

DIVISION OF HUMAN RESOURCES
PERSONNEL CONSENT AGENDA
November 7, 2024
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I. Administrative Actions

A. APPOINTMENT

Name/Assignment	Site	Contract
HILL, SUE LYNN FNS MANAGER FOOD SERVICES INTE CAFETERI	Food & Nutrition Srvc	Effective 2024-09-16 CAFETERI / Annual

I. Administrative Actions

B. RE-APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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I. Administrative Actions

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignments</u>
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I. Administrative Actions

D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
FARBER, JOCELYN FAITH SBJ PRINCIPAL, ELEMENTARY 12 MONTH	S. Bryan Jennings Elementary	Effective 2024-10-10 /transfer from / DIS ASST PRINCIPAL EL 12 MO
IVEY, RODNEY F SUPERVISOR OF ASSESS/ACCT 12 MONTH	PROFESSIONAL DEVELOPMENT	Effective 2024-10-06 /transfer from / SUPERVISOR OF ASSESS/ACCT

I. Administrative Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
TAYLOR, MARY ELIZABETH SBJ PRINCIPAL, ELEMENTARY 12 MONTH	S. Bryan Jennings Elementary	Effective 2024-10-11 RESIGNATION

I. Administrative Actions

F. SUPPLEMENT

<u>Name/Assignment</u>	<u>Site</u>	
THOMAS, SABRINA JEANETTE K12 STEM COACH, DISTRICT SUPPLEME	INFORMATION AND TECH SERVICES	Appointment

II. JOB DESCRIPTION ACTIONS

A. Certificated - Approve the following job descriptions:

NEW:

ELEMENTARY RESOURCE DEPARTMENT HEAD SUPPLEMENT #110

The job description has been created to facilitate Professional Learning and coordination of responsibilities for the resource team at the Elementary level.

REVISED:

DEPARTMENT HEAD SUPPLEMENT #13

The job description has been updated to more accurately reflect the duties, responsibilities, and expectations of the position.

SUPPLEMENT POSITION: #110
Elementary Resource Department Head

Responsibilities and Duties of this position includes:

1. Lead and facilitate Professional Learning Communities (PLCs) to enhance collaboration and instructional practices within the department.
2. Conduct needs assessments to inform and develop the school improvement plan, ensuring alignment with district goals.
3. Serve as a liaison between the department, other departments, and administration to foster communication and collaboration.
4. Promote a positive attitude and morale within the department, cultivating a supportive and inclusive environment.
5. Attend and actively participate in curriculum council and leadership team meetings, contributing to the development and review of curriculum initiatives.
6. Assist in the orientation and scheduling of new team members and substitute teachers, ensuring a smooth onboarding process.
7. Coordinate department-level activities, including performances and special events, in collaboration with administration.
8. Maintain accurate records of team materials, such as Chromebooks, textbooks, and other supplies to support resource management.
9. Disseminate important information to department members and assist with communication needs.
10. Encourage participation in district-led professional development and collaborative sessions throughout the school year and summer.
11. Participate as an active member of the School-Based Leadership Team, contributing to school-wide initiatives.
12. Perform other duties assigned by the Principal.

Board Approved: 11/07/2024

Responsibilities and duties of this position include:

1. Orders, distributes and maintains inventory of textbooks, supplies and equipment.
2. Assists in budget preparation.
3. Conducts needs assessment and helps develop the school improvement plan.
4. Serves as a liaison between department and other departments and between department and administration.
5. Maintains communication in the department, e.g. department meetings.
6. Attends curriculum council meetings.
7. Promotes positive attitude and morale within the department.
8. Provides input and assistance in scheduling and in orientation of new team or department members and substitute teachers.
9. Assists in the coordination of team or department-level activities such as field trips, performances, special activities, etc.
10. Coordinate activity dates for fundraisers, awards, field trips, and other events with the administration.
11. Keep accurate records for inventories of team materials, such as Chromebooks, textbooks, etc.
12. Help ensure that the team is aligning instruction to the approved curriculum.
13. Assist in the distribution of important information to their departments and/or teams.
14. Leads and facilitates learning teams within the school's Professional Learning Community.
15. Leads and manages the department's data collection, analysis, and presentation of data during data chats and discussions.
16. Participates as an active member of the School-Based Leadership Team.
17. All other duties assigned by the Principal.

Approved: 11/07/2024

B. Administrative - Approve the following job descriptions:

REVISED:

FIRE SAFETY INSPECTOR I

The district has been unable to fill the Building Inspector position despite ongoing recruitment efforts. Zero qualified applicants have been received. The specialized nature of building inspection, requiring certifications in various building codes and potentially multiple disciplines (electrical, plumbing, structural, etc.), significantly limits the pool of qualified candidates.

In contrast, the requirements for a Fire Safety Inspector, while still rigorous, are more focused on fire codes, prevention, and safety systems. This narrower specialization may attract a wider range of candidates, increasing the likelihood of successfully filling the position. The district has been filling the gap by using contracted services.

Job Locator: O-1.1.70

Job Title: ~~Chief Building Inspector~~ Fire Safety Inspector I

Position Grade: Coordinator I

Evaluated By: Building Official

Job Description:

The ~~Chief Building Inspector~~ **Fire Safety Inspector I** is directly responsible to the Building Official.

Responsibilities and duties of this position include:

1. Provide assistance to the Building Official in the general administration of the Code Enforcement Department.
2. Assist with the implementation of regulatory requirements pertaining to permitting, plan review, enforcement and inspection of projects indicating compliance with ~~building, plumbing, mechanical, electrical, gas, life safety and fire prevention energy, accessibility and other construction~~ codes as required by State Law, **State Requirements for Educational Facilities (SREF), Florida Fire Prevention Code**, and Florida Building Code.
3. Assist in scheduling inspections.
4. Perform Florida ~~Building~~ **Fire Prevention** Code Compliance inspections including ~~building, mechanical, electrical, plumbing, fire, safety, casualty, and sanitation, casualty, fire and relocatable,~~ **on all school district properties and portables** as appropriately certified by the state.
5. Develop and maintain the required records and database entry on all inspections.
6. Perform annual fire safety inspections per F.S. 1013.12.
7. Perform other duties as directed by the Building Official.

Required Qualifications:

1. Demonstrates four (4) years combined experience in the field of construction or a related field, ~~building fire~~ code inspection, or plans review. ~~468.609(2)(c)(1)~~ **633.216**, F.S.; or a combination of postsecondary education in the field of construction, ~~building fire~~ experience which totals three (3) years, with at least one (1) year of such total being experience in construction ~~building fire~~ code inspection, or plans review. ~~468.609(2)(c)(2)~~, **633.216** F.S.; or a combination of technical education in the field of construction or a related field and experience which totals three (3) years, with at least one (1) year of such total being experience in construction, ~~building fire~~ code inspection, or plans review. ~~468.609(2)(c)(3)~~, **633.216**, F.S.
2. Must be **Florida** State Certified as a ~~Building Inspector under Chapter 468, and a Fire Safety Inspector per F.S. 633.081~~ **633.216** (or be able to obtain a Fire Safety Inspector certification within a year, **if currently Florida State Certified as a building inspector, electrical inspector, or plans examiner**).
3. Must have thorough knowledge and ability to interpret the laws, codes, regulations, policies, and procedures governing building construction.
4. Must have thorough knowledge of the principles and practices of architecture, engineering and public environmental health.

5. Must have the ability to examine plans, blueprints and specifications to determine conformity with building codes and standards.
6. Must have the ability to establish and maintain effective working relationships with inspectors, contractors, administrative personnel and the general public.
7. Must possess excellent oral and written skills.
8. Must have a valid Florida Driver's License and maintain a safe driving record during employment.

Desired Qualifications:

1. Bachelor Degree; or have a minimum of five (5) years experience in building construction **or fire related field** and an Associate of Arts or Science Degree or have ten (10) years experience in building construction **or fire related field** and a high school diploma or G.E.D.
2. State Certified as **an a Building**, Electrical, Mechanical, or Plumbing Inspector. Multiple Licenses preferred.
3. State Certified as a Plans Examiner.

Approved: 02/15/2001

Revised: 04/19/2001

Revised: 01/20/2005

Revised: 02/10/2014

Revised: 12/10/2020

Revised: 11/03/2022

Revised: 11/07/2024

C. Support - Approve the following job descriptions:

NEW:

ESOL Administrative Support Assistant

The position is needed to support the growing need of the ESOL Dept as a liaison for communicating and engaging with our Spanish Speaking families and community members.

