roster of students and assigned classrooms, attendance folder for each classroom.
- Administered evaluations of students to teachers

Student Teaching Supervisor working with the Rodel Aspiring Student Teachers 2008-2011

- Observed and coached student teachers a minimum of every two weeks within the 75 days
- Evaluated student teachers through midterm and final evaluations with cooperating teachers
- Addressed issue, concerns, and questions

Flowing Wells School District

Flowing Wells Junior High

Advanced Ed. National Accreditation Committee 2011-2012

- Led committee to collect, organize, and assembled artifacts that displayed the district's personnel and staff development practices
- Analyze the district's mission and vision and collected artifacts to submit for review that displayed the district's practices that matched the vision and mission

Walter Douglas Elementary

Writing Coach 2007-2011

- Developed school wide quarterly writing assessments
- Designed and implemented a two day in-service program for all teachers in the school to teach and ensure the implementation of strong writing instruction across grade levels
- Trained all teachers in using the six-traits of writing rubric, R.A.F.T.S, and other methodology for implementing quality instruction to their students
- Led inter-rater reliability grading sessions at staff meetings

Career Ladder

Instructional Coordinator 2000, 2004

- Provided coaching for all career ladder participants using the cognitive coaching format
- Planned conferences, scheduled observations, conducted Information/Advisory meetings, coached for O.E. indicators, evaluations, and project documentation

Evaluator Liaison 1999-2000

- Evaluated written student achievement projects for participants on the ladder
- Communicated scores and feedback with teachers at my school site and answered questions

Teaching Experience

Flowing Wells School District

Flowing Wells Junior High

Resource English 7<sup>th</sup> Grade 2011-current

Social Studies Teacher 8<sup>th</sup> Grade 2002-2004

Reading Teacher 8<sup>th</sup> Grade 2002-2004

Social Studies Teacher 7<sup>th</sup> Grade 2001, 2002

Language Arts Teacher 8<sup>th</sup> Grade 2001, 2002

University Of Arizona

College of Education

Teaching, Learning & Sociocultural Studies

Clinical Assistant Professor specializing in Language Arts 2008-2011

Flowing Wells School District

Walter Douglas Elementary

Fifth Grade Teacher August 04 through 2008

Laguna Elementary

Fourth Grade Teacher 1996-2000

First Grade Teacher 1994-1996

5/24/2017

GOVERNING BOARD MEETING  
PERSONNEL CHANGES

EXHIBIT - 2

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	RANGE	STEP	COMMENT
Letts	Jennifer	MS Assistant Principal	CT-AD	Amphi Middle School	Promotion	MSA	A	Range MA; Step H
Ackerley	J	HS Mathematics Teacher	CT	Amphi High School	Increase FTE	BA+	I	
Amedeo	Keri	SEI Teacher	CT	LaCima Middle School	Transfer	MA	G	
Beazer	Heidi	SEI Teacher	CT	Wilson K-8 School	Decrease FTE	MA	A	
Beca	Gina	HS Art Teacher	CT	CDO High School	Transfer	BA	E	
Belleau	Karen	Math Intervention Teacher	CT	Prince Elementary	Additional Position	MA	E	
Berdine	Patricia	EL Art Teacher	CT	Mesa Verde Elementary	Increase FTE	BA	J	
Brower	Thomas	EL Music Teacher	CT	Wilson K-8 School	Increase FTE	BA	J	
Butler	Caryn	Special Ed Preschool Tchr	CT	Holaway Elementary	Reassignment	MA+	A	
Coleman	Philip	EL Music Teacher	CT	Innovation Academy	Additional Position	MA	D	
Cox	Lu	EL Band Teacher	CT	Holaway Elementary	Additional Position	MA	F	
Delozier	Sandy	EL Music Teacher	CT	Mesa Verde Elementary	Increase FTE	BA	A	
Dignum	Brandi	MS Music Teacher	CT	Wilson K-8 School	Increase FTE	BA	F	
Dignum	Brandi	MS Music Teacher	CT	Wilson K-8 School	Additional Position	BA	F	
Estey	Clara	HS Foreign Lang. Teacher	CT	Amphi High School	Decrease FTE	MA	H	
Faulkner	Julie	SEI Teacher	CT	Amphi High School	Increase FTE	BA	G	
Hill	Christian	MS Music Teacher	CT	Painted Sky Elementary	Additional Position	BA	K	
Kasen	Jamie	REACH Teacher	CT	Copper Creek Elementary	Transfer	BA	F	
Kasen	Jamie	REACH Teacher	CT	Holaway Elementary	Transfer	BA	F	
Kechely	Leigh	REACH Teacher	CT	Donaldson Elementary	Transfer	MA	F	
Kechely	Leigh	REACH Teacher	CT	Prince Elementary	Transfer	MA	F	
Lopez	Analia	EL Art Teacher	CT	Keeling Elementary	Transfer	BA	E	

