

Office of Superintendent of Schools  
Board Meeting of March 14, 2001

March 13, 2001

Personnel Management and Services  
Nelson E. Diaz, Deputy Superintendent

**SUBJECT:            APPOINT AND ASSIGN:  
                         CHIEF FACILITIES OFFICER (CONSTRUCTION)  
                         CHIEF FACILITIES OFFICER (MAINTENANCE)**

In order to meet the complex and divergent needs of Miami-Dade County Public Schools (M-DCPS) in supporting its multi-billion dollar construction and maintenance programs, the Superintendent of Schools is recommending that the functions and duties for the planning, development, and implementation of the capital construction program and the maintenance program be separated into two positions: Chief Facilities Officer (Construction) and Chief Facilities Officer (Maintenance). The continuous growth in student enrollment and the extensive maintenance requirements of our school buildings necessitate these appointments.

The Superintendent intends to closely monitor the progress of the capital construction program and the maintenance program by meeting monthly with the Chief Facilities Officers to ensure that the district's essential enterprises are being met in a timely manner. In turn, the Chief Facilities Officers will work together using a synergistic approach in order to pro-actively keep the district's construction and maintenance performance at maximum capacity. Both Chief Facilities Officers will report directly to the Superintendent and will be members of his Cabinet. The Superintendent further intends to bring a recommendation to the Board at its May 2001 meeting delineating the reorganization plans for each reporting line.

The following recommendations are made in accordance with Board Rule 6Gx13-4A-1.16. The position of Chief Facilities Officer (Construction) is open due to the retirement of the incumbent; and the position of Assistant Chief, Maintenance and Operations, is being upgraded to the position of Chief Facilities Officer (Maintenance).

**Ms. Suzanne A. Marshall**, currently Bureau Chief, Florida Department of Education, Office of Educational Facilities, is being recommended for appointment to the open, budgeted position of Chief Facilities Officer (Construction), MEP pay grade 27, Facilities Planning and Construction. Ms. Marshall received a Bachelor of Architecture Degree from the University of Florida, Gainesville, Florida. From 1973 to 1978, Ms. Marshall was employed by the Palm Beach County School Board, Palm Beach, Florida, as the School Board Architect. From 1979 to 1980, Ms. Marshall was employed by the Florida Department of Education, Office of Educational Facilities, Bureau of Technical Facilities, Tallahassee, Florida, as a Staff Architect. From 1980 to 1987, Ms. Marshall was employed by the Florida Department of Health and Rehabilitative Services, Tallahassee, Florida, as a Medical Facilities Architect; and from 1987 to 1988, she was employed by the Florida Department of General Services as an Architect-Project Manager, Major Projects, Tallahassee, Florida. Since 1988 to the present, Ms. Marshall has been employed by the

Florida Department of Education as the Bureau Chief, Office of Educational Facilities. As Bureau Chief, Ms. Marshall's responsibilities include, but are not limited to, personnel management and administration; legislative interface; rule development; building code development; professional training on federal and state laws and rules; oversight of the Facilities Information Technology program; and management of the Qualified Zone Academy Bonds (QZAB) program at the state level.

**Mr. Freddie Woodson**, currently Assistant Chief, Maintenance and Operations, MEP pay grade 26, is being recommended for appointment to the open, budgeted position of Chief Facilities Officer (Maintenance), MEP pay grade 27, Maintenance and Operations. Mr. Woodson received a Bachelor of Arts degree from Florida Agricultural and Mechanical University, Tallahassee, Florida; and a Master of Science Degree from Nova Southeastern University, Fort Lauderdale, Florida. Since 1975 to the present, Mr. Woodson has had wide experiences across the school system including an Assistant Principal for Community Education at Miami Edison Senior Community School; a Principal at Richmond Heights Middle School; a Principal at Miami Jackson Senior High School; a Senior Executive Director, Bureau of Facilities Management; an Assistant Superintendent, School Operations; an Assistant Superintendent, Management and Accountability; an Assistant Superintendent, Bureau of Facilities Operations; and an Assistant Chief, Maintenance and Operations, his current position. As Assistant Chief, Maintenance and Operations, Mr. Woodson, directs and oversees the plans, organization, and activities of maintenance of all facilities and capital projects which include the planned preventative and failure maintenance efforts as well as minor capital construction projects.

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

RECOMMENDED: That The School Board of Miami-Dade County, Florida, appoint:

1. Ms. Suzanne A. Marshall to the open budgeted position of Chief Facilities Officer (Construction), MEP pay grade 27, 12 months, and assign to Facilities Planning and Construction, effective March 15, 2001, or as soon thereafter as can be facilitated; and
2. Mr. Freddie Woodson, currently Assistant Chief, Maintenance and Operations, MEP pay grade 26, to the open budgeted position of Chief Facilities Officer (Maintenance), MEP pay grade 27, 12 months, and assign to Maintenance and Operations, effective March 15, 2001, or as soon thereafter as can be facilitated.