



MEETING OF: June 12, 2018

TITLE: Continuing Personnel in the Governing Board Office - Requested by Board President Mark Stegeman

ITEM #: 16

Information:

Study:

Action: X

PURPOSE:

Board members have advanced two proposals for maintaining stability in the Governing Board Office, following the retirement of the Director of Staff Services on July 1, 2018.

This agenda item allows action on either proposal or any third proposal within the scope of the title.

DESCRIPTION AND JUSTIFICATION:

Proposal A preserves the structure of the board office and promotes existing personnel within that structure.

By this action, the Governing Board would:

- i) Based on several years of succession planning within the board office, promote the Senior Staff Assistant II to the position of Director of Staff Services to the Governing Board;
- ii) Contingent on approval of promotion (i), promote the Senior Staff Assistant I to the Senior Staff Assistant II to the Governing Board.
- iii) Contingent on approval of promotion (i), post the position of Senior Staff Assistant I to the Governing Board for hire.

Proposal B secures the employment of existing personnel 2018-2019, while deferring final decisions on the structure of the board office.

By this action, the Governing Board would:

- i) Provide offers of continued employment for the 2018-19 School Year to the current Governing Board Office staff members (Ms. Sylvia Lovegreen and Ms. Michele Gutierrez); and
 - ii) Provide that their employment shall continue at their current grades and rates of pay and benefits, and conditions of employment, as detailed in the "2017-18 Employment Agreement for Non-Bargaining Employees" and as that Agreement may be adopted for the 2018-2019 School year; and
 - iii) Provide that their job duties shall be consistent with their current written job descriptions, until those job descriptions may be modified (within reason) by further action of the Governing Board.
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BOARD POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

_____	District Budget
_____	State/Federal Funds
_____	Other _____
<u>Budget Cost</u>	<u>Budget Code</u>

Budget Certification (for use by Office of Financial Services only):

Date _____
I certify that funds for this expenditure in the amount of \$ are available and may be:
Authorized from current year budget
Authorized with School Board approval
Code: Fund:

INITIATOR(S):

Mark Stegeman, Governing Board President		6-11-18
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
Click to download
No Attachments Available

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM
CONTINUATION SHEET