



Governing Board Agenda Item

Meeting Date: January 8, 2026

From: Monica Harper, Director of Human Resources

Subject: Letter of Intent to Secure Services of Newly Hired Certified and Exempt Staff

Priority: To recruit, retain, and support highly effective staff, teachers, and leaders

Consent ☒ Action ☐ Discussion ☐

Background:

The ability to promptly secure the services of highly qualified certified, and exempt staff is critical to meeting our staffing needs. To remain competitive, we propose issuing a Letter of Intent to these individuals, as outlined in Exhibits A and B, to ensure their employment for the 2026-2027 school and fiscal year. This will help instill confidence and reinforce our commitment to securing the necessary talent for the upcoming year.

Recommended Motion:

I move that the Governing Board approve the 2026-2027 Letter of Intent to secure services of newly hired certified and exempt staff.

Approved for transmittal to the Governing Board:

A handwritten signature in black ink, appearing to read 'D. Streeter', written over a horizontal line.

Dr. Daniel Streeter, Superintendent

*Questions should be directed to: Monica Harper, Director of Human Resources
Phone: (520) 682-4754*

GOVERNING BOARD

Hunter Holt, President
Kathryn Mikronis, Vice President
Roy Alexander, Member
Tom Carlson, Member
Cathie Raymond, Member

**ADMINISTRATION**

Daniel Streeter, Ed.D., Superintendent
Mark Goligoski, Assistant Superintendent
Denise Linsalata, Assistant Superintendent
Kristin Reidy, Assistant Superintendent
Thomas Bogart, Chief Financial Officer
Joshua Bayne, Executive Director

Date: _____

Candidate Name: _____

Candidate Address: _____

Candidate Phone: _____

Position: _____

School/Department: _____

This letter serves as the notice of intent of Marana Unified School District #6 to offer you a position as a certified employee for the 2026-2027 school year with a salary determined by the approved Governing Board placement schedule.

Please understand that your employment will be contingent upon the following:

- Satisfactory background investigation
- A current Arizona teaching certificate, or written eligibility to obtain certificate prior to employment
- An Arizona Fingerprint Clearance Card
- Approval of teaching contract offer by the Marana Unified School District Governing Board
- Returning this letter no later than 12 days (postmark date) from issue date of this letter. This offer expires as of 5:00pm Arizona time on the above mentioned date.
- Acceptance by you, of the teacher contract

If you are in agreement with the above, please sign this form where indicated and return the form to: Human Resources, 11290 W. Grier Rd. Suite 114, Marana, AZ 85653, within twelve (12) days from the issue date of this letter.

Administrator Signature

Date

I hereby certify that it is my current intention to work for the Marana Unified School District during the 2026-2027 school year. I agree to submit my completed Fingerprint Clearance Card application by U.S. mail NO LATER THAN FIVE (5) days from the date signed below. I also agree to submit an application on-line at www.Maranausd.org within twelve (12) days from the issue date of this letter.

Candidate Signature

Date

Inspiring students to learn today and lead tomorrow.

GOVERNING BOARD

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Roy Alexander, Member
Tom Carlson, Member
Cathie Raymond, Member

**ADMINISTRATION**

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Mark Goligoski, Assistant Superintendent
Denise Linsalata, Assistant Superintendent
Kristin Reidy, Assistant Superintendent
Thomas Bogart, Chief Financial Officer
Joshua Bayne, Executive Director

Date: _____

Candidate Name: _____

Candidate Address: _____

Candidate Phone: _____

School/Department: _____

This letter serves as the notice of intent of Marana Unified School District #6 to offer you a position as _____ for the 2026-2027 fiscal year.

Please understand that your employment will be contingent upon the following:

- Satisfactory background investigation
- Approval of contract offer by the Marana Unified School District Governing Board
- Returning this letter no later than 12 days (postmark date) from issue date of this letter. This offer expires as of 5:00pm Arizona time on the above mentioned date
- Acceptance by you, of the employment contract

If you are in agreement with the above, please sign this form where indicated and return the form to:

Human Resources, 11290 W. Grier Rd. Suite 114, Marana, AZ 85653, within twelve (12) days from the issue date of this letter.

MUSD Administrator

Date

I hereby certify that it is my current intention to work for the Marana Unified School District during the 2026-2027 school year. I agree to submit an application on-line at www.Maranausd.org within twelve (12) days from the issue date of this letter.

Signature

Date

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