DIVISION OF HUMAN RESOURCES PERSONNEL CONSENT AGENDA

February 15, 2007

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I. ADMINISTRATIVE ACTIONS 2006-2007

A. Resignations/Retirements

Francis, Kenneth	GCSJ	Retirement	Effective 06/29/07	Principal
Strickland, Ira	HR	Retirement	Effective 03/30/07	Asst. Superintendent
Wortham, Benjamin	Administration	Retirement	Effective 05/31/07	Deputy Superintendent

I. ADMINISTRATIVE ACTIONS 2006-2007

B. <u>Redesignations</u>

Fletcher, William OPH Effective 01/08/07 From Asst. Principal Annual To Asst. Principal Annual CC/ as PSC/as Teacher Teacher

II. Job Description Actions

D-1.1.02	Deputy Superintendent (Revised)
P-1.1.04	Assistant Superintendent for Human Resources (Revised)
C-3.8.39	Irrigation Mechanic/Plumber (New)

Job Locator: D-1.1.02 Deputy Superintendent

Position Grade: Deputy Superintendent

Evaluated By: Superintendent

Job Description

The Deputy Superintendent is directly responsible to the Superintendent of Schools. He serves in a line-staff relationship with the Assistant Superintendents.

Responsibilities and duties of this position include:

- 1. Provide assistance to the Superintendent in the general administration of the school system and serve as Administrator-in-Charge of the school system when the Superintendent is absent from the county.
- 2. Assist the Superintendent in supervising and coordinating the assistant superintendents and principals.
- 3. Supervise and evaluate the Director of Transportation and Chief Information Officer.
- 3. 4. Assist the Superintendent in directing and coordinating the comprehensive improvement planning and strategic planning for the school district.
- 4. <u>5.</u> Assist the Superintendent in promoting and maintaining positive School Board-Superintendent relations.
- 5. 6. Coordinate the development and maintenance of the policies of the school board.
- 6. 7. Coordinate the development and revisions of staff allocations of the school district.
- 7. 8. Coordinate the development and revisions of the student and employee work calendars of the school district.
- 8. 9. Assist the Superintendent in coordinating agendas for Superintendent's staff and principals' meetings.
- 10. Serve as liaison between the Superintendent and School Board and the Clay County Citizens' Advisory Committee on Education.
- <u>10.</u> Assist the Superintendent in promoting and maintaining positive relations between the school system and the community.
- 11. Assist the Superintendent in insuring compliance with all laws, rules, regulations, and policies governing the school system.
- 12. Assist the Superintendent in promptly hearing and responding to the concerns of the parents and the public in general.
- 13. Perform other duties as directed by the Superintendent

Required Qualifications:

- 1. <u>Currently possess, or eligibility to receive a Vvalid Florida Educator's Certificate showing with certification in Administration/Supervision, Educational Leadership or School Principal.</u>
- 2. Five (5) years successful experience in administration or supervision.
- 3. Skill in human relations.

Revised: 04/10/86 Revised: 11/16/99 Revised: 02/15/2007

Job Locator: P-1.1.04

Assistant Superintendent for Human Resources Position: Assistant Superintendent Evaluated by: Superintendent

Job Description:

The Assistant Superintendent for Human Resources is directly responsible to the Superintendent of Schools. This person serves in a line-staff relationship with the Deputy Superintendent and staff relationship with the other Assistant Superintendents.

Responsibilities and duties of this position include:

- 1. Advise and consult with the Superintendent and the School Board on labor relations issues.
- 2. Recommend policies to the Superintendent relative to Human Resources and Labor Relation issues.
- 3. Direct the administration of negotiated union contracts.
- 4. Advise and assist school principals in the handling of personnel and labor problems.
- 5. Direct the administration of employee discipline, employee evaluation and employee assistance programs.
- 6. Assist in preparations, provide technical advice, and direct activities relative to collective bargaining.
- 7. Act as hearing officer for grievances and civil rights complaints.
- 8. Supervise all aspects of the selection, employment, inservice and termination of employment.
- 9. Supervise the administration of employee wages and benefits, teacher, principal and educational leader certification, beginning teacher program, and budget.
- 10. Supervise the preparation of the Human Resources Agenda for School Board approval and supervise the preparation and administration of the Comprehensive Plan and budget for the Division of Human Resources.
- 11. Supervise the administration and audit of records of all personnel.
- 12. Coordinate the development of employee job descriptions.
- 13. Prepare required reports and studies and perform other duties as may be requested by the Superintendent of Schools.

Required Qualifications:

- 1. <u>Currently possess, or eligibility to receive a valid Florida Educator's Certificate with certification in Administration/Supervision, Educational Leadership or School Principal.</u>
- 2. Three (3) or more years of experience as a teacher and administrator.
- 3. Knowledge of Florida Statutes, State Board of Education Rules and Federal Civil Rights Laws.
- 4. Skills in supervision of personnel and human relations and in organization.

Desirable Qualifications:

- 1. Background in labor negotiations and experience in school personnel administration.
- Coursework in Law.

Revised: 10/10/85 Revised: 2/16/89 Revised: 2/15/90 Revised: 11/16/99 Revised: 2/15/2007

Job Locator: C-3.8.39 Irrigation Mechanic/Plumber

Position Grade: Support Salary Schedule Evaluated by: Director of Maintenance or Assigned Administrator

Job Description:

Troubleshoots, repairs, maintains, and installs electric and hydraulic irrigation systems and other related equipment. Assists in determining optimal irrigation schedules and ensuring water conservation while meeting the District's demands. Assists in the repair and maintenance of District plumbing equipment, water mains, and other devices.

