

**AGENDA REQUEST FORM**  
**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

Meeting Date  03/05/13	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; padding: 5px; text-align: center;"> <b>Open Agenda</b>            ___ Yes    <u>X</u> No         </td> <td style="width:50%; padding: 5px; text-align: center;"> <b>Special Order Request</b>            ___ Yes    <u>X</u> No         </td> </tr> </table>	<b>Open Agenda</b> ___ Yes <u>X</u> No	<b>Special Order Request</b> ___ Yes <u>X</u> No	Agenda Item Number  G-3
<b>Open Agenda</b> ___ Yes <u>X</u> No	<b>Special Order Request</b> ___ Yes <u>X</u> No			

**TITLE:**  
 Personnel Recommendations for Non-Instructional Appointments and Leaves for the 2012-2013 School Year

**REQUESTED ACTION:**  
 Approve the personnel recommendations for appointments and reassignments as listed on the attached Executive Summary, respective lists and individual appointments for Non-Instructional Employees. All recommendations are made pending security clearance and with the understanding that these individuals will comply with regulations/policies as set forth by the Florida Department of Education and The School Board of Broward County, Florida.

**SUMMARY EXPLANATION AND BACKGROUND:**  
 The Personnel Recommendations for Non-Instructional Employees include the following sections:

1. Non-Instructional Approval(s) 2. Non-Instructional Reassignment(s)-Promotion(s) 3. Non-Instructional Reassignment(s)-Demotion(s) 4. Non-Instructional Substitutes/Temporary Employees 5. Non-Instructional Leave(s)-Layoff(s) 6. District Managerial/Professional/Technical 7. Reassignment of Current School-Based/ District Managerial/Professional Technical Personnel	8. School-Based Managerial 9. School-Based/District Managerial Acting/Special/Task Assignment(s) 10. School-Based/District Managerial/Professional/Technical Leave(s)-Layoff(s) 11. Salary Adjustment
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**SCHOOL BOARD GOALS:**

X •Goal 1: High Quality Instruction  
X •Goal 2: Continuous Improvement  
X •Goal 3: Effective Communication

**FINANCIAL IMPACT:**  
 Funding has been budgeted in the 2012-2013 school/fiscal year for all appointments through June 30, 2013.

**EXHIBITS: (List)**  
 Executive Summary List of Appointments, Assignments and Leaves for Non-Instructional/ Managerial/Professional/Technical Personnel for 2012-2013 School Year.

	<u>Page(s)</u>
1. Non-Instructional Approval(s)	1-2
2. Non-Instructional Reassignment(s) – Promotion(s)	3-4
3. Non-Instructional Reassignment(s) – Demotion(s)	5
4. Non-Instructional Substitutes/Temporary Employees	6-7
5. Non-Instructional Leave(s) – Layoff(s)	8-10
6. District Managerial/Professional/Technical	11
7. Reassignment of Current School-Based/District Managerial/Professional Technical Personnel	none
8. School-Based Managerial	none
9. School-Based/District Managerial Acting/Special/Task Assignment(s)	12-13
10. School-Based/District Managerial/Professional/Technical Leave(s) – Layoff(s)	iii
11. Salary Adjustment	none

<b>BOARD ACTION:</b>  <div style="text-align: center; font-size: 1.2em; font-weight: bold; margin: 10px 0;">APPROVED</div> (For Official School Board Records' Office Only)	<b>SOURCE OF ADDITIONAL INFORMATION:</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:70%;">Gracie M. Diaz</td> <td style="width:30%; text-align: right;">754-321-1840</td> </tr> <tr> <td>Victoria K. Kaufman</td> <td style="text-align: right;">754-321-1810</td> </tr> <tr> <td style="font-size: 0.8em;">Name</td> <td style="font-size: 0.8em;">Phone</td> </tr> </table>	Gracie M. Diaz	754-321-1840	Victoria K. Kaufman	754-321-1810	Name	Phone
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Victoria K. Kaufman	754-321-1810						
Name	Phone						

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
 Gracie M. Diaz, Chief Human Resources Officer  
 The Office of Human Resources

Approved in Open Board Meeting on:

**MAR 05 2013 .**

By:

*Lauree Richerson*

School Board Chair