



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:
CC-6.

MEETING DATE	2020-05-19 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 Revised Job Description for the Security Clearance Clerk Position

REQUESTED ACTION:
Adopt the Proposed Revised Job Description for the Security Clearance Clerk position. This is the Final Reading.

SUMMARY EXPLANATION AND BACKGROUND:
The job description for the Security Clearance Clerk position is being revised to better align the qualifications and primary performance responsibilities of the position, based upon the expected scope of work. The job description was publicized for rule adoption in compliance with Florida Statutes on April 9, 2020. 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:

Name: Debbie-Ann Scott	Phone: 754-321-0144
Name: Brian Katz	Phone: 754-321-2655

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title
 Alan Strauss - Chief Human Resources & Equity Officer

Signature
Alan I. Strauss
4/24/2020, 12:52:25 PM

Approved In Open Board Meeting On: **MAY 19 2020**
 By:
 School Board Chair