

Exhibit 1

School Board Agenda Item

December 10, 2019

**Executive Summary**

Proposed **Revised** Job Description for the Chief – Safety, Security and Emergency Preparedness Position

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

**Position Title:** Chief – Safety, Security and Emergency Preparedness

**Division/Department:** **Safety, Security & Emergency Preparedness**

**Salary Band:** **S** **Range:** **\$119,889 - \$205,372**

**Salary Schedule:** **ESMAB Salary Schedule**

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

**Rationale:** The job description for the Chief – Safety, Security and Emergency Preparedness is being revised to better align the qualifications, based upon the expected scope of work. This position is responsible for planning, directing, coordinating, evaluating, and effectively communicating activities related to the protection and safeguarding of Broward County Public Schools' students, employees and properties. In addition, this position provides guidance to the District leadership team in setting measurable goals, using structured processes to develop benchmarks to measure and document program integrity.

The revisions include an update to the job title, and include moving the Florida Department of Law Enforcement (FDLE) requirement to the section titled Preferred Qualifications & Experience on the job description, from the section titled Minimum Qualifications & Experience. Please see attached memo from Save Haven International in support of this change.

An evaluation of the revised job description was conducted and no change in pay band assignment is recommended.

This is a single incumbent position that is currently occupied. There is one Board approved position associated with this job description.

In addition, Item # CC-2, Chief of Police, Broward District Schools Police Department, is also being presented at the December 10, 2019 SBOM. The job description has been revised to include the Florida Department of Law Enforcement (FDLE) requirement under section titled Minimum Qualifications & Experience.

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 ESMAB was provided a copy of the job description via e-mail on September 25, 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 this position has been encumbered as part of the department's budget.