REVISED:

Fuel Attendant

The increase in the number of District White Fleet vehicles and buses has increased the volume of work duties. The position is being updated to allow for the Florida Class B Commercial Driver's License with Air Brakes, and School Bus (S) Endorsements requirement to be obtained within the first ninety (90) days of employment. The position has been band and graded at B21.

Job Locator: C-3.7.26

Title: ESOL Administrative Support Assistant

Position Grade: Support Salary Schedule

Evaluated By: Supervisor of ESOL

Job Description:

Supports bilingual parent-community communications and relationships and performs secretarial duties to support the multiple languages of the district.

Responsibilities and duties of this position include:

1. Liaison that supports the district's schools and family and community communication by providing the translation of essential information, or coordinating the translation of essential information.
2. Assists in the implementation of family and community engagements and fosters a positive relationship to engage families with limited English proficiency in district-sponsored programs and activities.
3. Translates, types/word processes correspondence, memoranda, reports, notices and other materials as assigned.
4. Compiles and verifies information needing translation for various reports, prepares reports and distributes as required; maintains related logs and records.
5. Monitors and screens telephone calls; provides general translated information and assistance, as required, and routes calls to appropriate people or departments.
6. Inputs various types of information for a variety of data processing applications into the computer and verifies data as appropriate.
7. Monitors supply/material needs and orders supplies as necessary to ensure supply/materials are available.
8. May input purchase orders for equipment, projects, and other needs.
9. May prepare and submit payroll information for the department and other assigned employees.
10. May perform miscellaneous bookkeeping functions and maintain accounts and related items, including preparing deposit slips, and preparing FTE reports.
11. Performs other duties of a similar nature or level.

Required Qualifications:

1. Must be a high school graduate or have passed the G.E.D. equivalency examination.
2. Must possess one or more years of general secretarial/clerical experience.
3. Must be a fluent bi-lingual. Speaking, Listening, Reading, and Writing. (Preferably Spanish)
4. Ability to deal with the public in an effective and courteous manner.

<u>PHYSICAL EFFORT</u>	<u>REGULARLY</u>	<u>FREQUENTLY</u>	<u>OCCASIONALLY</u>	<u>NEVER</u>
<u>Lifting/carrying objects under 20 pounds</u>			X	
<u>Lifting/carrying object between 21-50 pounds</u>			X	
<u>Standing for sustained period of time</u>			X	
<u>Stooping/bending</u>			X	
<u>Walking for sustained periods of time</u>				X
<u>Climb steps, stools or ladders</u>			X	
<u>Kneeling/crouching</u>			X	
<u>Twisting</u>			X	
<u>Pushing/pulling carts or other such objects</u>			X	
<u>Reach above shoulders</u>			X	
<u>Repetitive motions of the wrists, hands and fingers</u>	X			
<u>Operation of power tools, mechanical equipment</u>				X

<u>WORKING CONDITIONS</u>	<u>REGULARLY</u>	<u>FREQUENTLY</u>	<u>OCCASIONALLY</u>	<u>NEVER</u>
<u>Working in a normal office environment with few physical discomforts.</u>	X			
<u>Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variations and other conditions.</u>			X	
<u>Working with equipment or performing procedures where carelessness could result in injury</u>			X	
<u>Work Conditions that may have a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, working on scaffolding and high places, and exposure to heat or chemicals.</u>				X

Board Approved: 11/07/2024

Job Locator: C-3.4.15

Title: Fuel Attendant

Position Grade: Support Salary Schedule

Evaluated by: Director of Transportation or Assigned Administrator

Job Description:

Pumps gas, checks oil and fluid levels of school vehicles and records according to District procedures; cleans office and shop area; picks up and delivers parts.

Responsibilities and duties of this position include:

1. Pumps fuel and checks oil and water levels for school vehicles.
2. Cleans transportation office shop and portable employee break areas (i.e. sweeps/vacuums floors, picks up tools, and delivers parts).
3. Records data on fuel and oil consumption, well check and fire extinguisher use and/or supply. Notifies appropriate individuals of issues and concerns.
4. Assists mechanic managers on monthly state required storage tank checks at ~~all three~~ **both** bus compounds. Record document status results in the assigned district database.
5. Performs other duties of a similar level or nature.

Required Qualifications:

1. Must be able to understand and follow written and oral communications.
2. Must be able to perform minor vehicle repairs.
3. Have a valid Florida Class B Commercial Driver's License with Air Brakes, and School Bus (S) Endorsements **OR obtain within the first 90 days of employment.**
4. Drive spare buses in assigned areas for emergency bus breakdowns or accidents.
5. Must have a safe driving history prior to employment. Safe driving history shall be interpreted as follows: On a record search, no accumulation of points totaling 8 or more in any 12-month period within the three (3) years immediately preceding the record search; and no conviction for DUI within the seven (7) years immediately preceding the record search. A no-contest plea shall be considered the same as a conviction.
6. Must maintain a safe driving record while employed.

PHYSICAL EFFORT	REGULARLY	FREQUENTL Y	OCCASIONA LLY	NEVER
Lifting/carrying objects under 20 pounds			X	
Lifting/carrying object between 21-50 pounds			X	
Standing for sustained period of time			X	
Stooping/bending			X	
Walking for sustained periods of time			X	
Climb steps, stools or ladders			X	
Kneeling/crouching			X	
Twisting			X	
Pushing/pulling carts or other such objects			X	
Reach above shoulders			X	
Repetitive motions of the wrists, hands and fingers			X	
Operation of power tools, mechanical equipment			X	

WORKING CONDITIONS	REGULARLY	FREQUENTL Y	OCCASIONA LLY	NEVER
Working in normal office environment with few physical discomforts.			X	
Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variations and other conditions.		X		
Working with equipment or performing procedures where carelessness could result in injury			X	
Work Conditions that may have a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, working on scaffolding and high places, and exposure to heat or chemicals.			X	

Board Approved: 05/20/1993

Revised: 01/07/2021

Revised: [11/7/2024](#)

III. Instructional Actions

A. APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	ALERS-ALERS, NICOLAS OLJ TEACHER, MATHEMATICS, JH 10 MONTH	Oakleaf Junior High School	Effective 2024-10-15 10 MONTH / Instructional Probationary Annual
	BERRIDGE, KARLA JEAN SPS TEACHER PRE-KDG ESE 10 MONTH	SPRING PARK ELEMENTARY SCHOOL	Effective 2024-10-17 10 MONTH / Instructional Probationary Annual
	BERRIOS, JACQUELINE MBE TEACHER ENGLISH LANG DEV, 10 MONTH	Middleburg Elementary	Effective 2024-10-11 10 MONTH / Instructional Probationary Annual
	CHAULK, HALEY BROOKE ROE TEACHER, SC, FOURTH GR 10 MONTH	Rideout Elementary	Effective 2024-10-17 10 MONTH / Instructional Probationary Annual
	COLLIER HOPSON, BOBBY ANN OPH TEACHER, READING, SH 10 MONTH	Orange Park High	Effective 2024-09-24 10 MONTH / Instructional Probationary Annual
	CRAFT, AMBER JEWELL OHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Oakleaf High School	Effective 2024-09-20 10 MONTH / Instructional Probationary Annual
	FINLAY, WILLIAM TREVOR MHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Middleburg High	Effective 2024-10-02 10 MONTH / Instructional Probationary Annual
	GAGNON, BRIAN M FIE TEACHER, MUSIC, ELEM 10 MONTH	Fleming Island Elementary	Effective 2024-09-16 10 MONTH / Instructional Probationary Annual
	GOODYEAR, RACHEL LYN MCE TEACHER, SC, THIRD GR 10 MONTH	Montclair Elementary	Effective 2024-09-16 10 MONTH / Instructional Probationary Annual
	JOHNSON, DANIEL MATTHEW CHS TEACHER, SOC STUD, SH 10 MONTH	Clay High	Effective 2024-10-04 10 MONTH / Instructional Probationary Annual
	LOYD, MIKAYALA LEANN CHE TEACHER, VE/INCLUSION 10 MONTH	Clay Hill Elementary	Effective 2024-10-07 10 MONTH / Instructional Probationary Annual
0.6	MASON, LISA ANN GCJ MENTAL HEALTH COUNS 10 MO SPECIAL	Green Cove Springs Junior High	Effective 2024-10-15 SPECIAL / Instructional Probationary Annual
	NAVARRA, DANIEL JAMES AES TEACHER, TITLE I, ELEM 10 MONTH	Argyle Elementary	Effective 2024-09-30 10 MONTH / Instructional Probationary Annual
	PETROHOVICH, KELLY NICOLE TES TEACHER, SC, FIRST GR 10 MONTH	Tynes Elementary	Effective 2024-09-29 10 MONTH / Instructional Probationary Annual
	RAMOS MORALES, ESTEFANIA OHS TEACHER, FOREIGN LANG, SH 10 MONTH	Oakleaf High School	Effective 2024-10-17 10 MONTH / Instructional Probationary Annual
	REED, MARJA LYNN TES TEACHER, SC, SECOND GR 10 MONTH	Tynes Elementary	Effective 2024-09-30 10 MONTH / Instructional Probationary Annual
	SALIHVIC, MICHELLE	Orange Park Jr High	Effective 2024-09-13

