

Merrett R. Stierheim, Superintendent of Schools

SUBJECT: SUPERINTENDENT'S REORGANIZATION AND RESTRUCTURING OF SELECT POSITIONS IN THE MAINTENANCE OPERATIONS DEPARTMENT

- 1. APPROVE THE PROPOSED REORGANIZATION AND RESTRUCTURING OF SELECT POSITIONS IN MAINTENANCE OPERATIONS**
- 2. ESTABLISH AND CLASSIFY ADMINISTRATIVE POSITIONS**
- 3. APPOINT AND ASSIGN ADMINISTRATIVE PERSONNEL**
- 4. APPROVE LATERAL REASSIGNMENT OF ADMINISTRATIVE PERSONNEL**

COMMITTEE: BUSINESS AND FINANCIAL SERVICES

Authorization of the Board is requested, to approve the Superintendent's reorganization and restructuring of selected positions in the Maintenance Operations Department. In accordance with Florida Statutes, Sections 1001.42 and 1012.22, it is within the Superintendent's authority to recommend a reorganization involving personnel and offices within the district and then to submit this recommended reorganization and restructuring to the Board for approval. Additional information about the reorganization will be provided to the Board under separate cover.

The following is a summary of the new positions, by department or function, recommended to be established in this phase:

MAINTENANCE PROJECT OPERATIONS -The Administrative Director, Maintenance Project Operations, directs the activities of Maintenance Operations project execution, roofing, and asset management programs. The department is also responsible for coordinating and monitoring construction contracts for the renovation and remodeling of District facilities.

MAINTENANCE OPERATIONS - The Administrative Director, Maintenance Operations, supervises the activities of administrators responsible for satellite maintenance operations, satellite support services, and plant operations. This position is responsible for emergency response, the preventative and scheduled maintenance programs, service calls and repairs accomplished by both contracted services and Board employees.

**Revised
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RECOMMENDED: That The School Board of Miami-Dade County, Florida, take the following actions effective May 20, 2004 or as soon thereafter as can be facilitated.

- 1. Approve the proposed reorganization and restructuring of select positions in the Maintenance Operations Department;
- 2. Establish and classify the following administrative positions:
 - a. Administrative Director, Maintenance Project Operations, MEP pay grade 24
 - b. Administrative Director, Maintenance Operations, MEP pay grade 24
- 3. Appoint and assign administrative personnel:
 - a. Mr. Francis Hoar, District Director, Maintenance Contract Management, MEP pay grade 23 to Administrative Director, Maintenance Project Operations, MEP pay grade 24
- 4. Approve the following lateral reassignment of administrative personnel:
 - a. Mr. Robert Brown, Interim Administrative Director, Maintenance Operations, MEP pay grade 24 to Administrative Director, Maintenance Operations, MEP pay grade 24

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MHA/mev