

LONG BEACH PUBLIC SCHOOLS
Long Beach, NY

December 10, 2015

Ladies and Gentlemen:

The Long Beach Board of Education is the authorized state agency responsible for setting educational policy in the district. It consists of five trustees, each serving a three-year term. Board members pay school taxes at the regular rate and receive no salary or other financial compensation.

All meetings, except executive sessions, are held before the public. Members of the public may address the Board of Education on any specific agenda item during special time reserved for that purpose prior to Board discussion and action. The public may also address the Board of Education on any matter of concern at a second public session after the Board of Education completes agenda action items. Visitors should not address the Board in public relative to questions or comments regarding specific staff members or specific students. Such concerns should be brought to the attention of appropriate staff or to board members by telephone, in writing, or by scheduling a personal meeting, as appropriate to the circumstances.

Visitors' comments will be limited to three (3) minutes for each agenda item upon which comment is made. Visitors are precluded from speaking on any agenda item more than once during each meeting.

Sincerely,

Your Board of Education

**BOARD OF EDUCATION
LONG BEACH PUBLIC SCHOOLS
LONG BEACH MIDDLE SCHOOL AUDITORIUM
Thursday, December 10, 2015 – 7:30 P.M.**

AGENDA

REGULAR BOARD MEETING

7:30 PM

- I. Pledge of Allegiance/Call to Order/Opening Remarks – Board President
 - *Presentation of Certificates – Julia Lang Shapiro & Arnold Epstein*

Sustainable Long Island “Reduce Rain Runoff” Challenge Winners

 - *Lucia (Lucy) Tomicick (First place)*
 - *Chloe Casey (Honorable Mention)*
 - *Anthony Scarpello (Honorable Mention)*

Teacher: Laura Swan

State Champion/All American Swimmers

 - *Maggie Aroesty*
 - *Joan Cash*
 - *Morgan Harrington*
 - *Kristen Romano*

All State/All American Swimmers

 - *Caroline Farrell*
 - *Kaley Skarren*

Coaches: Lynn Volosevich, John Skudin, Phil Cabasino
- II. Report of Superintendent of Schools/Presentation of the Superintendent
 - *Presentation – District Special Education Program*
Presenters: Sabrina Cantore, Kim Ligouri, Vincent Russo, Vicki Batkin
- III. Board of Education Comments
- IV. Questions and Comments from the Public
- V. Student Organization Announcements
- VI. Presentation of the Treasurer's Report for October 2015

- VII. Approval of Minutes of Executive Sessions and Regular Meeting of November 12, and November 16, 2015

- VIII. Presentations of the Superintendent:
 - 1. Personnel Matters: Certificated
 - 2. Personnel Matters: Non-Certificated
 - 3. Second Reading of Policy #8280 Instruction for English Language Learners
 - 4. First Reading of Policy #7513 Administration of Medication
 - 5. First Reading of Policy #7521 Students with Life-Threatening Health Conditions
 - 6. Appointment of Budget Advisory Committee
 - 7. Approval of Special Education Related Services Agreement
 - 8. Approval of Certification of Lead Evaluators
 - 9. Acceptance of Donations
 - 10. Approval of Recommendations of CSE/CPSE
 - 11. Payment of Legal Bills: Legal Services
 - 12. Approval of Use of School Applications

- IX. Board of Education – Additional New/Old Business if any

- X. Questions and Comments from the Public

- XI. Announcements:
 - 1. Long Beach Classroom Teachers' Association
 - 2. Administrative, Supervisory and PPS Group
 - 3. LBSEA -Long Beach Schools Employees' Association – Group C
 - 4. Parent/Teacher Association

- XII. Adjournment

RESOLUTIONS

BE IT RESOLVED THAT, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following personnel actions.

