

Office of School Board Attorney
JulieAnn Rico, Board Attorney

SUBJECT: THAT THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA APPROVE NEW JOB DESCRIPTIONS, APPROVE THE ORGANIZATIONAL CHART AND APPROVE ASSOCIATE PERSONNEL ATTORNEY CONTRACT AND AMENDMENTS FOR THE SCHOOL BOARD ATTORNEY'S OFFICE AND RECEIVE THE LEGAL DEPARTMENT'S QUARTERLY REPORT

COMMITTEE: SCHOOL SUPPORT ACCOUNTABILITY

We are proposing a modification of the organizational chart approved at the November 16, 2005 Board Meeting. We have attached the current and the proposed organizational charts for the office (Attachment 1).

The proposed organizational chart adjusts for the unique requirements to the actual demands for legal services, the actual expertise and abilities of the current staff, and the opportunity to maximize efficiencies within the department.

The proposed organization eliminates the Deputy Board Attorney position, with the reassignment of those duties and tasks split amongst the positions of Legal Administrative Coordinator (non-lawyer position), Chief of Board Governance (administrative and regulatory matters – newly created), and Chief of Litigation (newly created). In so doing, the senior position for the Governance Pod is upgraded to Chief of Governance, and eliminates the associate position in that pod. The Chief of Litigation position eliminates the need for an associate position in the Risk Management/Litigation Pod, and at the same time creates accountability, oversight, and increased capacity to handle litigation matters in-house in a variety of practice areas.

Due to greater activity and need for legal support in the administration of charter school matters, the Academic Pod will add an entry level position for the purpose of handling a large case load of ESE matters, education and curriculum issues, educational compliance matters, in addition to the dedication of at least 50 per cent of time spent by the Associate Academic Compliance Attorney on charter school matters.

G-1

These proposals will result in a cost savings of \$1,579,558.49 for the Legal Department's Budget.

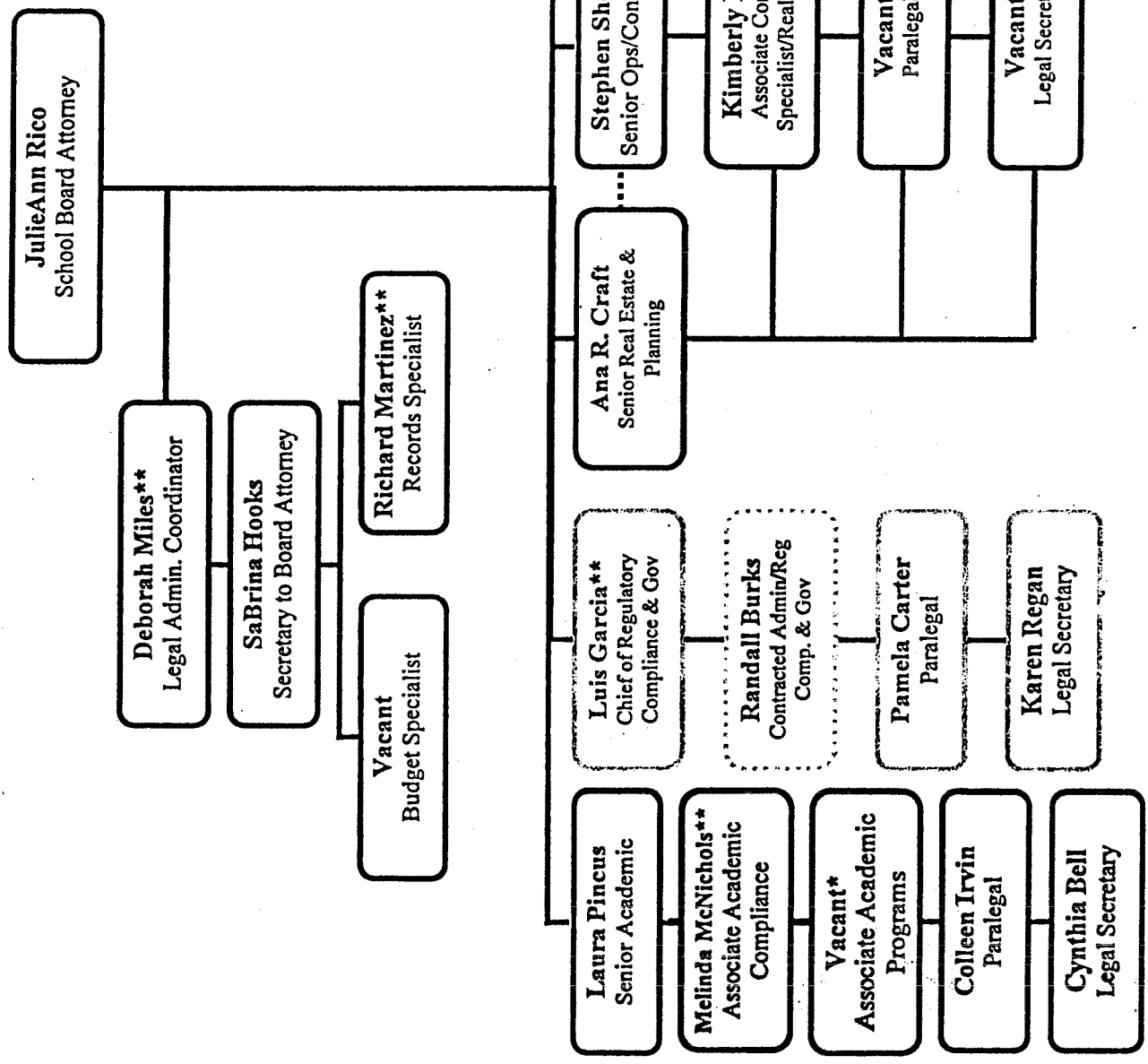
RECOMMENDED: That The School Board of Miami-Dade County, Florida:

