**LABOR RELATIONS**

We’re the people who:

- negotiate labor contracts with recognized bargaining agents
- assist school-site and region center/central office administrators in contract implementation and administration
- keep up with current state laws related to education and collective bargaining
- represent the Board in grievance procedures
- defend the Board against charges of unfair labor practices
- speak for the Board at impasse hearings
- represent the Board at hearings before the Public Employees Relations Commission (PERC) and in arbitration cases
- look for trends in recurring local, state, and national labor issues

We’re the ones to call when you:

- need some advice on a labor or contract interpretation problem
- want counseling on a grievance matter
- want to suggest collective bargaining proposals
- have a question about a rule, law, or contract provision related to labor relations

**HOW TO CONTACT THE OFFICE OF LABOR RELATIONS**

We are:

- Ofelia San Pedro, _Deputy Superintendent_
- Diana T. Urbizu, _Assistant Superintendent_
- Christopher F. Kurtz, _Labor Attorney_
- Dr. Linette M. Coleman, _District Director_
- Ronda Martin, _District Director_
- William Gjebre, _Executive Director_

Call us at:

- Office: (305) 995-1590
- Suncom: 432-1590
- FAX: (305) 995-2375

Visit us or write us at:

Miami-Dade County Public Schools
School Board Administration Building
1450 N.E. Second Avenue, Suite 552
Miami, Florida 33132

Our School Mail Code is:

- 9999, SBAB, Suite 552

E-Mail us at: laborrelations@dadeschools.net

**Negotiating With:**

- UTD
- AFSCME
- DCSMEC
- FOP
- DCSAA

**Dr. Rudolph F. Crew**
Superintendent of Schools

Miami-Dade County Public Schools
Miami, Florida
Negotiate: Confer to bring about settlements or agreements

Rationale: State law requires school boards to collectively bargain with recognized employee groups. We represent the Superintendent and the School Board in negotiations with five employee groups: the United Teachers of Dade (UTD); the American Federation of State, County and Municipal Employees (AFSCME) Local 1184; the Dade County School Maintenance Employee Committee (DCSMEC); the Florida State Lodge, Fraternal Order of Police (FOP); and, the Dade County Schools Administrators’ Association (DCSAA).

Mediate and Litigate: Bring about accord by acting as an intermediary body

Rationale: In any organization where there are thousands of employees working under federal regulations, state laws, union contracts and school board rules, there are bound to be disagreements. Many of these are resolved at the school and area levels. Some end up in hearings before the Public Employees Relations Commission (PERC), some before a Special Master, some before an arbiter, and some in court. We prepare and present cases before PERC, handle impasse resolution hearings before a Special Master, and represent the Board in arbitration proceedings. We defend charges of unfair labor practices, answer court challenges related to the contracts, and represent the school system at hearings on dismissals and non-reappointments.

Collaborate and Coordinate: Work jointly with other departments and agencies, giving assistance

Rationale: Though our chief responsibilities fall in the areas of negotiation and contract administration, we are involved in other areas too. We are part of the management team and union-management task forces that study such issues as professionalism of education, merit pay, fringe benefits, bilingual education, and school safety.

Administer: Manage and supervise the implementation of contracts

Rationale: We assist staff in contract administration in many ways, including helping to formulate policies that comply with contract agreements and suggesting solutions to recurring contract problems. On a day-to-day basis, we handle administrators’ concerns about union activities. We look into charges of contract violations, resolve conflicts between our bargaining units and administrators, and provide advice and counsel on grievance matters. Working in conjunction with each administrative Regional Center Director for Personnel and Labor Relations, we serve as a conduit between employees with questions or complaints regarding contract issues and their appropriate union representatives, and we respond to formal Letters of Inquiry, analyzing the issues addressed when necessary.

Educate: Train and instruct administrators and staff

Rationale: Because we know the contract sometimes may appear complicated, we provide inservice workshops for our administrators which focus on contract implementation and administration. We produce and distribute support materials to assist various staff members in understanding their particular rights and responsibilities regarding contract administration, and we publish guidelines for use in discipline and dismissal procedures. We keep up with current events in labor relations and labor law, analyzing trends and recurring issues to determine their possible impact on our school system.

... COLLABORATE ... COORDINATE ... AND EDUCATE