

2003
March 12, 2003

Merrett R. Stierheim, Superintendent of Schools



**SUBJECT: SUPERINTENDENT'S REORGANIZATION AND RESTRUCTURING OF
SELECTED OFFICES WITHIN THE SCHOOL DISTRICT**

1. APPROVE PROPOSED REORGANIZATION AND RESTRUCTURING OF SELECTED DISTRICT AND REGION OFFICES
2. DELETE ADMINISTRATIVE POSITIONS
3. ESTABLISH AND CLASSIFY ADMINISTRATIVE POSITIONS
4. APPOINT AND ASSIGN ADMINISTRATIVE PERSONNEL
5. APPROVE LATERAL TRANSFERS OF ADMINISTRATIVE PERSONNEL
6. APPROVE RECLASSIFICATIONS OF ADMINISTRATIVE AND DCSAA PERSONNEL
7. APPROVE CHANGE OF TITLES
8. AUTHORIZE THE SUPERINTENDENT TO MAKE MINOR PERSONNEL ADJUSTMENTS IN THE REORGANIZATION IF NECESSARY AND REPORT IN WRITING TO THE BOARD

Add

Authorization of the Board is requested to approve the Superintendent's reorganization and restructuring of selected District and region offices. By law, it is within the Superintendent's authority to structure a reorganization involving personnel and offices within the District and then to submit this reorganization and restructuring to the Board. This item is being submitted for School Board approval pursuant to Florida Statutes 1001.49 and 1012.27 and School Board Rule 6Gx13-2C-1.03.

School Board Rule 6Gx13-4A-1.16 and the labor contract with the Dade County Schools Administrators' Association (DCSAA) permit the Superintendent discretion in making recommendations to the Board for direct appointment of administrative and professional and technical personnel when proposing changes in the administrative organization.

The Superintendent's purpose in developing and recommending this reorganization and restructuring Agenda Item is to promote the educational mission of the District, provide cost savings, increase overall efficiency and streamline the administrative organization of the District. The Superintendent has included among the criteria considered in the placement of personnel: capacity to meet the educational needs of the community, efficiency and educational qualifications.

RECOMMENDED: That effective March 13, 2003, or as soon thereafter as can be facilitated, The School Board of Miami-Dade County, Florida:

**REVISED
REPLACEMENT
A-1**

1. Approve the proposed reorganization and restructuring of selected district and region offices;
2. Delete the following administrative positions:
 - a. District Supervisor, Department of Summer and Extended Year Program, MEP pay grade 21
 - b. Administrative Director, School Reform, MEP pay grade 24
 - c. Administrative Director, Instructional Support, Curriculum Support Services, MEP pay grade 24
 - d. Associate Superintendent of Education, MEP pay grade 26
 - e. Associate Superintendent of School Operations, MEP pay grade 26
 - f. Region Superintendent (6), MEP pay grade 25
 - g. Region Director (24), MEP pay grade 24
 - h. District Supervisor, Schools of Choice, MEP pay grade 21
 - i. Supervisor, Magnet Technology, MEP pay grade 20
 - j. Director, Federal Legislative Programs, MEP pay grade 21
 - k. Assistant Superintendent, Human Resources, MEP pay grade 25 } Revised
 - l. Executive Director, Wage and Salary Administration, MEP pay grade 22
 - m. Communications Executive Officer, MEP pay grade 25
 - n. Administrative Director, Personnel Administration, MEP pay grade 24
 - o. Administrative Director, School Operations, MEP pay grade 24 } Added
3. Establish and classify the following administrative positions:
 - a. Administrative Director, ESE-Field Services, MEP pay grade 24 (2)
 - b. Assistant Superintendent, ACCESS Center, MEP pay grade 25 (6)
 - c. Associate Superintendent, Instructional Operations, MEP pay grade 26
 - d. Associate Superintendent, Management Operations, MEP pay grade 26
 - e. Associate Superintendent, ACCESS Centers, MEP pay grade 26
 - f. Director Advocacy, ACCESS Center (6), MEP pay grade 24
 - g. Director Business, ACCESS Center (6), MEP pay grade 24
 - h. Director Curriculum, ACCESS Center (6), MEP pay grade 24

grade 24

i.