Responsibilities and duties of this position include:

- 1. Troubleshoots problems and/or failures in irrigation systems for the purpose of identifying repair and replacement needs necessary to maintain equipment and systems.
- 2. Repairs irrigation systems (i.e. controllers, clocks, sprinkler heads, impact heads, rotors, pumps, etc.) for the purpose of providing preventive maintenance of irrigation systems.
- 3. Responds to emergency situations (i.e. broken pipe, sprinkler, drainage problems, etc.) for the purpose of resolving immediate safety concerns.
- 4. Installs, or modifies, existing irrigation systems, pumps, clocks, wiring, control valves and heads.
- 5. Assists in the design and specification of irrigation systems and materials on new projects and verifying the performance of work completed under purchase order contracts.
- 6. Performs plumbing repair activities as required, to include, but not limited to; repairing/replacing broken plumbing fixtures, broken water mains, and support, sewer, or waste lines.
- 7. Maintains accountability and inventory for assigned tools and equipment.
- 8. Performs other duties of a similar nature or level.

Required Qualifications:

- 1. Requires a minimum of three years experience troubleshooting, repairing, maintaining and/or installing irrigation systems; or a vocational/technical certificate and two years experience; or a combination of training/education/experience which provides for an equivalent background to perform the work.
- 2. Requires the ability to move objects weighing up to fifty pounds.
- 3. Must possess a valid Florida Driver's License appropriate for the vehicle/equipment assigned, and maintain same during employment.
- 4. Must have a safe driving history prior to employment. Safe driving history shall be interpreted as follows: On a license record search, no accumulation of points totaling 8 or more in any 12 month period within three (3) consecutive years immediately preceding the record search; and no conviction for DUI within seven (7) years immediately preceding the record search. A no-contest plea shall be considered the same as a conviction.
- 5. Must maintain a safe driving record while employed.
- 6. Must be a high school graduate or have passed the GED equivalency examination.

Board Approved: 2/15/07

A. Appointments

Bauries, Dana	LSJ	Effective 11/01/06	Science	Annual
Brighton, Joel	FIH	Effective 12/07/06	Phys Science	Annual
Bucher, Heather	OPH	Effective 01/02/07	Lang. Arts	Annual
Clark, Trevor	RVH	Effective 08/01/06	Math	Annual
Crane, Rachel	MBH	Effective 01/02/07	Reading	Annual
Elliott, Julie	LSJ	Effective 01/18/07	Autistic	Annual
Fortenberry, Ashley	DIS	Effective 08/01/06	Gr. 3	Annual
Hendl, Beatriz	ROE	Effective 10/16/06	Gr. 6	Annual
Hogan, Lauren	OLS	Effective 01/05/07	Inclusion	Annual
Lyons, Linda	WEC	Effective 12/15/06	VE	Annual
Mayer, Martha	GCSJ	Effective 01/02/07-05/25/07	Music	Interim Contract (Annual)
Myers, Lina	LAE	Effective 01/02/07	Gr. 1	Annual
Newberg, Dusty	KHH	Effective 01/02/07	Lang. Arts	Annual
Nichols, Nicole	LAE	Effective 01/02/07	Gr. 6	Annual
Nichols, Deborah	RVE	Effective 01/02/07	EHSC	Annual
O'Laughlin, Martha	SBJ	Effective 01/02/07	VE	Annual
Osborne, Brenda	FIH	Effective 01/02/07	Soc. Studies	Annual
Padgett, Karen E.	WJH	Effective 01/11/07	PE	Annual
Parker, Chad	OPH	Effective 08/01/06	EHSC	Annual
Sampsel, Khela	CEB	Effective 01/04/07	Kindergarten	Annual
Schofield, Shelia	OLS	Effective 10/03/06	Lang. Arts	Annual
Taylor, Lisa	OLS	Effective 01/02/07	Kindergarten	Annual
Thomas, Glenda	OPH	Effective 01/02/07	Lag. Arts	Annual
Vail, Stephanie,	MBH	Effective 01/22/07	Math	Annual
Wazbinski, Elizabeth	OLS	Effective 01/04/07	Gr. 3	Annual
Webb, Patricia	LAJ	Effective 09/27/06	Family/Cons Ed	Annual

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A. Appointments

Wilkinson, Faith ESE Effective 01/02/07 Speech Clinician Annual Wyzkoski, Mary SPC Effective 01/02/07 Gr. 1 Annual

B. <u>Transfers</u>

Nelson, Kathryn Effective 01/11/07 To WEC EHSC From RVH TMH

New, Joan Effective 01/16/07 To ESE Spec., Curr. 12 mos. From ESE Spec., Curr. 11 mos.

C. Rescind

Morgan, Tammy

FIH

Effective 08/01/06

May Appoint of .2 Math position/Allocation deleted

Redesignations

Hrisko, Connie

MBH Effective 01/02/07 From Retirement on November Agenda to Resignation

D. Resignations/Retirements/Terminations

Battle, Alvin	WJH	Effective 12/15/06	Retirement	PE
Ebeling, Leah	SBJ	Effective 01/05/07	Resignation	Gr. 6
Hamm, Wayne	BLC	Effective 08/01/06	Conclude Employment	SED
Jones, Syble	OLS	Effective 01/26/07	Resignation	Bus. Ed.
Kulesz, Kristel	OLS	Effective 03/05/07	Resignation	Gr. 2
Newby, Brenda	LSJ	Effective 05/25/07	Retirement	PE
Payne, Yvette	GPE	Effective 01/31/07	Resignation	ESOL OF
Rogan, Shauna	CW	Effective 01/03/07	Resignation	Leave
Stutts, Karon	GPE	Effective 05/25/07	Retirement	Gr. 4
Teague, Elaine	CO	Effective 01/31/07	Retirement .	From Leave
Wyman, Richard	CHS	Effective 06/07/07	Retirement	NJROTC

