



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:

CC-3.

MEETING DATE	2017-12-05 10:05 - School Board Operational Meeting
AGENDA ITEM	ITEMS
CATEGORY	CC. BOARD POLICIES
DEPARTMENT	Compensation (Human Resources)

Special Order Request

 Yes No

Time

Open Agenda

 Yes No

TITLE:

Proposed Revised Job Description for the Library Media Clerk Position

REQUESTED ACTION:Adopt the proposed revised job description for the Library Media Clerk Position. This is the **Final** reading.**SUMMARY EXPLANATION AND BACKGROUND:**

The job description for the Library Media Clerk Position is being revised to better align the title, goals, qualifications and primary performance responsibilities of the position, based on 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: <https://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:**ADOPTED**

(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

11/14/2017, 7:05:17 AM

Approved In Open
Board Meeting On:

DEC 05 2017

By: *Nora Rupert*

School Board Chair

Electronic Signature

Form #4189 Revised 08/04/2017

RWR/ CJN/SW/RMH:im