III. Instructional Actions

A. APPOINTMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
	ELIZABETH OPJ TEACHER, SUPP FACIL 10 MONTH		10 MONTH / Instructional Probationary Annual
	SHELL, HANNAH RENEE MBE TEACHER, SC, FIRST GR 10 MONTH	Middleburg Elementary	Effective 2024-10-11 10 MONTH / Instructional Probationary Annual
	STRAYER II, WILLIAM DALE WES TEACHER, VE/INCLUSION 10 MONTH	Wilkinson Elementary	Effective 2024-09-23 10 MONTH / Instructional Probationary Annual
0.4	SWACKHAMMER, JOAN MICHELE ESE TEACHER, SPEECH CLINICIAN 10 MONTH	Exceptional Student Education	Effective 2024-10-15 10 MONTH / Instructional Probationary Annual
0.5	SWARTZ, JULIE PAIGE LAE TEACHER, PRE-K 10 MONTH	Lake Asbury Elementary	Effective 2024-10-01 10 MONTH / Instructional Probationary Annual
0.5	SWARTZ, JULIE PAIGE LAE TEACHER, PRE-KDGE ESE 10 MONTH	Lake Asbury Elementary	Effective 2024-10-01 10 MONTH / Instructional Probationary Annual
	VALENTIN, LINDITA IDRIZI TES VE SELF-CONTAINED-ASD 10 MONTH	Tynes Elementary	Effective 2024-09-30 10 MONTH / Instructional Probationary Annual

III. Instructional Actions

B. RE-APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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III. Instructional Actions

C. RE-DESIGNATION

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
	GEMMILL, MELISSA BETHEA ESE SCHOOL SITE SPECIALIST 11M 11 MONTH	Exceptional Student Education	Effective 2024-09-16 / redesignated from / ESE SCHOOL SITE SPECIALIST 10M / 10 MONTH
	MCKENZIE, MARIAH CHRISTINA OHS COUNSELOR, SH 11 MO 11 MONTH	Oakleaf High School	Effective 2024-10-14 / redesignated from / OHS TEACHER, SUPP FACIL / 10 MONTH
0.8	NICHOLAS, KACIE D ESE, PHYSICAL THERAPIST SPECIAL	W.E. Cherry Elementary	EFFECTIVE 08/05/2024 / REDESIGNATE FROM ESE, PHYSICAL THERAPIST/ 10 MONTH

III. Instructional Actions

D. TRANSFER

Name/Assignment	Site	Previous Assignment
CRONISTER, ROSEANN MARIE MHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Middleburg High	Effective 2024-10-21 /transfer from / DOE TEACHER, SC, SIXTH GR
DAVIS, SUZANNE LAUREN ESE SCHOOL SITE SPEC LVL 2 10M 10 MONTH	Exceptional Student Education	Effective 2024-09-30 /transfer from / TES TEACHER, VE/INCLUSION
FARLEY, KRISTA CRUISE CHE TEACHER ENGLISH LANG DEV. 10 MONTH	Clay Hill Elementary	Effective 2024-10-14 /transfer from / OHS VE SELF- CONTAINED-IND
LEE, JILLIAN LEIGH SIP CURRICULUM COACH/TRAINER 10 MONTH	PROFESSIONAL DEVELOPMENT	Effective 2024-11-04 /transfer from / DEAN-JH
NELSON, KATHRYN WES TEACHER, VE/INCLUSION 10 MONTH	Wilkinson Elementary	Effective 2024-09-30 /transfer from / ESE SCHOOL SITE SPEC LVL 2 10M
PETERSON, CHRISTOPHER RYAN LAE TEACHER, SP DE PE 10 MONTH	Lake Asbury Elementary	Effective 2024-08-17 /transfer from / LJH TEACHER, SP DE PE
SEIN, KATHERINE L AES TEACHER ENG LANG DEV 12 MO 12 MONTH	Adult/Community Education	Effective 2024-10-15 /transfer from / OHS TEACHER, FOREIGN LANG, SH
TRUJILLO, DAVID ESE SCHOOL SITE SPECIALIST 10M 10 MONTH	Exceptional Student Education	Effective 2024-09-13 /transfer from / DEAN -SH

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
	ADKINS, ANNA ELIZABETH GPE VE SELF-CONTAINED-ASD 10 MONTH	Grove Park Elementary	Effective 2024-10-08 CONCLUDE EMPLOYMENT
	CARTER, ALEXIS BROOKE MHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Middleburg High	Effective 2024-10-14 RESIGNATION
	CASTRANOVA, JUSTINE ROY MRE MEDIA TECHNICAL ASST 10 MONTH	Mcrae Elementary	Effective 2024-09-11 RESIGNATION
	CLARK, DEZEREE LATOYA OLJ TEACHER, MATHEMATICS, JH 10 MONTH	Oakleaf Junior High School	Effective 2024-09-27 RESIGNATION
0.4	COX, ASHLEY NICOLE WEC TEACHER, ART, ELEM SPECIAL	W.E. Cherry Elementary	Effective 2024-09-23 RESIGNATION
	DOWNIE, AMANDA M POE VE SELF-CONTAINED-ASD 10 MONTH	Plantation Oaks Elementary	Effective 2024-09-20 RESIGNATION
	FARMER, MELANIE ANN LAJ TEACHER, SCIENCE, JH 10 MONTH	Lake Asbury Junior High School	Effective 2024-10-18 RESIGNATION
	FOLDY, JENNIFER LYNN SPS TEACHER SC FIRST GR LNG TRM	SPRING PARK ELEMENTARY SCHOOL	Effective 2024-09-30 RESIGNATION
	HANSON, JEWELIA MARIA CEB TEACHER, READING, ELEM 10 MONTH	Charles E. Bennett Elementary	Effective 2024-09-13 RESIGNATION
	HISCOX, JULIE ANN LJH TEACHER, SCIENCE, JH 10 MONTH	Lakeside Junior High	Effective 2024-10-11 RESIGNATION
	KARST-SMITH, SUSAN MARGARET AES TEACHER, VE/INCLUSION 10 MONTH	Argyle Elementary	Effective 2024-10-15 RESIGNATION
0.9	LOYD, MIKAYALA LEANN RHS GENERAL HEALTH ASSISTA 9 MON SU	Clay Hill Elementary	Effective 2024-10-04 RESIGNATION
	MARONEY, BRITTANY LORELEI POE TEACHER, MUSIC, ELEM 10 MONTH	Plantation Oaks Elementary	Effective 2024-11-01 RESIGNATION
	MAYBERRY, ALARNA NICOLE OPH TEACHER, SUPP FACIL 10 MONTH	Orange Park High	Effective 2024-10-25 RESIGNATION
0.9	PETROHOVICH, KELLY NICOLE TES GENERAL ASSISTANT 9 MON SU	Tynes Elementary	Effective 2024-09-27 RESIGNATION
	RAMSEY, CARLY ANN DOE TEACHER, SC, KINDERGARTEN 10 MONTH	Discovery Oaks Elementary	Effective 2024-09-13 RESIGNATION
	ROACH, JENNIFER LYNN KHH TEACHER, VE/INCLUSION 10 MONTH	Keystone Heights High School	Effective 2024-10-18 RESIGNATION

