

BOARD MEETING DATE: MAY 20, 2025  
ITEM NO: IX - C

**RECOMMEND THAT** the Board approves the personnel recommendations as outlined in the attached memorandums.

**THIS RECOMMENDATION** fills the vacant positions and completes the hiring process.

May 20, 2025

MEMORANDUM

To: Members, District Board of Trustees

From: Dr. John Grosskopf  
President

SUBJECT: **EMPLOYEE SERVICES RECOMMENDATIONS**

It is recommended that the District Board of Trustees approve the hiring of Montrell Hawkins for the position of Associate Director of Financial Aid.

**EDUCATION**

M.S.	Leadership	Grand Canyon University, Phoenix, AZ
B.S.	Applied Management	Grand Canyon University, Phoenix, AZ

**EXPERIENCE**

Finance Assistant II for Payroll and Employee Benefits	Madison County School District Madison, FL	2021-April 2025
Guidance Clerk	Sumter County School District Bushnell, FL	2018-2021
Data Entry Operator	Lake County School District Tavares, FL	2016-2018
Payroll Specialist	Madison Country School District	2014-2016