



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE 2018-04-24 10:05 - Regular School Board Meeting

AGENDA ITEM ITEMS

CATEGORY CC. BOARD POLICIES

DEPARTMENT Compensation (Human Resources)

Special Order Request
 Yes No

Time

Open Agenda
 Yes No

ITEM No.:
 CC-3.

TITLE:
 Proposed Revised Job Description for the Supervisor I, Customer Support Services Position

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 **First** reading.

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: <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: Anthony Hunter	Phone: 754-321-0400

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

Approved In Open Board Meeting On: _____
 By: _____
 School Board Chair

Signature