1. CERTIFICATED PERSONNEL

(a) Resignation

Name: Joy-Anne D'Anca
Assign./Loc: Coordinator of Guidance 6-12/LBHS/LBMS
Effective Date: December 11, 2015 close of day

(b) Resignation/Assignment

Resignation Regular Substitute	Name	Effective Date
School Social Worker (1.0)	Michelle Donovan	December 11, 2015 close of day
Appointment Part Time Regular Substitute	Name	Effective Date
School Social Worker (0.4)	Michelle Donovan	December 12, 2015- January 15, 2016

(c) Leave of Absence

Name: Melissa Zimmerman
Assign./Loc: Elementary Teacher/East School
Effective Dates: January 11, 2016-April 3, 2016
Reason: Maternity

Name: Molly Drake
Assign./Loc: Pre K Teacher/Lido School
Effective Dates: February 22, 2016-April 1, 2016
Reason: Maternity

Name: Vivian Kramer
Assign./Loc: Part Time Teacher Assistant/Lido School
Effective Dates: September 1, 2015-January 4, 2016
Reason: Medical

(d) Amended Leave of Absence

Name: Alison Salgado
Assign./Loc: Part Time Teacher Assistant/Lindell School
Effective Dates: October 30, 2015-February 22, 2016
Original Dates: October 30, 2015-January 4, 2016
Reason: Maternity

1. CERTIFICATED PERSONNEL

(e) Corrected Appointment: Probationary Secondary Vice Principal

Name: Claude Irwin
Assign./Loc: Secondary Vice Principal/High School
Certification: Permanent School District Administrator
Professional School District Leader
Permanent School Business Administrator
Effective Date: August 18, 2015
End Date: August 17, 2018
Tenure Date: August 18, 2018*
Tenure Area: Secondary Vice Principal
*Corrected tenure date

(f) Appointment: Probationary Director of Humanities

Name: Theresa Napp
Assign./Loc: Probationary Director of Humanities/Districtwide
Certification: Permanent School District Administrator
Permanent French N-6
Permanent French 7-12
Permanent Spanish N-6
Permanent Spanish 7-12
Effective Date: February 1, 2016 (or earlier at the district's discretion)
End Date: January 31, 2019
Tenure Date: February 1, 2019
Tenure Area: Director of Humanities
Salary Classification: \$140,000 per annum (prorated)
Reason: To replace Sean Hurley

(g) Appointment: Part Time Interim Director of Humanities

Name: Wayne Cronk
Assign./Loc: Part Time Interim Director of Humanities/Districtwide
Certification: Permanent School District Administrator
Permanent English 7-12
Effective Dates: December 11, 2015-June 30, 2016 (or earlier at the district's discretion)
Salary Classification: At a fee basis rate of \$200.00 per. Total fee not to exceed \$6,000.00
Reason: To meet a district need
*Subject to negotiations

I. CERTIFICATED PERSONNEL

(h) Appointment: Probationary Remedial Reading Teacher

Name: Coleen Vella**
Assign./Loc: Probationary Remedial Reading Teacher/East School
Certification: Initial Literacy B-6
Initial Childhood Education 1-6
Initial Early Childhood Education B-2
Effective Date: December 11, 2015
Prob End Date: December 10, 2019
Tenure Date: December 11, 2019
Salary Classification: MA/Step 1 (\$67,154* per annum) prorated
Reason: To meet a district need
Comment: Grant Funded
*Subject to negotiations

**This individual must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of his or her probationary appointment to be granted or considered for tenure.

(i) Appointment: Part Time Speech and Hearing Handicapped Teacher (.8)

Name: Panagiota Doukas
Assign./Loc: Part Time Speech and Hearing Handicapped Teacher
(.8)/Long Beach Catholic School/West School
Certification: Initial Students with Disabilities-Speech and Language
Effective Date: January 11, 2015-June 30, 2016 (or earlier at the district's
discretion)
Salary Classification: .8 of MA/Step 1 (\$53,723* per annum) prorated
Reason: To meet a district need
Comment: Grant Funded
*Subject to negotiations

(j) Appointment: Part Time Special Education Teacher (.2)

