

Enid Weisman, Assistant Superintendent  
Human Resources, Recruiting, Performance Management and Labor Relations

**SUBJECT:** PROPOSED AMENDMENT OF BOARD POLICY: FINAL  
READING 4120.01, CONFIDENTIAL EXEMPT PERSONNEL

**COMMITTEE:** SCHOOL SUPPORT ACCOUNTABILITY

**LINK TO STRATEGIC**  
**FRAMEWORK:** SCHOOL/DISTRICT LEADERSHIP

The School Board of Miami-Dade County, Florida, announced on July 13, 2011, its intention to amend Board Policy 4120.01, Confidential Exempt Personnel, and to revise the document, Classification and Compensation Plan for Confidential Exempt Personnel, which is incorporated by reference and is a part of this policy, at its meeting of September 7, 2011.

The Notice of Intended Action was published in the *Miami Daily Business Review* on July 18, 2011 posted in various places for public information, and mailed to various organizations representing persons affected by the amended rule and to individuals requesting notification.

The time to request a hearing or protest the adoption of this rule has elapsed.

In accordance with the provisions of the Administrative Procedure Act, this amended policy is presented to The School Board of Miami-Dade County, Florida, for adoption and authorization to file the policy in the official records of The School Board of Miami-Dade County, Florida.

Attached are the Notice of Intended Action and the policy proposed for amendment. Changes from the current policy are indicated by underscoring words to be added and ~~striking through~~ words to be deleted.

Copies of the document, Classification and Compensation Plan for Confidential Exempt Personnel, which is incorporated by reference and is part of this policy, will be forwarded to School Board members under separate cover, and will be available for inspection by the public in the Office of Board Recording Secretary, Room 924, and the Citizen Information Center, Room 158, 1450 N.E. Second Avenue, Miami, Florida 33132.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, adopt amended Board Policy 4120.01, Confidential Exempt Personnel, and the document, Classification and Compensation Plan for Confidential Exempt Personnel, which is incorporated by reference and is a part of this policy, and authorize the Superintendent to file the policy with The School Board of Miami-Dade County, Florida, to be effective September 7, 2011.

## NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on July 13, 2011, its intention to amend Board Policy 4120.01, Confidential Exempt Personnel, and the document, Classification and Compensation Plan for Confidential Exempt Personnel, which is incorporated by reference and is a part of this policy, at its meeting of September 7, 2011.

**PURPOSE AND EFFECT:** To amend the Board Policy and the document, Classification and Compensation Plan for Confidential Exempt Personnel, to update outdated sections and language of the document, and to comport with administrative procedures related to the classification and compensation system for confidential exempt personnel.

**SUMMARY:** Board Policy 4120.01, Confidential Exempt Personnel and the document, Classification and Compensation Plan for Confidential Exempt Personnel, delineate procedures for confidential exempt personnel, including employment policies, guidelines, and provisions for classification, compensation, and performance appraisal for the aforementioned employee group.

**SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED:** 1001.41(1)(2); 1001.42(25); 1001.43(10) F.S.

**LAW IMPLEMENTED, INTERPRETED, OR MADE SPECIFIC:** 1001.42(5); 1001.43(11); 1001.51(7); 1012.01(6)(7); 1012.22(1)(c)(e)(2); 1012.27 F.S.

IF REQUESTED, A HEARING WILL BE HELD DURING THE BOARD MEETING OF September 7, 2011, which begins at 1:00 p.m., in the School Board Auditorium, 1450 N. E. Second Avenue, Miami, Florida 33132. Persons requesting such a hearing or who wish to provide information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), F.S., must do so in writing by August 8, 2011, to the Superintendent of Schools, Room 912, at the same address.

ANY PERSON WHO DECIDES TO APPEAL THE DECISION made by The School Board of Miami-Dade County, Florida, with respect to this action will need to ensure the preparation of a verbatim record of the proceedings, including the testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

A COPY OF THE PROPOSED AMENDED POLICY is available, at cost, to the public for inspection and copying in the Citizen Information Center, Room 158, 1450 N. E. Second Avenue, Miami, Florida 33132.

Originator: Ms. Enid Weisman  
Supervisor: Mr. Alberto M. Carvalho  
Date: June 27, 2011

1

CONFIDENTIAL EXEMPT PERSONNEL

2 The Superintendent may designate certain employees as confidential exempt  
3 personnel. Confidential exempt personnel are defined in the document,  
4 Classification and Compensation Plan for Confidential Exempt Personnel,  
5 incorporated by reference, which also includes regulations for the administration of  
6 the classification, compensation, and performance appraisal systems for confidential  
7 exempt personnel.

8 The document is maintained in the Office of Human Resources, Recruiting, and  
9 Performance Management and Labor Relations, the Office of Board Recording  
10 Secretary, and the Citizen Information Center.