



Liz West
Asst. Superintendent/Human Resources
6032 Highway 90 Milton, Florida 32570-6706
Phone: 850/983-5030
Facsimile: 850/665-0843
E-mail: WestE@santarosa.k12.fl.us

ACTION AGENDA

May 13, 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

NONE

II. DISCIPLINARY ACTIONS

1. UNAPPROVED LEAVES

NONE

2. OTHER DISCIPLINARY ACTIONS

NONE

III. OTHER ADMINISTRATIVE ACTIONS

NONE

IV. JOB DESCRIPTIONS

1. Academic Intervention Specialist (revised) requested by Director of Federal Programs
2. Deputy Director of Purchasing and Contract Administration (new) requested by Director of Purchasing and Contract Administration
3. Fiscal Assistant I (revised) requested by Director of Purchasing and Contract Administration
4. Fiscal Assistant II (revised) requested by Director of Purchasing and Contract Administration
5. Fiscal Assistant III (revised) requested by Director of Purchasing and Contract Administration

V. OTHER ITEMS

1. Civil Service Board Representative for the School Board

DISTRICT 1
Linda Sanborn

DISTRICT 2
Elizabeth Hewey

DISTRICT 3
Carol Boston

DISTRICT 4
Charles Elliott

DISTRICT 5
Wei Ueberschaer