

Exhibit 1

School Board Agenda Item

September 17, 2019

Executive Summary

Proposed **Revised** Job Description for the Teacher Specialist, Early Childhood Education Position

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

Position Title: **Teacher Specialist, Early Childhood Education**

Division/Department: **Chief Academic Officer**

Pay Grade: **N/A** Range: **Initial Placement Pay for Performance \$41,233 - \$50,007**

Salary Schedule: **2018-2019 BTU (Instructional Salary Schedule)**

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

Rationale: The job description for the Teacher Specialist, Early Childhood Education, is being revised to better align the qualifications and primary performance responsibilities of the position based upon the expected scope of work. This position is responsible for ensuring that Broward County Public Schools are in compliance with all criteria established by state and federal legislation specific to early childhood education by communicating up-to-date educational programming information, and providing support services specific to students at the early childhood level of education, principals, teachers and parents. The revisions include edits to existing performance responsibilities, the addition of new duties to better clarify work expectations, and updates to the minimum education and experience requirements to improve the attraction of qualified job applicants.

An evaluation of the revised job description does not result in a pay grade change.

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 BTU was provided a copy of the job description via e-mail on August 7, 2019. Additional feedback was not received prior to submission of this document for approval.

Cost: The revision of this job description represents no additional financial impact. The source of funding for all positions associated with this item has been encumbered as part of the department's budget.