

Merrett R. Stierheim, Superintendent of Schools

**SUBJECT: SUPERINTENDENT'S REORGANIZATION AND RESTRUCTURING OF
SELECTED OFFICES WITHIN THE SCHOOL DISTRICT**

1. **APPROVE PROPOSED REORGANIZATION AND RESTRUCTURING OF SELECTED DISTRICT AND REGION OFFICES**
2. **DELETE ADMINISTRATIVE POSITIONS**
3. **RESCIND ADMINISTRATIVE POSITIONS**
4. **ESTABLISH AND CLASSIFY ADMINISTRATIVE POSITIONS**
5. **APPOINT AND ASSIGN ADMINISTRATIVE PERSONNEL**
6. **APPROVE LATERAL TRANSFERS OF ADMINISTRATIVE PERSONNEL**
7. **APPROVE RECLASSIFICATIONS OF ADMINISTRATIVE PERSONNEL**
8. **APPROVE CHANGE OF TITLES**
9. **APPROVE SALARY INCREASE OF 4% FOR PROMOTED MANAGERIAL EXEMPT PERSONNEL**

Authorization of the Board is requested to approve the Superintendent's reorganization and restructuring of selected District and region offices. By law, it is within the Superintendent's authority to structure a reorganization involving personnel and offices within the District and then to submit this reorganization and restructuring to the Board. This item is being submitted for School Board approval pursuant to Florida Statutes 230.32(5) and 230.33(7) and School Board Rule 6Gx13- 2C-1.03.

School Board Rule 6Gx13- 4A-1.16 and the labor contract with the Dade County Schools Administrators' Association (DCSAA) permit the Superintendent discretion in making recommendations to the Board for direct appointment of administrative and professional and technical personnel when proposing changes in the administrative organization.

Additionally, School Board Rule 6Gx13- 4D-1.022, Manual of Procedures for Managerial Exempt Personnel, Section B-5, paragraph D, provides the following:

"An employee who is promoted from a position covered under this system shall move to the higher pay grade at a rate which provides a 9% increase provided such increase will not exceed the maximum, unless the Superintendent, due to unusual circumstances, recommends and The School Board approves non-implementation of this provision."

REPLACEMENT

Due to the extreme financial situation currently facing the District, it is recommended that promoted Managerial Exempt employees receive a 4% increase rather than the 9% increase.

The Superintendent's purpose in developing and recommending this reorganization and restructuring Agenda Item is to promote the educational mission of the District, provide cost savings, increase overall efficiency and streamline the administrative organization of the District. This organization and restructuring effort represents the third phase of the multiphase plan. Recommendations for subsequent phases will be based on the mission of the District, further analysis of departmental needs, efficiency, and the District's financial situation.

RECOMMENDED: That effective July 11, 2002, or as soon thereafter as can be facilitated, The School Board of Miami-Dade County, Florida:

1. Approve the proposed reorganization and restructuring of selected district and region offices;
2. Delete the following administrative positions:
 - a. Director Integrated Media, DCSAA pay grade 46
 - b. Director I, Systems User Support, DCSAA pay grade 45
 - c. Supervisor II, Technology Training, DCSAA pay grade 44
 - d. Coordinator, Staff Services, DCSAA pay grade 43
 - e. Coordinator III, Public Relations and Marketing, DCSAA pay grade 42
 - f. Coordinator I, Instructional TV, DCSAA pay grade 40
 - g. Coordinator I, TV Program Development, DCSAA pay grade 40
 - h. Specialist, TV Studio, DCSAA pay grade 40
 - i. Specialist, WLRN Programming Management, DCSAA pay grade 40
 - h. Manager III, Radio/TV Engineering, DCSAA pay grade 39
3. Rescind the following administrative positions, effective June 20, 2002:
 - a. Charter School Superintendent, MEP pay grade 25
 - b. Administrative Director, Charter Schools, MEP pay grade 24
 - c. Director, Charter Schools, MEP pay grade 21
4. Establish and classify the following administrative positions:
 - a. Executive Director, Support Services, MEP pay grade 22
 - b. Media Relations Coordinator, MEP pay grade 18
 - c. Commander, Police Administration, MEP pay grade 18

