

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

<b>Meeting Date</b> 01/18/05	<b>Open Agenda</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>Time Certain Request</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>Agenda Item Number</b> C-2
---------------------------------	---	--	----------------------------------

**TITLE**  
 Proposed New and Revised Job Description and Minimum Qualifications for Human Resource Division Positions for The School Board of Broward County, Florida 2004-2005 Organizational Chart

**REQUESTED ACTION:**  
 Adopt the attached proposed new or revised job description and minimum qualifications for Human Resource Division positions. These new or revised positions were designated for study at the time the Organizational Chart was approved by the Board. Approval is requested to advertise for vacant positions following the first reading. This is the **final** reading.

**SUMMARY EXPLANATION AND BACKGROUND:**  
 See attached Executive Summary

**SCHOOL BOARD GOALS:**

- Goal One: All students will achieve at their highest potential.
- Goal Two: All schools will have equitable resources.
- Goal Three: All operations of the school system will demonstrate best practices while supporting student achievement.
- Goal Four: All stakeholders will work together to build a better school system.

**FINANCIAL IMPACT:**  
 The financial impact is approximately \$11,400. The source of funding is the General Fund Unappropriated Fund Balance.

**EXHIBITS: (List)**

1. Executive Summary	p. 1
2. Proposed New Job Description, Minimum Qualifications and Position Point Factor Listing	pp. 2-5
3. 2004-2005 ASPT Salary Schedule	p. 6
4. 2004-2005 Organizational Chart	p. 7

<b>BOARD ACTION:</b> <b>ADOPTED</b>  (For Official School Board Records' Office Only)	<b>SOURCE OF ADDITIONAL INFORMATION:</b> Dan G. Cochran 754-321-1840
	Roma Gay Adkins 754-321-1815

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
 James F. Notter, Deputy Superintendent  
 Chief of Staff

Approved in Open Board Meeting on:                     JAN 18 2005                      
 By:                     *[Signature]*                     School Board Chair