E. SUPPLEMENTS

Appointments

*PENDING SUCCESSFUL COMPLETION OF CARE AND PREVENTION OF ATHLETIC INJURY

Bailey, Brandor	n WJH	Effective 01/22/07	Asst. Baseball
Baker, John	WJH	Effective 09/05/06	Asst. Football
Barnes, Kathy	OLS	Effective 01/29/07	Co-Curr. Club: FBLA
Bolin, Michael	OPH	Effective 01/10/07	*Head Tennis
Brokas, Stefan	КНН	Effective 01/23/07	Asst. Basketball
Cristodero, Ann	e LAJ	Effective 01/03/07	Band Director Band/2 events
Duchemin, Mic	helle LSJ	Effective 01/05/07	.5 Drama
Grybb, Paul	RVH	Effective 08/01/07	Asst. Track
Hartley, Michae	l KHH	Effective 01/11/07	*Head JV Baseball
Hawn, Lisa	LSJ	Effective 10/25/06	Support Peer Teacher for Connie Arrington
Heimerle, Kriste	en OPH	Effective 01/10/07	*Head JV Softball FP
Hoffman, Herta	OPJ	Effective 01/19/07	Asst. Softball FP
Jacobs, Garry	MBH	Effective 01/09/07	Peer Teacher for Robert Bush
Joca, Lisa	MBE	Effective 01/22/07	Dept. Head Gr. 1
Julius, Richard	КНН	Effective 01/11/07	Asst. Baseball
Jump, Christine	OPH	Effective 01/02/07	Student Council
King, Amber	MBH	Effective 01/09/07	Asst. Softball FP
Kluka, Craig	LSJ	Effective 01/12/07	*Head Softball FP
Lackemacher, L	isa OLS	Effective 01/02/07	ESE Inter. Facil.
Murphy, Becky	LAJ	Effective 01/05/07	Peer Teacher for Scott Brandow
Pereira, Kimber	ly FIH	Effective 12/07/06	Peer Teacher for Joel Brighton
Reape, James	CHS	Effective 01/10/07	Asst. Wrestling
Teto, Heather	FIH	Effective 01/02/07	Peer Teacher for Chad Eason

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E. SUPPLEMENTS

Appointments

*PENDING SUCCESSFUL COMPLETION OF CARE AND PREVENTION OF ATHLETIC INJURY

Webb, Lisa	OLS	Effective 01/27/07	Dept. Head Applied Tech.
Wilson, Robert	LSJ	Effective 01/05/07	.5 Drama
Wilson, Jeanie	GCSJ	Effective 01/10/07	*Head Soccer
Ziegler, Carolyn	RVH	Effective 12/11/06	.5 Asst. Soccer

E. SUPPLEMENTS

Redesignations

Carroll, Tracy	WEC	Effective 12/05/06	From Gr. 5 to Dept. Head Gr. 5 Error on 01/18/07 agenda
Harrison, Michael	MBH	Effective 08/01/06	From *Head to *Head Basketball Error on 07/20/06 agenda
Smith, Ronna	TBE	Effective 08/01/06	From Ed. Tech Advisor to Dept. Head ESE Error on 06/20/06 agenda

E. SUPPLEMENTS

Resignations

DePalmer, Jennifer	OPH	Effective 01/08/07	*Head JV Softball FP
Galvin, Nicole	MBE	Effective 01/19/07	Dept. Head Gr. 1
Hartley, Michael	KHH	Effective 01/11/07	Asst. Baseball
Jones, Syble	OLS	Effective 01/26/07	Co-Curr. Club: FBLA Dept. Head Applied Tech.
Julius, Richard	KHH	Effective 01/11/07	*Head JV Baseball
Kimbro, Ivy	OLS	Effective 12/15/06	Peer Teacher for Suzanne Till
Sacharski, Sarah	LAJ	Effective 01/03/07	Band Director Band/2 events
Sills, Delaine	RVH	Effective 01/24/07	Asst. Track
Sirmopoulos, Jackie	WJH	Effective 01/09/07	Asst. Track
Smith, Kevin	FIH	Effective 01/02/07	Peer Teacher for Steven Allen
Wehrmeyer, Sandra	GPE	Effective 01/03/07	Peer Teacher for Yvette Payne
Woodward, Teresa	LSJ	Effective 01/02/07	Drama
Yacavone, Greer	LAJ	Effective 10/17/06	Peer Teacher for Tamara Richburg