*	2016-2017 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	RANGE	STEP	COMMENT
Martinez	Kip	SEI Teacher	CT	Federal/State Programs	Equity Adjustment			* \$4469.21
Mulcahy	Laurie	SEI Teacher	CT	Prince Elementary	Transfer	MA	K	
Munoz	Joseph	EL Band Teacher	CT	Prince Elementary	Additional Position	DOC	B	
Oros	Lourdes	SEI Teacher	CT	Walker Elementary	Transfer	BA	I	
Roark	Landi	REACH Teacher	CT	Innovation Academy	Transfer	BA	I	
Roark	Landi	REACH Teacher	CT	Mesa Verde Elementary	Transfer	BA	I	
Schneider	Daniel	HS CTE Teacher	CT	Amphi High School	Reassignment	BA	C	
Sims	Paula	Literacy Intervention Tch	CT	Copper Creek Elementary	Decrease FTE	BA+	P	
Wolf	Robert	EL Fifth Grade Teacher	CT	Walker Elementary	Correction	MA	H	step
Arizpuro	Marcela	Dir-Trans & Food Svc	CL-AD	Food Service Admin	Added Duty	ESA	F	
Aguilar	Isabel	Behavioral Interv Monitor	CL	Prince Elementary	Promotion	D	3.0	Range A; Step 8
Anderson	Jennifer	CTE Data Specialist	CL	Wetmore Center	Promotion	J	3.0	Range C; Step 3
Bogomol	Scott	Special Ed Teaching Asst	CL	CDO High School	Reassignment	E	3.0	
Calvin	Leann	Clerk-Typist I	CL	Wetmore Center	Transfer	B	2.0	
Colson	Shari	Special Ed Teaching Asst	CL	Ironwood Ridge High	Reassignment	E	5.0	
Gutierrez	Dina	Parent Educator Coord	CL	Federal/State Programs	Promotion	H	8.0	*Range F; Step 10
Harper	Jimmy	Crossing Guard	CL	Prince Elementary	Additional Position	A	8.0	*
Hizny	April	Accountability & Research	CL	Wetmore Center	Reclassification	O	11.0	CL-PR to CL
Morrison	Claire	Special Ed Teaching Asst	CL	Copper Creek Elementary	Rehire	E	1.0	
Panzer	Kelly	Special Ed Teaching Asst	CL	Donaldson Elementary	Promotion	E	6.0	Range D; Step 6
Rivera De Cortes	Maria	Student Serv Coord Asst I	CL	Wetmore Center	Transfer	D	8.0	
Stamp	Matthew	Web & Digital Media Spec	CL	Wetmore Center	Reclassification	O	11.0	
Adler	Molly	Certified Tutor	ADCT	Nash Elementary	Addendum			*\$30.00 per hour
Atteberry-Pierpont	Jennifer	CTSO Stipend	ADCT	CDO High School	Addendum			*\$1750.00

*	2016-2017 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
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Boss	Krista	Certified Tutor	ADCT	Cross Middle School	Addendum			*\$30.00 per hour
Bruggeman	Elizabeth	IB Essay Coach	ADCT	CDO High School	Addendum			*\$600.00
Cannon	Robert	CTSO Stipend	ADCT	CDO High School	Addendum			*\$750.00
Carter	Beth	Summer School Teacher	ADCT	Amphi Middle School	Addendum			*\$2805.00
Christman	Jill	IB Essay Coach	ADCT	CDO High School	Addendum			*\$600.00
Delgado	Stephanie	Summer School Teacher	ADCT	Prince Elementary	Addendum			*\$2805.00
Dickson	Mary	CTSO Stipend	ADCT	Ironwood Ridge High	Addendum			*\$1750.00
Edwards	Cassidy	CTSO Stipend	ADCT	CDO High School	Addendum			*\$750.00
Fife III	John	Summer School Teacher	ADCT	Ironwood Ridge High	Addendum			*\$3165.00
Fritton	Teresa	Summer School Teacher	ADCT	Wilson K-8 School	Addendum			*\$3030.00
Gauna	Sonya	IB Essay Coach	ADCT	CDO High School	Addendum			*\$200.00
Girard	Robert	IB Essay Coach	ADCT	CDO High School	Addendum			*\$600.00
Glor	Daniel	CTSO Stipend	ADCT	CDO High School	Addendum			*\$1750.00
Goodridge	George	CTSO Stipend	ADCT	Ironwood Ridge High	Addendum			*\$750.00
Gould	Marni	Summer School Teacher	ADCT	Wetmore Center	Addendum			*\$30.00 per hour
Gowen	Jean	CTSO Stipend	ADCT	Ironwood Ridge High	Addendum			*\$1750.00
Harris	Michael	Certified Tutor	ADCT	Amphi High School	Addendum			*\$30.00 per hour
Hatch	Todd	IB Essay Coach	ADCT	CDO High School	Addendum			*\$400.00
Howell	Luke	CTSO Stipend	ADCT	Ironwood Ridge High	Addendum			*\$750.00
Jennings	Danielle	IB Essay Coach	ADCT	CDO High School	Addendum			*\$200.00
Kaufman	Marc	IB Essay Coach	ADCT	CDO High School	Addendum			*\$600.00
Kemp	Breanna	Summer School Teacher	ADCT	Amphi Middle School	Addendum			*\$3030.00
Kuranz	Craig	Rillito Classroom Teacher	ADCT	Rillito Center	Addendum	BA	F	*
Langley	Shannon	Summer School Lead Tchr	ADCT	Prince Elementary	Addendum			*\$3810.00

