

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

DATE OF MEETING: January 12, 2021

TITLE: Approval of Personnel Changes

BACKGROUND:

Changes in the employment status of employee(s) and/or job description(s) will be presented herein. Changes are current as of January 11, 2021.

The following job descriptions are being presented for approval:

- Certified Tutor - ACHIEVE
- Enrichment Tutor - ACHIEVE

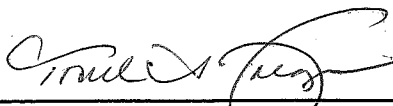
RECOMMENDATION:

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

INITIATED BY:


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

Date: January 11, 2021


Todd A. Jaeger, J.D., Superintendent

1/12/2021

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Daigle	Joyce	Site Program Coordinator	CT-PR	Keeling Elementary	Correction			\$8,443.22
Faniel	Kia	Teacher - American Sign Language	CT-301	Ironwood Ridge High	301 Payment			\$600.00
Grimes	Elizabeth	Teacher - Anthropology	CT-301	CDO High School	301 Payment			\$600.00
Bonar	Ann Marie	Teacher - Generalist	CT	CDO High School	Decrease FTE		N/A	0.2 FTE
Bonar	Ann Marie	Teacher - Generalist	CT	Amphi Academy Online	Increase FTE		N/A	0.2 FTE
Bravard	Tabitha	Teacher - English	CT	CDO High School	Reassignment	CTT-MA	N/A	Effective: 12/17/2020
Petry	Carolyn	Teacher - Grade 1	CT	Amphi Academy Online	Decrease FTE		N/A	
Santoyo	Michelle	Teacher - Special Education Resc	CT	Copper Creek Elementary	Reassignment	CTT-BA+	N/A	Effective: 12/4/2020
Spencer	Dawna	Teacher - Special Education ED-F	CT	Mesa Verde Elementary	Promotion	CTT-BA	0 years	
Watson	Diedre	Teacher - Language Arts	CT	Amphi Academy Online	Increase FTE		N/A	0.1667 FTE
Watson	Diedre	Teacher - Language Arts	CT	Amphi Middle School	Decrease FTE		N/A	0.1667 FTE
West	Sara	Teacher - Social Studies	CT	Amphi Academy Online	Transfer		N/A	
Wise	Sokha	Teacher - General Science	CT	Amphi Middle School	Decrease FTE		N/A	0.1667 FTE
Wise	Sokha	Teacher - General Science	CT	Amphi Academy Online	Increase FTE		N/A	0.1667 FTE
Bravard	Tabitha	Instructional Aide - Classroom	CL	CDO High School	Reassignment	E	N/A	Effective: 12/7/2020
Bronson	Cheryl	Instructional Aide - Classroom	CL	Prince Elementary	Transfer	B	N/A	
Caso	Brooke	Student Services Coordinator Ass	CL	Wetmore Center	Transfer	D	N/A	
Confrey	Jordan	Library Assistant	CL	Harelson Elementary	Transfer	F	N/A	
Farmer	Savannah	Food Service Attendant III - Lead	CL	Walker Elementary	Promotion	H	+\$0.98	
Graham	Mary Kaye	Elementary School Health Aide	CL	Prince Elementary	Promotion	F	+0.49	