F. NBPTS Excellent Teacher Program Mentors

Bunn, Tara MCE

Burt, Tracy MCE

Henney, Sandra SBJ

Loudy, Deborah RVH

Miller, Maristela OPH

Owen, D. Lynn RVH

Sease, Cynthia SBJ

Walker, Debbie MRE

A. COMMUNITY EDUCATION

Appointments

Wenthe, Patricia

Effective 02/05/07-06/30/07 American Sign Language

B. MISCELLANEOUS AFTER HOURS

Appointments

Addison, Tammey D.	KHE	Effective 01/09/07 Academic Tutoring Hourly as needed
Adler, Susan	CHE	Effective 01/08/07 Academic Tutoring Hourly as needed
Allen, Jennifer	OPE	Effective 01/15/07 Academic Tutoring Hourly as needed
Allen, Linda	MRE	Effective 11/07/06 Academic Tutoring Hourly as needed
Allen, Susan M.	MCE	Effective 10/13/06 Academic Tutoring Hourly as needed
Alred, J. Dianna	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Anger, Janice	CEB	Effective 01/03/07 Academic Tutoring Hourly as needed
Anloague, Arnold	RVE	Effective 01/10/07 Academic Tutoring Hourly as needed
Archibald, Marilyn	ROE	Effective 01/02/07 Academic Tutoring Hourly as needed
Ayers, Carolyn	GPE	Effective 10/17/06 Academic Tutoring Hourly as needed
Barker, Bonnie	ROE	Effective 01/02/07 Academic Tutoring Hourly as needed
Bailey, Brandon	ROE	Effective 01/02/07 Academic Tutoring Hourly as needed
Blajian, Melanie	GPE	Effective 10/17/06 Academic Tutoring Hourly as needed

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B. MISCELLANEOUS AFTER HOURS

Appointments

Blevins, Patricia	DIS	Effective 01/16/07 Academic Tutoring Hourly as needed
Boer, Shana	TES	Effective 11/06/06 Academic Tutoring Hourly as needed
Bowers, Allison	WES	Effective 11/06/06 Academic Tutoring Hourly as needed
Bunn, Tara	MCE	Effective 10/13/06 Academic Tutoring Hourly as needed
Buxton, Lisa	KHE	Effective 01/09/07 Academic Tutoring Hourly as needed
Byers, Jennifer	CHE	Effective 01/08/07 Academic Tutoring Hourly as needed
Cannon, Ivy	CHE	Effective 01/08/07 Academic Tutoring Hourly as needed
Carrell, James	GCSJ	Effective 02/03/07 Academic Tutoring Hourly as needed
Carter, Kari	WES	Effective 11/06/06 Academic Tutoring Hourly as needed
Coddington, Andrea	OLS	Effective 01/16/07 Academic Tutoring Hourly as needed
Corby, Lynn	TES	Effective 11/06/06 Academic Tutoring Hourly as needed
Cristodero, Anna	CHS	Effective 09/11/06 Band Clinician Hourly as needed
Dobelstein, Susan	MCE	Effective 10/13/06 Academic Tutoring Hourly as needed

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B. MISCELLANEOUS AFTER HOURS

Appointments

Donnell, William	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Evans, Darlene	MRE	Effective 11/07/06 Academic Tutoring Hourly as needed
Fisher, Raymond	OPJ	Effective 01/06/07 Saturday School Hourly as needed
Fogarty, Karla	ROE	Effective 02/03/07 Academic Tutoring Hourly as needed
Fossa, James	OLS	Effective 10/31/06 Academic Tutoring Hourly as needed
Francis, Kenneth	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Gilbert, Erika	OLS	Effective 01/16/07 Academic Tutoring Hourly as needed
Gorham, Susan	MRE	Effective 11/07/06 Academic Tutoring Hourly as needed
Gilliam, Chernell	OLS	Effective 01/16/07 Academic Tutoring Hourly as needed
Griggs, Valarie	OPE	Effective 01/15/07 Academic Tutoring Hourly as needed
Hackbardt, Michael	KHE	Effective 01/09/07 Academic Tutoring Hourly as needed
Hall, Evelyn	TES	Effective 11/06/06 Academic Tutoring Hourly as needed
Heidinger, Angie	OLS	Effective 1/16/07 Academic Tutoring Hourly as needed

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B. MISCELLANEOUS AFTER HOURS

Appointments

Hicks, Donna	OPE	Effective 11/06/06 Academic Tutoring Hourly as needed
Hines, Kim	OPE	Effective 11/06/06 Academic Tutoring Hourly as needed
Hollis, Pamela	GCSJ	Effective 02/03/07 Academic Tutoring Hourly as needed
Hopkins, Marvelle	OPE	Effective 11/06/06 Academic Tutoring Hourly as needed
Hradil, Tiffany	WES	Effective 11/06/06 Academic Tutoring Hourly as needed
Hume, Ellen	CEB	Effective 01/03/07 Academic Tutoring Hourly as needed
Jones, Jonathan	DIS	Effective 01/16/07 Academic Tutoring Hourly as needed
Katz, Howard	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Kawabe, Katie	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Keskinen, Janet	GCSJ	Effective 02/03/07 Academic Tutoring Hourly as needed
Kilgore, Diane	CHE	Effective 01/08/07 Academic Tutoring Hourly as needed
Lang, Jennifer	DIS	Effective 01/16/07 Academic Tutoring Hourly as needed
Lee, Connie	WES	Effective 11/06/06 Academic Tutoring Hourly as needed

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B. MISCELLANEOUS AFTER HOURS

Appointments

Lemak, Sarah	CHE	Effective 01/08/07 Academic Tutoring Hourly as needed
Lowrie, Julie	KHE	Effective 01/09/07 Academic Tutoring Hourly as needed
Lusk, Allison	OPE	Effective 11/06/06 Academic Tutoring Hourly as needed
Mann, Kimberly L.	KHE	Effective 01/09/07 Academic Tutoring Hourly as needed
Marks, Kimberly	SBJ	Effective 10/30/06 Academic Tutoring Hourly as needed
Mason, Lisa	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Miller, Kristin	WES	Effective 11/06/06 Academic Tutoring Hourly as needed
Miller, Sherry	WEC	Effective 01/03/07 Academic Tutoring Hourly as needed
O'Brian, John	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Pope, Lori	CHE	Effective 01/08/07 Academic Tutoring Hourly as needed
Preece, Deborah	WES	Effective 11/06/06 Academic Tutoring Hourly as needed
Puskar, Tonya	OLS	Effective 1/16/07 Academic Tutoring Hourly as needed
Ragen, Joseph	CHE	Effective 01/08/07 Academic Tutoring Hourly as needed