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Effective/Action
	ROLAND, CHRISTINE LEEANNE MHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Middleburg High	Effective 2024-10-01 RESIGNATION
	SMALL, LILLIE MADREW BAKER DOE TEACHER, SC, FIFTH GR 10 MONTH	Discovery Oaks Elementary	Effective 2024-10-11 RESIGNATION
	SMEDLEY, MEAGAN POWELL POE TEACHER, SC, FOURTH GR 10 MONTH	Plantation Oaks Elementary	Effective 2024-09-13 RESIGNATION
0.9	SWARTZ, JULIE PAIGE MCE BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Elementary	Effective 2024-09-30 RESIGNATION
	TAYLOR, LISA RENEE LAJ VE SELF-CONTAINED-IND 10 MONTH	Lake Asbury Junior High School	Effective 2024-09-30 RESIGNATION
	WALKER, BENJAMIN AUSTIN OLJ TEACHER, VE/INCLUSION 10 MONTH	Oakleaf Junior High School	Effective 2024-09-18 RESIGNATION
	WILSON, LAURA LYNN LES TEACHER, SC, FIRST GR 10 MONTH	Lakeside Elementary	Effective 2024-10-02 RESIGNATION

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	ADDIE, NICOLE ELIZABETH SUPPORT PEER TEACHER SUPPLEME	Oakleaf Village Elementary	Appointment
	AFLLEJE, ELIZABETH ANN LJH BASKETBALL HD JH SUPPLEME	Lakeside Junior High	Appointment
0.5	AHRENS, AMY E OHS DEPT HEAD 17-20 SUPPLEME	Oakleaf High School	Appointment
0.5	ALEXANDER, RENA ELIZABETH POE DOD ACADEMIC CH, STEM SUPPLEME	Plantation Oaks Elementary	Appointment
	ALLEN, GINNY LEE MBE TITLE 1 SUP ED SUPPLEME	Middleburg Elementary	Resignation
	ALVAREZ, RICHARD SONNY LAJ WRESTLING HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	AMODEO, CHARLES MATTHEW OPJ SOCCER HEAD JH SUPPLEME	Orange Park Jr High	Appointment
	ARTZER, SARAH ELAINE MBE TITLE 1 SUP ED SUPPLEME	Middleburg Elementary	Appointment
	BARNES, MICHELLE PATTERSON SUPPORT PEER TEACHER SUPPLEME	Argyle Elementary	Appointment
0.5	BARTON, DONNA M POE DOD ACADEMIC CH, STEM SUPPLEME	Plantation Oaks Elementary	Appointment
	BEAVER, JIMMIE C MCE DOD ACADEMIC CH, STEM SUPPLEME	Montclair Elementary	Appointment
	BEHNKEN, MARIA BECHHOLD LAJ DOD ACADEMIC CH, STEM SUPPLEME	Lake Asbury Junior High School	Appointment
	BELL, ADELLE MARIE OHS SOPHMORE CLASS SPON SUPPLEME	Oakleaf High School	Appointment
0.5	BINGEL, HEATHER MICHELLE SBJ DOD ACADEMIC CH, STEM SUPPLEME	S. Bryan Jennings Elementary	Appointment
	BLACK, DOUGLAS J OHS SOCCER HEAD SH SUPPLEME	Oakleaf High School	Appointment
	BLOCTON, ACIE FELTS LJH TRACK HD JH SUPPLEME	Lakeside Junior High	Appointment
0.5	BONNER, LAFAYETTE OLJ FOOTBALL ASST JH 25% SUPPLEME	Oakleaf Junior High School	Appointment
0.5	BONNER, LAFAYETTE OLJ FOOTBALL ASST JH 75% SUPPLEME	Oakleaf Junior High School	Appointment
	BOWMAN, MICHELLE L	Oakleaf Junior High School	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	OLJ DISCRETIONARY SUPPLEME		
0.5	BOYD, COURTNEY LJH CHEERLEADING JH SUPPLEME	Lakeside Junior High	Appointment
	BROCK, DANA LYNN SUPPORT PEER TEACHER SUPPLEME	Clay High	Appointment
0.5	BRYAN, LESLEE DAMPIER K12 DOD ACADEMIC CH, STEM SUPPLEME	PROFESSIONAL DEVELOPMENT	Appointment
	BUNN, TARA J SUPPORT PEER TEACHER SUPPLEME	Lakeside Elementary	Appointment
0.5	BYRD, KATINA DENISE TES DOD ACADEMIC CH, STEM SUPPLEME	Tynes Elementary	Appointment
	CARNES, SHERMAN B KHH DOD ACADEMIC CH, STEM SUPPLEME	Keystone Heights High School	Appointment
0.5	CHAPMAN, CLAUDINE MARIE AES DOD ACADEMIC CH, STEM SUPPLEME	Argyle Elementary	Appointment
0.5	CHAPMAN, CLAUDINE MARIE K12 DOD ACADEMIC CH, STEM SUPPLEME	Argyle Elementary	Appointment
0.5	CLARK, CODY MELISSA LJH CHEERLEADING JH SUPPLEME	Lakeside Junior High	Appointment
	CLARK, TREVOR M RHS SOCCER HEAD JV SUPPLEME	Ridgeview High School	Appointment
	CLINE, JACOB PAUL LJH SOCCER HEAD JH SUPPLEME	Lakeside Junior High	Appointment
	CONLEY JR, GARY MICHAEL WEC DOD ACADEMIC CH, STEM SUPPLEME	W.E. Cherry Elementary	Appointment
0.5	CONROY, SEAN PATRICK OHS DEPT HEAD 17-20 SUPPLEME	Oakleaf High School	Appointment
0.5	CORBY, LYNN ANN SPS DOD ACADEMIC CH STEM SUPPLEME	SPRING PARK ELEMENTARY SCHOOL	Appointment
	CORLESS, BRYAN JOSEPH LES DOD ACADEMIC CH, STEM SUPPLEME	Lakeside Elementary	Appointment
	COUILLARD, EDDIE B OLJ DISCRETIONARY SUPPLEME	Oakleaf Junior High School	Appointment
	CUFFEE, JAYLEN JARMAL LJH FOOTBALL ASST JH 25% SUPPLEME	Lakeside Junior High	Appointment
	CUFFEE, JAYLEN JARMAL LJH FOOTBALL ASST JH 75% SUPPLEME	Lakeside Junior High	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	DAVIE, ELISE RENA MHS DOD ACADEMIC CH, STEM SUPPLEME	Middleburg High	Appointment
	DEHART, TYLER SCOTT OPH FOOTBALL ASST HS 25% SUPPLEME	Orange Park High	Appointment
	DEHART, TYLER SCOTT OPH FOOTBALL ASST SH 75% SUPPLEME	Orange Park High	Appointment
	DEHART, TYLER SCOTT OPH WRESTLING HD SH SUPPLEME	Orange Park High	Appointment
	DEMARCO, MARY ELLEN OPH DOD ACADEMIC CH, STEM SUPPLEME	Orange Park High	Appointment
0.5	DOUKMAK, MELISSA CHASE RVE DOD ACADEMIC CH, STEM SUPPLEME	Ridgeview Elementary	Appointment
0.1	DUBIS, KIMBERLY N BLC (.128) SIXTH PERIOD SUPPLEME	Bannerman Learning Center	Appointment
0.5	DUPUIS, KIMBERLY ROSE SPC DOD ACADEMIC CH, STEM SUPPLEME	Swimming Pen Creek Elem	Appointment
	DZIWULSKI, KIMBERLY ANN SUPPORT PEER TEACHER SUPPLEME	Tynes Elementary	Appointment
0.5	EALEY, BETH NYKISHA TES DOD ACADEMIC CH, STEM SUPPLEME	Tynes Elementary	Appointment
	EATON, NOAH ISAIAH CHRISTIA WJH SOCCER HEAD JH SUPPLEME	Wilkinson Jr High	Appointment
	ESSA, ZEENAT FAROOQ SUPPORT PEER TEACHER SUPPLEME	Orange Park Jr High	Appointment
	FARMER, MELANIE ANN LAJ DISCRETIONARY SUPPLEME	Lake Asbury Junior High School	Resignation
0.5	FISHER, MELISSA BERNADINE OHS DEPT HEAD 17-20 SUPPLEME	Oakleaf High School	Appointment
	FORTSON, ROBERT C CHS DOD ACADEMIC CH, STEM SUPPLEME	Clay High	Appointment
0.5	GABB, DANIELLE MICHELE OLJ DOD ACADEMIC CH, STEM SUPPLEME	Oakleaf Junior High School	Appointment
	GAGNON, BRIAN M FIE ELEM PERF/PROD SUPPLEME	Fleming Island Elementary	Appointment
	GANN, ASHLEY NICHOLE LAE DOD ACADEMIC CH, STEM SUPPLEME	Lake Asbury Elementary	Appointment
	GELLER, TARA LEE SUPPORT PEER TEACHER	CLIMATE AND CULTURE	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
0.1	GERDS, LAURA ELIZABETH CVA (.128) SIXTH PERIOD SUPPLEME	Clay Virtual Academy	Appointment
	GOOLSBY, GRAYSON LANE KHH ESE INTERVENTION FAC. SUPPLEME	Keystone Heights High School	Appointment
	GRACE, ADRIENNE B FIH CHEERLEADING VARSITY SUPPLEME	Fleming Island High School	Appointment
	GRAHAM, CLARISSA BERNADETTE OPJ BASKETBALL HD JH SUPPLEME	Orange Park Jr High	Resignation
	GRANT, CASSIE RAE FIH LACROSSE HEAD SH SUPPLEME	Robert M. Paterson Elementary	Resignation
	GREER, NICHOLAS A WES DOD ACADEMIC CH, STEM SUPPLEME	Wilkinson Elementary	Appointment
0.5	GREGOIRE, STANNIE CARLINDA SBJ DOD ACADEMIC CH, STEM SUPPLEME	S. Bryan Jennings Elementary	Appointment
	GRICE, CASEY FRANKLIN KHH BASEBALL ASST JH SUPPLEME	Keystone Heights High School	Appointment
	GRIGGS JR, UNDRÉ FIH DOD ACADEMIC CH, STEM SUPPLEME	Fleming Island High School	Appointment
	GUIRATE, ANTHONY HOUSTON KHH BASEBALL ASST SH SUPPLEME	Keystone Heights High School	Appointment
	GUPTILL, JASON C CEB DOD ACADEMIC CH, STEM SUPPLEME	Charles E. Bennett Elementary	Appointment
