

Office of Superintendent of Schools  
Board Meeting of December 8, 1999

November 23, 1999

Personnel Management and Services  
Nelson E. Diaz, Deputy Superintendent

**SUBJECT: APPOINT AND ASSIGN:  
COORDINATOR I,  
CONSTRUCTION MAINTENANCE (2)**

The following recommendations are made in accordance with the Miami-Dade County Public Schools/Dade County Schools Administrators' Association labor contract.

The Coordinator I, for Construction Maintenance, will be responsible for planning, coordinating, and overseeing design, and controlling maintenance construction activities performed by District personnel and/or vendors on Board-owned and leased educational and ancillary facilities. The Coordinator I, Construction Maintenance acts as the Board's representative ensuring that all activities undertaken by its agents and contractors comply with applicable rules, regulations, policies, and procedures.

These recommendations are the direct result of the Board-approved advertisement and selection process.

This item will be made available prior to the Board meeting of December 8, 1999.

NED/vh

E-6