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B. MISCELLANEOUS AFTER HOURS

Appointments

Rauth, Kim	OPE	Effective 11/06/06 Academic Tutoring Hourly as needed
Ray, Cindy	MCE	Effective 10/13/06 Academic Tutoring Hourly as needed
Reynolds, Bonnie	OPE	Effective 11/06/06 Academic Tutoring Hourly as needed
Roach, Jennifer	CHE	Effective 01/08/07 Academic Tutoring Hourly as needed
Roberts, Cynthia	MRE	Effective 11/07/06 Academic Tutoring Hourly as needed
Roberts, Michelle	DIS	Effective 01/16/07 Academic Tutoring Hourly as needed
Rook, Tessa	WES	Effective 11/06/06 Academic Tutoring Hourly as needed
Ruoss, Megan	WES	Effective 11/06/06 Academic Tutoring Hourly as needed
Senter, Suzanne	GPE	Effective 10/17/06 Academic Tutoring Hourly as needed
Shipley, Joni	TES	Effective 11/06/06 Academic Tutoring Hourly as needed
Simoneaux, Bart	ОРЈ	Effective 01/06/07 Saturday School Hourly as needed
Smith, Dawn	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Srader, Tonya	GCSJ	Effective 02/03/07 Academic Tutoring Hourly as needed

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B. MISCELLANEOUS AFTER HOURS

Appointments

Stachulski, Lawrence	OPJ	Effective 01/06/07 Saturday School Hourly as needed
Stover, Christol	MRE	Effective 11/07/06 Academic Tutoring Hourly as needed
Stowe, Elizabeth	MRE	Effective 11/07/06 Academic Tutoring Hourly as needed
Teel, Kathryn	OPJ	Effective 01/06/07 Saturday School Hourly as needed
Teto, Heather	ESE	Effective 01/10/07 Hospital/Homebound Hourly as needed
Thornton, Elaine S.	KHE	Effective 01/09/07 Academic Tutoring Hourly as needed
Tillo, William	OLS	Effective 10/31/06 Academic Tutoring Hourly as needed
Tison, Nancy	OLS	Effective 1/16/07 Academic Tutoring Hourly as needed
Tucker, Janice	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Vaughan, Clarissa	CEB	Effective 01/03/07 Academic Tutoring Hourly as needed
Walker, Debbie	MRE	Effective 11/07/06 Academic Tutoring Hourly as needed
Walker-Ford, Antonette	GCSJ	Effective 01/13/07 Saturday School Hourly as needed
Walters, Elissa	DIS	Effective 01/16/07 Academic Tutoring Hourly as needed

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B. MISCELLANEOUS AFTER HOURS

Appointments

Waters, Tara	MRE	Effective 11/07/06 Academic Tutoring Hourly as needed
Webb, Kimberly	ROE	Effective 01/02/07 Academic Tutoring Hourly as needed
Wegner, Angela	SS	Effective 10/30/06 Academic Tutoring Hourly as needed
White, Deborah	СНЕ	Effective 01/08/07 Academic Tutoring Hourly as needed
Whidden, Vikki A.	GCSJ	Effective 01/09/07 Academic Tutoring Hourly as needed
White, Heidi	OPE	Effective 11/06/06 Academic Tutoring Hourly as needed
Zaliwski, Michelle	WES	Effective 11/06/06 Academic Tutoring Hourly as needed

A. SUBSTITUTE TEACHER APPROVAL

Appointments

Austin, Tamara	12/06/06	Regular
Bardroff, Robert	12/06/06	Emergency
Barrett, Margaret	12/18/06	Regular
Bennett, Erin	01/25/07	Regular
Bottini, Iveta	01/12/07	Regular
Brown, Michael	01/25/07	Regular
Bullock, Kristen	01/25/07	Regular
Carlson, Sara	11/29/06	Regular
Cedres, Maria	01/25/07	Regular
Chesser, Samantha	01/25/07	Regular
Connell, Tracy	12/06/06	Regular
Crosby, Kaleema	01/25/07	Regular
Davey, Amanda	12/06/06	Regular
Douglas, Jerome	01/09/07	Regular
Faketty, Judy	12/06/06	Regular
Felder, Jackie	01/25/07	Regular
Fisher, Jennifer	12/06/06	Regular
Fleming, Cynthia	01/25/07	Regular
Grant, Cecil	01/25/07	Regular
Green, Lisa	01/25/07	Regular

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A. SUBSTITUTE TEACHER APPROVAL

Appointments

Higginbotham, Wendy	12/06/06	Emergency
Howell, Cheryl	12/06/06	Regular
Hrisko, Connie	01/17/07	Regular
Kraus, Deborah	11/29/06	Emergency
Lindsey, Lavonda	01/30/07	Regular
Lisle, Karen	01/08/07	Regular
Long, Anne	11/29/06	Emergency
Lyon, Christopher	01/25/07	Regular
Manson, Tracee	11/29/06	Regular
Marshall, Donna	01/11/07	Regular
Miller, Patricia A.	01/25/07	Regular
Mortimer, Stephanie J.	01/25/07	Regular
Nordman, Deborah Lee	01/25/07	Regular
Osbron, Patricia	12/06/06	Regular
Parsley, Lloyd	01/11/07	Regular
Reed, Danita	12/06/06	Emergency
Stewart, Michele	01/25/07	Regular
Sykes, Sharon	01/25/07	Regular
Toole, Laura	12/06/06	Emergency
Trew, Lindsey	12/06/06	Regular

Consent Agenda No. 2, Instructional Substitute Teacher Actions $V,\,A-p.\,2,\,\,02/15/07$

A. SUBSTITUTE TEACHER APPROVAL

Appointments

Vincent, Laura 01/25/07 Regular

Waits, Terri 01/25/07 Regular

B. SUBSTITUTE LONG TERM TEACHER APPROVAL

Appointments

Boudreau, Kathleen A.

