

Personnel Management and Services
Nelson E. Diaz, Deputy Superintendent

SUBJECT: AUTHORIZATION TO CONTRACT WITH AN EXECUTIVE SEARCH FIRM FOR THE SELECTION OF THE CHIEF FACILITIES OFFICER AND THE CHIEF FINANCIAL OFFICER

The positions of Chief Facilities Officer and Chief Financial Officer are scheduled to become vacant June 30, 2001, and June 30, 2002, respectively, due to the retirement of the incumbents.

The current and future needs of the district's construction program and financial affairs are such that the employment of an executive search organization is recommended in order to attract highly qualified candidates. All costs associated with a contract with an executive search organization will be funded by Personnel Management and Services. As outlined in the report, *Plan of Action to Staff Key Senior Administrative Positions*, received by the Board at the August 23, 2000, School Board Meeting, Agenda Item A-4, it is expected that the replacements will have a period of time to work with Dr. Paul Phillips and Dr. Richard Hinds. Both positions will also be advertised following the Board-approved advertisement and selection process.

School Board Rule 6Gx13-4.104, Employment Agency Fees, requires School Board approval for payment of any fees to employment agencies or their representatives for professional/executive and/or technical services associated with the identification of persons to fill positions with the School Board.

Upon Board approval, staff will review the current market, ascertain timelines, and bring a recommendation to the Board at its December 13, 2000 meeting whether to issue a Request for Proposals (RFP) or to contract with a designated executive search organization. Coordination of the search process will be the responsibility of Personnel Management and Services.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, authorize the use of an executive search organization to conduct a national search for the positions of Chief Facilities Officer and Chief Financial Officer, with funding to be provided by Personnel Management and Services.

NED/vh