

Office of Human Resources  
Marjorie H. Adler, Chief Personnel Officer

**SUBJECT: REQUEST FOR AUTHORIZATION TO ENTER INTO A PERSONNEL  
ASSIGNMENT AGREEMENT WITH THE MIAMI-DADE COUNTY  
DEPARTMENT OF HUMAN SERVICES FOR *PROJECT UPGRADE***

**COMMITTEE: LEGISLATIVE RELATIONS, PUBLIC RELATIONS AND  
PERSONNEL SERVICES**

The Division of Early Childhood Programs is a participant in *Project Upgrade*, which is a two-year project to introduce high quality language and literacy curricula for pre-kindergarten children. This project entails a study which will assess the effects of language interventions on the language development, early literacy and overall school readiness of pre-schoolers in child care centers. Three curricula have been selected to address the literacy needs of the children in child care centers: The Building Early Language and Literacy (B.E.L.L.) program; Ready, Set, Leap program; and Breakthrough to Literacy.

The Miami-Dade County Department of Human Services has requested Miami-Dade County Public Schools to provide three teachers to work as literacy specialists. They will be responsible for modeling and implementing the curricula for teachers at the child care sites. Each literacy specialist is required to make a two-year commitment to the program, and the Miami-Dade County Department of Human Services will provide full reimbursement to Miami-Dade County Public Schools for the salary and fringe benefits of each teacher for the two-year period.

Authorization of the Board is requested to enter into a Personnel Assignment Agreement with Miami-Dade County Department of Human Services to permit Ms. Janet Grade, Ms. Marshanell P. Topping, and Ms. Magdalena Castaneda to serve as literacy specialists in *Project Upgrade*.

This agreement will be effective from October 23, 2003 through June 30, 2005. Ms. Grade, Ms. Topping and Ms. Castaneda will be paid through the Division of Early Childhood Programs. The Miami-Dade County Department of Human Services will provide full reimbursement for their salary and fringe benefits to Miami-Dade County Public Schools in the amount of \$66,195, \$66,195, and \$52,409 respectively, per annum. Salary and fringe benefits quoted amounts are contingent upon prevailing collective bargaining agreements with United Teachers of Dade and/or any additional fringe benefits that may be negotiated.

**REPLACEMENT  
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**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, authorize the Superintendent to enter into a Personnel Assignment Agreement with Miami-Dade County Department of Human Services for:

1. **Ms. Janet Grade, Ms. Marshanell P. Topping, and Ms. Magdalena Castaneda** to serve as literacy specialists for *Project Upgrade* from October 23, 2003 through June 30, 2005, and
2. full reimbursement of salary and fringe benefits to be provided by Miami-Dade County Department of Human Services to Miami-Dade County Public Schools.

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