

Exhibit 1

School Board Agenda Item CC-12  
September 20, 2016

This Board Item aligns with Companion Item II-20, Amendment to the 2016-2017 Organizational Chart Page 6,  
Program Alignment and Evaluation Specialist Position

**Executive Summary**

Proposed New Job Description for the Program Alignment and Evaluation Specialist Position

**Background:** This item is being recommended for School Board approval to meet requirements for new job description.

**Position Title:** Program Alignment and Evaluation Specialist

**Division/Department:** Chief Academic Officer

**Pay Grade:** 27      **Range:** \$76,627 - \$109,718      **Point Range:** 945 - 994

**Salary Schedule:** 2015-2016 BTU-TSP Salary Schedule

**Recommended Policy Status:** Chart Job Description – **First** Reading

**Rationale:** The job description for the Program Alignment and Evaluation Specialist position is being created to fill the need for a full time dedicated leader to assist the Learning Division in taking an integrated approach on how it rolls out its instructional initiatives across its various departments to meet national, state and district standards. With the multiple projects that are being implemented across the division, this position will ensure that there is alignment between the various project designs and delivery, and also ensure that there is a unified and seamless approach to the delivery, monitoring, and evaluation of professional development opportunities that are offered to our school based personnel from the Learning Division of the Office of Academics.

Currently, departments are working in isolation in their determination of specific projects and initiatives to implement. The goal of this position is to ensure the alignment of initiatives within the Learning Division of the Office of Academics to strategic plan goals by providing targeted support to develop, implement and monitor processes. This position will work collaboratively with Professional Development Standards and Support, to deliver professional development to key stakeholders and to ensure professional learning supports the Learning Division initiatives and meets the required national/state/district standards. This position will be responsible for the management of multiple program initiatives and or projects to ensure they meet project milestones and benchmarks on time and within budget. In addition, this position will ensure that there is no duplication of effort or cost associated with multiple initiatives implemented simultaneously, and will cause coherence across the various departments.

The position is currently vacant and will adhere to the standard advertising and selection process.

Prior to the recommendation to the School Board for approval, the representatives from the Broward Teachers Union (BTU) were provided a copy of the job description for their review and feedback. Additional feedback was not received prior to submission of this document for approval.

**Cost:** There is no additional financial impact. The funding for this position comes from the State Digital Classroom Plan, which is included in the 2016-2017 I&T budget.