

Ms. Perla Tabares Hantman, Chair

Co-Sponsors:      Dr. Steve Gallon III, Vice Chair  
                          Dr. Dorothy Bendross-Mindingall  
                          Ms. Susie V. Castillo  
                          Dr. Lawrence S. Feldman  
                          Dr. Martin Karp  
                          Dr. Lubby Navarro  
                          Dr. Marta Pérez  
                          Ms. Maria Teresa Rojas

}  
A  
D  
D  
E  
D

**SUBJECT:            SCHOOL BOARD POLICY 0165.1**

**COMMITTEE:        FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS**

**LINK TO STRATEGIC  
BLUEPRINT:        EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

The School Board of Miami-Dade County, Florida, is composed of elected officials entrusted by the voters of Miami-Dade County with the responsibility of determining policies and programs in pursuit of the education of the children in the community. In order to exercise this fiduciary duty, timely access to agenda-related information is paramount to the transparency and efficacy of the decision-making responsibility of School Board Members. At the State level, the Florida Administrative Procedure Act (APA) delineates the basic procedure for the publication and distribution of Board agendas. Similarly, and pursuant to the Florida's APA, School Board policy 0165.1, *Agendas* outlines the process for preparation, publication, and distribution of agendas for School Board meetings.

Nonetheless, recent events have highlighted the need for improvement in the current agenda process. In the spirit of transparency and efficacy, documentation relevant to the agenda of any School Board meeting and/or workshop must be submitted to Board Members and made available to the public within reasonable time, *or at least 24 hours*, before its presentation to the Board in order to allow proper review and consideration – even if said documentation or materials are provided for informational purposes only and not formal Board action would be taken. Furthermore, this documentation or materials should be timely posted on the District website and copies should be made available at Citizens Information.

This Board item seeks that the School Board request the Superintendent to revise and amend School Board policy 0165.1, *Agendas* and any other applicable policies and bylaws regarding the preparation, publication, and distribution of School Board meeting agendas. These revisions and amendments must be made with the goal of improving the transparency and timeliness in the submission of any agenda-related materials, included but not limited to back-up documentation and/or presentations of any sort and/or memoranda relevant to any item or matter to be presented at any meeting of the Board, included but not limited to regular, special, informational, and/or emergency meetings, and workshops.

**Revised  
H-14**

This item has been reviewed and approved by the Board Attorney's Office as to form and legal sufficiency.

**ACTION PROPOSED BY CHAIR  
MS. PERLA TABARES HANTMAN:**

That The School Board of Miami-Dade County, Florida, request the Superintendent to revise and amend School Board Policy 0165.1, *Agendas* and any other applicable policies and bylaws, requiring:

1. Timeliness in the preparation, publication, distribution and submission of agenda-related materials, including but not limited to back-up documentation and/or presentations of any sort and/or memoranda relevant to any item or matter to be presented at any School Board meeting and/or workshop, even if the said material is provided to the Board for informational purposes only and not formal action would be taken; and
2. The documentation relevant to the agenda of any School Board meeting and/or workshop must be submitted to Board Members and made available to the public within reasonable time, *or at least 24 hours*, prior its presentation to the Board, and should be timely posted on the District website and copies should be made available at Citizens Information.