

June 18, 2002

Frank J. Bolaños, Member

SUBJECT: AUTHORIZATION TO ISSUE A REQUEST FOR QUALIFICATIONS PROPOSALS FOR AN EXECUTIVE SEARCH FIRM FOR THE SELECTION OF THE PERMANENT SUPERINTENDENT OF SCHOOLS

At the School Board meeting of August 22, 2001, the Board received prescribed procedures for replacing the Superintendent of Schools, which included a national search and hiring an executive search firm to conduct the search. The Board approved this unanimously.

On October 24, 2001, Agenda Item Replacement K-3, the Board authorized the Interim Superintendent to initiate the selection process for the position of Superintendent of Schools by utilizing an executive search firm. The Board approved this unanimously.

On December 12, 2001, the Interim Superintendent presented the above subject item to authorize the issuance of an RFQP. Mr. Bolaños made a motion to postpone the search until the executive staff reorganization was complete and had time to stabilize. The Board approved this unanimously.

The purpose of this Request for Qualifications Proposals is to obtain the services of an executive search firm to conduct a national executive search to identify and attract the most highly qualified candidate for the permanent Superintendent of Schools. We encourage the current Superintendent to apply.

The screening committee to review proposals and make recommendations to the Board will consist of the following members:

- Three School Board members appointed by the Chair of the School Board
- A representative from the PTA/PTSA
- A representative from higher education
- A representative from the Division of Business Development Assistance
- A representative from the Chambers of Commerce Blue Ribbon Commission
- A representative from the School Board Attorney's Office (non-voting)
- The Chief Personnel Officer (non-voting)

The final selection of the executive search firm will be made by The School Board of Miami-Dade County, Florida.

REPLACEMENT

D-11

The estimated time for implementation of the RFQP is as follows:

- Request for Board Approval to issue RFQP June 19, 2002
- Mailing and advertising of RFQP August 1, 2002
- Opening of Proposals October 16, 2002
- Evaluation of firms completed by Screening Committee November 20, 2002
- Recommendation of firm to School Board for approval January 15, 2003

A copy of the Request for Qualifications 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.

The appropriations for this RFQP will be funded from the General Fund of the 2002-2003 fiscal budget.

**ACTION PROPOSED BY
MR. FRANK J. BOLAÑOS:**

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

1. authorize the Superintendent to issue a Request for Qualifications Proposals to select an executive search firm to initiate the search for the permanent Superintendent of Schools; and
2. approve the screening committee that will review the proposals for subsequent submission to the School Board, who will make the final selection of the executive search firm.

The appropriations for the Request for Qualifications Proposals will be included in the General Fund of the 2002-2003 fiscal budget.