



# AGENDA REQUEST FORM

## THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

<b>MEETING DATE</b>	2019-02-20 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-1.

**TITLE:**  
 Proposed New Job Description for the Design Specialist, Print Graphics Position

**REQUESTED ACTION:**  
 Adopt the Proposed New Job Description for the Design Specialist, Print Graphics position. This is the Final Reading.

**SUMMARY EXPLANATION AND BACKGROUND:**  
 The job description for the Design Specialist, Print Graphics position has been created in an effort to better clarify and define job duties performed by the individual responsible for developing the graphics, publication, and print work for Broward Technical Colleges. The job description was publicized for rule adoption in compliance with Florida Statutes on December 19, 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.

**SCHOOL BOARD GOALS:**  
 Goal 1: High Quality Instruction   
  Goal 2: Continuous Improvement   
  Goal 3: Effective Communication

**FINANCIAL IMPACT:**  
 There is no immediate financial impact associated with this item. See the Executive Summary for additional information on the expense associated with staffing this position.

**EXHIBITS: (List)**  
 (1) Executive Summary (2) Job Description

**BOARD ACTION:**  
**ADOPTED AS AMENDED**  
 (See Amendment Attached)  
(For Official School Board Records Office Only)

**SOURCE OF ADDITIONAL INFORMATION:**

Name: Rose M. Hall	Phone: 754-321-0144
Name: Dr. Valerie Wanza	Phone: 754-321-3827

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

Judith M. Marte - Task Assigned Chief Human Resources & Equity Officer  
 Signature

*Judith M. Marte*  
 2/8/2019, 4:29:07 PM

Approved In Open Board Meeting On:

FEB 20 2019  
 By: *Heather P. Burkwood*  
 School Board Chair

**CC-1 Amendment February 20, 2019 Regular Meeting**

Motion to Amend (Carried)

Motion was made by Ms. Korn, seconded by Mrs. Rupert and carried, to amend the Job Description for the second bullet under Minimum Qualifications & Experience to read, "A minimum of five (5) years of experience within the past 10 years in the field related to the title of the position."