


**MEMORANDUM**

**April 25, 2018**

**TO:** The Honorable Chair and Members of The School Board of Miami-Dade County, Florida

**FROM:** Alberto M. Carvalho, Superintendent of Schools 

**SUBJECT: SCHOOL BOARD AGENDA ITEM D-23, SCHOOL BOARD MEETING OF APRIL 25, 2018**

School Board Agenda Item D-23, scheduled for consideration on April 25, 2018, is being withdrawn for further review.

If you need additional information, please contact Mr. Jose L. Dotres, Chief Human Capital Officer, Office of Human Capital Management.

AMC:lhb  
M1316

cc: School Board Attorney  
Superintendent's Cabinet

Jose L. Dotres, Chief Human Capital Officer  
Office of Human Capital Management

**SUBJECT:** INITIAL **READING: PROMULGATE NEW POLICY 1130.02, *SUCCESSION***  
**MANAGEMENT**

**COMMITTEE:** PERSONNEL, STUDENT, SCHOOL, AND COMMUNITY SUPPORT

**LINK TO STRATEGIC**

**BLUEPRINT:** HIGHLY EFFECTIVE TEACHERS, LEADERS AND STAFF

At the School Board Meeting of October 11, 2017, the School Board approved revised Agenda Item H-19, proffered by Ms. Maria Teresa Rojas, Board Member, authorizing the Superintendent to provide the Board with an updated Succession Management Plan for Managerial Exempt Personnel (MEP) Pay Grades 22 and above, Principals and Assistant Principals, and to initiate rulemaking proceedings in accordance with the Administrative Procedure Act to establish a board policy for Succession Management.

School Board Policy 1130, *Assignments*, provides that the School Board shall assign administrative staff and personnel based on the recommendation of the Superintendent "concerning the terms, contract, assignment, transfer, and appointment." Consistent with these policies and in order to ensure the continuity and the seamless transition among our administrative staff in high level leadership positions, the Superintendent and/or his designee shall review the District's Succession Management Plan and transmit any revisions or updates to the Board on an annual basis. Accordingly, new Board Policy 1130.02, *Succession Management*, is proposed to establish guidelines and procedures for the selection and assignment of administrative staff.

Attached is the Notice of Intended Action and the proposed new policy.

Authorization of the Board is requested for the Superintendent to initiate rulemaking proceedings in accordance with the Administrative Procedure Act to promulgate new Policy 1130.02, *Succession Management*.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, authorize the Superintendent to initiate rulemaking proceedings in accordance with the Administrative Procedure Act to initiate rulemaking proceedings to promulgate new Policy 1130.02, *Succession Management*.

D-23

(Withdrawn – 04/25/18)