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SUBJECT: PILOT PROGRAM TO PROVIDE COST ESTIMATES FOR AGENDA ITEMS.

COMMITTEE: INNOVATION, EFFICIENCY AND GOVERNMENTAL RELATIONS

LINK TO DISTRICT STRATEGIC PLAN: EVALUATE AND REDESIGN INTERNAL BUSINESS OPERATIONS

The School Board of Miami-Dade County, Florida, announced on February 14, 2007, its intention to amend School Board Rule 6Gx13- 8C-1.15, Agenda—Regular and Special Meetings, at the meeting of April 18, 2007. The action proposed by Ms. Perla Tabares Hantman, School Board Member, and approved by the Board at the December 13, 2006 School Board Meeting, Agenda Item B-4, authorized the Superintendent to amend the rule. During the course of deliberation for final reading at the April 18, 2007, School Board Meeting, the members of the School Board requested that the amendment to the rule be withdrawn and that the item be brought back to the School Board at the May 16, 2007, School Board Meeting as a pilot program. During the six-month pilot, which will begin with the June 13, 2007, School Board Meeting, School Board Members will consider the principles and concepts of each Board Member item prior to a cost estimate being developed. Once approved in principle by the Board Members, the Superintendent of Schools will assign the item to the appropriate Cabinet Member who will prepare cost and staff time estimates associated with the feasibility and implementation of the recommended action referenced in the original item and bring it back as a new item at the following School Board Meeting. At the end of the pilot implementation, the School Board will assess the effectiveness of the procedures and determine whether to amend School Board Rule 6Gx13- 8C-1.15, Agenda—Regular and Special Meetings.

In order to ensure that School Board Members' agenda items receive the necessary attention from staff, the following procedures and deadlines are proposed:

- I. School Board Members will prepare items as usual for inclusion in the School Board Meeting Agenda.
- II. At the School Board Meeting, School Board Members will consider the items and either approve or disapprove based on the items' principles and concepts. The Superintendent will refer approved items to the appropriate Cabinet member(s) with a deadline indicating that the cost and staff time estimates should be

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prepared and included in a staff item for inclusion in the following month's School Board Meeting Agenda. The staff item will reference the Board Member item on which it is based.

- III. Staff will ensure that the cost estimate provided is an accurate reflection of the expected costs associated with the implementation of the recommended action referenced in the item. This should include costs for staff time, materials, supplies, purchased services, and capital expenses.
- IV. Administratively, staff will continue to assist Board Members in developing cost estimates until the School Board approves the structure of the pilot program.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, begin a six-month pilot of procedures requiring Cabinet members to review each Board member agenda item and provide cost and staff time estimates associated with the implementation of the recommended action referenced in the item, to be effective as of the June 13, 2007, School Board Meeting.

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