Effective 01/02/07

Douglas, Jerome

Effective 01/10/07

Hilpert, Gloria

Effective 03/27/07

Rogan, Shauna

Effective 01/03/07

Ryan, Angela

Effective 01/30/07

Sibelius, Kristine

Effective 01/04/07

Youmans, Michelle E.

Effective 03/05/07

A. APPOINTMENTS

Brookshire, Stephanie ESE Asst VE	WEC	Effective 01/04/07 annual contract
Byers, Jason Custodian	СНЕ	Effective 01/24/07 annual contract
Carter, Tonya Cafe. Asst 3.0 hrs.	WES	Effective 01/24/07 annual contract
Connelly, Latonya ESE Asst Ind.	MRE	Effective 12/01/06 annual contact
DeCrosta, Carolyn Cafe. Asst 3.0 hrs.	ОРН	Effective 01/24/07 annual contract
Delage, Angelique ESE Asst EHSC	GCSJH	Effective 12/04/06 annual contract
Dotson, Angela School Secretary - 10 mo.	FIH	Effective 01/12/07 annual contract
Dowell, Kristina ESE Asst EHSC	KHHS	Effective 01/16/07 annual contract
Feurtado, Dana Classroom Asst ESOL	GPE	Effective 01/22/07 annual contract
Lanier, Brenda Title 1 Asst.	CHE	Effective 01/19/07 annual contract
Ledbetter, Tony Custodian	AES	Effective 01/12/07 annual contract
Love, Deborah .6 ISS Asst.	LAE	Effective 01/10/07 annual contract
McIntosh, Kelly Bus Driver	TRANS	Effective 11/20/06 annual contract
Montalvo, Adela ESE Asst EHSC/SED	ROE	Effective 12/05/06 annual contract
Myers, Barbara ESE Asst EHSC	ОРЈН	Effective 01/23/07 annual contract

Consent Agenda No. 2, Support VI., p. A -1, 2/15/07

A. APPOINTMENTS

Pawlowski, Ines ESE Asst EHSC/SED	SPC	Effective 12/01/06 annual contract
Pratt, Michelle .8 Classroom Asst.	TBE	Effective 12/11/06 annual contract
Rainey, Cheryl Bus Driver	TRANS	Effective 11/20/06 annual contract
Randolph, Sherri School Secretary - 10 mo.	ОРН	Effective 12/05/06 annual contract
Roney, Lucia .4 Student Records Secretary - 10 mo.	TBE	Effective 01/24/07 annual contract
Slade, Marietta Custodian	OLS	Effective 01/23/07 annual contract
Smith, William Custodian	WJH	Effective 01/24/07 annual contract
Sparks, Lynn Bus Driver	TRANS	Effective 11/20/06 annual contract
Zino, Ina Routing Specialist	TRANS	Effective 01/16/07 annual contract

B. REDESIGNATIONS

Mansfield, Kimberly Cafe. Asst 6.5 hrs.	FIE	Effective 08/18/06 redesignate effective date from 08/21/06
Templer, Donna Student Services Asst. (LC)	STUDENT SVCS	Effective 01/03/07 redesignate end date from 12/31/06 to 05/25/07
Terrell, Catherine ESE Asst PK/EHSC/SED	ROE	Effective 01/10/07 ESE Asst Ind. (Position was deleted @ PES.)
Uyaan, Emilia ESE Asst Ind. (LC)	RHS	Effective 09/15/06 redesignate end date from 12/15/06 to 05/24/07
Van Matre, Bernard Warehouse Courier	BA	Effective 10/16/06 redesignate from cost center FNS (error on Nov. Board)

C. RESIGNATIONS/RETIREMENTS/TERMINATIONS

Alexander, Bonita ESE Asst VE	СНЕ	Effective 01/31/07 retirement
Britt, Yalonda ESE Asst Autistic	LJH	Effective 12/14/06 resignation
Brockwell, Michele Bus Driver	TRANS	Effective 12/15/06 resignation
Chavarin, Annetta Cafe. Asst 4.0 hrs.	LAJH	Effective 01/12/07 resignation
Dowell, Sarah ESE Asst./Bus Monitor	TRANS	Effective 12/15/06 resignation
Dullum, Mary LPN - 10 mo.	SBJ	Effective 03/15/07 resignation
Goodwin, Dale .6 ISS Asst.	PES	Effective 01/12/07 resignation
Jeffers, Glenda Bus Driver	TRANS	Effective 11/21/06 resignation (from leave)
Mills, Katherine School Secretary - 10 mo.	GPE	Effective 05/25/07 retirement
Nelson, Bonnie Custodian	TES	Effective 01/15/07 resignation

