

Ms. Lubby Navarro, Board Member

Co-Sponsor: Dr. Lawrence S. Feldman, Chair
Dr. Marta Pérez, Vice Chair
Ms. Susie V. Castillo, Board Member
Dr. Steve Gallon III, Board Member
Ms. Perla Tabares Hantman, Board Member
Dr. Martin Karp, Board Member
Ms. Maria Teresa Rojas, Board Member

SUBJECT: REQUEST APPROVAL OF RESOLUTION NO. 17-020 OF THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, RECOGNIZING CHARLENE BURKS

COMMITTEE: INNOVATION, GOVERNMENTAL RELATIONS & COMMUNITY ENGAGEMENT

LINK TO STRATEGIC BLUEPRINT: HIGHLY EFFECTIVE TEACHERS, LEADERS AND STAFF

Ms. Charlene Burks has distinguished herself as a dedicated public servant and advocate for the students and staff of Miami-Dade County Public Schools (M-DCPS). Her service to M-DCPS, has spanned over three decades and has garnered an exceptional reputation.

Under her most recent appointment, she served as the Administrative Director of the Federal and State Compliance Office for M-DCPS. She was responsible for the oversight of an extremely vital department that ensures compliance with local, state and federal requirements regarding student placement, graduation, attendance, and Full Time Equivalent (FTE) funding. Ms. Burks also collected and analyzed data of foreign students, school capacity and future residential developments to determine annual policy of school transfers. She served in this office until her retirement in January 31, 2017.

Additionally, Ms. Burks has also held several administrative positions in M-DCPS, ranging from serving as an Administrative Assistant to a School Board member in District 7 to serving as the Director of Certification in the Office of Human Resources. She led the District's initiative in providing the proper documentation for students to obtain Deferred Action for Early Childhood Arrivals (DACA). Additionally, she has travelled to China on the District's behalf to recruit for the International Student Academy. An International partnership M-DCPS has with various school districts in China to broaden the District's cultural landscape and create real-world connections for our students.

Ms. Burks' career is highlighted by numerous accolades and recognitions. She has established herself as a subject matter expert in teacher certification, contract interpretation, and as a liaison with the Florida Department of Education. She served on the Florida Department of Education's Task Force for the Florida Education Identification Number, which was charged with providing recommendations to protecting student's identification.

Ms. Burks has served and participated in various organizations and boards like the Dade Association of School Administrators; the Florida Association of School Personnel Administrators and Florida Educators' Business Association, among others.

Ms. Charlene Burks is to be commended for her 31 years of leadership and dedicated service to Miami-Dade County Public Schools. Her commitment to public education has made a positive impact on generations to come.

**ACTION PROPOSED BY
LUBBY NAVARRO:**

That The School Board of Miami-Dade County, Florida, approve Resolution No. 17-020 of The School Board of Miami-Dade County, Florida, recognizing Charlene Burks.

**RESOLUTION NO. 17-020
OF THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA,
RECOGNIZING CHARLENE BURKS**

WHEREAS, Charlene Burks has distinguished herself as a dedicated public servant and advocate for the students and staff of Miami-Dade County Public Schools (M-DCPS). Her service to M-DCPS has spanned over three decades and has garnered an exceptional reputation; and

WHEREAS, under her most recent appointment, she served as the Administrative Director of the Federal and State Compliance Office for M-DCPS. She was responsible for the oversight of an extremely vital department that ensures compliance with local, state and federal requirements regarding student placement, graduation, attendance, and Full Time Equivalent (FTE) funding. Ms. Burks also collected and analyzed data of foreign students, school capacity and future residential developments to determine annual policy of school transfers. She served in this office until her retirement in January 31, 2017; and

WHEREAS, Ms. Burks has held several administrative positions in M-DCPS, ranging from serving as an Administrative Assistant to a School Board member in District 7 to serving as the Director of Certification in the Office of Human Resources. She led the District's initiative in providing the proper documentation for students to obtain Deferred Action for Early Childhood Arrivals. Additionally, she has travelled to China on the District's behalf to recruit for the International Student Academy; and

WHEREAS, Ms. Burks' career is highlighted by numerous accolades and recognitions. She has established herself as a subject matter expert in teacher certification, contract interpretation, and as a liaison with the Florida Department of Education. She served on the Florida Department of Education's Task Force for the Florida Education Identification Number, which was charged with providing recommendations to protecting student's identification; and

WHEREAS, Ms. Burks has served and participated in various organizations and boards like the Dade Association of School Administrators; the Florida Association of School Personnel Administrators and Florida Educators' Business Association, among others.; and

WHEREAS, Charlene Burks is to be commended for her 31 years of leadership and dedicated service to Miami-Dade County Public Schools. Her commitment to public education has made a positive impact on generations to come.

NOW, THEREFORE BE IT RESOLVED, THAT:

The School Board of Miami-Dade County, Florida, approve Resolution No. 17-020 of The School Board of Miami-Dade County, Florida, recognizing Charlene Burks.

A copy of this resolution is placed in the permanent records of this Board.

Presented on this fifteenth day of February, A.D. 2017

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

CHAIR

ATTEST:

Secretary