

Office of Superintendent of Schools
Board Meeting of February 9, 2000

January 26, 2000

Personnel Management and Services
Nelson E. Diaz, Deputy Superintendent

**SUBJECT: APPOINT AND ASSIGN:
BUDGET ANALYST**

The following recommendation is made in accordance with the Miami-Dade County Public Schools/Dade County Schools Administrators' Association labor contract.

The Budget Analyst develops budget for various operational functions and programs, compiles data and distributes MESA funds into school level budgets, provides monthly and quarterly projection to upper level management, serves as a liaison between departments, district offices, region offices, school sites and personnel.

This recommendation is the direct result of the Board-approved advertisement and selection process.

This item will be made available prior to the Board meeting of February 9, 2000.