- (1) Approve New Job Descriptions;
- (2) Approve the Organizational Chart;
- (3) Approve new contract for Personnel Associate Attorney and Contract amendments for the School Board Attorney's Office; and
- (4) Receive the Legal Department's Quarterly Report.

JAR/pyc

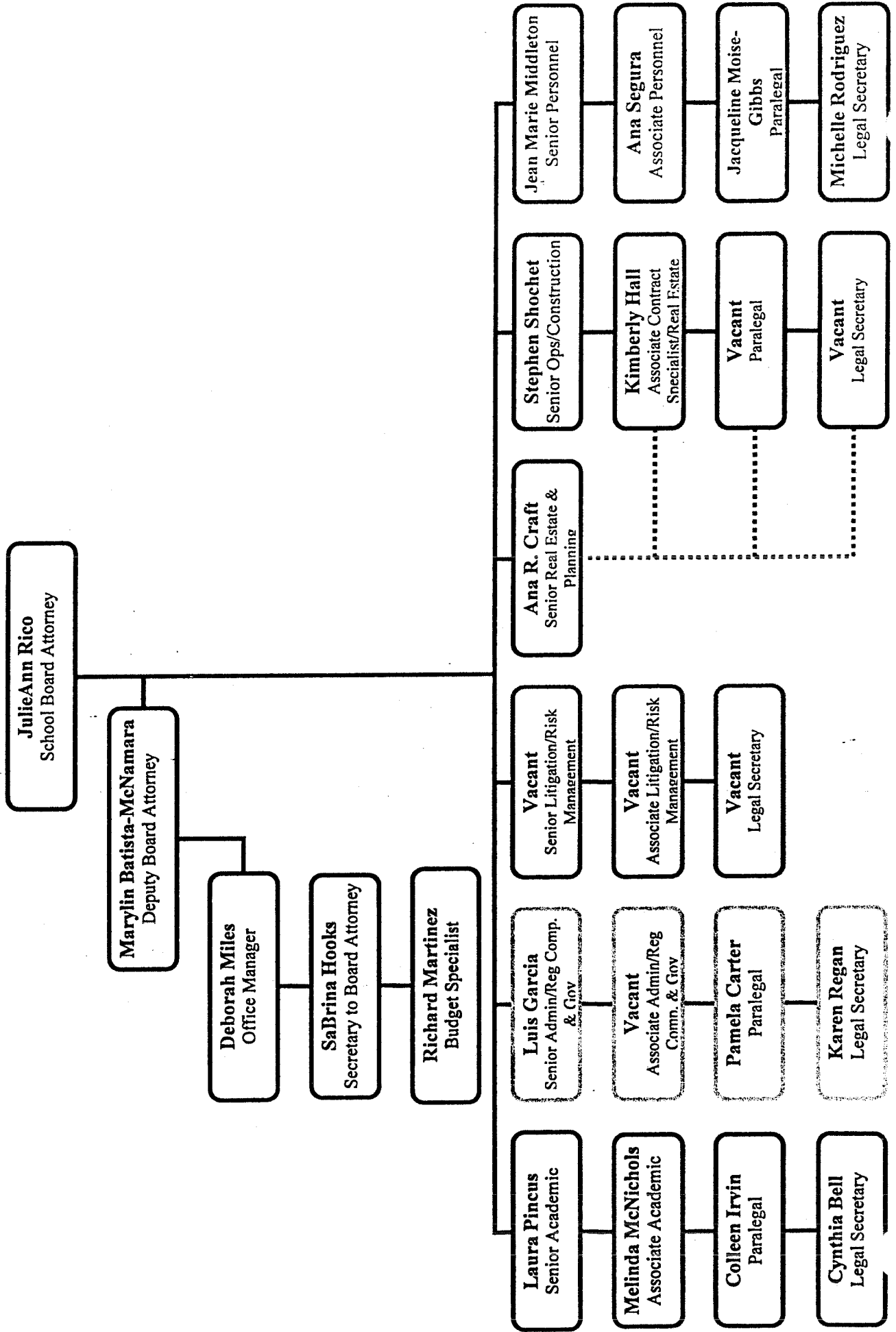
SCHOOL BOARD ATTORNEY'S OFFICE
PROPOSED ORGANIZATIONAL CHART FY 07

Key Changes:
The Deputy Board Attorney position has been eliminated;
Job Descriptions have been changed for Deborah Miles, Richard Martinez, Melinda McNichols, Luis Garcia, and Jean Marie Middleton;
New positions have been added for an Associate Academic Attorney and a Paralegal for Litigation/Risk Management.



*New Position **Change in Job Description ***Pending Board Approval August 2, 2006

**SCHOOL BOARD ATTORNEY'S OFFICE
ORGANIZATIONAL CHART FY 06**



DRAFT

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

IDENTIFICATION INFORMATION

| | |
|---------------------------|----------------------------------|
| 1. JOB TITLE: | Legal Administrative Coordinator |
| 2. DEPARTMENT: | Board Attorney's Office |
| 3. IMMEDIATE SUPERVISOR: | School Board Attorney |
| 4. PAY GRADE: | 18 |
| 5. JOB CODE: | TBA |
| 6. BARGAINING UNIT: | 6 |
| 7. DATE OF LAST REVISION: | June 28, 2006 |
| 8. POSITION AUTHORIZED: | Board Item G-1, August 2, 2006 |

OCCUPATIONAL SUMMARY

Ensures the smooth and efficient day-to-day operations of the School Board Attorney's Office. Responsible for ensuring the availability of support services necessary to facilitate work of the Board Attorney's Office, under the direction of the School Board Attorney.

EXAMPLE OF DUTIES

1. Oversight of daily operations of the Board Attorney's Office.
2. Develops, implements, and coordinates office procedures.
3. Assists the School Board Attorney in the development of a Strategic Plan for the Board Attorney's Office.
4. Assignment and supervision of attorney matters and attendant functions including case management log.
5. Prepares annual evaluations of Confidential Exempt Personnel and support staff.
6. Implements the systems and databases for office and intra-office communications and reports.
7. Reviews and processes payment of legal fees to outside counsel.

8. Supervision of support staff and law clerks.
9. Prepares, processes, and is alternate approver for payroll.
10. Prepares and processes travel expenses.
11. Prepares and processes requisitions and credit card purchases.