	HAIR, GLENN P OPJ DOD ACADEMIC CH, STEM SUPPLEME	Orange Park Jr High	Appointment
0.5	HANLIN, ANITA LYNN DIS DOD ACADEMIC CH, STEM SUPPLEME	Doctors Inlet Elementary	Appointment
	HARRISON, JAMIE LEE MHS WRESTLING ASST SH SUPPLEME	Middleburg High	Appointment
0.5	HAY, LACEY RENEE ROE DEPT HD (3-5) SUPPLEME	Rideout Elementary	Appointment
0.5	HAYES, AUBREY ELYSE LAE DISCRETIONARY SUPPLEME	Coppergate Elementary	Resignation
0.5	HISCOX, JULIE ANN LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Resignation
0.5	JANKOWSKI, MEAGHAN BROOKE	Keystone Heights Elementary	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	KHE DOD ACADEMIC CH, STEM SUPPLEME		
0.5	JENKINS, KENNETH AARON DOE DOD ACADEMIC CH, STEM SUPPLEME	Discovery Oaks Elementary	Appointment
	JENNINGS, KARAN E SUPPORT PEER TEACHER SUPPLEME	Plantation Oaks Elementary	Appointment
	JOHNSON, ALAN D OPH SWIMMING HD SH SUPPLEME	Orange Park High	Appointment
	JONES, JONATHAN CHARLES LJH DEPT HEAD (6-10) SUPPLEME	Lakeside Junior High	Appointment
	JUCHNIEWICZ, RACHEL JO SUPPORT PEER TEACHER SUPPLEME	Oakleaf High School	Appointment
	KEELEY, LEAH DIANE SUPPORT PEER TEACHER SUPPLEME	Charles E. Bennett Elementary	Appointment
	KINNETT, TARYN KELLIE SUPPORT PEER TEACHER SUPPLEME	Keystone Heights Elementary	Appointment
0.5	LEGGE, KELLIE D RVE DOD ACADEMIC CH, STEM SUPPLEME	Ridgeview Elementary	Appointment
0.5	LEWIS, MARNE ANN INST APPLICATION FACILITATOR SUPPLEME	Discovery Oaks Elementary	Appointment
	LONG, ANNE MARIE SUPPORT PEER TEACHER SUPPLEME	Lakeside Elementary	Appointment
	MARTIN III, WINFREY THOMAS FIH LACROSSE HEAD SH SUPPLEME	Fleming Island High School	Appointment
	MARTIN, VICTORIA L MBE DOD ACADEMIC CH, STEM SUPPLEME	Middleburg Elementary	Appointment
	MCCLOUD, LISA A SUPPORT PEER TEACHER SUPPLEME	Lake Asbury Elementary	Appointment
0.5	MCGUFFIE, CHERYL TERESA OLJ DEPT HEAD (11-16) SUPPLEME	Oakleaf Junior High School	Appointment
	MCKENZIE, NEIL WILLIAM WJH DOD ACADEMIC CH, STEM SUPPLEME	Wilkinson Jr High	Appointment
	MESCALL, CARRIE C SUPPORT PEER TEACHER SUPPLEME	Middleburg High	Appointment
0.5	MILLER, HEATHER D SPS DOD ACADEMIC CH STEM SUPPLEME	SPRING PARK ELEMENTARY SCHOOL	Appointment
0.5	MILLER, KAREN J OLJ DEPT HEAD (11-16)	Oakleaf Junior High School	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
0.3	MILLER, PAULA DENISE RHS DOD ACADEMIC CH, STEM SUPPLEME	Ridgeview High School	Appointment
	MONCRIEF, HELEN SUZANNE KHH STUDENT COUNCIL SH SUPPLEME	Keystone Heights High School	Resignation
0.5	MORELAND, LAURA LEA DIS DOD ACADEMIC CH, STEM SUPPLEME	Doctors Inlet Elementary	Appointment
	NAVARRA, DANIEL JAMES AES TT1 SUP ED SUPPLEME	Argyle Elementary	Appointment
0.5	NELSON, ROBIN FARLEY OLJ DOD ACADEMIC CH, STEM SUPPLEME	Oakleaf Junior High School	Appointment
0.5	NIMMO-OLSEN, HEATHER ELIZABETH OLJ ACTIVITY PROG CO JH SUPPLEME	Oakleaf Junior High School	Appointment
0.5	NIMMO-OLSEN, HEATHER ELIZABETH OLJ DEPT HEAD (6-10) SUPPLEME	Oakleaf Junior High School	Appointment
0.5	O MEARA, DESIRAE NOELLE INST APPLICATION FACILITATOR SUPPLEME	Discovery Oaks Elementary	Appointment
	OWENS, BIANCA SHANTE RHS BASKETBALL ASST SH SUPPLEME	Ridgeview High School	Appointment
0.5	PARSONS, VIRGINIA A MRE DOD ACADEMIC CH, STEM SUPPLEME	Mcrae Elementary	Appointment
0.5	PASTERNAK, ANNA MARIE ROE DEPT HD (3-5) SUPPLEME	Rideout Elementary	Appointment
	PATTERSON, LLOYD CLARK LJH DISCRETIONARY SUPPLEME	Lakeside Junior High	Appointment
	PAYTON, EDEN IGNACIO SUPPORT PEER TEACHER SUPPLEME	Plantation Oaks Elementary	Appointment
0.5	PENN, CARNELL LEBRON OLJ ACTIVITY PROG CO JH SUPPLEME	Oakleaf Junior High School	Appointment
	PERKINS, TERRY LEE OLJ ESE INTERVENTION FAC. SUPPLEME	Oakleaf Junior High School	Appointment
2.0	PERSINGER, JOSHUA W SUPPORT PEER TEACHER SUPPLEME	Clay High	Appointment
0.3	PIKE, ERIC ALAN RHS DOD ACADEMIC CH, STEM SUPPLEME	Ridgeview High School	Appointment
	PIKURITZ, BRETT PAUL	Orange Park High	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	OPH DRILL SPONSOR SH SUPPLEME		
	POE III, JOHN D OHS DOD ACADEMIC CH, STEM SUPPLEME	Oakleaf High School	Appointment
	RAGAN, JOSEPH DAVID GPE DOD ACADEMIC CH, STEM SUPPLEME	Grove Park Elementary	Appointment
	RAUTH, KIMBER LEE OPE DOD ACADEMIC CH, STEM SUPPLEME	Orange Park Elementary	Appointment
	ROACH, JENNIFER LYNN INST APPLICATION FACILITATOR SUPPLEME	Keystone Heights High School	Resignation
	ROACH, JENNIFER LYNN KHH ESE INTERVENTION FAC. SUPPLEME	Keystone Heights High School	Resignation
	ROBBINS, MICHELLE MAE SUPPORT PEER TEACHER SUPPLEME	Rideout Elementary	Appointment
	ROVNAK, PAULA JEAN TBE DOD ACADEMIC CH, STEM SUPPLEME	Thunderbolt Elementary	Appointment
	RYKALSKY, RYAN LEE OPJ BASKETBALL HD JH SUPPLEME	Orange Park Jr High	Appointment
0.5	SCAMAHORN, ERIC W KHE DOD ACADEMIC CH, STEM SUPPLEME	Keystone Heights Elementary	Appointment
	SCHAUS, ROBIN ANN OVE DOD ACADEMIC CH, STEM SUPPLEME	Oakleaf Village Elementary	Appointment
	SEIN, KATHERINE L OHS DEPT HEAD (6-10) SUPPLEME	Adult/Community Education	Resignation
	SHANNON, TRACY LEE PES DOD ACADEMIC CH, STEM SUPPLEME	Robert M. Paterson Elementary	Appointment
	SIMS, MICHAEL PATRICK LJH SOCCER HEAD JH SUPPLEME	Lakeside Junior High	Appointment
0.3	SKRZYPCZAK, JACEY COLEEN RHS DOD ACADEMIC CH, STEM SUPPLEME	Ridgeview High School	Appointment
	SNIPES, HEATHER NICOLE INST APPLICATION FACILITATOR SUPPLEME	Argyle Elementary	Appointment
	SOTO, MICHAEL CHAD LJH WRESTLING HD JH SUPPLEME	Lakeside Junior High	Appointment
	STRICKLAND, KIMBERLY ANNE SUPPORT PEER TEACHER SUPPLEME	Orange Park High	Appointment
0.5	SUMMERS, MICHAEL BERT	Oakleaf Junior High School	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	OLJ DEPT HEAD (6-10) SUPPLEME		
	TAICLET-JETT, MELISSA LYNN SPS DEPT HD (3-5) SUPPLEME	SPRING PARK ELEMENTARY SCHOOL	Appointment
	TEAL, MARLA VIRGINIA SUPPORT PEER TEACHER SUPPLEME	Oakleaf Village Elementary	Appointment
	TOMLIN, AMANDA LYN RHS SOPHMORE CLASS SPON SUPPLEME	Ridgeview High School	Appointment
	TONEY, ELIZABETH MCEWEN SUPPORT PEER TEACHER SUPPLEME	Lake Asbury Elementary	Appointment
0.5	TORRES, SANDRA MATILDE MRE DOD ACADEMIC CH, STEM SUPPLEME	Mcrae Elementary	Appointment
	TRULL, CASEY BLALOCK KHH DISCRETIONARY SUPPLEME	Keystone Heights High School	Resignation
	UPDEGRAFF, HOLLY HAMMONS RHS SOPHMORE CLASS SPON SUPPLEME	Ridgeview High School	Resignation
0.5	VAN DE WATER, REBECCA LYNN SPC DOD ACADEMIC CH, STEM SUPPLEME	Swimming Pen Creek Elem	Appointment
	VERNON, DAVID M FIH LACROSSE HEAD SH SUPPLEME	Fleming Island High School	Appointment
	WARREN, SARA ANN CHE DOD ACADEMIC CH, STEM SUPPLEME	Clay Hill Elementary	Appointment
	WHITIN, ANITA MARIE CGE DOD ACADEMIC CH, STEM SUPPLEME	Coppergate Elementary	Appointment
	WILLADSEN, SOPHIE A SPS DEPT HD (3-5) SUPPLEME	SPRING PARK ELEMENTARY SCHOOL	Resignation
0.5	WOOTEN, BETTY J CEB DEPT HEAD (6-10) SUPPLEME	Charles E. Bennett Elementary	Appointment
	WYLIE JR, ROBERT LJH DOD ACADEMIC CH, STEM SUPPLEME	Lakeside Junior High	Appointment
	YOUNG, MICHAEL EDWARD GCJ DOD ACADEMIC CH, STEM SUPPLEME	Green Cove Springs Junior High	Appointment
	ZIEGLER, SABRE ANN SUPPORT PEER TEACHER SUPPLEME	Tynes Elementary	Appointment

