



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: June 20, 2018

Purpose: Presentation/Report Recognition Discussion/ Possible Action

Closed/Executive Session Work Session Discussion Only Consent

From: Chriselda Bazaldua

Item Title: Approval of Teacher Hire/Transfer Under the terms of District of Innovation – Monica Segura

Description:

For Shepard Middle School, approve the Hire/Transfer of Monica Segura to fill the vacancy of the 8th grade ELAR position under the terms of District of Innovation. Ms. Segura is currently a 4th grade teacher at Armstrong Elementary.

Recommendation:

Approve the Hire/Transfer of Monica Segura to fill the vacancy of the 8th grade ELAR position under the terms of District of Innovation.

District Goal/Strategy:

Strategy 3 We will develop a strong support system which will provide meaningful and innovative instruction that promotes critical thinking and problem solving.

Funding Budget Code and Amount:

199-11-6119-00-042-011

CFO Approval

APPROVED BY:

SIGNATURE

DATE

Chief Officer:

Superintendent:

6-14-2018



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

DIVISION OF ACADEMICS

5622 Ray Ellison Drive :: San Antonio :: Texas :: 78242 :: (210) 977-7365 :: Fax (210) 623-1846

To: Dr. Abelardo Saavedra, Superintendent
From: Chriselda Bazaldua, Director of Health Science Academy
CC: Monica Lopez, Director of Human Resources
Date: June 5, 2018
Subject: Recommendation to Hire Teacher Under District of Innovation

Dr. Saavedra:

This correspondence serves as a recommendation to hire Monica Segura to fill the 8th grade ELAR Teacher Vacancy at Shepard Middle School under the terms of District of Innovation, as Ms. Segura has shown to be the best candidate for the position based on proven teaching ability within the district, however, she does not hold a middle school certification.

Ms. Segura holds a Texas Teacher Certification as a Generalist, grades EC-4.

Please consider this request.

Respectfully,

A handwritten signature in blue ink that reads 'Chriselda Bazaldua'.

Chriselda Bazaldua
Director of Health Science Academy

NOTE: Employee will not be set up for any type of payroll action or change without the respective Executive Officers signature.

CHECK APPROPRIATE BOX:

PROFESSIONAL PARA-PROFESSIONAL
 AUXILIARY SUBSTITUTE TEACHER

SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

EMPLOYEE CHANGE FORM

EMPLOYEE SEGURA, MONICA **EMPLOYEE #** 1551 **DATE** 06/05/2018

ASSIGNMENT 4TH GRADE TEACHER **CAMPUS/DEPT.** SHEPARD/ELAR

	PRESENT	NEW	EFFECTIVE DATE
<input type="checkbox"/> CHANGE PAY GRADE	_____	_____	_____
<input type="checkbox"/> CHANGE PAY RATE	_____	_____	_____
<input type="checkbox"/> CHANGE BUDGET CODE	_____	_____	_____
<input checked="" type="checkbox"/> CHANGE LOCATION	ARMSTRONG ES	SHEPARD MIDDLE SCHOOL	AUG 8, 2018
<input checked="" type="checkbox"/> CHANGE POSITION # / TITLE	4 TH GRADE TEACHER	8 TH GRADE ELAR TEACHER	AUG 8, 2018
<input type="checkbox"/> PAY SUPPLEMENT	_____	_____	_____
<input type="checkbox"/> ADDITIONAL YRS. EXP.	_____	_____	_____
<input type="checkbox"/> CHANGE CONTRACT DAYS	From _____ To _____	From _____ To _____ #Days	_____
<input type="checkbox"/> POSITION CONTROL #	_____	_____	_____
<input type="checkbox"/> LEAVE STATUS	EFFECTIVE DATE _____	PROBABLE DATE OF RETURN _____	

Medical Leave Temp. Disability FMLA Worker's Comp. Other: XX

REASON: TEACHER TRANSFER

Cherinda Pagaldua 6/5/18 *[Signature]* 6/5/18
 PRINCIPAL/DIRECTOR/COORDINATOR DATE EXECUTIVE OFFICER OR CHIEF ACADEMIC OFFICER DATE

FUNDING SOURCE ADMINISTRATOR (If applicable) DATE EXECUTIVE BUSINESS OFFICER OR CHIEF FINANCE & BUSINESS OFFICER DATE

HUMAN RESOURCES DIRECTOR DATE SUPERINTENDENT DATE

J:\Data\Word\Human Resources Forms\Employee Status Change Form.doc

****If you are changing a budget code, please send this directly to the Accounting Department along with your budget amendment****

If moving a teacher/instructional aide from one campus to another please change in AESOP.

QUALITY CONTROL CHECK
____ INITIALS