12. Prepares, processes, and is co-signatory on checks for litigation related matters (e.g. witness fee checks).
13. Coordinates the preparation of proposed annual budget for approval by the Board Attorney.
14. Manages and oversees budget to ensure proper and effective expenditures of allocated funds.
15. Assists in the coordination of hiring associate school board attorneys, confidential exempt personnel, and law clerks.
16. Coordinates and develops training with School Board Attorney for attorneys and support staff.
17. Responsible for physical office space needs.
18. Approves supply requests for the office.
19. Coordinates audit opinions and status reports requested by outside auditor report on litigation for in-house counsel and outside counsel.
20. Determines office and computer equipment requirements, consulting with appropriate departments to develop specifications and standards.
21. Maintains inventory control of equipment and supplies.
22. Follows adopted policies and procedures in accordance with School Board priorities.
23. Conducts oneself in the best interest of students, in accordance with the highest traditions of public education and in support of the District's Mission Statement.
24. Must be willing to cross train and provide support in other areas as assigned by the School Board Attorney.

PHYSICAL REQUIREMENTS

This is light work which requires the following physical activities: bending, stooping, kneeling, twisting, reaching, sitting, standing, mobility, lifting up to 30 pounds occasionally, finger dexterity, grasping, repetitive motions, talking, hearing and visual acuity. The work is performed primarily indoors.

MINIMUM QUALIFICATION REQUIREMENTS

1. Associate's Degree or sixty (60) semester hours with major coursework in Business Administration or related field or Paralegal Certification or Certified Legal assistant or equivalent.
2. Demonstrated successful experience as a general office or law office administrator including significant responsibilities as Budget Administrator or any equivalent combination of related training and experience.
3. Considerable knowledge of legal terminology, procedures, and formats.
4. Demonstrated ability to work with diverse groups and effectively communicate, both orally and in writing.
5. Knowledge of current computing technologies and software applications appropriate to the position's job responsibilities.

OR

Any equivalent combination of acceptable training and experience.

