M E M O R A N D U M

**TO: Dr. Randy Poe, Superintendent**

 **Mr. Matt McIntire, Chairperson**

 **Board Members**

**FROM: Phil Sheehy, Director Human Resources**

**DATE: April 24, 2020**

**RE: New Job Description – “Autism Resource Specialist”**

Due to the high number of students identified with Autism within the District, Special Education is requesting to add an **Autism Resource Specialist** to the department.This will be a new position funded by Special Education and will provide training and support to all teachers throughout the District. A job description for this position is presented for your review.

Human Resources recommends approval of the job description **Autism Resource Specialist** as proposed.