



**BOARD OF EDUCATION
STAFFING RECOMMENDATIONS**

Administrator Making Recommendation: Ebnet

Department: Office **Date:** June 1, 2025

Name of Candidate Recommended: Kristina Velazquez

☒ Resume Included

☒ Social Media Screen

☒ References Checked

☒ Valid/Appropriate Licensure

Position

- a. Position being filled: Front Desk/Registration
- b. How did the vacancy occur? ☒ New Position ☐ Retirement. ☐ Resignation
- c. Who is being replaced?
- d. Has the position or vacancy been changed or modified? ☐ Yes ☐ No How?

Salary

Experience: 3 years

Education: HS Degree plus 47 College Credits
CPR Certified and Para Pro

Proposed Salary: \$45,000
OR

Proposed Hourly:

Signing Bonus Y or N ☒
1K/1K or 2K/2K
Other Stipends:

Extent of Employment (FTE):
OR

Number of Hours per Week:

Source of Funding:

General Fund: ☒ Special Education: ☐ Other: ☐ (Identify)

Selection Process

Interview Team:

Number of candidates interviewed / out of / applications

- ☒ Internal
- b. External

Key issue(s) or qualities for decision: Kristina has all the historical knowledge of the building and our students. She is an extremely reliable and efficient employee. She is extremely capable and continues to learn and grow in her role.

CREATED: 7/1/22