



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:
CC-12.

| | |
|--------------|---|
| MEETING DATE | 2019-02-20 10:05 - Regular School Board Meeting |
| AGENDA ITEM | ITEMS |
| CATEGORY | CC. BOARD POLICIES |
| DEPARTMENT | Compensation (Human Resources) |

| |
|--|
| Special Order Request <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Time |
| Open Agenda <input checked="" type="radio"/> Yes <input type="radio"/> No |

TITLE:

Proposed New Job Description for the Coordinator, District Attendance Position

REQUESTED ACTION:

Approve the Proposed New Job Description for the Coordinator, District Attendance Position. Approval is requested to advertise for the position after the first reading. This is the First Reading.

SUMMARY EXPLANATION AND BACKGROUND:

The job description for the Coordinator, District Attendance position is being created in an effort to better clarify and define job duties. The job description was publicized for rule adoption in compliance with Florida Statutes on January 30, 2019. 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:
APPROVED 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: Michaelle Valbrun-Pope | Phone: 754-321-1660 |

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

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

Signature
Judith M. Marte
2/11/2019, 2:53:18 PM

Approved In Open Board Meeting On: **FEB 20 2019**
By: *Leatha P. Burkhead*
School Board Chair

CC-12 Amendment February 20, 2019 Regular Meeting

This item was amended by acclamation of the Board to remove the second sentence from the Requested Action, "Approval is requested to advertise for the position after the ~~first reading.~~"