

Office of Superintendent of Schools  
Board Meeting of October 19, 2005

October 5, 2005

Office of Human Resources  
Mariaelena Vidal, Human Resources Officer

**SUBJECT: CONTRACTUAL EMPLOYMENT OF ADMINISTRATIVE ASSISTANT  
TO INDIVIDUAL SCHOOL BOARD MEMBER**

**COMMITTEE: SCHOOL SUPPORT ACCOUNTABILITY**

Ms. Ana Rivas Logan, Member, The School Board of Miami-Dade County, Florida, recommends that Ms. Vivian L. Lissabet be contractually employed as her Administrative Assistant.

The terms and conditions of service as Administrative Assistant are set forth in the contractual form which has been approved by the School Board Attorney for the employment of Ms. Vivian L. Lissabet.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, contractually employ Ms. Vivian L. Lissabet as Administrative Assistant to School Board Member, Ms. Ana Rivas Logan, effective October 20, 2005 or as soon thereafter as can be facilitated.

MV:mtp