Deleted

- j. Supervisor, Medicaid Reimbursement Programs, MEP pay grade 21
- k. Assistant Superintendent, Full Service Schools and Attendance Boundary Committee, MEP pay grade 25
- l. Assistant Superintendent, School Choice and Parental Options, MEP pay grade 25
- m. District Director, Assessment and Accountability, Office of Educational Planning, MEP pay grade 23
- n. Administrative Director, Personnel Staffing and Employment, MEP pay grade 24
- o. Assistant Superintendent, Office of Performance Improvement, MEP pay grade 25
- p. Administrative Director, MWBE and Related Services, MEP pay grade 24
- q. District Director, Compensation Administration, MEP pay grade 23
- r. Interim Assistant Superintendent, Facilities Operations, Maintenance and Planning, MEP pay grade 25
- s. Chief Communications Officer, MEP pay grade 26
- t. Administrative Assistant and Legislative Board Liaison, MEP pay grade 22
- u. Interim Executive Director, Support Operations Procurement Management, MEP pay grade 22

Deleted

4. Appoint and assign administrative and DCSAA personnel:

- a. Dr. Magaly C. Abrahante, Chief Personnel Officer, MEP pay grade 26, to Assistant Superintendent, Title I Administration (designate), MEP pay grade 25
- b. Ms. Margarita Alemany-Moreno, Region Director, Region II, MEP pay grade 24, to Assistant Superintendent, ACCESS Center 1, MEP pay grade 25
- c. Ms. Bernice T. Ball, District Director, ESE, MEP pay grade 23, to Assistant Superintendent, ESE, Student/Career Services, MEP pay grade 25
- d. Mr. George Balsa, Chief Auditor, Management and Compliance Audits, MEP pay grade 26, to Assistant Superintendent, Office of Performance Improvement, MEP pay grade 25
- e. Dr. Rose Barefield-Cox, Assistant Superintendent, Procurement Management, MEP pay grade 25, to Administrative Director, MWBE and Related Services,

Revised

- MEP pay grade 24
- f. Ms. Olivia Bevilacqua, Principal, Redondo Elementary, MEP pay grade 22, to District Director, Management Training, Training and Development, MEP pay grade 23
 - g. Ms. Carolyn Bonner, Region Director, Region Office VI, MEP pay grade 24, to Principal, Ruth Owens Kruse Educational Center, MEP pay grade 22
 - h. Ms. Virginia Bradford, Assistant Superintendent, Office of Professional Standards, MEP pay grade 25, to (Interim) Chief Personnel Officer, MEP pay grade 26
 - i. Dr. Linda Brown, Executive Director, Community Participation, MEP pay grade 22, to District Director, Community and Hospitality Services, MEP pay grade 23 Revised
 - j. Ms. Cynthia Clarke, Elementary Principal, Poinciana Park, MEP pay grade 22, to ACCESS Director, Center 5, Business, MEP pay grade 24
 - k. Mr. Eugene Butler, Principal, South Miami Senior, MEP to Executive Director, Office of Professional Standards, MEP
 - l. Mr. Fred Conde, Executive Director, Office of Professional Standards, MEP pay grade 22, to Assistant Principal, West Homestead Elementary, MEP pay grade AP
 - m. Mr. Delio Diaz, Region Superintendent, Region IV, MEP pay grade 25, to Principal Southwood Middle, MEP pay grade 22
 - n. Ms. Gisela Feild, Executive Director, Educational Planning and Quality Enhancement, DCSAA pay grade 47, to District Director, Assessment and Accountability, MEP pay grade 23
 - o. Dr. Lawrence Feldman, Region Director, Region IV, MEP pay grade 24, to Principal, John I. Smith Elementary, MEP pay grade 22 Revised
 - p. Mr. Ronald Felton, Assistant Superintendent, ESE, MEP pay grade 25, to Associate Superintendent, Management Operations, MEP pay grade 26
 - q. Mr. Carlos Fernandez, Principal, Biscayne Elementary, MEP pay grade 22, to ACCESS Director, Center 5, Advocacy, MEP pay grade 24
 - r. Mr. Jorge Garcia, Principal, Natural Bridge Elementary, MEP pay grade 22, to ACCESS Director, Center 6, Advocacy, MEP pay grade 24
 - s. Mr. John Gilbert, Region Director, Region I, MEP pay grade 24, to Assistant Superintendent, ACCESS Center 5, MEP pay grade 25
 - t. Mr. Joseph A. Gomez, District Director, Procurement

