

Office of Human Resources  
Marjorie H. Adler, Chief Personnel Officer

**SUBJECT: PROPOSED AMENDMENT OF BOARD RULE: INITIAL READING 6Gx13-4D-1.023, CONFIDENTIAL EXEMPT PERSONNEL CLASSIFICATION AND COMPENSATION PLAN**

**COMMITTEE: LEGISLATIVE RELATIONS, PUBLIC RELATIONS AND PERSONNEL SERVICES**

This item is submitted for consideration by the Board to amend this rule, and to revise the document, Classification and Compensation Plan for Confidential Exempt Personnel, which is incorporated by reference and is a part of this rule, to comport with administrative procedures related to performance appraisal, classification and compensation system for confidential exempt personnel.

Attached are the Notice of Intended Action and the rule proposed for amendment. Changes from the current rule are indicated by underscoring words to be added and ~~striking through~~ words to be deleted.

Copies of the document, Classification and Compensation Plan for Confidential Exempt Personnel, which is incorporated by reference and is part of this rule, will be forwarded to School Board members under separate cover prior to the School Board meeting of March 17, 2004, and will be available for inspection by the public in the Office of Board Recording Secretary, Room 924, and the Citizen Information Center, Room 158, 1450 N.E. Second Avenue, Miami, Florida 33132.

Authorization of the Board is requested for the Superintendent to initiate rulemaking proceedings in accordance with the Administrative Procedure Act for the amendment of Board Rule 6Gx13- 4D-1.023, Confidential Exempt Personnel Classification and Compensation Plan.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, authorize the Superintendent to initiate rulemaking proceedings in accordance with the Administrative Procedure Act to amend Board Rule 6Gx13- 4D-1.023, Confidential Exempt Personnel Classification and Compensation Plan, and the document, Classification and Compensation Plan for Confidential Exempt Personnel, which is incorporated by reference and is a part of this rule.

MHA/mev

## NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on March 17, 2004, its intention to amend Board Rule 6Gx13- 4D-1.023, Confidential Exempt Personnel Classification and Compensation Plan, and the document, Classification and Compensation Plan for Confidential Exempt Personnel, which is incorporated by reference and is a part of this rule, at its meeting of May 19, 2004.

**PURPOSE AND EFFECT:** To amend the Board Rule and the document, Classification and Compensation Plan for Confidential Exempt Personnel, to update outdated sections and language of the document, and to comport with administrative procedures related to the performance appraisal, classification, and compensation system for confidential exempt personnel.

**SUMMARY:** Board Rule 6Gx13- 4D-1.023, Confidential Exempt Personnel Classification and Compensation Plan and the document, Classification and Compensation Plan for Confidential Exempt Personnel, delineate procedures for confidential exempt personnel, including employment policies, guidelines, and provisions for classification, compensation, and performance appraisal for the aforementioned employee group.

**SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED:** 1001.41(1)(2); 1001.42(22); 1001.43(10) F.S.

**LAW IMPLEMENTED, INTERPRETED, OR MADE SPECIFIC:** 1001.42(5); 1001.43(11); 1001.51(7); 1012.01(6)(7); 1012.22(1)(c)(e)(2); 1012.27 F.S.

IF REQUESTED, A HEARING WILL BE HELD DURING THE BOARD MEETING OF May 19, 2004, which begins at 1:00 p.m., in the School Board Auditorium, 1450 N. E. Second Avenue, Miami, Florida 33132. Persons requesting such a hearing or who wish to provide information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), F.S., must do so in writing by April 12, 2004, to the Superintendent of Schools, Room 912, at the same address.

ANY PERSON WHO DECIDES TO APPEAL THE DECISION made by The School Board of Miami-Dade County, Florida, with respect to this action will need to ensure the preparation of a verbatim record of the proceedings, including the testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

A COPY OF THE PROPOSED AMENDED RULE is available for inspection and copying at cost by the public in the Citizen Information Center, Room 158, 1450 N. E. Second Avenue, Miami, Florida 33132

Originator: Ms. Perla Tabares Hantman  
Date: March 3, 2004

**Compensation and Related Benefits****CONFIDENTIAL EXEMPT PERSONNEL CLASSIFICATION AND  
COMPENSATION PLAN**

The document, entitled **Classification and Compensation Plan for Confidential Exempt Personnel**, consists of regulations for the administration of the classification, compensation, and performance appraisal systems for confidential exempt personnel.

The ~~Plan document~~, upon authorization by the School Board, is maintained in the Office of ~~Personnel Management and Services~~ Human Resources, the Office of the Board Recording Secretary to the School Board, and the Citizen Information Center, ~~and the Office of the Clerk of the School Board.~~

The document, **Classification and Compensation Plan for Confidential Exempt Personnel**, is incorporated by reference and is part of this Board Rule.

Specific Authority: ~~230.22 (2)~~ 1001.41(1)(2); 1001.42(22); 1001.43(10) F.S.

Law Implemented, Interpreted or Made Specific: ~~230.23(5)(d); 230.33(7)(b)~~ 1001.42(5); 1001.43(11); 1001.51(7); 1012.01(6)(7); 1012.22(1)(c)(e)(2); 1012.27 F.S.

**History:****THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

New: 12-11-85

Amended: 11-5-86; 12-7-88; 11-15-89; 9-26-90; 8-21-91; 9-8-93