- d. Citizen Information Coordinator, MEP pay grade 18
- e. Director II, Centralized Bus Routing, DCSAA pay grade 46
- f. Director I, Program Management and Process Engineering, DCSAA pay grade 45
- g. Director, Civil Rights Compliance, DCSAA pay grade 45
- h. Director, Diversity Compliance, DCSAA pay grade 45
- i. Director I, Advanced Planning, DCSAA pay grade 45
- j. Supervisor II, Governmental Affairs and Land Use Policy, DCSAA pay grade 44
- k. Supervisor I, Computer Operations, DCSAA pay grade 43
- l. Technical Operations Coordinator, DCSAA pay grade 43
- m. Coordinator III, Site Acquisition and Special Projects, DCSAA pay grade 42
- n. Television Station Manager, DCSAA pay grade 41
- o. Manager, WLRN Special Projects, DCSAA pay grade 41
- p. Manager, Production Projects, DCSAA pay grade 41
- q. Radio Station Manager, DCSAA pay grade 40
- r. Broadcast Engineering Manager, DCSAA pay grade 38
- s. Field Engineering Manager, DCSAA pay grade 38
- t. Communications Manager, DCSAA pay grade 37
- u. Television Operations Manager, DCSAA pay grade 37
- v. Television Production Manager, DCSAA pay grade 37
- w. Television Program Manager, DCSAA pay grade 37
- x. Instructional Television Manager, DCSAA pay grade 37
- y. Citizen Information Specialist, DCSAA pay grade 36
- z. Media Relations Specialist, DCSAA pay grade 36
- aa. Public Relations Specialist, DCSAA pay grade 36
- bb. News and Public Affairs Manager, DCSAA pay grade 33

5. Appoint and assign administrative personnel:

- a. **Ms. Debra K. Graper**, Director I, Systems User Support, DCSAA pay grade 45, to Executive Director, Support Services, MEP pay grade 22
- b. **Ms. Tammy Reed**, Supervisor II; Publications, DCSAA pay grade 44 to Citizen Information Coordinator, MEP pay grade 18
- c. **Mr. John J. Schuster**, Supervisor-II, Publications, DCSAA pay grade 44, to Media Relations Coordinator, MEP pay grade 18
- d. **Mr. Joseph Diaz**, Coordinator, Staff Services, DCSAA pay grade 43, to Commander, Police Administration, MEP pay grade 18
- e. **Ms. Madeleine V. Rodriguez**, EEO Compliance Officer, DCSAA pay grade 43, to Director, Civil Rights Compliance, DCSAA pay grade 45

- f. **Ms. Gloria Simmons**, School Social Worker, to Director, Diversity Compliance, DCSAA pay grade 45
 - g. **Ms. Bernadette Y. Siy**, Senior TV Director (AFSCME), to Television Station Manager, DCSAA pay grade 41
6. Approve the following lateral transfers of administrative personnel:
- a. **Ms. Carol Cortes**, Charter Schools Superintendent, MEP pay grade 25, to Region Superintendent, Region V, MEP pay grade 25
 - b. **Dr. Geneva K. Woodard**, Administrative Director, Charter Schools, MEP pay grade 24, to Administrative Director, Instructional Support, MEP pay grade 24
 - c. **Mr. Clifford M. Andrean**, Coordinator I, Trades, DCSAA pay grade 40, to Asbestos Design Coordinator, DCSAA pay grade 40
 - d. **Mr. Walter T. Eldredge**, Specialist, TV Studio, DCSAA pay grade 40, to Radio Station Manager, DCSAA pay grade 40
7. Approve the following reclassifications of administrative personnel:
- a. **Dr. Carlo Rodriguez**, Administrative Director, Charter Schools, MEP pay grade 24, to District Director, Schools of Choice, MEP pay grade 23
 - b. **Dr. John W. Pennington**, Executive Director, Capital Construction Compliance, MEP pay grade 22 to District Director, Capital Construction Compliance, MEP pay grade 23
 - c. **Dr. Lourdes Linares**, Director, Charter Schools, MEP pay grade 21, to Supervisor, Magnet Programs, MEP pay grade 20
 - d. **Mr. Jerome A. Morgan**, Director II, Marketing, DCSAA pay grade 46, to Marketing Coordinator, DCSAA pay grade 42
 - e. **Mr. Rodney Stumhofer**, Director Integrated Media, DCSAA pay grade 46, to Technical Operations Coordinator, DCSAA pay grade 43
 - f. **Ms. Winifred C. Jones**, Director I, Administrative Services Media Programs, DCSAA pay grade 45, to Finance Supervisor Media Programs, DCSAA pay grade 44
 - g. **Mr. Daniel F. Wilson**, Director I, Multimedia Development, DCSAA pay grade 45, to Marketing/Multimedia Coordinator, DCSAA pay grade 42