FIRST AMENDED AGREEMENT

THIS AMENDMENT to that certain Agreement dated the 16th day of November, 2005, by and between THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, hereinafter referred to as the "BOARD," and LUIS M. GARCIA, hereinafter referred to as "GARCIA;"

WITNESSETH

WHEREAS, pursuant to a written Agreement between the BOARD and JULIEANN RICO, hereafter referred to as the BOARD ATTORNEY, the BOARD ATTORNEY is responsible for the selection, hiring and supervision of such additional attorneys as may be necessary for the proper handling of the work of the BOARD; and pursuant to said Agreement each such additional attorney is to be employed by the BOARD; and

THE PARTIES AGREE TO THE FOLLOWING AMENDMENTS:

1. GARCIA will be employed as CHIEF OF REGULATORY COMPLIANCE & GOVERNANCE, as per the attached job description and other duties and responsibilities as may be assigned by the BOARD ATTORNEY.

2. The annual salary shall be ONE HUNDRED EIGHTY THOUSAND and 00/100 (\$180,000.00) Dollars, payable in biweekly installments, for the period beginning August 2, 2006 to November 30, 2007, subject to increase as the BOARD, the BOARD ATTORNEY and GARCIA may agree. All other provisions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have hereunto signed their names and affixed their seals at Miami-Dade County, Florida, this _____ day of August, 2006.

ATTEST:

THE SCHOOL BOARD OF MIAMI-DADE
COUNTY, FLORIDA

Rudolph F. Crew, Ed.D., Secretary

By: _____

Agustin J. Barrera, Chairman

By: _____

Luis M. Garcia

Approved as to Form:

JulieAnn Rico
School Board Attorney

FIRST AMENDED AGREEMENT

THIS AMENDMENT to that certain Agreement dated the 16th day of November, 2005, by and between THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, hereinafter referred to as the "BOARD," and JEAN MARIE MIDDLETON, hereinafter referred to as "MIDDLETON;"

WITNESSETH

WHEREAS, pursuant to a written Agreement between the BOARD and JULIEANN RICO, hereafter referred to as the BOARD ATTORNEY, the BOARD ATTORNEY is responsible for the selection, hiring and supervision of such additional attorneys as may be necessary for the proper handling of the work of the BOARD; and pursuant to said Agreement each such additional attorney is to be employed by the BOARD; and

THE PARTIES AGREE TO THE FOLLOWING AMENDMENTS:

1. MIDDLETON will be employed as CHIEF OF LITIGATION, as per the attached job description and other duties and responsibilities as may be assigned by the BOARD ATTORNEY.
2. The annual salary shall be ONE HUNDRED SEVENTY THOUSAND and 00/100 (\$170,000.00) Dollars, payable in biweekly installments, for the period beginning August 2, 2006 to November 30, 2007, subject to increase as the BOARD, the BOARD ATTORNEY and MIDDLETON may agree. All other provisions of the Agreement remain in full force and effect.


IN WITNESS WHEREOF the parties hereto have hereunto signed their names and affixed their seals at Miami-Dade County, Florida, this _____ day of August, 2006.

ATTEST:

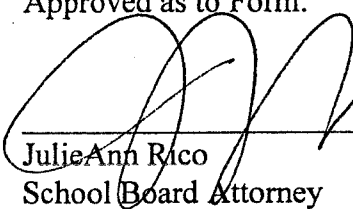
THE SCHOOL BOARD OF MIAMI-DADE
COUNTY, FLORIDA

Rudolph F. Crew, Ed.D., Secretary

By: _____
Agustin J. Barrera, Chairman

By:  _____
Jean Marie Middleton

Approved as to Form:



Julie Ann Rico
School Board Attorney

FIRST AMENDED AGREEMENT

THIS AMENDMENT to that certain Agreement dated the 16th day of November, 2005, by and between THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, hereinafter referred to as the "BOARD," and ANA I. SEGURA, hereinafter referred to as "SEGURA;"

WITNESSETH

WHEREAS, pursuant to a written Agreement between the BOARD and JULIEANN RICO, hereafter referred to as the BOARD ATTORNEY, the BOARD ATTORNEY is responsible for the selection, hiring and supervision of such additional attorneys as may be necessary for the proper handling of the work of the BOARD; and pursuant to said Agreement each such additional attorney is to be employed by the BOARD; and

THE PARTIES AGREE TO THE FOLLOWING AMENDMENTS:

1. SEGURA will be employed as SENIOR ASSOCIATE ATTORNEY – PERSONNEL, as per the attached job description and other duties and responsibilities as may be assigned by the BOARD ATTORNEY.

2. The annual salary shall be ONE HUNDRED FORTY NINE THOUSAND and 00/100 (\$149,000.00) Dollars, payable in biweekly installments, for the period beginning August 2, 2006 to November 30, 2007, subject to increase as the BOARD, the BOARD ATTORNEY and SEGURA may agree. All other provisions of the Agreement remain in full force and effect.


