

Exhibit 1

School Board Agenda Item

December 18, 2018

Executive Summary

Proposed **New** Job Description for the Inclusion Specialist Head Start/ VPK Position

Background: This item is being recommended for School Board **adoption** to meet requirements for new job description.

Position Title: **Inclusion Specialist Head Start/ VPK**

Division/Department: **Chief Academic Officer**

Pay Grade: **N/A** Range: **\$40,724 - \$46,164 (PFP)** Range: **\$44,411 - \$75,035 (Grandfathered)**

Salary Schedule: **2017 – 2018 BTU Teacher Salary Schedule**

Recommended Policy Status: Non-Chart Job Description – **Final** Reading

Rationale: The job description for Inclusion Specialist Head Start/VPK has been created to meet the Head Start and State of Florida inclusion requirements. The Inclusion Specialist will serve as a liaison with schools and Exceptional Student Learning Support to ensure students with disabilities are identified and appropriately placed. In addition, the Inclusion Specialist will provide on-site procedural and curricular assistance to teachers with regard to the education of students with disabilities in the inclusive environment. The job description defines the performance responsibilities, minimum education and experience required to perform successfully. This is a multi-incumbent position that is pending Board approval.

An evaluation of the job description was conducted to determine Teacher Salary Schedule (BTU).

As part of the process to create and edit job descriptions, Compensation provides the designated Bargaining Unit or Meet and Confer Representative with a copy of the new or revised job description prior to the First Reading. Any feedback received from the Representative is reviewed for consideration and, where applicable, incorporated as part of the job description. The Representative for the Broward Teachers Union (BTU) was provided a copy of the job description via e-mail on October 10, 2018. Additional feedback was not received prior to submission of this document for approval.

Cost: The creation of this job description represents no additional financial impact to the District. Two of the vacant School Psychologist positions will be delimited to fund the creation of the new Inclusion Specialist positions. The cost associated with staffing this position ranges from \$56,115 to \$62,604 (PFP), for teachers hired on the Pay for Performance Salary Schedule & from \$60,539 to \$96,608 (Grand-Fathered), for existing teachers moving into this classification, which reflects the salary range minimum and maximum values and fringe expense (17.78% variable + \$8,232 fixed). Note that actual incumbent salary will be determined at time of hire, upon approval of the School Board, and will reflect the candidate's job qualifications, and BTU contract provisions.