III. INSTRUCTIONAL ACTIONS 2024-2025

G. PENDING APPOINTMENTS

<u>Last Name</u>	<u>First Name</u>	<u>Site</u>	<u>Subject</u>	<u>OOF Subject</u>
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NONE

III. INSTRUCTIONAL ACTIONS 2024-2025

H. OUT OF FIELD

<u>Last Name</u>	<u>First Name</u>	<u>Site</u>	<u>Subject</u>	<u>OOF Subject</u>
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NONE

IV. INSTRUCTIONAL 2024-2025

MISCELLANEOUS ACTIONS

A. SUMMER SCHOOL

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective Dates</u>
NONE		

IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2024-2025

B. COMMUNITY EDUCATION

Appointments

NONE

IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2024-2025

C. ADULT EDUCATION

Appointments

NONE

V. INSTRUCTIONAL SUBSTITUTE TEACHER ACTIONS 2024-2025

A. SUBSTITUTE TEACHER APPROVAL

Appointments

NONE

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
0.9	ADRIANO, ANGELICA RAMIEREZ RVE BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview Elementary	Effective 2024-09-19 9 MON SU / Annual
	ALONSO CHAVEZ, ELENA FIH CAFE ASSISTANT 3.5 HOURS 9 MON SU	Fleming Island High School	Effective 2024-09-30 9 MON SU / Annual
	AVILA SANTANA, ALIDA OHS CUSTODIAN 12 MO SU	Oakleaf High School	Effective 2024-09-16 12 MO SU / Annual
	BARNES JACKSON, NKOYSI OMARI SBJ HEAD CUSTODIAN 12 MO SU	S. Bryan Jennings Elementary	Effective 2024-10-07 12 MO SU / Annual
0.9	BARNES, MARIE LYNN AES GENERAL HEALTH ASSISTA 9 MON SU	Argyle Elementary	Effective 2024-09-30 9 MON SU / Re-employed retiree, A/C support
0.9	BLANCHARD, COLTON ALEXANDER MCE BEHAVIORAL HEALTH ASST 9 MON SU	Montclair Elementary	Effective 2024-09-19 9 MON SU / Annual
	BONNER, LORI MEGAN MHS CAFE ASSISTANT 4.5 HOURS 9 MON SU	Middleburg High	Effective 2024-09-10 9 MON SU / Annual
	BUMBALOUGH, LOUISA MARIE CHS CAFE ASSISTANT 4.5 HOURS 9 MON SU	Clay High	Effective 2024-09-16 9 MON SU / Annual
	COMES, BECK O LEARY ITS TECH SPECIALIST 12 MO SU	INFORMATION AND TECH SERVICES	Effective 2024-09-16 12 MO SU / Annual
0.6	CRIBELIS, KRISTEN ROSE MHS CLASSROOM ASSISTANT PREK 9 MON SU	Middleburg High	Effective 2024-10-01 9 MON SU / Annual
0.9	CRONN, CHELSY RAYE SPS BEHAVIORAL HEALTH ASST 9 MON SU	SPRING PARK ELEMENTARY SCHOOL	Effective 2024-09-12 9 MON SU / Annual
	DECROSTA, JESSICA AMBER MRE MEDIA TECHNICAL ASST 10 MONTH	Mcrae Elementary	Effective 2024-10-04 10 MONTH / Annual
0.9	DESTEFANO, ELIZABETH ROSE RVE BEHAVIORAL HEALTH ASST 9 MON SU	Ridgeview Elementary	Effective 2024-10-03 9 MON SU / Annual
0.9	DEVORE, HAILEY LYNN LAJ GENERAL HEALTH ASSISTA 9 MON SU	Lake Asbury Junior High School	Effective 2024-09-23 9 MON SU
	DILEY, APRIL MICHELLE POE SCHOOL SECRETARY 10 MONTH	Plantation Oaks Elementary	Effective 2024-10-14 10 MONTH / Annual