- Management, MEP pay grade 23, to Assistant Superintendent, Procurement Management, MEP pay grade 25
- u. Mr. Will Gordillo, Principal, Ruth Owens Kruse Center, MEP pay grade 22, to Administrative Director, ESE, Field Services, MEP pay grade 24
 - v. Mr. Charles Hankerson, Principal, North Miami Senior, MEP pay grade 23, to ACCESS Director, Center 1, Advocacy, MEP pay grade 24
 - w. Mr. James Hayes, Administrative Director, Labor Relations, MEP pay grade 24, to District Director, Compensation Administration, MEP pay grade 23
 - x. Ms. Gwendolyn Hines, Region Director, Region V, MEP pay grade 24, to Principal, Poinciana Park Elementary, MEP pay grade 22
 - y. Mr. Ronald Hunter, Principal, William Turner Technical, MEP pay grade 23, to ACCESS Director, Center 2, Advocacy, MEP pay grade 24
 - z. Ms. Sharon Jackson, District Director, Office of Professional Standards, MEP pay grade 23, to Principal, Brentwood Elementary, MEP pay grade 22
 - aa. Mr. Clarence Jones, Region Director, Region V, MEP pay grade 24, to Principal, Natural Bridge Elementary, MEP pay grade 22
 - bb. Mr. Robert Kalinsky, Principal, Wesley Matthews Elementary, MEP pay grade 22, to ACCESS Director, Center 3, Business, MEP pay grade 24
 - cc. Mr. Henry Ferrer, Region Superintendent, Region I, MEP pay grade 25, to ACCESS Director, Center 4, Curriculum, MEP pay grade 24
 - dd. Ms. Alina Diaz, Instructional Supervisor, FDLRSS, MEP pay grade 21, to Executive Director, Schools of Choice, MEP pay grade 22
 - ee. Ms. Joanne Koski, Director, Procurement Management, MEP pay grade 21, to District Director, Procurement Management, MEP pay grade 23
 - ff. Mr. John Lengomin, Region Director, Region III, MEP pay grade 24, to Principal, Wesley Matthews Elementary, MEP pay grade 22
 - gg. Ms. Maria Llerena, Principal, Sunset Elementary, MEP pay grade 22, to ACCESS Director, Center 2, Curriculum, MEP pay grade 24
 - hh. Ms. Ronda Martin, Executive Director, Wage and Salary, MEP pay grade 22, to Administrative Director, Compensation Administration (designate), MEP pay grade 24
 - ii. Mr. Joseph Mathos, Assistant Superintendent, Adult, Vocational & Alternative Programs, MEP pay grade 25,

- to Administrative Director, Workforce Development, MEP pay grade 24
- jj. Ms. Olga Miyar, Region Director, Region I, MEP pay grade 24, to Principal, Biscayne Elementary, MEP pay grade 22
 - kk. Ms. Essie Pace, Region Director, Region III, MEP pay grade 24, to Assistant Superintendent, ACCESS Center 4, MEP pay grade 25
 - ll. Ms. Carol Renick, Administrative Director, Adult, Vocational & Alternative Programs, MEP pay grade 24, to (Interim) Assistant Superintendent, Adult, Vocational & Alternative Programs Temporary, MEP pay grade 25 Revised
 - mm. Ms. Ana Rijo-Conde, Administrative Director, Facilities Planning, MEP pay grade 24, to (Interim) Assistant Superintendent, Facilities Operations, Maintenance and Planning, MEP pay grade 25 Revised
 - nn. Mr. Alberto Rodriguez, Assistant Superintendent, Human Resources and Staff Development, MEP pay grade 25, to Principal, Miami Killian Senior High, MEP pay grade 23
 - oo. Mr. Kenneth Rogers, Region Director, Region VI, MEP pay grade 24, to Principal, William Turner Technical Senior High, MEP pay grade 23
 - pp. Mr. Jorge Sotolongo, Region Director, Region I, MEP pay grade 24, to Principal, Southwest Miami Senior High, MEP pay grade 23
 - qq. Mr. Robert Thomas, Region Director, Region II, MEP pay grade 24, to Principal, Hibiscus Elementary, MEP pay grade 22
 - rr. Mr. Mayco Villafaña, Communications Executive Officer, MEP pay grade 25, to Chief Communications Officer, MEP pay grade 26
 - ss. Mr. Michael Wagner, Region Director, Region V, MEP pay grade 24, to Principal, Sunset Elementary, MEP pay grade 22
 - tt. Ms. Enid Weisman, Region Director, Region II, MEP pay grade 24, to Assistant Superintendent, ACCESS Center 2, MEP pay grade 25
 - uu. Mr. Kenneth Wheeler, Principal, Hibiscus Elementary, MEP pay grade 22, to ACCESS Director, Center 5, Curriculum, MEP pay grade 24
 - vv. Mr. Carnell A. White, Region Director, Region I, MEP pay grade 24, to Principal, North Miami Senior, MEP pay grade 23
 - ww. Ms. Willa Young, Region Superintendent, Region III, MEP pay grade 25, to Associate Superintendent, ACCESS Centers, MEP pay grade 26
 - xx. Mr. Valentin Alvarez, Administrative Assistant to

