

Ms. Ana Rivas Logan, Board Member

**SUBJECT:           REQUEST FOR APPROVAL OF RESOLUTION NO. 10-030 OF  
THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA,  
ENDORING APRIL 18-24, 2010 AS ADMINISTRATIVE  
PROFESSIONALS WEEK, AND APRIL 21, 2010 AS  
ADMINISTRATIVE PROFESSIONALS DAY**

**COMMITTEE:       INNOVATION,   EFFICIENCY   AND   GOVERNMENTAL  
RELATIONS**

**LINK TO STRATEGIC  
FRAMEWORK:       SCHOOL/DISTRICT LEADERSHIP**

Administrative Professionals Week and Administrative Professionals Day were created by the International Association of Administrative Professionals (IAAP) as an annual event to recognize the valuable contributions of office support staff and to encourage students to consider careers as administrative professionals. Originally celebrated as National Secretaries Week in 1952, the observance was changed to Professional Secretaries Week in 1981. In 2000, the observance became Administrative Professionals Week in recognition of the expanding responsibilities and wide-range of job titles of administrative staff.

The IAAP is the world's leading association for administrative professionals, with more than 24,000 members and affiliates worldwide. According to U.S. Department of Labor statistics, there are approximately 4.2 million secretaries and administrative assistants working in the United States, and 1.4 million people serving as supervisors of office and administrative support staff.

Administrative Professionals Week is observed annually during the last full week in April and Administrative Professionals Day is observed on the Wednesday of that week. This year, Administrative Professionals Week will be celebrated April 18-24, 2010, and Administrative Professionals Day will be observed on April 21, 2010, under the theme "Power of Commitment."

**ACTION PROPOSED BY  
MS. ANA RIVAS LOGAN:**

That The School Board of Miami-Dade County, Florida, approve Resolution No. 10-030 of The School Board of Miami-Dade County, Florida, endorsing April 18-24, 2010 as Administrative Professionals Week, and April 21, 2010 as Administrative Professionals Day.

**RESOLUTION NO. 10-030  
OF THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA,  
ENDORING APRIL 18-24, 2010 AS ADMINISTRATIVE PROFESSIONALS WEEK,  
AND APRIL 21, 2010 AS ADMINISTRATIVE PROFESSIONALS DAY**

**WHEREAS**, Administrative Professionals Week and Administrative Professionals Day were created by the International Association of Administrative Professionals (IAAP) to recognize the valuable contributions of office support staff and to encourage students to consider careers as administrative professionals; and

**WHEREAS**, originally celebrated as National Secretaries Week in 1952, the observance was changed to Professional Secretaries Week in 1981. In 2000, the observance became Administrative Professionals Week in recognition of the expanding responsibilities and wide-range of job titles of administrative staff; and

**WHEREAS**, the International Association of Administrative Professionals (IAAP) is the world's leading association for administrative professionals, with more than 24,000 members and affiliates worldwide; and

**WHEREAS**, according to U.S. Department of Labor statistics, there are approximately 4.2 million secretaries and administrative assistants working in the United States, and 1.4 million people serving as supervisors of office and administrative support staff; and

**WHEREAS**, this year, Administrative Professionals Week will be celebrated April 18-24, 2010, and Administrative Professionals Day will be observed on April 21, 2010, under the theme "Power of Commitment";

**NOW, THEREFORE, BE IT RESOLVED THAT:**

The School Board of Miami-Dade County, Florida, approve Resolution No. 10-030 of The School Board of Miami-Dade County, Florida, endorsing April 18-24, 2010 as Administrative Professionals Week, and April 21, 2010 as Administrative Professionals Day.

A copy of this resolution is placed in the permanent records of this Board.

**Presented this fourteenth day of April, A.D. 2010**

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

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CHAIR

ATTEST:

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Secretary