

School Board Agenda Item CC3
July 24, 2012

Executive Summary

Proposed New Job Description and Minimum Qualifications for the
Director, Special Education Operations Position

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

Position Title: **Director, Special Education Operations**

Division/Department: Chief Academic Officer

Pay Grade Level: **30** - Salary Range: \$84,214 - \$128,593 Point Range: 1095 – 1154

Salary Schedule: **ESMAB** – Educational Support Management Association of Broward, Inc.

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

Rationale: The job description for Director, Special Education Operations has been created as a result of the analysis of the organization. The organizational structure was reviewed with the School Board at the March 27, 2012 Board Workshop. As a result of the input, the organizational chart was modified and presented on April 24, 2012 at the School Board Workshop and approved at the May 15, 2012 School Board Meeting. The alignment will facilitate the goals and objectives of Broward County Public Schools' Strategic Plan and will provide the appropriate services and support to students and families to include identification, evaluation, and placement.

The purpose of this job is to provide leadership and direction for the Special Education Operations Department to ensure effective implementation and compliance of programs and clinical and related services provided to students and schools in support of the District's Strategic Plan.

Additional revision was made to the qualifications of the job description after the first reading at the June 26, 2012 Special School Board Meeting. The educational requirement was changed from an earned master's degree in special education from an accredited institution with a doctorate preferred to an earned master's degree from an accredited institution with eligibility for or possession of a Florida certification as a school psychologist and/or certification in an area of exceptional student education. The modification is needed since this position is not exclusive to Special Education. In addition, the position has responsibility for other departments and functions under the direction of the Chief Academic Officer.

The Compensation Committee has reviewed and approved the new job description. This position is vacant and will follow standard advertising and selection process.

Cost: There is no financial impact to the District.