



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

DATE OF MEETING: April 4, 2017

TITLE: Addendum to Approval of Personnel Changes

BACKGROUND:

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

Addition of:

Melanie Derksen

RECOMMENDATION:

It is the recommendation of the administration that the personnel changes be approved as presented.

INITIATED BY:

A handwritten signature in cursive script that reads "Michael Bejarano".

Michael Bejarano, Director of Human Resources

Date: April 3, 2017

A handwritten signature in cursive script that reads "Patrick Nelson".

Patrick Nelson, Superintendent

4/4/2017

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

EXHIBIT - 2

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	RANGE	STEP	COMMENT
Martinez	Monica	Psychologist	CT-PR	Wetmore Center	Increase FTE	PSYCH	9.0	*
Ryan	Frank	Psychologist	CT-PR	Wetmore Center	Increase FTE	PSYCH	16.0	*
Ackerley	J	HS Mathematics Teacher	CT	Amphi High School	Increase FTE	BA+	I	
Bosey	Bettina	MS Librarian	CT	Cross Middle School	Transfer	MA	E	*
Derksen	Melanie	EL Third Grade Teacher	CT	Nash Elementary	Transfer	BA+	O	*
Krim	Jennifer	EL Third Grade Teacher	CT	Holaway Elementary	Reassignment	MA	E	*
Morales	Cheryl	EL First Grade Teacher	CT	Rio Vista Elementary	Reassignment	BA	F	*
Taylor	Ethnee	MS Science Teacher	CT	Cross Middle School	Transfer	BA	G	*
Embrich	Nancy	Bilingual Inst Assistant	CL	Keeling Elementary	Transfer	D	9.0	
Lindsey	Cathy	Special Ed Teaching Asst	CL	Rillito Center	Increase FTE	E	8.0	
Mendoza	Tamara	Behavioral Interv Monitor	CL	Amphi High School	Transfer	D	7.0	
Morrison	Claire	Special Ed Teaching Asst	CL	Copper Creek Elementary	Additional Position	E	1.0	
Sandate	Christina	Registrar - High School	CL	Amphi High School	Promotion	F	6.0	Range E: Step 8
Burgin	Samantha	Weight Training HS	ADCT	Ironwood Ridge High	Addendum			\$1300.00
Harrison	Stephanie	Certified Tutor	ADCT	Prince Elementary	Addendum			\$30.00 per hour
Hayes	Jeremy	Volleyball Head Sprg MS	ADCT	Coronado K-8 School	Addendum			\$1700.00
Inbody-Klein	Amy	Student Council EL	ADCT	Keeling Elementary	Addendum			\$475.00
Keene	Bonnie	State Grant Tutoring	ADCT	Holaway Elementary	Addendum			\$33.33 per hour
Kimble	Donna	State Grant Tutoring	ADCT	Holaway Elementary	Addendum			\$33.33 per hour
Knight	Tessa	Track Asst Coach MS	ADCT	Cross Middle School	Addendum			\$1400.00
Larson	Lisa	Volleyball Asst Sprg MS	ADCT	Wilson K-8 School	Addendum			\$1400.00
Newman	Jennifer	Extra Curr Activ Dir MS	ADCT	Amphi Middle School	Addendum			\$500.00

*	2015-2016 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

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Newman	Jennifer	Certified Tutor	ADCT	CDO High School	Addendum			\$30.00 per hour
Pastor	Michael	Volleyball Asst Fall MS	ADCT	Coronado K-8 School	Addendum			\$1400.00
Roulette	Pippa	Student Council EL	ADCT	Keeling Elementary	Addendum			\$475.00
Silvas	Sharon	Track Head Coach MS	ADCT	Wilson K-8 School	Addendum			\$1700.00
Trejo	Amanda	Volleyball Asst Fall MS	ADCT	LaCima Middle School	Addendum			\$1400.00
Upmann	Adam	Math Counts MS	ADCT	Coronado K-8 School	Addendum			\$950.00
Wojdyla	Cheryl	Volleyball Head Fall MS	ADCT	Wilson K-8 School	Addendum			\$1700.00
Hobbs	Laura	Volleyball Asst Fall MS	ADCL	Cross Middle School	Addendum			\$1400.00
Velazquez	Josefina	Translator/Interpreter	ADCL	Prince Elementary	Addendum	D	1.0	