- h. **Mr. Victor Alonso**, Supervisor II, Facilities Planning and Construction Management, DCSAA pay grade 44, to Director I, Advanced Planning, DCSAA pay grade 45
- i. **Ms. Maritza G. de la Cerda**, Personnel Records Processing and Management Officer, DCSAA pay grade 44, to Director II, Records and Network Systems, DCSAA pay grade 46
- j. **Ms. Terry Z. Rohm**, Supervisor II, Technology Training, DCSAA pay grade 44, to Director I, Program Management and Process Engineering, DCSAA pay grade 45
- k. **Dr. Maria J. Ariza**, Coordinator III, Computer Systems Training, DCSAA pay grade 42, to Coordinator II, Systems Education, DCSAA pay grade 41
- l. **Mr. Alex David**, Coordinator III, State/Gov. Liaison, DCSAA pay grade 42, to Supervisor II, Governmental Affairs and Land Use Policy, DCSAA pay grade 44
- m. **Ms. Hilda Diaz**, Coordinator III, Public Relations and Marketing, DCSAA pay grade 42, to Media Relations Specialist, DCSAA pay grade 36
- n. **Ms. Graciela M. Escalante**, Coordinator III State/Government Liaison, DCSAA pay grade 42, to Supervisor II, Facilities Management, DCSAA pay grade 44
- o. **Mr. Rolando A. Martin**, Coordinator III, Public Relations and Marketing, DCSAA pay grade 42, to Citizen Information Specialist, DCSAA pay grade 36
- p. **Ms. Jacqueline P. Small**, Coordinator III, Public Relations and Marketing, DCSAA pay grade 42, to Public Relations Specialist, DCSAA pay grade 36
- q. **Ms. Vivian G. Villaamil**, Coordinator II, Site Planning, DCSAA pay grade 41, to Coordinator III, Site Acquisition and Special Projects, DCSAA pay grade 42
- r. **Mr. Darrel K. Wilbur**, Systems Resources Coordinator, DCSAA pay grade 41, to Communications Analyst I, DCSAA pay grade 39
- s. **Ms. Aida G. Campos**, Coordinator I, Instructional TV, DCSAA pay grade 40, to Instructional Television Manager, DCSAA pay grade 37
- t. **Ms. Tiffany N. Jennings**, Coordinator I, Retiree Benefits, DCSAA pay grade 40, to Manager II, Retirement Benefits, DCSAA pay grade 38
- u. **Ms. Adriene M. Kennedy**, Coordinator I, TV Program Development, DCSAA pay grade 40, to Manager, WLRN Special Projects, DCSAA pay grade 41
- v. **Mr. Darrell L. Mack**, Coordinator I, Production Control, DCSAA pay grade 40, to Supervisor I, Computer Operations, DCSAA pay grade 43