C. RESIGNATIONS/RETIREMENTS/TERMINATIONS

Nichols, Deborah ESE Asst PMH	RVE	Effective 01/02/07 resignation (from leave)
Padgett, Kelly Bus Driver	TRANS	Effective 12/15/06 resignation
Ralph, Loula ESE Asst Autistic	IJН	Effective 05/24/07 retirement
Richardson, Jr., Emery Bus Driver	TRANS	Effective 12/15/06 resignation (from leave)
Sheehy, Tina ESE Secretary	OLS	Effective 12/15/06 resignation
Sheridan, Richard Boiler Tender	MAINT	Effective 01/12/07 retirement
Sweet, Jennifer LPN - 10 mo.	OLS	Effective 02/16/07 resignation
Toth, Tina Bus Driver	TRANS	Effective 12/15/06 resignation
Varkoly, Jeanette Cafe. Asst 6.5 hrs.	PES	Effective 12/05/06 resignation
Williams, Amy Principal's Secretary	CHS	Effective 03/30/07 retirement

D. TRANSFERS

Bergal, Rachel Instructional Asst.	CHS	Effective 01/03/07 transfer from Cafe. Asst 3.0 hrs. (CHS)
Bilyew, Kim ESE Asst Ind.	LAJH	Effective 01/03/07 transfer from Classroom Asst. (LAJH)
Burtch, Marilyn Cafe. Asst 4.0 hrs.	FIE	Effective 01/08/07 transfer from Cafe. Asst 3.5 hrs. (LJH)
Dimonda, Kathy Cafe. Asst 6.5 hrs.	PES	Effective 01/24/07 transfer from Cafe. Asst 4.5 hrs. (PES)
Evans, Barbara Custodian	RVE	Effective 01/15/07 transfer from Custodian (WJH)
Funk, Naomi .6 School Secretary - 10 mo.	LAE	Effective 01/02/07 transfer from .6 ISS Asst. (LAE)
Queen, Sandra DOP Asst.	WEC	Effective 01/23/07 transfer from ESE Asst TMH (RHS)
Solomon, Michelle ESE Asst PK/VE	WEC	Effective 01/08/07 transfer from .8 ESE Asst. – PK/VE (WEC)

E. REAPPOINTMENTS

CONTRACT TYPE	MONTHS
ANNUAL	12

F. REAPPOINTMENTS - FOR INFORMATION ONLY

Padgett Sr., Roger TRANS Effective date 08/07/06 (did not appear on

Bus Driver - 9 mo. reappointment list for November agenda)

MYC

Rowell, Netta TRANS Effective date 08/07/06 (did not appear on

Bus Driver - 9 mo. reappointment list for November agenda)

MYC

VII. SHORT TERM LEAVE 2006-2007

A. ILOD, Military, and Association Leaves

Ayers, Joyce Bus Monitor	TRANS	11/02/06 - 11/15/06 71.3 hrs. ILOD Fell out of bus seat and hurt lower back
Bradley, Keith Custodian	LES	01/09/07 - 01/12/07 30 hrs. ILOD Hurt back when picking up and moving vacuum cleaner
Brooks, Reginald General Maint. Worker	MAINT	01/08/07 - 01/08/07 2.75 hrs. ILOD Follow up Dr. appt. for eye injury
Brooks, Reginald General Maint. Worker	MAINT	01/11/07 - 01/11/07 1.5 hrs. ILOD Follow up Dr. appt. for eye injury
Brooks, Reginald General Maint. Worker	MAINT	1/10/07 - 1/10/07 .75 hrs. ILOD Follow up Dr. appt. for eye injury
Calise, Charlene Teacher	LJHS	12/08/06 - 12/11/06 15.66 hrs. ILOD Sign fell off wall and cut forehead
Carter, Kenneth Lead Elect. Tech.	MAINT	01/26/07 - 01/26/07 7.5 hrs. Association leave
Carter, Kenneth Lead Elect. Tech.	MAINT	01/11/07 - 01/11/07 7.5 hrs. Association leave
Carter, Kenneth Lead Elect. Tech.	MAINT	01/18/07 - 01/18/07 7.5 hrs. Association leave
Carter, Kenneth Lead Elect. Tech.	MAINT	01/19/07 - 01/19/07 7.5 hrs. Association leave
Casper, Kim Teacher	CHS	01/23/07 - 01/23/07 3.5 hrs. ILOD Follow up Dr. appt. for previous injury
Cassidy, Ellen Custodian	FIH	12/05/06 - 12/05/06 2 hrs. ILOD Occupational therapy
Cassidy, Ellen Custodian	FIH	12/14/06 - 12/14/06 2 hrs. ILOD Follow up Dr. appt. for previous injury
Deese, Valorie Child Care Aide - PK	ОРН	12/07/06 - 12/11/06 22.5 hrs. ILOD Laceration and contusion on foot

