

Office of Human Resources
Paul M. Cholak, Chief Personnel Officer

SUBJECT: CALENDAR FOR SUBMITTING NOMINATIONS FOR PERSONNEL APPOINTMENTS FOR THE 2005-2006 SCHOOL YEAR

COMMITTEE: SCHOOL SUPPORT ACCOUNTABILITY

Each school year, the Superintendent of Schools submits recommendations for annual appointments of personnel and, when appropriate, professional service contracts. Florida Statutes §1012.22(b), require appointments for supervisors, principals and instructional staff to be acted upon by the School Board "not later than three weeks after the end of the legislative session or May 31, whichever is later." In addition, Section §1012.33(4)(b), Florida Statutes, requires the Superintendent to submit any recommendations for non-reappointments for continuing contract employees by April 1 of each year.

In order to comport with these statutory time frames, the calendar for submitting nominations for personnel appointments for the 2005-2006 school year is as follows:

May 18 * Instructional staff members, including those eligible for re-appointment to an annual contract and those eligible for appointment to a Professional Service Contract for the ensuing 2005-2006 school year; Managerial Exempt Personnel (MEP); Dade County School Administrators' Association (DCSAA) personnel; permanent part-time employees, and eligible non-instructional employees.

June 15 * Employees not previously acted upon.

All nominations for appointments will be placed on file in the Citizen Information Center, the Office of the Board Recording Secretary, and the School Board Members' office.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, adopt, pursuant to §1012.22 and §1012.33, Florida Statutes, the calendar for submitting nominations for personnel appointments for the 2005-2006 school year.