



# AGENDA REQUEST FORM

## THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

<b>MEETING DATE</b>	2018-03-20 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

**ITEM No.:**  

CC-2.
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**TITLE:**  

Proposed Revised Job Description for the Supervisor I, Customer Support Services Position
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**REQUESTED ACTION:**  

Approve the revised job description for the Supervisor I, Customer Support Services position. Approval is requested to advertise the position after the first reading. This is the <b>First</b> reading.
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**SUMMARY EXPLANATION AND BACKGROUND:**  

The job description for the Supervisor I, Customer Support Services position is being revised to better align the qualifications and primary performance responsibilities of the position, based upon the expected scope of work. Specific revisions include updates to the job title, the addition of new duties to better clarify work expectations and updates to the minimum education and experience requirements. The job description was publicized for rule adoption in compliance with Florida Statutes on February 28, 2018. 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: <a href="http://webappe.browardschools.com/eAgenda/">http://webappe.browardschools.com/eAgenda/</a>
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**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.
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**EXHIBITS: (List)**  

(1) Executive Summary (2) Job Description
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**BOARD ACTION:**  

(For Official School Board Records Office Only)
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**SOURCE OF ADDITIONAL INFORMATION:**

Name: Rose M. Hall	Phone: 754-321-0144
Name: Anthony Hunter	Phone: 754-321-0400

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

Craig J. Nichols - Chief Human Resources & Equity Officer

Signature  

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

By: \_\_\_\_\_  
School Board Chair