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Langley	Shannon	Certified Tutor	ADCT	Amphi Middle School	Addendum			*\$30.00 per hour
Lepore	Andrew	CTSO Stipend	ADCT	Ironwood Ridge High	Addendum			*\$1250.00
Lortie	Sarah	Summer School Teacher	ADCT	Amphi Middle School	Addendum			*\$3030.00
Maspero	Karen	Summer School Teacher	ADCT	Wilson K-8 School	Addendum			*\$3030.00
McFeely	Wendy	Summer School Teacher	ADCT	Prince Elementary	Addendum			*\$2805.00
McGee	Susan	Certified Tutor	ADCT	Keeling Elementary	Addendum			*\$30.00 per hour
Meitner	Nickolas	CTSO Stipend	ADCT	CDO High School	Addendum			*\$1750.00
Mendoza	Lacy	IB Essay Coach	ADCT	CDO High School	Addendum			*\$400.00
Oros	Lourdes	Summer School Teacher	ADCT	Prince Elementary	Addendum			*\$2805.00
Pastor	Michael	Summer School Teacher	ADCT	Coronado K-8 School	Addendum			*\$3030.00
Reynolds	Holly	IB Essay Coach	ADCT	CDO High School	Addendum			*\$200.00
Ronstadt	Joshua	CTSO Stipend	ADCT	CDO High School	Addendum			*\$1750.00
Shiba	Robert	Summer School Teacher	ADCT	LaCima Middle School	Addendum			*\$2880.00
Street	Lee	CTSO Stipend	ADCT	CDO High School	Addendum			*\$1750.00
Talmage	Christy	Summer School Teacher	ADCT	LaCima Middle School	Addendum			*\$3030.00
Tarbet	Jeremy	CTSO Stipend	ADCT	CDO High School	Addendum			*\$1750.00
Yetman	Christopher	IB Essay Coach	ADCT	CDO High School	Addendum			*\$200.00
Zeiher	Carolyn	IB Essay Coach	ADCT	CDO High School	Addendum			*\$400.00
Zeiher	Carolyn	CTSO Stipend	ADCT	CDO High School	Addendum			*\$1750.00
Zolo	Tatiana	Summer School Teacher	ADCT	Wetmore Center	Addendum			*\$30.00 per hour
Aguilar	Isabel	Crossing Guard	ADCL	Prince Elementary	Addendum	A	8.0	
Currier	Teresa	Bilingual Office Asst	ADCL	Wetmore Center	Addendum	E	10.0	*
Delgado	Selah	Occupational Therapist	ADCL	Donaldson Elementary	Addendum	OT-DOC	9.0	
Mantinan	Olga	Summer Inst. Aide	ADCL	Prince Elementary	Addendum	B	7.0	*

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Sattler	Laura	Crossing Guard	ADCL	Prince Elementary	Addendum	A	8.0	
Bonar	Ann	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Bonar	Ann	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Floyd	Scott	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Floyd	Scott	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Fox	Erica	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Fox	Erica	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Gerard	Michelle	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Gerard	Michelle	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Godlewski	Fabienna	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Godlewski	Fabienna	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Hughes	Emile	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$1995.00
Larson	Lisa	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Larson	Lisa	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Powell	Matthew	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Powell	Matthew	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Schroeder	Danielle	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Schroeder	Danielle	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Singer	Sharon	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$3360.00
Singer	Sharon	Summer School Teacher	ADACS	Ironwood Ridge High	Added Duty			\$1560.00
Wenzel	Martha	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			\$1560.00
Wenzel	Martha	Summer School Teacher	ADACS	Ironwood Ridge High	Addendum			*\$1365.00

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