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	10 MONTH		
0.9	ESPANA KLEINDIENST, VICTOR MANUEL BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	Effective 2024-09-20 9 MON SU / Annual
0.9	FISK, APRIL MARIE SBJ GENERAL ASSISTANT 9 MON SU	S. Bryan Jennings Elementary	Effective 2024-09-19 9 MON SU / Annual
	FLYNN, LEAH KRISTYNE CHS CAFE ASSISTANT 6.5 HOURS 9 MON SU	Clay High	Effective 2024-09-12 9 MON SU / Annual
	FUGATT, TAMMY MICHELE OLJ CAFE ASSISTANT 5.75 HOURS 9 MON SU	Oakleaf Junior High School	Effective 2024-09-30 9 MON SU / Annual
	GARBETT, REAGEN BROOKE ESE BEHAVIORAL SUPPORT TECH 9 MON SU	Exceptional Student Education	Effective 2024-10-01 9 MON SU / Annual
	GARCIA CONEJERO, MARIA C CHS CAFE ASSISTANT 4.5 HOURS 9 MON SU	Clay High	Effective 2024-10-03 9 MON SU / Annual
	GARCIA, JACQUELINE LELIS TBE CUSTODIAN 12 MO SU	Thunderbolt Elementary	Effective 2024-09-23 12 MO SU / Annual
	HERKO, TINA MARIE ROE CAFE ASSISTANT 3.25 HOURS 9 MON SU	Rideout Elementary	Effective 2024-10-04 9 MON SU / Annual
0.9	HERMANSON, ROMINA RVE GENERAL HEALTH ASSISTA 9 MON SU	Ridgeview Elementary	Effective 2024-09-16 9 MON SU / Annual
	HERNANDEZ OJEDA, ELIANNE MILAGROS PES CUSTODIAN 12 MO SU	Robert M. Paterson Elementary	Effective 2024-10-03 12 MO SU / Annual
0.9	HINTON, SHANNON EVONNE MHS BEHAVIORAL HEALTH ASST 9 MON SU	Middleburg High	Effective 2024-10-07 9 MON SU / Annual
	HOGARTH, CHRISTINA RENE OHS CAFE ASSISTANT 5 HOURS 9 MON SU	Oakleaf High School	Effective 2024-10-15 9 MON SU / Annual
0.9	JIMENEZ FINOCCHIARO, BRIANA DEL CARMEN SPC TITLE I ASSISTANT 9 MON SU	Swimming Pen Creek Elem	Effective 2024-09-23 9 MON SU / Annual
	JOHNSON, JOSEPH ANTHONY MNT ELECTRONICS TECH 12 MO SU	Division of Support Srvcs	Effective 2024-09-23 12 MO SU / Annual
0.9	JOHNSON, SAMANTHA C RHS GENERAL ASSISTANT 9 MON SU	Ridgeview High School	Effective 2024-09-12 9 MON SU / Annual

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
0.9	MASON, SARA ANN MHS BEHAVIORAL HEALTH ASST 9 MON SU	Middleburg High	Effective 2024-09-23 9 MON SU / Annual
0.9	MILLER, KRISTY LEE MRE BEHAVIORAL HEALTH ASST 9 MON SU	Mcrae Elementary	Effective 2024-09-19 9 MON SU / Annual
0.9	MOHAMED, FADWA OMER RVE GENERAL HEALTH ASSISTA 9 MON SU	Ridgeview Elementary	Effective 2024-09-16 9 MON SU / Annual
	PARKINSON, GISSELLA BAF INSURANCE ASSISTANT CONFIDEN	Business Affairs	Effective 2024-10-07 CONFIDEN / Annual
	PYLES, LISSETTE MARIE LES CAFE ASSISTANT 3 HOURS 9 MON SU	Lakeside Elementary	Effective 2024-10-15 9 MON SU / Annual
	PYLES, LISSETTE MARIE MCE CAFE ASSISTANT 5.25 HOURS 9 MON SU	Lakeside Elementary	Effective 2024-09-16 9 MON SU / Annual
	RUSSELL, LAURA IRENE OPJ CAFE ASSISTANT 3.5 HOURS 9 MON SU	Orange Park Jr High	Effective 2024-09-12 9 MON SU / Re-employed retiree, A/C support
	SIBLEY, DARIN LYNN GPE SECRETARY 11 MO 11 MONTH	Grove Park Elementary	Effective 2024-10-03 11 MONTH / Annual
	SINKOVICH, SHARI LYN DOE PRINCIPAL SECRETARY CONFIDEN	Discovery Oaks Elementary	Effective 2024-10-07 CONFIDEN / Annual
0.9	SOLIS, SALLY LAJ INSTRUCTIONAL ASSISTANT 9 MON SU	Lake Asbury Junior High School	Effective 2024-09-16 9 MON SU / Annual
0.9	SWINT, KENNA LEEANN LAJ GENERAL HEALTH ASSISTA 9 MON SU	Lake Asbury Junior High School	Effective 2024-09-17 9 MON SU / Annual
	TERAN AVELLAN, VALERIA DEL SOCORRO RHS CAFE ASSISTANT 3.5 HOURS 9 MON SU	Ridgeview High School	Effective 2024-09-12 9 MON SU / Annual
	WASHNER, MATTHEW CHARLES FIH CUSTODIAN 12 MO SU	Fleming Island High School	Effective 2024-10-14 12 MO SU / Annual
	WILLIAMS, TAMMY SUE CEB REGISTERED NURSE 10 MONTH	Charles E. Bennett Elementary	Effective 2024-10-03 10 MONTH / Annual
	WILLIAMS, VINCENT CANGIAMILLA TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-09-30 TRANSPOR / Annual
	WISMER, RAE C OVE REGISTERED NURSE	Oakleaf Village Elementary	Effective 2024-10-14 10 MONTH / Annual

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	10 MONTH		
0.8	YOON, HYUN KYUNG WEC ESOL CLASSROOM ASSISTANT 9 MON SU	W.E. Cherry Elementary	Effective 2024-09-30 9 MON SU / Annual

VI. Support Actions

B. RE-APPOINTMENT

Name/Assignment	Site	Contract
BESAW JR, LARRY MARK TRN MECHANIC 12 MO SU	Transportation	12 MO SU / Annual
CADET, VALERIE TRN BUS DRIVER TRANSPOR	Transportation	TRANSPOR / Annual
COOK, PARKER JORDAN TRN MECHANIC 12 MO SU	Transportation	12 MO SU / Annual
DELSOIN-MONTROSE, LAKENCIA TRN BUS DRIVER TRANSPOR	Transportation	TRANSPOR / 3rd year annual, support
EVANS, APRIL MARIE TRN BUS DRIVER TRANSPOR	Transportation	TRANSPOR / Annual
GEERDES, PATRICIA COLAHAN TRN BUS DRIVER TRANSPOR	Transportation	TRANSPOR / Multi-Year Conditional
GRIFFIS, MILDRED MARIE TRN BUS DRIVER/ DR TRAINER 12 MO SU	Transportation	12 MO SU / Multi-Year Conditional
LEE, VERNIS MONROE TRN BUS DRIVER TRANSPOR	Transportation	TRANSPOR / Annual
SMITH, JONIKA DENISE TRN BUS DRIVER TRANSPOR	Transportation	TRANSPOR / Annual
WILLIS, VERNON HOWARD TRN CUSTODIAN 12 MO SU	Transportation	12 MO SU / Multi-Year Conditional

VI. Support Actions

C. RE-DESIGNATION

Name/Assignment	Site	Previous
GARRETT, SARA SUPPORT - CWL 9 M0 188 LNG TRM	COUNTY-WIDE LEAVE	Effective 2024-09-15 / redesignated from / CHS CAFE VAN DRIVER 7.5 HOURS / LNG TRM