Name: Cornelius Campbell
Assign./Loc: Part Time Special Education Teacher (.2)/LBHS
Certification: Initial Students with Disabilities 7-12
Professional Mathematics 7-12
Effective Date: December 11, 2015-June 30, 2016 (or earlier at the district's
discretion)
Salary Classification: .2 of MA/Step 5 (\$15,971* per annum)
Reason: To meet a district need due to new entrants
Comment: In addition to 1.0 position
*Subject to negotiations

1. **CERTIFICATED PERSONNEL**

(k) **Appointment Part Time Temporary Teacher Assistants 17.5 hours per week December 11, 2015 through June 24, 2016 (or earlier at the district's discretion) According to CSE recommendation or 504 plan. Rate according to contract. *Subject to negotiations**

Name	Location	Certification	Grade II/Step	Hourly Rate*
1. Deshaun Moye	Lindell	Level I TA	II/1	17.24
2. Marguerite Henigman	Lindell	Continuing TA	II/1	17.24
3. Jeanne King	West	Level II TA	II/1	17.24
4. Carole Murphy	Lindell	Level I TA	II/1	17.24
5. Casey Roesch	LBHS	Level I TA	II/1	17.24
6. Jessica Wilson	LBHS	Level I TA	II/1	17.24
7. Lakesha Wilson	LBHS	Level I TA	II/1	17.24
8. Jannis Gibson	West	Level I TA	II/1	17.24

(l) **Appointment: Interscholastic Coaches/2015-2016- *Subject to negotiations**

Sport	Coach	Stipend \$*
7 th Grade Boys Volleyball	Mallory Notholt <i>*rescind Stewart Raskin</i>	4609

2. CERTIFICATED PERSONNEL

(m) Appointment: West School Club Advisors for the 2015-2016 School Year-rate of pay \$56.07* per hour-*Subject to negotiations

Advisor	Club	Maximum Hours
1. June Schecter	Explorations in Science	10
2. Darice Bynoe	Student Action Group	10
3. Linda Farrell	Computer Club	10
4. Donna Fee	Inspiring Minds Leadership Club	10
5. Stacey Durnan	Motivating Monday	10

(n) Appointment: Lindell School Club Advisors for the 2015-2016 School Year-rate of pay \$6.07* per hour-*Subject to negotiations

Advisor	Club	Maximum Hours
1. Jane Quinton	Student Council	7
2. Linda Sandman	Computer Club	7
3. Migdalia Schneider	Scientific Inquiry	7
4. Heather Puckhaber	Mathematics Inquiry	7
5. Barbara Russo	Musical Theatre	7.5
6. Lisa Rundo	Musical Theatre	7.5
7. Danielle Adams	Homework Club	7

(o) Appointment: Lido School Club Advisors for the 2015-2016 School Year-rate of pay \$56.07* per hour-*Subject to negotiations

Advisor	Club	Maximum Hours
1. Andrew Frey	Drama Club	10
2. Tova Markowitz	Read a Book, Bring it to School	10
3. Dana Monti	Smart Strategies	10
4. Debra Cupani	Student Government	20

(p) Appointment: East School Club Advisors for the 2015-2016 School Year-rate of pay \$56.07* per hour-*Subject to negotiations

Advisor	Club	Maximum Hours
1. Christine LaMarca	Jr. World Changers Community Service	8
2. Tamara Sommers	Jr. World Changers Community Service	8
3. Douglas MacConnell	Student Government	16
4. Christine LaMarca	Coding Club	8
5. Tamara Sommers	Coding Club	8

(q) Appointment: Library Media Center before and after school positions for the 2015-2016 school year-rate of pay is \$64.25 per hour-*Subject to negotiations

Name	Time	School
1. Edwina Bryant	7:10-7:50	LBHS
2. Kristina Ryan	7:10-7:50	LBHS
3. Tara Salvador	3:00-4:00	LBHS
4. Kristina Ryan	3:00-4:00	LBHS
5. Faithe Ferrante	2:50-3:50	LBMS
6. Patricia Van Loon	2:50-3:50	LBMS

1. CERTIFICATED PERSONNEL

- (r) **Appointment: January Regents Test Preparation for the 2015-2016 school year-rate of pay\$74.50* per hour-*Subject to negotiations**

