



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE	Sep 20 2016 10:15AM - Regular School Board Meeting
AGENDA ITEM	OPEN ITEMS
CATEGORY	CC. BOARD POLICIES
DEPARTMENT	Compensation (Human Resources)

Special Order Request	
<input type="radio"/> Yes	<input checked="" type="radio"/> No
Time	
Open Agenda	
<input checked="" type="radio"/> Yes	<input type="radio"/> No

ITEM No.:

CC-1

TITLE:
 Revised Job Description for the Purchasing Agent Specialist (County) Position

REQUESTED ACTION:
 Approve the revised job description for Purchasing Agent Specialist (County) position. Approval is requested to advertise for the position after the first reading. This is the First reading.

SUMMARY EXPLANATION AND BACKGROUND:
 The job description for the Purchasing Agent Specialist (County), is being revised to update current required minimum qualifications, job responsibilities and performance expectations of the position. The modifications to the job description will attract a more diverse pool of applicants with procurement experience, who may qualify for this position. The job description was publicized for rule adoption in compliance with Florida Statutes on Saturday, August 27, 2016. See attached Executive Summary. Copies of all supporting documents are available at the Board Member's Office on the 14th floor of the K.C. Wright Administration Center and available online via the Broward County Public Schools eAgenda at: <http://webappe.browardschools.com/eAgenda/>

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) Executive Summary (2) Job Description (3) Point Factor

BOARD ACTION:

APPROVED

(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Rose M. Hall	Phone: 754-321-0144
Name: Maurice L. Woods	Phone: 754-321-2610

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
 Senior Leader & Title

Craig J. Nichols - Chief Human Resources & Equity Officer

Signature

Craig J. Nichols
 8/29/2016, 3:44:24 PM

Approved In Open Board Meeting On: **SEP 20 2016**

By:
 School Board Chair