IN WITNESS WHEREOF the parties hereto have hereunto signed their names and affixed their seals at Miami-Dade County, Florida, this _____ day of August, 2006.

ATTEST:

THE SCHOOL BOARD OF MIAMI-DADE
COUNTY, FLORIDA

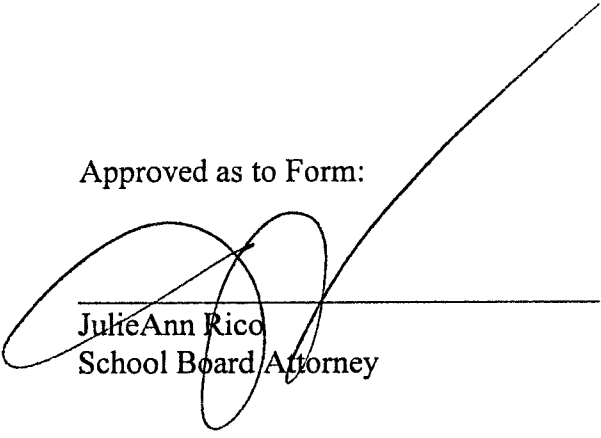
Rudolph F. Crew, Ed.D., Secretary

By: _____
Agustin J. Barrera, Chairman

By: 

Ana I. Segura

Approved as to Form:



JulieAnn Rico
School Board Attorney

FIRST AMENDMENT TO AGREEMENT

THIS AMENDMENT to that certain Agreement dated the 16th day of November, 2005, by and between THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, hereinafter referred to as the "BOARD", and MELINDA L. McNICHOLS, hereinafter referred to as "McNICHOLS";

WITNESSETH

WHEREAS, pursuant to a written Agreement between the BOARD and JULIEANN RICO, hereafter referred to as the BOARD ATTORNEY, the BOARD ATTORNEY is responsible for the selection, hiring and supervision of such additional attorneys as may be necessary for the proper handling of the work of the BOARD; and pursuant to said Agreement each such additional attorney is to be employed by the BOARD; and

THE PARTIES AGREE TO THE FOLLOWING AMENDMENTS:

1. McNICHOLS will be employed as ASSOCIATE ATTORNEY – ACADEMIC COMPLIANCE, as per the attached job description and other duties and responsibilities as may be assigned by the BOARD ATTORNEY.

2. The annual salary shall be ONE HUNDRED TWENTY FIVE THOUSAND and 00/100 (\$125,000) Dollars, payable in bi-weekly installments, for the period beginning August 2, 2006 to November 30, 2007 subject to increase as the BOARD, the BOARD ATTORNEY and McNICHOLS may agree. All other provisions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have hereunto signed their names and affixed their seals at Miami-Dade County, Florida, this _____ day of August 2006.

ATTEST:

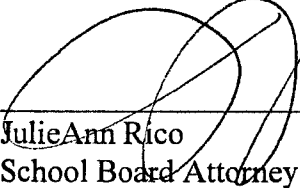
THE SCHOOL BOARD OF MIAMI-DADE
COUNTY, FLORIDA

Rudolph F. Crew, Ed.D., Secretary

By: _____
Agustin J. Barrera, Chairman

By: Melinda L. McNichols
Melinda L. McNichols

Approved as to Form:



Julie Ann Rico
School Board Attorney

AGREEMENT

THIS AGREEMENT dated this 2nd day of August, 2006, by and between THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, hereinafter referred to as the BOARD, and RONDA A. VANGATES, hereinafter referred to as VANGATES;

WITNESSETH

WHEREAS, pursuant to a written Agreement between the BOARD and JULIEANN RICO, hereafter referred to as the BOARD ATTORNEY, the BOARD ATTORNEY is responsible for the selection, hiring and supervision of such additional attorneys as may be necessary for the proper handling of the work of the BOARD; and pursuant to said Agreement each such additional attorney is to be employed by the BOARD; and

WHEREAS, the said BOARD ATTORNEY desires that VANGATES be employed as ASSOCIATE ATTORNEY – PERSONNEL, and VANGATES desires to accept such employment subject to all the provisions of the said Agreement between the BOARD and the BOARD ATTORNEY;

NOW, THEREFORE, the parties hereto agree as follows:

1. The BOARD agrees to employ VANGATES as ASSOCIATE ATTORNEY – PERSONNEL at an annual salary of ONE HUNDRED TEN THOUSAND and 00/100 (\$110,000.00) Dollars, payable in biweekly installments, for the period from August 28, 2006 to August 29, 2008, subject to increase as the BOARD, the BOARD ATTORNEY and VANGATES may agree.