Last Name	First Name	Subject	Maximum Hours
Davis	Gail	English	30
Didio	Ashley		
Filloramo	Tamara		
Hartmann	Maria		
Linker	Kaitlyn		
O'Shea	Jeannie		
Amorini	Rosemary	Math	40* Includes Integrated Algebra
Arvotti	Christina		
Bragino	Stephanie		
Krinsky	Lee		
Simonovsky	Arkadiy		
Bodnar	Perry	Science	30
Glasstein	Michael		
Gobetz	Julie		
Korn	Jenny		
Gonzalez	Robin	Social Studies	20
Graham	Christine		
Maier	Diane		
Milone	Greg		
Richards	Tamara		

- (s) **The following Per Diem Substitute Teacher is recommended for approval for the 2015-2016 school year**

NAME	CERTIFICATION AREA
Margaret McGovern	Professional Childhood Education 1-6 Professional Students with Disabilities 1-6

- (t) **BE IT RESOLVED** that the Board of Education of the Long Beach Public Schools hereby approves and authorizes an agreement with the ASPPG dated December 4, 2015, engaging a Part Time Interim Director of Humanities and authorizes the Superintendent of Schools to execute such agreement.

2. NON CERTIFICATED PERSONNEL

(a) Resignations for the Purpose of Retirement

1. Name: Joanne McLoughlin
Assign./Loc: Secretary I/LBMS
Effective Date: June 30, 2016 close of day
2. Name: Deborah Charles
Assign./Loc: Secretary I/Buildings and Grounds
Effective Date: June 30, 2016 close of day

(b) Amended Leave of Absence

Name: Nancy Hopkins
Assign./Loc: Part Time Lunch Aide/Lindell School
Effective Dates: October 5, 2015-January 4, 2016
Original Dates: October 5, 2015-November 6, 2015
Reason: Personal

(c) Appointment: Part Time School Bus Driver (30 hours)

Name: Luz Llanos
Assign./Loc.: Part Time Bus Driver-30 hours/Transportation
Effective Date: December 14, 2015
Probationary End Date: December 14, 2019
Salary Classification: \$25,005* per annum
Grade/Step: Grade II/Step 1
Reason: To replace Roberto Rodriguez
*Subject to negotiations

(d) Appointment: Part Time Temporary Provisional Special Education Aide

1. Name: Louise Cronolly
Assign./Loc.: Part Time Provisional Special Education Aide/East School
Effective Date: September 1, 2015-June 24, 2016 (or earlier at the district's discretion)
Salary Classification: \$25.20* per hour
Grade/Step: Grade IA/Step 18
Reason: According to 504 plan
*Subject to negotiations
2. Name: Jennifer Vasaturo
Assign./Loc.: Part Time Provisional Special Education Aide/LBMS
Effective Date: December 11, 2015-June 24, 2016 (or earlier at the district's discretion)
Salary Classification: \$16.14* per hour
Grade/Step: Grade IA/Step 1
Reason: According to 504 plan
*Subject to negotiations

2. NON CERTIFICATED PERSONNEL

(d) Appointment: Part Time Temporary Provisional Special Education Aide continued

3. Name: Nicole Lynch
 Assign./Loc.: Part Time Provisional Special Education Aide/LBMS
 Effective Date: December 14, 2015-June 24, 2016 (or earlier at the district's discretion)
 Salary Classification: \$16.14* per hour
 Grade/Step: Grade IA/Step 1
 Reason: According to 504 plan
 *Subject to negotiations

4. Name: Debora Staiano
 Assign./Loc.: Part Time Provisional Special Education Aide/LBMS
 Effective Date: December 11, 2015-June 24, 2016 (or earlier at the district's discretion)
 Salary Classification: \$16.14* per hour
 Grade/Step: Grade IA/Step 1
 Reason: According to 504 plan
 *Subject to negotiations

(e) Recommended Action: Approval of the schedules of 2015-2016 Winter Saturday Morning Enrichment as follows (subject to sufficient enrollment and satisfactory performance):

