# AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

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| MEETING DATE | 2020-02-19 10:05 - Regular School Board Meeting |
| AGENDA ITEM | ITEMS |
| CATEGORY | CC. BOARD POLICIES |
| DEPARTMENT | Compensation (Human Resources) |

Special Order Request: ○ Yes ◉ No

Time:

Open Agenda: ◉ Yes ○ No

ITEM No.: CC-1.

**TITLE:**

Proposed Revised Job Description for the Bilingual Intake Facilitator Position

**REQUESTED ACTION:**

Adopt the Proposed Revised Job Description for the Bilingual Intake Facilitator Position. This is the **Final** Reading.

**SUMMARY EXPLANATION AND BACKGROUND:**

The job description for the Bilingual Intake Facilitator position has been revised to better align the qualifications of the position, based upon the expected scope of work. The job description was publicized for rule adoption in compliance with Florida Statutes on December 13, 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 all positions associated with this item has been encumbered as part of the department's budget.

**EXHIBITS: (List)**

(1) Executive Summary (2) Job Description

**BOARD ACTION:**

ADOPTED

(For Official School Board Records Office Only)

**SOURCE OF ADDITIONAL INFORMATION:**

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|---|---|
| Name: Debbie-Ann Scott | Phone: 754-321-0144 |
| Name: Daniel Gohl | Phone: 754-321-2618 |

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

Approved In Open Board Meeting On: FEB 19 2020

By: Donna P. Korn
School Board Chair

**Senior Leader & Title**

Alan Strauss - Chief Human Resources & Equity Officer

Signature

*Alan I. Strauss*
*1/27/2020, 11:47:00 AM*

Electronic Signature

**Form #4189 Revised 07/25/2019**

RWR/ AS/DG/DAS:im