

Ms. Maria Teresa Rojas, Chair

**SUBJECT: COMPENSATION STUDY FOR CONFIDENTIAL EXEMPT
PERSONNEL (CEP)**

COMMITTEE: PERSONNEL, STUDENT, SCHOOL & COMMUNITY SUPPORT

**LINK TO STRATEGIC
PLAN: HIGHLY EFFECTIVE TEACHERS, LEADERS, & STAFF**

School Board Policy 4120.01 – *Confidential Exempt Personnel* states the following: “The Superintendent may designate certain employees as confidential exempt personnel. Confidential exempt personnel are defined in the document, *Classification and Compensation Plan for Confidential Exempt Personnel*, incorporated by reference, which also includes regulations for the administration of the classification, compensation, and performance appraisal systems for confidential exempt personnel.” These employees hold positions classified by the Public Employee Relations Commission (PERC) as confidential exempt and report to managerial personnel who are also exempt from the provision of Chapter 447, Florida Statutes.

Executive assistants, administrative professionals, and exempt secretaries are indispensable resources in Miami-Dade County Public Schools. Their work often holds the district’s operations together and provides an extraordinary service to Miami-Dade County Public Schools.

An ever-tightening labor market has created a number of challenges for this school district, and it is particularly stressful for senior management in the administration who are feeling the strain of constant demands in finding qualified applicants, battling with loss of top talent who may be retiring, resigning, or finding similar higher-paying jobs in other public or private sectors.

This agenda item seeks to direct the Superintendent of Schools to initiate a compensation study for Confidential Exempt Personnel (CEP), and based on this study, present to the School Board at the Personnel, Student, School & Community Support Committee no later than August 9, 2023, meeting, a recommended salary schedule for the Board’s consideration for the 2023-2024 school year.

This item has been reviewed and approved by the General Counsel’s Office as to form and legal sufficiency.

**ACTION PROPOSED BY CHAIR
MS. MARIA TERESA ROJAS**

That The School Board of Miami-Dade County, Florida, direct the Superintendent of Schools to initiate a compensation study for Confidential Exempt Personnel (CEP), and based on this study, present to the School Board at the Personnel, Student, School & Community Support Committee no later than August 9, 2023, meeting, a recommended salary schedule for the Board’s consideration for the 2023-2024 school year.