Instructor	Course	Hours	Rate Per Hour	Maximum
1. Diesu, Lauren	Yoga	12	25	300.00
2. Florio, Irene	Science	12	25	300.00
3. Pues, Cara	Young Writers	12	25	300.00
4. Tasevoli, Cabrina	Spanish	12	25	300.00
5. Wright, Todd	Animation	12	25	300.00
6. Ziegler, Tasha	Mathematics	12	25	300.00

(f) The following Per Diem Substitutes are recommended for approval for the 2015-2016 school year

Name	Position
1. Blaine Garde	Cleaner
2. Brian Decowski	Cleaner
3. Lionel Jimenez Jr.	Cleaner
4. Michael Salgado	Cleaner
5. Keira Falcone	Teacher Assistant
6. Michelle Griz	Teacher Assistant
7. Lisa Ferrara	Nurse
8. Shaqueena Compton Sanders	Bus Aide

3. SECOND READING OF POLICY #8280 ENGLISH LANGUAGE LEARNERS

4. FIRST READING OF POLICY #7513 ADMINISTRATION OF MEDICATION

5. FIRST READING OF POLICY #7521 STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS

6. APPOINTMENT OF THE BUDGET ADVISORY COMMITTEE

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education appoints to the 2016-2017 Budget Advisory Committee for the District those persons listed below:

Steve Candon
Sharon Cohen-Powers
Ron Friedl
Rebecca Kittrell
Hal Lewis

Robert McWilliams
Gregory Naham
Lilly Newman
Diane Revinskas
Kelly O. Spada

7. APPROVAL OF SPECIAL EDUCATION RELATED SERVICES AGREEMENT

WHEREAS, the Long Beach City School District ("District") wishes to receive nursing and therapy services on an as-needed basis for the 2015-2016 school year;

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the agreement with Health Source Group for nursing and therapy staffing services on an as-needed basis at rates ranging from \$25 to \$47 per hour for the 2015-2016 school year;

BE IT FURTHER RESOLVED, that the Board authorizes the District Chief Operating Officer to execute the agreement on its behalf.

8. APPROVAL OF CERTIFICATION OF LEAD EVALUATORS

WHEREAS, §30-2.9 of the Rules of the Board of Regents requires certification of lead evaluators for purposes of conducting evaluations of teachers and principals in accordance with the requirements under §3012-c of the Education Law, respecting Annual Professional Performance Reviews;

WHEREAS, the individuals named below have successfully completed training that meets the requirements prescribed in §30-2.9(b) of the Rules of the Board of Regents;

NOW, THEREFORE, BE IT RESOLVED, that the Long Beach City School District certifies the following individuals as lead evaluators for the 2015-2016 school year:

David Weiss	Ken Graham	Michele Natali	Joy D'Anca
Sean Murray	Deborah Lovrich	Karen Sauter	Andrew Smith
Sandy Schneider	Brenda Young	Cristine Zawatson	Claude Irwin
Arnie Epstein	Marcia Mule	Sabrina Cantore	Julia Lang-Shapiro
Francine Newman	John Emmons	Keith Biesma	Paul Romanelli
Vincent Russo	Kimberley Liguori	Bill Stroud	Matthew Morand
Kathleen Connolly			

9. ACCEPTANCE OF DONATIONS

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation of \$3,030 to be deposited into the Field of Honor Scholarship Fund and a donation of a wrestling mat, valued at approximately \$6,500 from Jesse Young and his family, to the Long Beach Wrestling Program, along with the Gladiator youth program.

10. ACCEPTANCE OF RECOMMENDATIONS OF COMMITTEE ON SPECIAL EDUCATION AND PRE-SCHOOL EDUCATION

11. PAYMENT OF LEGAL BILLS: LEGAL SERVICES

A) THOMAS M. VOLZ, PLLC

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes expenditures in the amount of \$3,022.50 to the Law Offices of Thomas M. Volz, PLLC for the monthly retainer and extraordinary legal services rendered during the period of October 1, 2015 through October 31, 2015.