- Superintendent, MEP pay grade 20, to Administrative Assistant and Legislative Board Liaison, MEP pay grade 22
- yy. Ms. Marlene Leyte-Vidal, Supervisor, Schools of Choice, MEP pay grade 21, to Assistant Principal, Ada Merritt Elementary, MEP pay grade AP
 - zz. Ms. Marie Harrison, Principal, John I. Smith Elementary, MEP pay grade 22, to ACCESS Director, Center 1, Business, MEP pay grade 24
 - aaa. Ms. Carmen Marinelli, Principal, Miami Southwest Senior High, MEP pay grade 23, to ACCESS Director, Center 2, Business, MEP pay grade 24
 - bbb. Mr. Pierre Rutledge, Director, Federal Legislative Programs, MEP pay grade 21, to District Supervisor, Grants Administration, DCSAA pay grade 45 } Revised
 - ccc. Ms. Estrella Diaz, Supervisor, Community Education, Workforce Development, DCSAA pay grade 44, to Supervisor, After School Care, Workforce Development, MEP pay grade 21
 - ddd. Mr. William Scott, Supervisor I, Furniture, Fixtures and Equipment, DCSAA pay grade 43, to (Interim) Executive Director, Support Operations, Procurement Management, MEP pay grade 22 } Revised
 - eee. Mr. Julio Miranda, District Director, Compliance and Investigative Audits, MEP pay grade 23 to (Interim) Chief Auditor, MEP pay grade 26 } Revised
 - fff. Dr. Lourdes Linares, Supervisor, Schools of Choice, MEP pay grade 20 to Assistant Principal, Riviera Middle School, MEP pay grade AP } Added
 - ggg. Ms. Marjorie H. Adler, Chief Personnel Officer, MEP pay grade 26 } Added

5. Approve the following lateral transfers of administrative personnel:

- a. Ms. Carol Cortes, Region Superintendent Region V, MEP pay grade 25, to Assistant Superintendent, ACCESS Center 3, MEP pay grade 25
- b. Ms. Marjorie Figueira, Administrative Director, Curriculum Instruction, MEP pay grade 24, to ACCESS Director, Center 1, Curriculum, MEP pay grade 24
- c. Ms. Lucy Iturrey-Perez, Principal, Kinloch Park Middle, MEP pay grade 22, to Executive Director, Office of Professional Standards, MEP pay grade 22
- d. Mr. Timothy Dawson, Principal, Miami Killian Senior, MEP pay grade 23, to Principal, Homestead Senior, MEP pay grade 23

- e. Ms. Andrienne Leal, Principal, Homestead Senior, MEP pay grade 23, to Principal, Coral Reef Senior, MEP pay grade 23
- f. Ms. Verdell King, Region Director, Region II, MEP pay grade 24, to ACCESS Director, Center 3, Curriculum, MEP pay grade 24
- g. Mr. Michael McNeal, Administrative Director, Operations, MEP pay grade 24, to Administrative Director, Attendance Services, MEP pay grade 24
- h. } Deleted
- i. Ms. Neyda Navarro, Region Director, Region VI, MEP pay grade 24, to ACCESS Director, Center 6, Business, MEP pay grade 24
- j. Ms. Kamela Patton, Region Director, Region V, MEP pay grade 24, to ACCESS Director, Center 6, Curriculum, MEP pay grade 24
- k. Ms. Ruby Poitier, Region Director, Region IV, MEP pay grade 24, to Administrative Director, ESE-Field Services, MEP pay grade 24
- l. } Deleted
- m. Dr. Eduardo Rivas, Administrative Director, Educational Planning, MEP pay grade 24, to Administrative Director, Office of Performance Improvement, MEP pay grade 24 } Revised
- n. Ms. Myra Silverstein, Region Director, Region III, MEP pay grade 24, to ACCESS Director, Center 4, Advocacy, MEP pay grade 24
- o. Mr. Craig Sturgeon, Region Superintendent, Region I, MEP pay grade 25, to Assistant Superintendent, Full Service Schools and Attendance Boundary Committee, MEP pay grade 25
- p. } Deleted
- q. Dr. Geneva Woodard, Administrative Director, School Reform, MEP pay grade 24, to ACCESS Director, Center 3, Advocacy, MEP pay grade 24 } Revised
- r. Mr. Freddie Woodson, Region Superintendent, Region VI, MEP pay grade 25, to Assistant Superintendent, ACCESS Center 6, MEP pay grade 25
- s. } Deleted
- t. Ms. Jill Boynton, Instructional Supervisor, ESE, MEP

