To: Board of Education

From: Dr. Melydi Huyett, Superintendent

Subject: Action Item – Approve the Diabetic Care Aide Job Description – November 18, 2026

PROPOSED MOTION BY THE BOARD OF EDUCATION

That the Board approves the diabetic care aide job description, as presented.

Moved by _____; Seconded by_____

| YEA | NAY | YEA | NAY |
|---|---|---|---|
| ____ David Fritts | ____ | ____ Kathleen Schaefer | ____ |
| ____ Melissa Gates | ____ | ____ Jon Wadsworth | ____ |
| ____ Linda LeBlanc-Parks | ____ | ____ Linda Wegner | ____ |
| ____ Brandon Rogers | ____ | | |

**Background:**
Included in the packet is a job description for a proposed new position with Dixon Public Schools, a diabetic care aide. The District currently has a need for this position, and anticipates that student support by this position may become more prevalent in the coming years.