



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:
CC-3.

MEETING DATE	2017-11-07 10:05 - School Board Operational Meeting
AGENDA ITEM	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

TITLE:
Proposed Revised Job Description for the Information Management Technician Position

REQUESTED ACTION:
Approve the proposed revised job description for the Information Management Technician position. Approval is requested to advertise the position after the first reading. This is the **First Reading**.

SUMMARY EXPLANATION AND BACKGROUND:
The job description for the Information Management Technician Position is being revised to better align the title, goals, qualifications and primary performance responsibilities of the position, based on the expected scope of work. The revisions include modifications that will ensure the job description accurately reflects the required qualifications, goals, experience, accountability and essential performance responsibilities of the position. The job description was publicized for rule adoption in compliance with Florida Statutes on October 14, 2017. See attached Executive Summary.
Copies of all supporting documents are available at the Board Members' 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

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

SOURCE OF ADDITIONAL INFORMATION:	
Name: Rose M. Hall	Phone: 754-321-0143
Name: Dr. Valerie S. Wanza	Phone: 754-321-3827

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title
Craig J. Nichols - Chief Human Resources & Equity Officer

Signature
Craig J. Nichols
10/24/2017, 8:18:44 AM

Approved In Open Board Meeting On: **NOV 07 2017**
By: *Abby M. Freedman*
School Board Chair