

# Policy Subcommittee Minutes

4/29/25 via Zoom

Present: Donel, Emily, Kerri Anne, Jordan, Chris

Absent: Kathleen

**Policy ADF** (Wellness Policy) - mandated by state, came from food service audit  
Policy needs to be revised every three years. Wellness committee needed to revise, they worked with a coach to develop an updated policy. DESE will review and this policy it will be added to the next policy subcommittee meeting.

**Policy KHAA** Distribution of Literature and Information in the Schools  
Policy has been discussed at previous meetings, Kerri was tasked with modifying to accommodate our district.  
Approved by subcommittee and moving to a full committee for a vote

## **New Job description - Digital Integration Specialist**

At one point there were tech ESPs in each building but the job has changed over the years. Role does not support students anymore, role supports teachers. New job would be non-union, would support educators in the classroom. Draft was created by Chris and approved by administration.

Approved by subcommittee and moving to a full committee vote

## **Updated Job Description - Athletic Director**

Kerri and Lisa worked on modifying the current description. Major change is that new AD will not be able to coach so they can dedicate that time to their supervisory duties. Another change is that the AD recommends coaches but does not hire them. Description was approved by BEA

Approved by subcommittee and moving to full committee for vote

## **New job description - Registered Behavior Technician (RBT) and Applied Behavior Analyst (ABA)**

Behaviorally trained ESPs who work underneath the BCBA. RBT and ABA are two different certifications but do the same thing in the school. They can implement the behavior plan created by the BCBA. Job description created by Kristin with the help of her team.

Approved by subcommittee and moving to full committee for vote

## **New Job Description - Speech and Language Pathologist Assistant**

Paraprofessional Job Description (SLPA). Similar to the last job descriptions, will be able to follow the plan developed by the SLP. Developed by Kristin and her team.

Approved by subcommittee and moving to full committee for vote

**Discussion on Policy DD Funding Proposals and Applications** (this is not requiring a vote). Policy was updated in 2023. Superintendent has ability to accept grants on behalf of the district. Currently, SC is voting on all grants received but this is not necessary according to policy. Grants will still be presented at public meetings, SC will not be required to vote.