1A. The parties acknowledge and agree that VANGATES' employment hereunder shall be subject to a 60-day initial probationary period, during which this Employment Agreement may be terminated at the sole discretion of the BOARD ATTORNEY upon written notice to VANGATES.

2. In addition to the compensation herein above provided, VANGATES shall be entitled to participate in such insurance and retirement plans and other fringe benefits as may be available from time to time to the managerial exempt employees of the BOARD, and shall be entitled to reimbursement for travel and related expenses according to applicable law and BOARD Rules and regulations.

3. The duties and assignments of VANGATES as ASSOCIATE ATTORNEY – PERSONNEL shall include the responsibilities as set forth in the Job Description for ASSOCIATE ATTORNEY – PERSONNEL, as amended from time to time, and the performance of such other duties and assignments as the BOARD ATTORNEY shall direct. In the conduct of her duties, she shall be fully and solely responsible and accountable to the BOARD ATTORNEY.

4. VANGATES agrees to devote her full time and efforts to the performance of her duties and responsibilities as ASSOCIATE ATTORNEY – PERSONNEL and further agrees not to accept or perform any legal services for any client other than the BOARD which may in any way conflict with the legal business of the BOARD or with her duties and responsibilities as such ASSOCIATE ATTORNEY – PERSONNEL.

5. This Contract may be terminated at the option of the BOARD ATTORNEY or VANGATES on thirty (30) days written notice to the BOARD and to the BOARD ATTORNEY, or to VANGATES, as the case may be, it being understood that except as so provided, the said VANGATES' right to employment shall be subject to the BOARD ATTORNEY'S absolute right to terminate this Agreement at will.

IN WITNESS WHEREOF the parties hereto have hereunto signed their names and affixed their seals at Miami-Dade County, Florida, this _____ day of August 2006.

ATTEST:

THE SCHOOL BOARD OF MIAMI-DADE
COUNTY, FLORIDA

Rudolph F. Crew, Ed.D., Secretary

By: _____
Agustin J. Barrera, Chairman

By: Ronda A. Vangates
Ronda A. Vangates

Approved as to Form:

Julie Ann Rico Allison
School Board Attorney



Miami-Dade County Public Schools

giving our students the world

Superintendent of Schools
Rudolph F. Crew, Ed.D.

School Board Attorney
JulieAnn Rico, Esq.

Miami-Dade County School Board
Agustín J. Barrera, Chair
Perla Tabares Hantman, Vice Chair
Frank J. Bolaños
Evelyn Langlieb Greer
Dr. Robert B. Ingram
Dr. Martin Karp
Ana Rivas Logan
Dr. Marta Pérez
Dr. Solomon C. Stinson

MEMORANDUM

**TO: Honorable Chair and School Board Members
Dr. Rudolph Crew, Superintendent**

FROM: JulieAnn Rico, School Board Attorney

DATE: July 20, 2006

SUBJECT: Quarterly Case Matter Status Update

This quarterly report is provided to keep you updated on the cases and/or matters being handled by this office. We have attached the Case Log (Attachment 1) for your review.

The Case Log contains confidential Attorney-Client work product. Please do not distribute or disclose.

Additionally this memo will serve to update you on the activities of the School Board Attorney's Office and will provide you with a list of identified initiatives and their status.

Economic impact and efficiency were our focus this quarter. To that end, attention was given to implementing new systems which maximize efficiency and cost savings (see discussion below on real estate, construction, and litigation), as well as fine tuning the organization to maximize skills of team members, eliminating certain positions whenever possible, and reorganizing the pods to maximize overall in-house capacity (see discussion of office reorganization/budget below). Overall, our FY 07 legal department will realize a reduction of \$1,579,558.49, and a reduction of \$2,472,567.06 overall to the District in outside legal fees (see Attachment 2, Fee Impact).

The following provides a discussion and outline of our current and proposed methods as well as this quarter's results.

Office of School Board Attorney • 1450 N.E. 2nd Avenue, Suite 400 • Miami, Florida 33132
305-995-1304 • Fax 305-995-1412 • www.dadeschools.net

Office Reorganization/Budget

We are proposing a modification of the organizational chart approved at the November 16, 2005 Board Meeting. We have attached the current and the proposed organizational charts for the office (Attachment 3). The Board will be considering the proposed organizational chart at the August 2, 2006 Board Meeting.

The proposed organizational chart adjusts for the unique requirements to the actual demands for legal services, the actual expertise and abilities of the current staff, and the opportunity to maximize efficiencies within the department. The modification results in a financial savings of \$138,535 in salary costs to the FY 07 Budget (see Attachment 3). The overall proposed structure maximizes in-house capacity thereby projecting a savings of \$2,472,567 in fees paid to outside attorneys funded through other District accounts (Capital and Operating).

