



Liz West  
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**ACTION AGENDA  
ADDENDUM**  
April 20, 2021

**MEMORANDUM**

**TO:** Dr. Karen Barber, Superintendent of Schools  
**FROM:** Liz West, Assistant Superintendent for Human Resources  
**RE:** Human Resource Items for Action Agenda of School Board

The following personnel items are submitted for your recommendation and the approval of the School Board of Santa Rosa County:

**I. ADMINISTRATIVE APPOINTMENTS**

1. Drost, Sandra, Assistant Principal, West Navarre Intermediate, effective 05-17-2021

**II. DISCIPLINARY ACTIONS**

**A. UNAPPROVED LEAVES**  
NONE

**B. OTHER DISCIPLINARY ACTIONS**  
NONE

**III. OTHER ADMINISTRATIVE ACTION**  
NONE

**IV. JOB DESCRIPTIONS**

1. Literacy Intervention (new) requested by Coordinator of Literacy
2. Public Information and Family and Community Outreach Officer (new) requested by Assistant Superintendent for Human Resources

**V. OTHER ITEMS**

1. Administrative Salary Placement Schedule 2020-21 (revised)

DISTRICT 1  
Linda Sanborn

DISTRICT 2  
Elizabeth Hewey

DISTRICT 3  
Carol Boston

DISTRICT 4  
Charles Elliott

DISTRICT 5  
Wei Ueberschaer