



# AGENDA REQUEST FORM

## THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:  
**CC-3.**

MEETING DATE	2019-11-06 10:05 - School Board Operational 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 Revised Job Description for the Director, Business Support Center Position

**REQUESTED ACTION:**  
Approve the Proposed Revised Job Description for the Director, Business Support Center 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 Director, Business Support Center position has been revised to better align the qualifications and experience of the position, based upon the expected scope of work. The job description was publicized for rule adoption in compliance with Florida Statutes on October 17, 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: Safe & Supportive Environment  Goal 3: Effective Communication

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

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

**BOARD ACTION:**  
**APPROVED**  
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:	
Name: Rose M. Hall	Phone: 754-321-0144
Name: Maurice Woods	Phone: 754-321-2610

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

Alan Strauss - Chief Human Resources & Equity Officer

Signature  
*Alan I. Strauss*  
10/23/2019, 11:45:42 AM

Approved In Open Board Meeting On:  
By: *Heather P. Brinkworth*

NOV 06 2019

School Board Chair