



**DATE:** October 6, 2021  
**TO:** Board of Education  
**FROM:** Mrs. Carmen Ghysels, Superintendent Chief Learning Officer  
**SUBJECT:** Approve the Updated Job Description for Health Aid  
**PRESENTED BY:** Joan Zappettini, Director of Human Resources

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**ACTION REQUESTED**

Approve the Updated Job Description for Health Aid

**BACKGROUND INFORMATION**

Health related processes and procedures, due to COVID-19, has greatly increased the need for support in the Student Services Department, specifically support of the nursing staff. Contact tracing is a huge part of each day for the district nurses which is greatly impacting the essential functions of the nursing staff. The job of Health Aid will provide the additional needed support for the district nurses to address both COVID-19 issues and regular job duty responsibilities. The job of Health Aid is currently unfilled. It was last filled in 2010-2011. This job description is updated to meet current district standards.

**RESOURCES REQUIRED:** ESSR III Funds

**PREPARED BY:** Joan Zappettini, Director of Human Resources

Attachment: Updated Health Aid Job Description