**Board Memo**

**DATE:** 3/1/2022

**AGENDA ITEM DETAILS:**

**School/Department**

Human Resources, Special Education

**Product Vendor or Grant Issuer**

Not Applicable

**Product or Grant Name**

Revision of Autism Resource Specialist Job Description

**Date/Term (Beginning and End Dates/Year)**

July 1, 2022

**APPLICABLE BOARD POLICY:**

01.11 General Powers and Duties of the Board”; 03.233 “Duties”: Job Description

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

In an effort to better support our teachers and students with autism and behavior disabilities, it is necessary to revise the Autism Resource Specialist job description and elevate the position to Autism and Behavior Coordinator. The update is necessary to widen the scope of responsibilities of the position to include support of students with behavioral disabilities.

The current Autism Resource Specialist job description requires the individual filling the position to support teachers in a number of different areas. The update to the job description would require the individual filling the position to lead the collaborative effort with school staff and administrators to develop an evidence based plan to address the learning and behavior needs of special education students with autism and behavior disabilities.

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

$5000 per position, $10,000 total

**Funding Source**

1 IDEA, 1 General Fund

 **\*If more than one funding source, list below along with amount or percent for each source**

Click or tap here to enter text.

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

Click or tap here to enter text.

**RECOMMENDATION:**

It is recommended that the Board approve the revision of the Autism Resource Specialist job description to reflect the increased responsibilities of the Autism and Behavior Coordinator position.

**CONTACT PERSON: (submitter)**

Eric Ball, Director of Human Resources; Jodi Hall, Director of Special Education