Board of Education Policy Committee Members Present:

Sheila Daniels, Chair

Also Present:

Dr. Patricia Charles, Superintendent, Mary Emerling, Nurse Supervisor, Lynn Taylor, Regional Director of Medical Service for Community Based Health Center & APRN at WWMS, and Kathleen Bengtson, Administrative Assistant.

It was noted Dr. Joseph Havlicek was invited to this meeting, but he was on vacation and could not attend.

The following policies and bylaws were discussed.

#5141.21 – Administering Medication – Mary Emerling spoke to this policy. She noted the Department of Education had in its regulations – full time employees could administer medications. Sheila questioned whether the statute mandates administration of medication by only a full-time employee and if that is the case, asked if the district was compliant? The statute was reviewed and Dr. Charles would talk to Attorney Chris Drake to review the statute and advise on the inclusion of “full-time” employees in the policy. (Note: After meeting Christopher was contacted and he stated “full-time” must be included in the wording of the policy. Also checking with Mary Emerling, she believed we are compliant, as there are no part-time personnel administers medication.)

Who and when medication could be administered was clarified and the following was inserted in the policy, “No medication, other than the emergency administration of auto-injector epinephrine in response to signs and symptoms of a life threatening allergic reaction, may be administered by any school personnel without a written order from an authorized prescriber,”

There was new legislation which addresses auto-injector epinephrine. Parents can opt out and the following was inserted in the policy “Parents may opt out of the emergency administration of auto-injector epinephrine in response to signs and symptoms of a previously unknown life threatening allergic reaction in their child(ren) by submitting a letter declining such actions for their child(ren) to the school principal, nurse, and medical advisor in their child(ren)’s school. The letter must include the full name(s) and birthdate of the children in which the letter pertains.”

The phrase show in bold was added to the second paragraph of the policy. “In the absence of the school nurse, the principal, teacher, licensed physical or occupational therapist employed full
time by the school district, may administer oral, topical, intranasal or inhalant medications. **Except in cases of an emergency response to life threatening signs and symptoms to a previously unknown allergic reaction**, such persons may administer injectable medications (cartridge injector) **only** to a student with a medically diagnosed allergic condition that may require prompt treatment to protect the student against serious harm or death. These school personnel must be trained by the school nurse prior to administering any medication to a student.”

The following paragraph which addresses diabetes was also added to the policy, “**A student with diabetes may test his/her own blood glucose level per the written order of a physician or advanced practice nurse stating the need and capacity of such student to conduct self-testing, along with the written authorization of the parent or legal guardian and approval of the school nurse. The school nurse will determine an appropriate plan for the frequency and location of such test according to the student’s individual medication plan.**”

The last paragraph of the policy refers to the administrative regulations, which Mary Emerling will have prepared for when this policy is adopted. There will also be a form for this policy entitled Report of Epinephrine Administration.

**The Committee discussed the matter and recommended this revised policy be brought forward to the Board at its next meeting for its first reading.**

**#5141.31 – Health Examinations for Interscholastic Athletic Participation** – Mary Emerling and Lynn Taylor spoke to this policy and the physical examination form to be used. The District is working to allow School-Based Health Clinics, located within the district schools, to provide sports physicals to Middletown students, **effective July 1, 2017.** This policy was rearranged to flow with the numbered policy forms. (**#5141.31 Form 1, Form 2, Form 3a & b)**

**The Committee discussed the matter and recommended this revised policy be brought forward to the Board at its next meeting for its first reading.15/2016**

There was not enough time to address the following, which will be address at the next policy committee meeting:

#0000 – Mission/Philosophy
#0200 – Goals for Student Accomplishment

The next Policy Committee meeting is scheduled for December 20, 2016.