

Ms. Maria Teresa Rojas, Board Member

SUBJECT: AUTHORIZE THE SCHOOL BOARD ATTORNEY AND THE CHIEF AUDITOR TO PROVIDE A SUCCESSION MANAGEMENT PLAN FOR THEIR RESPECTIVE OFFICES

COMMITTEE: PERSONNEL, STUDENT, SCHOOL & COMMUNITY SUPPORT

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

At the School Board meeting of October 11, 2017, the Board approved Agenda Item H-19 Revised which authorized the Superintendent of Schools to provide an updated *Succession Management Plan* for Managerial Exempt Personnel (MEP) Pay Grades 22 and Above, Principals and Assistant Principals. It further authorized the Superintendent to initiate rulemaking proceedings in accordance with the Administrative Procedure Act to establish a Board policy for Succession Management.

On December 6, 2017, the Board received staff's follow-up for this agenda item which included an updated *Succession Management Plan*. The plan outlines the process of identifying and developing an appropriate cadre of highly qualified employees for current and future administrative positions. The Office of Human Capital assists in this process on an annual basis with bureau chiefs to ascertain continuity of expertise and transfer of institutional knowledge.

This agenda item requests to authorize the School Board Attorney and the Chief Auditor to provide the Board a *Succession Management Plan* for the School Board Attorney's Office and the Chief Auditor's Office. Additionally, authorization is requested to include these two offices in the proposed School Board policy for Succession Management as approved by the School Board at the meeting of October 11, 2017, Agenda Item H-19 Revised. The Board has final authority in determining the process, selection, and the terms of the contract(s) based on recommendations from the School Board Attorney, the Chief Auditor, and the Audit and Budget Committee, when applicable.

This item has been reviewed and approved by the School Board Attorney's office as to form and legal sufficiency.

**ACTION PROPOSED BY
MS. MARIA TERESA ROJAS:**

That The School Board of Miami-Dade County, Florida, authorize the School Board Attorney and the Chief Auditor to:

1. provide a *Succession Management Plan* for the School Board Attorney's Office and the Chief Auditor's Office by February 21, 2018; and
2. include these two offices in the proposed School Board policy for Succession Management as approved by the School Board at the meeting of October 11, 2017, Agenda Item H-19 Revised.