- w. **Mr. William Richards**, Specialist, TV Studio, DCSAA pay grade 40, to Television Production Manager, DCSAA pay grade 37
- x. **Ms. Barbara R. Salvin**, Coordinator I, TV Program Development, DCSAA pay grade 40, to Communications Manager, DCSAA pay grade 37
- y. **Mr. Steven M. Weisberg**, Specialist, WLRN Programming Management, DCSAA pay grade 40, to Television Program Manager, DCSAA pay grade 37
- z. **Mr. Lee R. Bennett**, Systems Analyst I, DCSAA pay grade 39, to Senior Systems Analyst I, DCSAA pay grade 41
- aa. **Mr. Juan Gonzalez**, Manager III, Radio/TV Engineering, DCSAA pay grade 39, to Field Engineering Manager, DCSAA pay grade 38
- bb. **Mr. Clyde W. Pinder**, Manager III, Radio/TV Engineering, DCSAA pay grade 39, to Television Operations Manager, DCSAA pay grade 37
- cc. **Ms. Dawn Pittman**, Accounts Payable Manager, DCSAA pay grade 39, to Coordinator II, Payment Processing, DCSAA pay grade 41
- dd. **Ms. Mary K. Ramos**, Systems Analyst I, DCSAA pay grade 39, to Senior Systems Analyst I, DCSAA pay grade 41
- ee. **Mr. Christopher S. Sachtleben**, Communications Analyst I, DCSAA pay grade 39, to Project Manager Network Services, DCSAA pay grade 41
- ff. **Ms. Yvette Senior-Stewart**, Systems Manager, Attendance, DCSAA pay grade 39, to Coordinator II, Attendance, DCSAA pay grade 41
- gg. **Mr. Michael Zambrano**, Communications Analyst I, DCSAA pay grade 39, to Systems Resources Coordinator, DCSAA pay grade 41
- hh. **Dr. Donna A. Riley**, Manager II, Wellness Program, DCSAA pay grade 38 to Coordinator I, Employee Support, DCSAA pay grade 40
- ii. **Mr. Galo E. Calderon**, Senior Programmer Analyst I, DCSAA pay grade 37, to Programmer Analyst II, DCSAA pay grade 35
- jj. **Mr. Joseph X. Flynn**, Senior Programmer Analyst I, DCSAA pay grade 37, to Senior Programmer Analyst II, DCSAA pay grade 38
- kk. **Ms. Carmen Jorge**, Senior Programmer Analyst I, DCSAA pay grade 37, to Programmer Analyst II, DCSAA pay grade 35
- ll. **Ms. Collette N. Michel**, Manager I, Computer Operations, DCSAA pay grade 37, to Coordinator I, Production Control, DCSAA pay grade 40

- mm. **Ms. Selene H. Staehle**, Senior Programmer Analyst I, DCSAA pay grade 37, to Senior Programmer Analyst II, DCSAA pay grade 38
- nn. **Mr. Fred B. Young, Jr.**, Senior Programmer Analyst I, DCSAA pay grade 37, to Programmer Analyst II, DCSAA pay grade 35
- oo. **Ms. Carmen Perea**, Asbestos Design Specialist, DCSAA pay grade 36, to Asbestos Design Coordinator, DCSAA pay grade 40
- pp. **Ms. Mariela C. Echemendia**, Programmer I, DCSAA pay grade 33, to Programmer Analyst II, DCSAA pay grade 35
- qq. **Mr. Eduardo Hernandez**, Programmer I, DCSAA pay grade 33, to Programmer Analyst II, DCSAA pay grade 35
- rr. **Mr. Javier F. Lirio**, Programmer I, DCSAA pay grade 33, to Programmer Analyst II, DCSAA pay grade 35
- ss. **Mr. Jorge Rodriguez**, Programmer I, DCSAA pay grade 33, to Programmer Analyst II, DCSAA pay grade 35

8. Approve the following change of titles:

- a. News/Media Relations Officer, DCSAA pay grade 44, to Media Relations Officer and Translator, DCSAA pay grade 44
- b. Coordinator III, Fringe Benefits, DCSAA pay grade 42, to Coordinator III, Risk and Benefits Management, DCSAA pay grade 42
- c. Specialist, Radio Programs, DCSAA pay grade 37, to Radio Program Manager/Host, DCSAA pay grade 37

9. Approve salary increases of 4% for promoted Managerial Exempt Personnel due to unusual financial circumstances pursuant to School Board Rule 6Gx13- 4D-1.022, Manual of Procedures for Managerial Exempt Personnel.