Office of the Superintendent
Board Meeting of November 18, 2026

November 9, 2026

Office of the General Counsel
Mr. Walter J. Harvey, General Counsel

SUBJECT:	**THAT THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA APPROVE THE MODIFICATION OF JOB CODE 8105/PAYGRADE A3, ASSOCIATE GENERAL COUNSEL (RISK MANAGEMENT/LITIGATION), APPROVE THE EMPLOYMENT OF AN ASSOCIATE GENERAL COUNSEL TO FILL THE VACANCY CREATED BY THE RESIGNATION OF AN ASSOCIATE GENERAL COUNSEL AND CONFIRM CURRENT COST-NEUTRAL SALARY ADJUSTMENTS IN ACCORDANCE WITH SUCCESSION MANAGEMENT PLAN**
COMMITTEE:	**PERSONNEL, STUDENT, SCHOOL, AND COMMUNITY SUPPORT**
ALIGNMENT:	**OPERATIONAL IMPACT**
INDICATOR: *(If Strategic Impact)*	**N/A**
DECISION MATRIX: *(If Strategic Impact)*	**N/A**

Revised

DECISION MATRIX JUSTIFICATION: **N/A**
(If Strategic Impact)

N/A

Revised
G-7

BODY OF ITEM:

In accordance with the Office of the General Counsel's ("OGC") approved organizational structure, the position of Associate General Counsel (or "AGC") in separate areas of practice was established and classified by the Board. The establishment of these positions has served to produce substantial savings to the Board, and their continuation is expected to do the same as more and more previously outsourced legal services are being handled by in-house counsel.

As a result of a current vacancy in the position of Associate General Counsel created by the resignation of one of the OGC's attorneys (who has accepted employment with another local government entity), General Counsel is requesting the approval of the employment of an Associate General Counsel to fill this vacancy. Having completed the screening and interview process, the General Counsel is requesting authorization to enter into a contractual agreement with Mr. Mateo Lopez. The proposed contract, the job description, and Mr. Lopez's resume will be forwarded to the Board under separate cover.

In addition, another Associate General Counsel position has been left vacant after an Associate General Counsel took a position with the County Attorney's Office earlier this year and another position in the OGC will become vacant as another Associate General Counsel retires before the end of the year. In order to reduce costs, these two vacant attorney positions will not be filled. As a result of these developments, pursuant to Policy 1130.02, Succession Management and in conformance with the OGC's Updated Succession Management Plan, which was approved by the Board at its June 23, 2021, Board meeting (Agenda Item G-1, Annual Report to the Board), the OGC seeks to implement its succession management process which has provided for the identification and preparation of attorneys and professional staff to ensure critical position vacancies are filled as the need arises. The implementation of strategic succession management planning allows the OGC to merge the human capital functions of recruitment, leadership development, and professional development to meet future needs.

To ensure the continuity and the seamless transition within the OGC, several AGCs have been assigned new duties and responsibilities to ensure that the tasks previously performed by the outgoing AGCs continued to be completed without interruption. Several AGCs have also assumed increased roles in the areas of Academic Programs and Compliance, Business Operations, and Exceptional Student Education (ESE), and to manage the continued increase in tort litigation in the area of Risk Management/Litigation.

As part of this item, and to support the OGC's Succession Management Plan and the retention of skilled attorneys with extensive experience and expertise in their practice areas, the General Counsel is requesting the approval of salary adjustments for AGCs that are assigned new job responsibilities. These AGCs will remain in their current job codes and will also remain within their current and same salary schedule. Due to the unfilled vacancies resulting from the departures of the AGCs mentioned above, the approval of salary adjustments within the OGC salary schedule will be cost neutral, will lead to substantial savings, and are within the OGC budget. The names of the AGCs receiving salary adjustments along with the corresponding Job Codes will be transmitted to the Board under separate cover.

RECOMMENDED / ACTION PROPOSED BY:

That The School Board of Miami-Dade County, Florida, approve the modification of Job Code 8105/Paygrade A3, Associate General Counsel (Risk Management/Litigation) and approve the employment contract for Mr. Mateo Lopez, Esq., to the position of Associate General Counsel (Risk Management/Litigation) under Job Code 8105/Paygrade A3, and confirm cost-neutral salary adjustments to Associate General Counsels as described herein.

Revised