

October 12, 2001

Ms. Perla Tabares Hantman, Chair

SUBJECT: REQUEST THAT THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, TAKE ACTION TO APPOINT OR HIRE AN INTERIM SUPERINTENDENT OF SCHOOLS AND FINALIZE THE SELECTION PROCESS AND CRITERIA FOR HIRING THE SUPERINTENDENT OF SCHOOLS

At the Special Board meeting of September 26, 2001, the Board Chair announced her intent to bring an agenda item to the next regularly scheduled meeting of October 24, 2001 to take action to appoint or hire an Interim Superintendent while the Board searches for a permanent replacement and to finalize the selection process and criteria for hiring the Superintendent of Schools.

At that special meeting, the Board through consensus, adopted the procedure that all interested individuals both within the school system and outside, who believe they are qualified and wish to be considered for the position of Interim Superintendent, submit their names, resumes and qualifications to the School Board Attorney no later than October 16, 2001.

On October 1, 2001, the Board Chair requested a legal opinion from the Board Attorney to determine what, if any, legal concerns there might be associated with waiting until the regularly scheduled Board meeting of October 24, 2001 to select the Interim Superintendent who would then be called upon to commence his or her duties at the close of that Board meeting, prior to negotiating and finalizing a contract of employment for the position. The Chair also requested the procedure for calling a special meeting. After receiving the legal opinion, the Chair requested that the Superintendent call a special Board meeting to bring to the Board the agenda item to select the Interim Superintendent and to finalize the selection process and criteria for hiring the permanent Superintendent of Schools.

By memorandum, dated October 10, 2001, the Board Attorney advised that the names and application materials of all interested individuals for the position of Interim Superintendent would be provided to the Board members in two intervals - - - first on Friday afternoon, October 12, 2001 for all materials that had been submitted to date and then on the deadline date of October 16, 2001 at 5:15 p.m. for all remaining application materials.

The Board is asked to select an Interim Superintendent of Schools to serve until such time as the permanent Superintendent of Schools is chosen. The Board should further provide a salary range for the position of Interim Superintendent in order that the Chair and the Board Attorney may negotiate a contract for the Board's final approval at the October 24, 2001 regularly scheduled Board meeting. A draft contract for the position of Interim Superintendent will be provided under separate cover by the Board Attorney for the Board's consideration.

Replacement

On August 22, 2001, the Board at its regularly scheduled meeting received a plan of action and procedures for replacing the Superintendent of Schools. That plan, as amended, provides that a national search be conducted, utilizing one of three methods, as follows: (1) "staff will conduct a national search; (2) [staff will] hire a consultant to oversee the search; or (3) [staff will] hire an executive search firm to conduct the search." Accordingly, the Board is asked to discuss and finalize the method for conducting the national search and the criteria and qualifications for the position of Superintendent of Schools. A packet of material containing the August 22, 2001 Plan of Action and Procedures for Replacing the Superintendent of Schools along with information pertaining to the different methods for conducting a national search and information on the qualifications and criteria for the position of Superintendent of Schools will be provided under separate cover.

ACTION PROPOSED BY

MS. PERLA TABARES HANTMAN:

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

- 1) select an Interim Superintendent of Schools to serve until such time as the permanent Superintendent of Schools is chosen;
- 2) authorize a salary range for negotiation purposes for the position of Interim Superintendent;
- 3) authorize the Chair of the School Board and the Board Attorney as set forth in the August 22, 2001 Plan of Action to negotiate the salary and contract terms with the Interim Superintendent to be brought back for final School Board approval at the Board meeting of October 24, 2001;
- 4) discuss the three methods of conducting a national search for Superintendent and either choose the method to be utilized or direct that it be brought for final selection and approval at the Board meeting of October 24, 2001;
- 5) discuss the criteria and qualifications for position of Superintendent of Schools to be brought back for final approval at the Board meeting of October 24, 2001;
- 6) authorize the Interim Superintendent to initiate the selection process for choosing a Superintendent of Schools.