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AMPHITHEATER PUBLIC SCHOOLS' PERSONNEL ACTION FORM (PAF)

Certified (Exempt) Classified (Non-Exempt) Professional Non-teaching (Exempt) Administrative (Exempt) Addendum Out of District

REQUEST TO ADVERTISE (Fill in All Shaded Areas)

Reason For Position (New Position/Replacement for "Employee's Name"):
 Job Title:

Job Post/Advertisement: 3 Business Days Minimum Posting Requirement
 In District Only In & Out of District
 (all postings are open until filled unless otherwise stated below)
 Other Advertising Instructions:

PERSONNEL ACTION FORM (Every Action Requires Completion of Blocks 1 & 6)
 HIRE REHIRE (Complete sections 1, 2, 6) SEPARATION (Complete sections 1, 3, 6)
 PROMOTION DEMOTION TRANSFER ADDENDUM REASSIGNMENT (Complete 1, 2, 6)
 REQUEST LEAVE OF ABSENCE (Complete sections 1, 4, 6) OTHER STATUS CHANGE:

1. NAME: Melanie Derksen		DEPT/SCHOOL: NASH ELEMENTARY	
Job Title: EL Third Grade Teacher	Job Class Code: TTE	Position Control #: 110-001-TEACH-	FTE: 1.0
Job Title:	Job Class Code:	Position Control #: - - -	FTE:
Job Title:	Job Class Code:	Position Control #: - - -	FTE:
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BUDGET (ACCOUNT) CODE (if applicable) #: 001-00-100-1001-110-6112 and - - - - -

Internal Candidates Considered? Yes No Replacement for: Monique Berry-Kelley

2. RECOMMENDATION FOR HIRE Start Date: **8/7/17** Will Work Friday before Winter Break? Yes No
 POSITION IS FOR **205** # OF DAYS Total FTE: **1.0**
 Career Academic Year Summer Days / Hours: _____
 Temporary Fiscal Year Volunteer S M T W T F S
 Short Term & Reason:
 PAY RECOMMENDATION Range: Step: \$ / hour \$ /yr.
 NEW USER IT NETWORK ACCOUNT - PLEASE GO TO: <http://www.amphi.com/district/forms/>
 OTHER INFORMATION: for 2017-2018 school year

3. SEPARATION Forwarding Address/Phone Number:
 Voluntary Lay-Off
 Dismissal Abandonment
 Last Day of Work: Date of Separation: Employee Eligible for Rehire? YES NO
 If Yes...in Same Position? YES NO
 Other Information:

4. REQUEST FOR LEAVE OF ABSENCE
Type of Leave: Leave will **BEGIN** on: Leave will **END** on:
 Employee Authorized Use of:
 Sick Leave Extension of Current Leave Emergency Leave
 Personal Leave Early Return from Leave Date of Return:
 Vacation Leave (if applicable) Leave of Absence Without Pay
 Completed Classified Probationary Period? Yes No
 Mailing address/phone during leave:
 (Employee must notify HR prior to taking leave)

5. TO BE COMPLETED BY HUMAN RESOURCES -- Actual Start Date: **8/7/17** End Date: **5/25/18**
 Other Information: **Board 4/4/17 Payroll 4/3/17**

6. AUTHORIZATIONS/DATE Initiating Administrator: **80110 B. Hehli nw 3/27/17**
 Associate Superintendent: **802324MN** Financial Authorization:
 HR Signature: **802830JH cs 4/3/17**

COMPLETE AND ATTACH TO EMAIL BACK TO YOUR HUMAN RESOURCES SPECIALIST/DATATECH