

July 10, 2001

Personnel Management and Services  
Nelson E. Diaz, Deputy Superintendent

**SUBJECT: REQUEST FOR AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS FOR THE DEVELOPMENT OF AN ELECTRONIC PORTFOLIO SYSTEM FOR MIAMI-DADE COUNTY PUBLIC SCHOOLS NEW TEACHERS**

As the fourth largest public school district in the country, and given the formidable shortages of fully certified and qualified teachers, the number of new teachers hired, whether from traditional teacher preparation programs or from non-education backgrounds, is increasing dramatically. With over 3,000 new teachers hired during the 2000-01 school year, the need to provide comprehensive readily available support that merges professional development functions in a manner that is efficient, effective, and fiscally sound is manifest.

In response to this need, authorization is requested to issue a Request for Proposals for the development of an electronic portfolio system that would provide a system that incorporates a hierarchical structure, based on the Professional Assessment and Comprehensive Evaluation System (**PACES**) that moves new teachers through progressively more accomplished levels of teaching performance; documents the new teacher's progression from novice teaching to expert teaching by asking the teacher to examine and reflect on increasingly complex attributes of teaching and learning; and, establishes a three-year portfolio process for new teachers that culminates with pursuit of National Board for Professional Teaching Standards Certification in the fourth year.

The selection committee will consist of the following:

- three administrators from Personnel Management and Services
- a representative from School Operations
- a representative from the Office of Information Technology
- a representative from the Division of Business Development and Assistance
- three representatives from the United Teachers of Dade ☐ Revised
- the current Teacher of the Year
- the current Rookie Teacher of the Year
- a representative from Procurement and Materials Management (non-voting member)

The estimated time for implementation of the Request for Proposals is as follows:

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| • Contract Review Committee                            | July 5, 2001    |
| • Request Board Approval for the Request For Proposals | July 11, 2001   |
| • Mailing of Requests for Proposals                    | July 13, 2001   |
| • Opening of Proposals                                 | August 9, 2001  |
| • Evaluation Completed by Selection Committee          | August 10, 2001 |
| • Recommendation to School Board for Approval          | August 22, 2001 |

A copy of the Request for Proposals will be forwarded to the Board under separate cover and will be on file in the Office of the Board Recording Secretary and the Citizen Information Center, Room 158.

Funding for this program is available from the Title II Eisenhower Professional Development Program.

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. authorize the Superintendent to issue a Request for Proposals for the development of an electronic portfolio system for Miami-Dade County Public Schools new teachers; and
2. approve the selection committee that will review the proposals for subsequent submission to the School Board for approval.

NED/vh