

Merrett R. Stierheim, Superintendent of Schools

**SUBJECT: REQUEST FOR AUTHORIZATION TO ISSUE AN RFQP (REQUEST FOR QUALIFICATIONS/PROPOSALS) FOR AN EXECUTIVE SEARCH FIRM AND FOR BOARD APPOINTMENT OF A SELECTION COMMITTEE TO RECOMMEND CANDIDATES FOR SUPERINTENDENT OF SCHOOLS**

On October 24, 2001, the School Board entered into an employment agreement with the Superintendent of Schools, Merrett R. Stierheim. At that Board meeting, the Board authorized the Superintendent to initiate a selection process for a permanent Superintendent. Subsequently, at its December 2001 meeting, an agenda item was brought forward detailing the recommended selection process and seeking authorization to issue the RFQP and to select a screening committee. That agenda item was tabled and the Superintendent's contract, amended twice since, requires Board action in June 2004 either to terminate the contract on June 30<sup>th</sup> or extend the contract while a national search for Superintendent is conducted or extend the Superintendent's employment until December 30, 2004.

This item recommends Board authorization to issue an RFQP for an executive search firm, consistent with specifications set forth in RFQP #060-DD10 that will be forwarded under separate cover. The screening committee for selection of the RFQP is outlined in School Board Rule 6Gx13-3F-1.021. The School Board Rule provides:

- A.2. The selection committee shall be specified in the Request For Proposal. The committee shall consist of: (1) Two individuals from the originating bureau/office, however, not more than one of these individuals can be from the requesting department; (2) Two individuals from outside the bureau/office; and (3) One individual from the Division of Business Development and Assistance. Additional members may be appointed at the discretion of the Superintendent of Schools or his/her designee. The committee shall to the extent possible, be ethnically and gender representative.

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The purpose of the RFQP is to obtain the services of a nationally recognized executive search firm experienced in recruiting superintendents, college/university presidents, and CEO's to conduct a national executive search to identify and attract the most highly qualified candidates for the position of Superintendent of Miami-Dade County Public Schools and to recommend to a Selection Committee appointed by the School Board the most outstanding candidates to the Board for the next Superintendent of Schools.

The recommended Selection Committee will consist of nine voting members, comprised of distinguished citizens of this community, representative of educational and civic leaders, including a representative from both PTA/PTSA and the UTD. The recommended voting and non-voting members are as follows:

- *Ms. Helen Aguirre-Ferre*, distinguished community leader, Trustee, Miami-Dade College, Editor, *Diario Las Americas*
- *Mr. Armando Codina*, distinguished community leader, Chairman and CEO, Codina Group, Inc.
- *Mr. Adolpho Henriques*, distinguished community leader, CEO, Southern Banking Group, Union Planters Bank, community leader, Chair of the FIU Board of Trustees, former member of the Florida Board of Regents
- *Mr. David Lawrence, Jr.*, former publisher, *The Miami Herald*, currently Chairman of the Children's Trust
- *Dr. Elaine Liffen*, former teacher, principal, district administrator M-DCPS, President/Executive Director of the Annenberg Foundation, presently President and Executive Director of the Council for Educational Change
- *Ms. Dannie McMillon*, President, Miami Dade PTA and PTSA
- *Mr. Mark Richard* (or designee), United Teachers of Dade Administrator
- *Mr. Peter Roulhac*, distinguished community leader, currently Chairman of the Greater Miami Chambers of Commerce, Vice President of Community Development, Wacovia Bank
- *Dr. Donna Shalala*, President, University of Miami, former President, University of Wisconsin, nationally recognized leader and educator
- A representative from Procurement Management (non-voting)
- The Chief Personnel Officer for the Office of Human Resources (non-voting)
- A representative from the School Board Attorney's Office (non-voting)

There are slightly more than seven months remaining in the Superintendent's employment agreement, which should provide sufficient time for the selection of the search firm, the search process and appointment by the School Board of the next Superintendent of Schools. It is the clear intention of the Superintendent to honor all his contractual commitments and support the new Superintendent by providing a seamless transfer of authority with adequate orientation for the District's new leader.

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 are included in the contingency reserve of the 2003-2004 Adopted Budget.

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

1. authorize the Superintendent to issue the Request for Qualifications Proposals #060-DD10 for an executive search firm for the selection of the Superintendent of Schools; and
2. approve the recommended Selection Committee that will interview and evaluate those candidates identified by the Executive Search Firm and make a recommendation to the Board, as to the most qualified candidate(s) for Superintendent of Schools.

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The appropriations for the Request for Qualifications Proposals are included in the contingency reserve of the 2003-2004 Adopted Budget.