*	2019-2020 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

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Keefe	Sandra	Budget Technician	CL	Wetmore Center	Promotion	L	+\$2.49	
Moody	Jeff	Food Service Attendant I	CL	Amphi High School	Increase FTE		N/A	
Oakes	Heather	Registrar - High School	CL	Amphi High School	Promotion	F	+\$0.48	
Pirrone	Rachel	Special Education Teaching Assis	CL	Donaldson Elementary	Decrease FTE		N/A	
Rhoads	Alyssa	Campus Monitor	CL	Prince Elementary	Transfer	A	N/A	
Rhoads	Alyssa	Instructional Aide - Classroom	CL	Prince Elementary	Transfer	B	N/A	
Sandate	Christina	School Administrative Assistant	CL	La Cima Middle School	Promotion	H	+\$1.04	
Santoyo	Michelle	Special Education Teaching Assis	CL	Copper Creek Elementary	Reassignment	E	N/A	Effective: 11/16/2020
Taylor	Miriah	Custodian I	CL	Coronado K-8 School	Increase FTE		N/A	
Alvarez	Loretta	ADDN - Certified Staff Trainer	ADCT	Wetmore Center	Addendum			\$30.00 per hour
Balachandran	Devahi	ADDN - GEAR UP Academic Tutr	ADCT	Amphi High School	Addendum			\$30.00 per hour
Basye	Jody	ADDN - Associate Coach - Winter	ADCT	Ironwood Ridge High	Addendum			\$1,000.00
Burgin	Samantha	ADDN - Certified Staff Trainer	ADCT	Wetmore Center	Addendum			\$30.00 per hour
Garbera	Shawn	ADDN - Extra Hours	ADCT	Wetmore Center	Added Duty			\$25.58 per hour
Gerard	Michelle	ADDN - Associate Coach - Spring	ADCT	CDO High School	Addendum			\$1,000.00
Gowen	Jean	Teacher - Culinary Arts	ADCT	Ironwood Ridge High	Added Duty			\$9,022.99
Jorgensen	Pamela	ADDN - Certified Staff Trainer	ADCT	Wetmore Center	Addendum			\$30.00 per hour
King	Nicole	ADDN - Certified Tutor	ADCT	Wetmore Center	Addendum			\$30.00 per hour
Lise	Ronald	Coach - Basketball Assistant HS	ADCT	Amphi High School	Addendum			\$2,400.00
Murrell	Marley	ADDN - GEAR UP Academic Tutr	ADCT	Amphi High School	Addendum			\$30.00 per hour
Pincus	Mark	Teacher - Chemistry	ADCT	Ironwood Ridge High	Added Duty			\$7,673.44
Porter	Ronald	Teacher - Special Education Resc	ADCT	CDO High School	Added Duty			\$9,308.28

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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
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GOVERNING BOARD MEETING PERSONNEL CHANGES

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Rose	Stileda	ADDN - School Support Team	ADCT	Amphi High School	Addendum		\$20.00 per hour	
Rosson	Karen	ADDN - GEAR UP Academic Tutor	ADCT	Amphi High School	Addendum		\$30.00 per hour	
Willis	John	ADDN - School Support Team	ADCT	Amphi High School	Addendum		\$20.00 per hour	
Willis	Maria	ADDN - School Support Team	ADCT	Amphi High School	Addendum		\$20.00 per hour	
Cano	Maria	ADDN - Extra Hours	ADCL	Transportation	Added Duty		\$15.20 per hour	
Castro Figueroa	Maria	ADDN - Extra Hours	ADCL	La Cima Middle School	Added Duty		\$14.50 per hour	
Estrada	Ricardo	ADDN - Extra Hours	ADCL	Ironwood Ridge High	Added Duty		\$12.24 per hour	
Jimenez	Raul	ADDN - Extra Curric. Activ. Director	ADCL	CDO High School	Addendum		\$2,850.00	
Medina	Hubert	Special Events Worker	ADCL	Amphi High School	Addendum		\$12.00 per hour	
Sevinsky	Nicole	Coach - Spiritleading Assistant Winter	ADCL	CDO High School	Addendum		\$2,250.00	
Wadhams	Karen	Coach - Spiritleading Head Winter	ADCL	CDO High School	Addendum		\$2,450.00	

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Addendum - Certified
-\$30.00/hour
December 2020

CERTIFIED TUTOR - ACHIEVE

QUALIFICATIONS

A. REQUIRED

- Valid Arizona teaching certificate
- Knowledgeable in the following software programs: Tyler, iVisions, Microsoft Office, and virtual platforms such as Google Classroom and Zoom
- Ability to work remotely at times
- Ability to work before and after school hours to support students

B. DESIRED

- Appropriately certified to teach Literacy and/or Math
- Experience as an online or blended learning teacher
- Demonstrated advanced ability to monitor instruction through the use of technology
- Experience using a Learning Management System (LMS)
- Experience with multimedia programs
- Experience with current emerging social networking tools
- Advanced coursework in online instruction, educational technology or similar field

