



# AGENDA REQUEST FORM

## THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:

CC-1.

MEETING DATE	2018-05-22 10:05 - Regular School Board Meeting
AGENDA ITEM	ITEMS
CATEGORY	CC. BOARD POLICIES
DEPARTMENT	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

**TITLE:**  
Proposed Revised Job Description for the Process Analyst, Procurement & Warehousing Services Position

**REQUESTED ACTION:**  
Adopt the proposed revised job description for the Process Analyst, Procurement & Warehousing Services Position. This is the **Final** reading.

**SUMMARY EXPLANATION AND BACKGROUND:**  
The job description for the Process Analyst, Procurement & Warehousing Services position is being revised to better align the qualifications and primary performance responsibilities of the position, based upon the expected scope of work. The job description was publicized for rule adoption in compliance with Florida Statutes on April 12, 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:**  
The revision to this job description represents no additional financial impact to the District. Please see attached Executive Summary.

**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: 754-321-0144
Name: Maurice L. Woods	Phone: 754-321-2610

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

Craig J. Nichols - Chief Human Resources & Equity Officer

Signature  
Craig J. Nichols  
5/9/2018, 2:08:28 PM

Approved In Open  
Board Meeting On:

MAY 22 2018

By:

*Nora Rupert*  
School Board Chair