

Office of Superintendent of Schools  
Board Meeting of May 17, 2000

May 2, 2000

Personnel Management and Services  
Nelson E. Diaz, Deputy Superintendent

**SUBJECT: APPOINT AND ASSIGN:  
COORDINATOR I  
SYSTEMS AND PROGRAMS**

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

The Coordinator I, Systems and Programs, will be responsible for providing technical and analytical assistance in the solution of data processing problems; and interfaces with administrators and other personnel at different levels throughout the Miami-Dade County Public Schools to summarize problem characteristics and define information requirements. The Coordinator I performs individual or managerial analysis of data and generates reports pertaining to program evaluation, assessment, and required local and state data collection activities.

This recommendation is the direct result of the Board-approved advertisement and selection process.

Details of this Board Agenda Item will be made available prior to the Board meeting of May 17, 2000.