



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 II. OFFICE OF THE SUPERINTENDENT

DEPARTMENT Chief Human Resource Officer

Special Order Request
 Yes No

Time

Open Agenda
 Yes No

ITEM No.:
 II-19.

TITLE:
 Amendment to the 2016-2017 Organizational Chart Page 6 - Instructional and Digital Materials Analyst

REQUESTED ACTION:
 Amend Page 6 of the 2016-2017 Organizational Chart to include the revised position of Instructional and Digital Materials Analyst.

SUMMARY EXPLANATION AND BACKGROUND:
 The position will be responsible for the oversight of our annual textbook adoption process that includes a call for vendor participation, selection of textbooks, training of teachers, and delivery of materials to school sites. This position will also be responsible for the annual updating of instructional materials policies to more accurately respond to constantly changing learning environments in a digital age. This position will interface with the Office of Information and Technology ensuring that vendors meet the required IMS Global specifications and other technology compliance requirements for students' needs, as well as the Office of School Performance and Accountability to maximize school-based participation in the adoption and procurement process. This Board item aligns with Board item CC-11, first reading of the revised job description for the Instructional and Digital Materials Analyst position.

SCHOOL BOARD GOALS:
 Goal 1: High Quality Instruction Goal 2: Continuous Improvement Goal 3: Effective Communication

FINANCIAL IMPACT:
 The financial impact is estimated at the average within the paygrade 26 salary range of \$71,409 - \$102,252. Source of funding is the Innovative Learning budget.

EXHIBITS: (List)
 (1) Exhibit 1 Org Chart Page 6

BOARD ACTION:
 (For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Dan Gohl	Phone: 754-321-2618
Name: Craig Nichols	Phone: 754-321-1840

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Craig J. Nichols - Chief Human Resources & Equity Officer

Approved In Open Board Meeting On: _____

Signature

By: _____
 School Board Chair