

Alberto M. Carvalho, Associate Superintendent  
Office of Intergovernmental Affairs, Grants, Marketing, and Community Services

**SUBJECT:       REQUEST AUTHORIZATION TO ENTER INTO A CONTRACTUAL AGREEMENT WITH SHERATON MIAMI MART HOTEL IN AN AMOUNT NOT TO EXCEED \$48,000, TO PROVIDE SERVICES RELATED TO THE 2007-2008 NEW TEACHER ORIENTATION LUNCHEON AND WELCOME FAIR**

**COMMITTEE:   INSTRUCTIONAL EXCELLENCE AND COMMUNITY ENGAGEMENT**

**LINK TO DISTRICT STRATEGIC PLAN:       EDUCATE       AND       ENGAGE STAKEHOLDERS ON DISTRICT INITIATIVES AND ACTIVITIES TO PROMOTE TRANSPARENCY AND MEANINGFUL RELATIONSHIPS**

Authorization is requested to enter into a contractual agreement in an amount not to exceed \$48,000, with the Sheraton Miami Mart Hotel for the 2007-2008 New Teacher Orientation Luncheon and Welcome Fair on August 9, 2007. The luncheon welcome fair will provide new teachers with access to community and educational resources to assist in the transition to working in Miami-Dade County Public Schools, as well as provide a venue for the community to welcome new teachers. The cost of the event will be covered by proceeds from sponsorships sold to the business community. Approximately 1,400 participants are expected to attend the event. August 9, 2007, will be the first day of a five-day orientation for new teachers.

The welcome event is managed by the Office of Community Services. The Trust & Agency budget structure for the event is as follows: Fund 0491; WL 9619; Program 9134; Object 5390; and Function 9100. There is no cost to the District.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, authorize the Superintendent to enter into a contractual agreement with Sheraton Miami Mart Hotel in an amount not to exceed \$48,000, to provide services related to the 2007-2008 New Teacher Orientation Luncheon and Welcome Fair on August 9, 2007.

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