VII. SHORT TERM LEAVE 2006-2007

A. ILOD, Military, and Association Leaves

Hall, Donna Bus Driver	TRANS	01/03/07 - 01/11/07 45.9 hrs. ILOD Strained right shoulder
Harlow, Iris ESE Asst PI	FIE	12/15/06 - 12/15/06 3 hrs. ILOD Follow up Dr. appt for previous injury
Harlow, Iris ESE Asst PI	FIE	01/12/07 - 01/12/07 2 hrs. ILOD Appt. to pick up prescription support shoes
Helmey-Hartman, Wendy Teacher	KHHS	12/01/06 - 12/01/06 7.83 hrs. Short term military leave
Helmey-Hartman, Wendy Teacher	KHHS	12/04/06 - 12/15/06 78.3 hrs. Short term military leave
Jodoin, Terry ESE AsstAutistic.	LJH	11/15/06 - 12/01/06 71.5 hrs. ILOD Injury to foot
Lacko, Linda ESE Asst Ind.	WEC	11/14/06 - 11/28/06 52.5 hrs. ILOD Hurt shoulder and arm by holding student and trying to pick up a back pack at the same time
Manwarren, Kimberly ESE Asst PMH	RHS	01/09/07 - 01/09/07 2 hrs. ILOD Picked up student and hurt back
Masden, Tammy Teacher	MHS	01/08/07 - 01/08/07 7.83 hrs. Short term military leave
McClain, Adam Teacher	LAE	11/17/06 - 11/17/06 7.83 Short term military leave
Mock, Brenda Cafe. Van Driver – 6.25 hrs.	CHS	01/12/07 - 01/25/07 62.5 hrs. ILOD Cart fell on employee in the van causing back injury
Notarangelo, Anthony Plumber	MAINT	12/08/06 - 12/15/06 45 hrs. ILOD Knee injury, jumped off back of truck
Rowe, Wayne Teacher	LES	01/16/07 - 01/16/07 3.17 hrs. ILOD Follow up Dr. appt. for previous injury
Sallie, Stephanie ESE Asst./Bus Monitor	TRANS	01/18/07 - 01/18/07 6.83 hrs. Association leave

VII. SHORT TERM LEAVE 2006-2007

A. ILOD, Military, and Association Leaves

Simmons, Melissa ESE Asst Ind.	WEC	10/13/06 - 10/13/06 2 hrs. ILOD Head injured while trying to restrain a student
Smith, Annie Custodian	BLC	01/16/07 - 01/24/07 52.5 hrs. ILOD Shoulder strain while pressure washing
Smith, Kathy Teacher	KHHS	01/16/07 - 01/19/07 31.32 hrs. ILOD Broke finger playing soft ball with students
Stoddard, Robert Roofer	MAINT	12/18/06 - 12/18/06 2.5 hrs. ILOD Follow up Dr. appt. for previous injury
Stoddard, Robert Roofer	MAINT	12/22/06 - 12/22/06 1.5 hrs. ILOD Follow up Dr. appt. for previous injury
Stoddard, Robert Roofer	MAINT	12/12/06 - 12/15/06 30 hrs. ILOD Fell through roof because of rotten plywood
Stotler, Diane Teacher	CHS	11/09/06 - 11/09/06 7.83 hrs. ILOD Follow up Dr. appt. for previous injury
Taldi, Helen ESE Asst VE	ОРН	09/20/06 - 09/20/06 3.5 hrs. ILOD Follow up Dr. appt. for previous injury
Taldi, Helen ESE Asst VE	ОРН	10/05/06 - 10/05/06 6 hrs. ILOD Follow up Dr. appt. for previous injury
Taylor, Robert Teacher	FIH	01/18/07 - 01/18/07 4 hrs. Association leave
Whitfeild, Teresa Teacher	KHHS	01/11/07 - 01/11/07 7.83 hrs. ILOD Follow up Dr. appt. for previous injury
Wiggins, Patricia Bus Driver	TRANS	12/13/06 - 01/11/07 75.9 hrs. ILOD When pulling up bus window employee injured rt. thumb and wrist

VIII. DEFERRED RETIREMENT OPTION PROGRAM (DROP)

A. ENROLLEES

Acknowledge receipt of DROP enrollment applications and future resignation dates of the following employees:

Allen, Frances Teacher	LJH	DROP enrollment effective 05/01/07 Future Resignation 04/30/12
Bailey, Raymond Lead Roofer	MAINT	DROP enrollment effective 02/01/06 Future Resignation 02/03/07 (redesignate end date from 01/31/11)
Blair, Marilyn Teacher	MRE	DROP enrollment effective 05/01/07 Future Resignation 04/30/12
Bush, Jocqwin Teacher	CHS	DROP enrollment effective 01/01/07 Future Resignation 12/31/11
DeGeorge, Brenda Teacher	MCE	DROP enrollment effective 03/01/07 Future Resignation 02/29/12
Finley, James Vice-Principal	FIH	DROP enrollment effective 03/01/07 Future Resignation 02/29/12
Gaugler, Joan Teacher	FIE	DROP enrollment effective 02/01/07 Future Resignation 01/31/12
Gilbert, Julia Teacher	MCE	DROP enrollment effective 02/01/07 Future Resignation 01/31/12
Gueterman, Susan Teacher	MCE	DROP enrollment effective 03/01/07 Future Resignation 02/29/12
Hood, Susan Teacher	OPE	DROP enrollment effective 02/01/07 Future Resignation 01/31/12
Huggins, Pinkie ESE Aide	GCSJH	DROP enrollment effective 04/01/03 Future Resignation 03/31/07 (redesignate end date from 03/31/08)
Hughes, Julia Teacher	DIS	DROP enrollment effective 06/01/02 Future Resignation 05/31/10 (transferred DROP from another county, effective 11/27/06 - 05/31/07) Drop extension effective 06/01/07 - 05/31/10

VIII. DEFERRED RETIREMENT OPTION PROGRAM (DROP)

A. ENROLLEES

Acknowledge receipt of DROP enrollment applications and future resignation dates of the following employees:

Kinsey, John Custodian	KHHS	DROP enrollment effective 01/01/07 Future Resignation 11/30/11
Stutts, Karen Teacher	GPE	DROP enrollment effective 07/01/05 Future Resignation 07/31/07 (redesignate end date from 06/30/10)
Todd, Larry Teacher	ОРЈН	DROP enrollment effective 02/01/07 Future Resignation 01/31/12
Vacca, Bruce Teacher	MHS	DROP enrollment effective 07/01/06 Future Resignation 05/25/07 (redesignate end date from 06/30/11)