VI. Support Actions

D. TRANSFER

	Name/Assignment	Site	Previous
	ALGER, ERICA JEAN ESE ADMINISTRATIVE SECRETARY 12 MO SU	Exceptional Student Education	Effective 2024-09-29 /transfer from / AES SECRETARY 11 MO
	BLACK, WILLIAM KING TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-10-07 /transfer from / TRN BUS DRIVER
	BRADWELL, KENDRA MARIE SPS PRINCIPAL SECRETARY CONFIDEN	SPRING PARK ELEMENTARY SCHOOL	Effective 2024-10-21 /transfer from / SPS SCHOOL SECRETARY 10 MONTH
	D ORAZIO, SARAH POE PRINCIPAL SECRETARY CONFIDEN	Plantation Oaks Elementary	Effective 2024-10-01 /transfer from / POE SCHOOL SECRETARY 10 MONTH
	GREENE, KYLE W ROE CUSTODIAN 12 MO SU	Rideout Elementary	Effective 2024-09-16 /transfer from / TBE CUSTODIAN
	HAYES, MICHELLE M BAF POSITION CONTROL/ALLOC SP CONFIDEN	Business Affairs	Effective 2024-09-30 /transfer from / RISK MANAGEMENT SPECIALIST
0.9	HINER, PAIGE ELIZABETH KHH GENERAL HEALTH ASSISTA 9 MON SU	Keystone Heights High School	Effective 2024-09-16 /transfer from / MCE BEHAVIORAL HEALTH ASST
	LANOIR, JERARD TYLER OHS COMPUTER LAB ASSISTANT 9 MON SU	Oakleaf High School	Effective 2024-09-30 /transfer from / OHS BEHAVIORAL HEALTH ASST
0.9	MANCHAME ALDANA, KATLYN MICHELLE TES GENERAL ASSISTANT 9 MON SU	Tynes Elementary	Effective 2024-09-30 /transfer from / TES BEHAVIORAL HEALTH ASST
	MCLEAN, CHRISTINE AES SECRETARY 11 MO 11 MONTH	Argyle Elementary	Effective 2024-09-30 /transfer from / AES SCHOOL SECRETARY 10 MONTH
	MCMILLEN, SARAH ANN KHH CAFE ASSISTANT 6 HOURS 9 MON SU	Keystone Heights High School	Effective 2024-09-30 /transfer from / KHH CAFE ASSISTANT 4.75 HOURS
	MOURA, STEPHANIE SBJ TITLE I ASSISTANT 9 MON SU	S. Bryan Jennings Elementary	Effective 2024-09-16 /transfer from / SBJ ESOL CLASSROOM ASSISTANT
	MURRAY, CHRISTIE M TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-09-16 /transfer from / TRN BUS DRIVER/ DR TRAINER
	OAKS, AVA LATISHA RISK MANAGEMENT SUPPORT ASST 12 MO SU	Business Affairs	Effective 2024-10-21 /transfer from / SPS PRINCIPAL SECRETARY
0.9	RODRIGUEZ, STACEY L OHS BEHAVIORAL HEALTH ASST 9 MON SU	Oakleaf High School	Effective 2024-09-30 /transfer from / OHS GENERAL HEALTH ASSISTA
	RYSAK, NANCY JANE RISK MANAGEMENT SPECIALIST CONFIDEN	Business Affairs	Effective 2024-09-30 /transfer from / BAF POSITION CONTROL/ALLOC SP

VI. Support Actions

D. TRANSFER

	Name/Assignment	Site	Previous
	SILIAC, TORI CHANTAE RHS TESTING/ADMIN SUPPORT ASST 10 MONTH	Ridgeview High School	Effective 2024-09-30 /transfer from / BAF INSURANCE ASSISTANT
	WILSON, RACHEL ANNE TRN ADMIN SUPPORT ASSISTANT 12 MO SU	Transportation	Effective 2024-10-21 /transfer from / CGE BEHAVIORAL HEALTH ASST

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	
	AMBIELLI, STEFANI LYNN SPC PRINCIPAL SECRETARY CONFIDEN	Swimming Pen Creek Elem	Effective 2024-09-30 RESIGNATION
	ASHBY, KAREN RUTH OLJ CAFE ASSISTANT 4 HOURS 9 MON SU	Oakleaf Junior High School	Effective 2024-10-03 CONCLUDE EMPLOYMENT
	BEBER DINKLA, LAURA CHRISTINE GCJ CAFE ASSISTANT 4.25 HOURS 9 MON SU	Green Cove Springs Junior High	Effective 2024-09-13 CONCLUDE EMPLOYMENT
0.9	COBBERT, PAUL JAMES BLC BEHAVIORAL HEALTH ASST 9 MON SU	Bannerman Learning Center	Effective 2024-10-01 CONCLUDE EMPLOYMENT
0.9	DANIEL, LANEY PALMER FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2024-11-08 RESIGNATION
	DANIELE, MICHELLE RENA OPJ REGISTERED NURSE 10 MONTH	Orange Park Jr High	Effective 2024-10-11 RESIGNATION
	DE JESUS, MILAGROS OLJ CAFE ASSISTANT 6.5 HOURS 9 MON SU	Oakleaf Junior High School	Effective 2024-10-08 RESIGNATION
	DE LOS SANTOS THEUT, MARIA DEL ROCIO LJH MEDIA TECHNICAL ASST 10 MONTH	Lakeside Junior High	Effective 2024-12-02 RETIREMENT
	DICKERSON, TAMMY DEEANN TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-10-11 RESIGNATION
0.8	FLETCHER, MARY ALICE OPH COMPUTER LAB ASSISTANT 9 MON SU	Orange Park High	Effective 2024-09-20 RESIGNATION
	FRANCIS, MARGARET TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-09-03 RESIGNATION
	GOLDNER, KIMBERLY SUE POE PRINCIPAL SECRETARY CONFIDEN	Plantation Oaks Elementary	Effective 2024-09-30 RESIGNATION
	HARKINS JR, JERMAINE BAF WAREHOUSER 12 MO SU	Business Affairs	Effective 2024-09-20 RESIGNATION
0.9	JOHNS, HAILEY KAI SBJ GENERAL ASSISTANT 9 MON SU	S. Bryan Jennings Elementary	Effective 2024-10-01 RESIGNATION
	JONES, ROBERT FRANCIS TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-10-14 RESIGNATION
0.9	LEBLANC, MACKENZIE EVONNE LAE BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Elementary	Effective 2024-10-11 RESIGNATION
	MACFARLAND, MILDRED FELLOWS	Clay Hill Elementary	Effective 2024-09-12 RESIGNATION

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	
	CHE CUSTODIAN 12 MO SU		
	MATHEWS III, GARLAND MAXIE ROE PRINCIPAL SECRETARY CONFIDEN	Rideout Elementary	Effective 2024-09-20 RESIGNATION
	MILLER, VICTORIA NICOLE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-10-02 RESIGNATION
	NOONEY, BRENDA T KHH CAFE ASSISTANT 6 HOURS 9 MON SU	Keystone Heights High School	Effective 2024-09-18 RESIGNATION
0.9	PAPP, LENA T LAE GENERAL ASSISTANT 9 MON SU	Lake Asbury Elementary	Effective 2024-10-09 RESIGNATION
	PERKINS, CHASE LORENZO TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-10-01 RESIGNATION
	PYLES, LISSETTE MARIE MCE CAFE ASSISTANT 5.25 HOURS 9 MON SU	Lakeside Elementary	Effective 2024-09-17 RESIGNATION
	REPLOGLE, CARLA MAE CGE CUSTODIAN 12 MO SU	Coppergate Elementary	Effective 2024-09-19 RESIGNATION
0.9	RINERE, JENNY LYNN LAJ GENERAL HEALTH ASSISTA 9 MON SU	Lake Asbury Junior High School	Effective 2024-10-09 RESIGNATION
0.9	ROXAS, LIZA J SPS BEHAVIORAL HEALTH ASST 9 MON SU	SPRING PARK ELEMENTARY SCHOOL	Effective 2024-10-04 RESIGNATION
	WATERS, SHEILA L OVE REGISTERED NURSE 10 MONTH	Oakleaf Village Elementary	Effective 2024-10-04 RESIGNATION

VI. Support Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
	BOMAR, LAUREN MARIE WJH FLAG FOOTBALL HD SH/JH SUPPLEME	Wilkinson Jr High	Appointment
	BUCKLEY, AMANDA SUE FIE DOD ACADEMIC CH, STEM SUPPLEME	Fleming Island Elementary	Appointment
	DAVIS, TRENTIN O RHS WEIGHTS SUPPLEME	Ridgeview High School	Appointment
	DUNHAM SR, LYNDON BERNARD CHS FOOTBALL ASST SH 75% SUPPLEME	Clay High	Appointment
0.5	DYAL, RENE LINETTE AES DOD ACADEMIC CH, STEM SUPPLEME	Argyle Elementary	Appointment
	HAYSLETT, COBY JEVON OPH FOOTBALL HD JV 25% SUPPLEME	Orange Park High	Appointment
	HAYSLETT, COBY JEVON OPH FOOTBALL HD JV 75% SUPPLEME	Orange Park High	Appointment
	JASMIN JR, GREGORY P SLE DOD ACADEMIC CH, STEM SUPPLEME	INFORMATION AND TECH SERVICES	Appointment
	MCCRAY, JUBA M OHS TRACK ASST SH SUPPLEME	Oakleaf High School	Appointment
	RHODES, JOSHUA JAMES OPH TRACK ASST SH SUPPLEME	Orange Park High	Appointment
0.5	WILLIAMS, MICHAEL DOE DOD ACADEMIC CH, STEM SUPPLEME	Discovery Oaks Elementary	Appointment