- pay grade 21, to Supervisor, Medicaid Reimbursement Program, MEP pay grade 21
- u. Ms. Helen Holt, Administrative Director, Employee Support Services, MEP pay grade 24, to Administrative Director, Personnel Employment and Staffing, MEP pay grade 24
- v. Mr. Reynaldo Velazquez, Labor Attorney, Labor Relations, Contract, to Labor Attorney and Chief Negotiator, Labor Relations, Contract
- w. } Deleted
- x. Dr. Ruby Johnson, Administrative Director, School Operations, MEP pay grade 24 to ACCESS Director, Center 4, Business, MEP pay grade 24
- y. Mr. Rafael Urrutia, Administrative Director, Personnel Administration, MEP pay grade 24 to Administrative Director, Personnel Support Programs, MEP pay grade 24 } Added
- z. Dr. George Koonce, Jr., Associate Superintendent of School Operations, MEP pay grade 26 to Associate Superintendent, Instructional Operations, MEP pay grade 26

6. Approve the following reclassifications of administrative and DCSAA personnel:

- a. Mr. Eduardo Barreiro, Instructional Support Specialist, Title I Project Administration, MEP pay grade 20, to Instructional Supervisor, Title I Project Administration, MEP pay grade 21
- b. Mr. Michael Bell, Administrative Director, Schools of Choice, MEP pay grade 24, to Assistant Superintendent, School Choice and Parental Options, pay grade 25
- c. Mr. Alberto Carvalho, Administrative Director, Grants Administration and Federal Legislative Affairs, MEP pay grade 24 to Assistant Superintendent, Office of Intergovernmental Affairs and Grants Administration, MEP pay grade 25
- d. Mr. Jairo Garzon, Specialist Hospitality Services, DCSAA pay grade 43 to Director, Hospitality Services, DCSAA pay grade 45
- e. Ms. Phyllis Hallberg, District Director, Student Services, MEP pay grade 23, to Administrative

- Director, Student Services /Career Services, MEP pay grade 24
 - f. Dr. Ana Maria Lopez, District Supervisor, Curriculum Support, MEP pay grade 21 to Executive Director, Curriculum Support, MEP pay grade 22
 - g. Dr. Carlo Rodriguez, District Director, School Choice, MEP pay grade 23 to Administrative Director, School Choice and Parental Options, MEP pay grade 24
 - h. Ms. Beatriz Zarraluqui, Executive Director, Schools of Choice, MEP pay grade 22, to District Director, School Choice and Parental Options, MEP pay grade 23
 - i. Mr. Reinaldo Benitez, Executive Director, Office of Professional Standards, MEP pay grade 22, to District Director, Office of Professional Standards, MEP pay grade 23
 - j. Mr. John Schuster, Media Relations Coordinator, MEP pay grade 18 to Media Relations Coordinator, MEP pay grade 19
- } Revised
- } Added

7. Approve the following change of titles:

- a. Executive Officers, Title I Administration, MEP pay grade 25, to Assistant Superintendent, Title I Administration
- b. Administrative Director, Employee Support Services, MEP pay grade 24, to Administrative Director, Personnel Support Programs, MEP pay grade 24
- c. Administrative Director, Staff Development, MEP pay grade 24 to Administrative Director, Training and Development, MEP pay grade 24
- d. Administrative Director, Wage and Salary Administration, MEP pay grade 24, to Administrative Director, Compensation Administration, MEP pay grade 24
- e. Administrative Director, State Legislative and Budget Planning, MEP pay grade 24, to Administrative Director, Budget Planning, MEP pay grade 24
- f.

} Deleted

- 8. Authorize the Superintendent to make minor personnel adjustments in the reorganization if necessary and report in writing to the Board
- } Added