The proposed organization eliminates the Deputy Board Attorney position, with the reassignment of those duties and tasks split amongst the positions of Office Manager (non-lawyer position), Chief of Board Governance (newly created), and Chief of Litigation (newly created). In so doing, the senior position for the Governance Pod is upgraded to Chief of Governance. The Chief of Litigation position eliminates the need for an associate position in the Risk Management/Litigation Pod, and at the same time creates accountability, oversight, and increased capacity to handle litigation matters in-house in a variety of practice areas.

Due to greater activity and need for legal support in the administration of charter school matters, the Academic Pod will add an entry level position for the purpose of handling a large case load of ESE matters, education and curriculum issues, educational compliance matters. This reorganization accounts for the dedication of at least 50 per cent of time spent by the Associate Academic Compliance Attorney exclusively on charter school matters.

Real Estate

Since the March quarterly report, we have hired Ana R. Torres Craft, as Senior Real Estate Attorney, who has brought tremendous expertise and will allow the Board Attorney's Office as well as the District to benefit in the handling of Real Estate transactions.

As a direct benefit of her qualifications and expertise, we have established the ability to issue title opinions and insurance for all District real estate needs. This will result in dramatic cost savings to the District, as shown in Attachment 4, Sample Comparison of Real Estate Closing Costs.

Rulemaking

The Rule revision project has been drafted and we have begun working with District administration to identify and coordinate timelines for implementation. This project contemplates a comprehensive review of all Board Rules in a systematic manner in order to achieve a current, practical, and compliant set of Board Rules. The proposal is attached (Attachment 5).

Contract Initiative

The new Board Rule was passed at the March Board Meeting and the Business Operations Pod has implemented various protocols to ensure implementation and compliance. We utilize checklist for legal review, transmittal forms to identify legal sufficiency issues for the Superintendent's consideration, and have recommended a standardized template for the convenience of District staff in developing Board authorization in order to ensure all necessary terms and conditions are included in Board items involving contract authorization (see Attachment 6).

Regulatory Compliance/Governance Initiative

A major initiative for the Regulatory Compliance/Governance pod was to provide training on Board issues which included:

"Sunshine Law: Public Records Act and Ethics Code"

A question and answer refresher course was provided to the School Board Administrative Staff, the Clerk of the School Board, the Recording Secretary, and the Agenda Office outlining pertinent issues of the Sunshine law.

"Discovering the Power of Board Rules"

A leadership development workshop was provided to the School Board Assistants covering personnel/employment, business procurement, academics/instruction, and governance/policies.

Professional development credits were approved for these courses.

Case Management System

A case management system has been created by the newly proposed litigation team, which ensures that all litigation in all practice areas is handled in a uniform, consistent, and accountable manner, which will result in efficiencies in case handling and allow for more work to be brought in-house (see Attachment 7, outline of case management system).

Construction Related Matters

A focused analysis and strategy was developed for the current construction litigation case load, often referred to as the "water intrusion cases." Attached to the Case Log is a special report which outlines the strategy, approach, and a resulting aggressive pre-trial mediation schedule, which is currently on going. With this approach, we have already seen the dramatic impact on the ability to resolve these cases, reduce attorney's costs and fees, and expert witness/investigational costs. Most importantly, this strategy will allow us to accomplish the remedial measures to address the defective conditions, which are the subject of these suits. A revised projected attorney's fees budget for Fiscal Year 06/07 (see Fee Impact Chart, Attachment 2) reflects the approach and strategy imposed on these pending matters, with a significant and dramatic savings for the 06/07 year. We expect that all of the mediations will be concluded by September 2006, with a significant number of the cases being resolved by

agreement, and a limited number of cases remaining for which litigation may be required. This has resulted in a reduction of approximately \$1.4 million dollars in projected fees for FY 07.

Risk Management/Tort Cases

We have initiated a proactive and involved approach to our on going risk management claims and litigation. On June 20, 2006, all outside counsel, claims adjustors and directors from Gallagher Bassett, as well as Director of Risk Management, Scott Clark, met with the Board Attorney, Senior Attorney, Jean Marie Middleton, and selected support staff in our first quarterly litigation review meeting. Attached is the agenda (Attachment 8) of that meeting as well as follow up actions as a result of that meeting. Each law firm will be meeting with the Board Attorney and Chief of Litigation on a quarterly basis to review all pending cases, make decisions and review strategies on current matters. These meetings will include the Director of Risk Management as well as the appropriate representatives from Gallagher Bassett.

We will also begin in-house handling of matters that are valued at \$15,000 or less. We will continue to analyze the financial impact in this process and include in the next quarterly report.

