

Ms. Evelyn Langlieb Greer, Member

**SUBJECT: REQUEST FOR COMMENCEMENT OF NATIONAL SEARCH FOR SCHOOL BOARD ATTORNEY, ADOPTION OF PROCEDURES FOR NATIONAL SEARCH**

**COMMITTEE: INNOVATION, EFFICIENCY AND GOVERNMENTAL RELATIONS**

The Employment Agreement between the Board and Johnny Brown dated April 14, 1999 expires on June 30, 2005. The Employment Agreement has no provision for renewal or extension. Therefore, the Board Attorney will no longer be employed by the Board effective July 1, 2005. The Board must undertake a process to employ a Board Attorney effective July 1, 2005.

At the Board meeting held August 22, 2001, the Board accepted the recommendations of the Superintendent and Board Attorney to adopt procedures for replacing the Board Attorney. Pursuant to such procedures, the Board accepted the following procedure as the method to replace the Board attorney:

1. that the Board hire a national search firm to develop a list of finalists;
2. that the Board meet and interview the candidates individually prior to making a selection at an open School Board meeting;
3. that upon selection of a candidate, the Board Chair and a selected outside legal counsel may negotiate the salary and a contract for employment.

The Board has approximately 3-1/2 months until the Board Attorney's departure. In order to employ a School Board Attorney by July 1, 2005, the Board should adopt a timeline, such as the one adopted by the Superintendent Search Committee, to accomplish the search and hiring of a Board Attorney:

Adopt search criteria for Board Attorney (see attached)	March 16, 2005
Issue Request for Qualifications for national search firm (see attached)	March 17, 2005
Retain national search firm	April 13, 2005
Review results of national search, conduct interviews and select attorney	May 18, 2005
Negotiate and approve agreement Special Board meeting	June 8, 2005

**B-12**

Attached is a proposed Request for Qualifications for a national search firm to be issued on March 17, 2005, with responses due on May 28, 2005. Also attached is a proposed qualifications and criteria for Board Attorney to guide the national search firm in developing a list of candidates for the School Board Attorney position.

**ACTION PROPOSED BY  
MS. EVELYN GREER:**

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

1. Undertake a national search for a School Board Attorney to be employed as of July 1, 2005, at the termination of the current School Board Attorney Employment Agreement.
2. Adopt the following timeline for conducting the national search:

Adopt search criteria for Board Attorney  
**March 16, 2005**

Issue Request for Qualifications for national search firm  
**March 17, 2005**

Retain national search firm  
**April 13, 2005**

Review results of national search, conduct interviews and select attorney  
**May 18, 2005**

Negotiate and approve agreement at Special Board meeting  
**June 8, 2005**

3. Adopt the Request for Qualifications attached hereto for the national search firm and request that the Superintendent and his staff issue the RFQ and present the results of the RFQ to the Board at the April 13, 2005 Board meeting;
4. Adopt the attached School Board Attorney Qualifications and Criteria for Board Attorney to guide the national search firm in developing a list of candidates for the School Board Attorney position;
5. Direct the national search firm to present the list of candidates to the School Board at the May 18, 2005 Board meeting for selection of a School Board Attorney.