

Office of Superintendent of Schools
Board Meeting of November 21, 2006

November 20, 2006

Carolyn Spaht, Chief of Staff

SUBJECT: CONTRACTUAL EMPLOYMENT OF ADMINISTRATIVE ASSISTANTS TO INDIVIDUAL SCHOOL BOARD MEMBER

COMMITTEE: SCHOOL SUPPORT ACCOUNTABILITY

Mr. Renier D. Diaz de la Portilla, Member, The School Board of Miami-Dade County, Florida, recommends that Ms. Mary A. Carabeo and Mr. Richard Tapia be contractually employed as his Administrative Assistants.

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. Mary A. Carabeo and Mr. Richard Tapia.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, contractually employ Ms. Mary A. Carabeo and Mr. Richard Tapia as Administrative Assistants to School Board Member, Mr. Renier D. Diaz de la Portilla, effective November 22, 2006 or as soon thereafter as can be facilitated.

CS:mtp

Replacement
D-25