

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

<b>Meeting Date</b> 01/18/05	<b>Open Agenda</b> __Yes <u>X</u> No	<b>Time Certain Request</b> __Yes <u>X</u> No	<b>Agenda Item Number</b> C-4
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**TITLE**  
Proposed New and Revised Job Descriptions and Minimum Qualifications for Finance Division Positions for The School Board of Broward County, Florida 2004-2005 Organizational Chart

**REQUESTED ACTION:**  
Adopt the proposed revised job descriptions and minimum qualifications of two (2) Finance Division Chart level positions. This is the final reading.

**SUMMARY EXPLANATION AND BACKGROUND:**  
See attached Executive Summary for each position listed A through B.

**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 to the District of the proposed revised job descriptions is approximately \$7,209. The source of funding is the General Fund Unappropriated Fund Balance.

**EXHIBITS: (List)**

1. Executive Summary of proposed revised job descriptions and minimum qualifications	pp. 1-2
2. Proposed Job Descriptions, Minimum Qualifications and Position Point Factor Listings	pp. 3-13
3. 2004-2005 ASPT Salary Schedule	p. 14
4. 2004-2005 Organizational Chart	p.6

<b>BOARD ACTION:</b>  <b>ADOPTED</b>  (For Official School Board Records' Office Only)	<b>SOURCE OF ADDITIONAL INFORMATION:</b>
	I. Benjamin Leong 754-321-1990
	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

Revised 7-31-2003  
DGC/R. Adkins; N. Segal