Reports to: Site Principal and/or Site Program Coordinator

ESSENTIAL FUNCTIONS

- Understands and monitors students' progress toward meeting the Common Core State Standards
- Monitors students' academic progress and communicates with students and parents
- Recruits students to attend instructional sessions as needed based on grades, test scores, and/or home room teacher's recommendations
- Provides additional instruction to identified students
- Utilizes "best practices" for instruction and building social emotional skills
- Utilizes and implements physical classroom management techniques to maintain organization, orderliness, student safety, and a productive learning environment
- Utilizes positive reinforcement to maximize desired behavior and educational outcomes
- Plans instruction to achieve specific objectives based upon student need and established curriculum
- Implements instructional techniques in the physical classroom to encourage and motivate students
- Communicates with Site Program Coordinators on a regular basis (via

- telephone, computer, and in-person) to develop and update lesson plans
- Works to facilitate effective transitions between ACHIEVE classes
 - Support the instructional program with asynchronous web conferencing sessions, as necessary
 - Notifies Site Program Coordinator of any special needs of students
 - May monitor the activities of an Instructional Aide and/or classroom volunteers
 - Requests classroom supplies and/or instructional materials
 - Plans, organizes and displays classroom materials, space and time appropriate to curricular activities
 - Displays daily objectives for students
 - May need to work remotely at times; and before and/or after school hours to support students
 - Exhibits patience, courtesy and tact when dealing with others
 - Performs other duties as assigned

MENTAL AND PHYSICAL REQUIREMENTS

- Ability to analyze, interpret and solve problems
- Ability to effectively communicate individually and in group settings; both oral and written
- Ability to prioritize and handle multiple tasks simultaneously
- Ability to establish positive and productive relationships on multiple levels
- Ability to see, hear and speak at normal range, with or without reasonable accommodations
- Ability to be flexible
- Ability to concentrate for extended periods of time
- Ability to remain seated for extended periods of time
- Ability to reach, stoop, bend, kneel, lift and carry up to 20 pounds
- Ability to operate digital office equipment

Addendum Certified
-\$25.00/hour
December 2020

ENRICHMENT TUTOR - ACHIEVE

QUALIFICATIONS

A. REQUIRED

- Valid Arizona non-teaching certificate
- Knowledgeable in the following software programs: Tyler, iVisions, Microsoft Office, and virtual platforms such as Google Classroom and Zoom

B. DESIRED

- Experience as an online or blended learning teacher
- Demonstrated advanced ability to monitor instruction through the use of technology
- Experience using a Learning Management System (LMS)
- Experience with multimedia programs
- Experience with current emerging social networking tools
- Advanced coursework in online instruction, educational technology or similar field

Reports to: Site Principal and/or Site Program Coordinator

ESSENTIAL FUNCTIONS

- Understands and monitors students' progress toward academic growth and or social emotional development
- Monitors students' progress and communicates with students and parents
- Recruits students to attend enrichment sessions as needed based on grades, test scores, home room teacher's recommendations, and/or social emotional development needs
- Provides additional instruction to identified students
- Utilizes "best practices" for instruction and building social emotional skills
- Utilizes and implements physical classroom management techniques to maintain organization, orderliness, student safety, and a productive learning environment
- Utilizes positive reinforcement to maximize desired behavior, educational growth and social emotional development skills
- Plans instruction to achieve specific objectives based upon student needs
- Implements instructional techniques in the physical classroom to encourage and motivate students
- Communicates with Site Program Coordinators on a regular basis (via telephone, computer, and in-person) to develop and update lesson plans
- Works to facilitate effective transitions between ACHIEVE classes
- Support the instructional program with asynchronous web conferencing sessions, as necessary
- Notifies Site Program Coordinator of any special needs of students

- May monitor the activities of an Instructional Aide and/or classroom volunteers
- Requests classroom supplies and/or instructional materials
- Plans, organizes and displays classroom materials, space and time appropriate to program activities
- Displays daily objectives for students
- May need to work remotely at times; and before and/or after school hours to support students
- Exhibits patience, courtesy and tact when dealing with others
- Performs other duties as assigned

MENTAL AND PHYSICAL REQUIREMENTS

- Ability to analyze, interpret and solve problems
- Ability to effectively communicate individually and in group settings; both oral and written
- Ability to prioritize and handle multiple tasks simultaneously
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- Ability to operate digital office equipment