Academic Matters – Focus on Collaboratives for Children

The following outlines the status on the Academic Pod's initiative to foster relationships with outside agencies. The ultimate goal of this initiative is to have people collaborating and advocating together for the benefit of children.

On May 25, 2006, Laura Pincus, Senior Academic Attorney and Associate Academic Attorney Mindy McNichols along with Mark Zaher, Director of School Operations/Special Programs, met with Judge Lederman, Administrative Judge for the Juvenile Division. They discussed various ways our department could assist the Juvenile Judges in a combined effort to advocate for children. Judge Lederman was very receptive to collaborating and invited them to attend her monthly meetings with the judges. She will be setting up training on education law with the judges, magistrates, and clerks. The need for Juvenile Judges to have a basic knowledge of ESE law and the services available to students was discussed. This will assist the Judges in effectively advocating for the children with special needs. Judge Lederman suggested the same training be provided to all foster parents and she is going to try to get Ms. Pincus on the agenda for the new foster care parent training. Brucie Ball along with her staff and ESE staff from the region offices will be invited to attend so that relationships between the judges and ESE staff can be established. This will also assist in advocating for children. Judge Lederman is excited about the pro-active approach this office utilizes and is thrilled to become a part of it.

On June 19, 2006, Mindy McNichols, Mark Zaher and Laura Pincus met with Judge Karlan, the Associate Administrative Judge of the Family Law Division. She too was excited about training opportunities for the judges, magistrates, and clerks from her office and was very receptive to the idea of a model visitation order. Judge Karlan provided Ms. Pincus with contact names from the Miami-Dade Family Bar Committee, as well as the Inns of Court for Family Law in Miami-Dade, to assist in developing future collaborative training programs. She is going to set a follow-up meeting with the other family law judges so that they can continue the conversation and collaborative efforts.

On May 30, 2006, Laura Pincus had a meeting with Attorney Bob Jacobs from the Advocacy Center for People with Disabilities. Mr. Jacob's office is in Tampa and the Advocacy Center also has an office in Hollywood. Brucie Ball and Ms. Pincus met with Attorney Jacobs to discuss collaborative efforts between his agency and the School District. We agreed to provide joint training to ESE Surrogate Parents and he will be invited to participate in the Judge's training to ensure neutrality in the presentations. The collaborative efforts with the Advocacy Center will also allow us to work together to resolve issues on behalf of his clients as they arise, rather than the need for his clients to immediately request a due process hearing and create an unwarranted adversarial relationship. The meeting was very positive and all are excited about the joint efforts.

The Academic Pod will continue to foster the relationships with the three groups mentioned above and will work to set up meetings with DCF, the Public Defenders Office, and the State Attorneys Office.

Matters Snapshot

| NEW SUITS SINCE MARCH 1, 2006 BY CATEGORIES | SETTLED | IN TRIAL/ PENDING | WON | LOST | PENDING FINAL ORDER |
|--|----------------|------------------------------|------------|-------------|------------------------------------|
| ESE | *15 | 14 | 1 | | 1 |
| TORT | | 21 | | | |
| CIVIL | 3 | 13 | | | |
| DOAH-BID | | | | | |
| NOTICE OF CLAIMS | | 48 | | | |
| CHARTER SCHOOL APPEALS | | | 1 | | 2 |
| ADMINISTRATIVE DISCIPLINE REVIEWS | | 459 | | | |
| | | | | | |

*Resolved without litigation

| BUSINESS TRANSACTIONS/REAL ESTATE | |
|--|------------|
| DECLARATION OF RESTRICTIONS | 20 |
| DUE DILIGENCE | 36 |
| EASEMENTS | 14 |
| EMINENT DOMAIN RELATED | 10 |
| ENVIRONMENTAL | 3 |
| INTERLOCAL AGREEMENTS | 4 |
| JOINT PARTICIPATION | 3 |
| LEASING | 22 |
| MAJOR PURCHASE/SALE AGREEMENTS | 14 |
| PERMITTING | 40 |
| RIGHT-OF-WAY | 10 |
| GOODS/SERVICES CONTRACTS | 627 |
| CHARTER SCHOOL CONTRACTS | 35 |
| | |
| TOTAL | 838 |

| | |
|--|----|
| NUMBER OF LEGAL OPINIONS TO BOARD | 45 |
| NUMBER OF LEGAL OPINIONS TO SUPT/STAFF | 67 |
| NUMBER OF LEGAL OPINIONS TO DISTRICT STAFF | 20 |
| NUMBER OF TRAININGS | 10 |
| NUMBER OF RULE REVISIONS | 6 |

Initiatives

The status of the pod and attorney initiatives is found in Attachment 9. The majority of these initiatives have been completed with additional initiatives being added as we proceed.

We continue to publish the *Legally Speaking Newsletter*, with the most recent publication by August 1, 2006.