



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Special Order Request

☐ Yes ☒ No

Time

Open Agenda

☒ Yes ☐ No

ITEM No.:

CC-9.

MEETING DATE

Aug 18 2015 10:15AM - Regular School Board Meeting

AGENDA ITEM

OPEN ITEMS

CATEGORY

CC. BOARD POLICIES

DEPARTMENT

Compensation (Human Resources)

TITLE:

Proposed Revised Job Description for the Agenda Coordinator - Procurement Position

REQUESTED ACTION:

Approve the revised job description for the Agenda Coordinator - Procurement position. Approval is requested to advertise the position after the first reading. This is the first reading.

SUMMARY EXPLANATION AND BACKGROUND:

Revisions to the job description for the Agenda coordinator - Procurement are recommended in order to better align the job description to the needs of the department. The job description was publicized for rule adoption in compliance with Florida Statutes on Saturday, July 25, 2015. See attached Executive Summary. Copies of all supporting documents are available in the Board Members' Office on the 14th floor of the K.C. Wright Administration Center and are available online via the Broward County Public Schools eAgenda at: <http://webappe.browardschools.com/eAgenda/>. See attached Executive Summary.

SCHOOL BOARD GOALS:

☒ Goal 1: High Quality Instruction ☒ Goal 2: Continuous Improvement ☒ Goal 3: Effective Communication

FINANCIAL IMPACT:

There is no additional financial impact to the District.

EXHIBITS: (List)

(1) Exhibit 1- Executive Summary Agenda Coordinator - Procurement (2) Exhibit 2 Agenda Coordinator - Procurement Svcs (3) Exhibit 3 Agenda Coordinator Procurement Point Factor

BOARD ACTION: See Amendment Attached.

APPROVED AS AMENDED

(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Robert W. Runcie

Phone: 754-321-2600

Name: Maurice L. woodds

Phone: 754-321-2610

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Robert W. Runcie - Superintendent

Signature

RR

Thursday, August 06, 2015 2:51:47 PM

Approved In Open
Board Meeting On:

By:

AUG 18 2015

School Board Chair

CC-9 Amendment August 18, 2015 Regular Meeting

Motion to Amend (Carried)

Motion was made by Mrs. Brinkworth, seconded by Mrs. Bartleman and carried, to amend the Proposed Revised Job Description for the Agenda Coordinator-Procurement Services Position by removing a scrivener's error on page 2, under Essential Performance Responsibilities, 6. Coordinate and submit agenda items ~~in~~ following the approved Board agenda process.