



# AGENDA REQUEST FORM

## THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

<b>MEETING DATE</b>	2018-02-21 10:05 - Regular School Board Meeting
<b>AGENDA ITEM</b>	ITEMS
<b>CATEGORY</b>	CC. BOARD POLICIES
<b>DEPARTMENT</b>	Compensation (Human Resources)

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

<b>ITEM No.:</b>
CC-1.

**TITLE:**  
Proposed Revised Job Description for the Manager, Administrative Building Maintenance & Support position

**REQUESTED ACTION:**  
Adopt the revised job description for the Manager, Administrative Building Maintenance & Support position. This is the **Final** reading.

**SUMMARY EXPLANATION AND BACKGROUND:**  
The job description for the Manager, Administrative Building Maintenance & Support position is being revised to ensure job duties and minimum education and experience requirements align with the expected scope of work. The job description was publicized for rule adoption in compliance with Florida Statutes on December 22, 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 at 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:**  
  
(For Official School Board Records Office Only)

**SOURCE OF ADDITIONAL INFORMATION:**

Name: Rose M. Hall	Phone: 754-321-0144
Name: Jeff Moquin	Phone: 754-321-2650

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

Craig J. Nichols - Chief Human Resources & Equity Officer

Signature

Approved In Open Board Meeting On: \_\_\_\_\_

By: \_\_\_\_\_

School Board Chair