B) HARRIS BEACH PLLC

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes expenditures in the amount of \$6,566.91 to the firm of Harris Beach PLLC for the monthly retainer and extraordinary legal services rendered during the period of October 1, 2015 through October 31, 2015.

C) INGERMAN SMITH, LLP

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes expenditures in the amount of \$7,812.94 for legal services rendered during the period of October 1, 2015 through October 31, 2015.

12. USE OF SCHOOLS APPLICATIONS

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the use of schools, as attached, not to conflict with District events. However, please note that events may have to be modified and/or rescheduled based on building construction schedules.

Instruction

SUBJECT: INSTRUCTION FOR ENGLISH LANGUAGE LEARNERS

The Board of Education recognizes its responsibility to ensure that students of foreign birth or ancestry who are identified as English Language Learners (ELLs) are provided with an appropriate bilingual education or English as a New Language (ENL) program.

The District has developed a comprehensive plan to meet the educational needs of ELLs. The plan will be kept on file in the District and, as required, submitted to the Commissioner of Education. The plan includes:

- a) The District's philosophy regarding the education of ELLs;
- b) The District's administrative practices and procedures to screen, identify, and place ELLs in appropriate programs;
- c) The District's plan to provide parents and other persons in parental relation with information about all bilingual education and ENL programs available in the District and notices regarding program placement and the rights of parents or persons in parental relation in a language they best understand;
- d) The District's system to annually measure and track the academic progress and English language proficiency of ELLs and use of data to drive instruction;
- e) A description of the District's curricular and extracurricular services provided to ELLs;
- f) The District's administrative practices to annually evaluate ELLs;
- g) The District's procedure to identify support services for ELLs;
- h) The District's policies and procedures regarding ELLs who are students with disabilities;
- i) The District's procedures to exit ELLs including those students with inconsistent/interrupted formal education;
- j) The District's services to support former ELLs.

Additionally, the District will provide professional development to all teachers, level III teaching assistants, and administrators that specifically addresses the needs of ELLs.

The Superintendent will ensure that all data, including plans, assurances, and reports as required by the Commissioner's regulations, is submitted to the State Education Department in a timely manner.

Title I of the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001, Sections 1112(g) and 3302(a)
Education Law Section 3204
8 NYCRR Section 100.2(g), Parts 117 and 154

First Reading: November 12, 2015
Second Reading: December 10, 2015

Students

SUBJECT: ADMINISTRATION OF MEDICATION

The school's registered professional nurse may administer medication to a student during the school day under certain conditions. For the purpose of this policy, the term "medication" includes both prescription and non-prescription medications. The school must receive the following before medication will be administered to a student:

- a) The original written order from the student's provider stating the name of the medication, precise dosage, frequency, and time of administration;
- b) A written, signed consent from the student's parent or person in parental relation requesting the administration of the medication, as prescribed by the physician, to the student in school; and
- c) The medication, properly labeled in its original container, must be delivered to the school health office by the student's parent or person in parental relation. The term "properly labeled," in the context of this policy, means that the container must include the following information: the student's name, name of medication, dosage, frequency, and prescribing physician. A student is not permitted to carry any medication on his/her person in school, or on the school bus, or keep any medication in his/her school locker(s). Exceptions may apply, however, for students diagnosed with asthma or other respiratory illnesses, diabetes, or allergies who will be permitted to carry and self-administer medication under certain conditions. Independent students with other health conditions warranting timely administration of their medications should also be permitted to self-carry and self-administer their medication to prevent negative health outcomes. All requirements listed above must be met.

All medication orders must be reviewed annually by school health office personnel or whenever there is a change in dosage.

Self-Administration of MedicationGenerally

Each student who is permitted to self-administer emergency medication should have an emergency care plan on file with the District. Further, the school will maintain a record of all written parental consents in the student's cumulative health record.

School health office personnel will also maintain regular parental contact in order to monitor the effectiveness of such self-medication procedures and to clarify parental responsibility as to the daily monitoring of their child to ensure that the medication is being utilized in accordance with the physician's or provider's instructions. Additionally, the student will be required to report to the health office on a periodic basis as determined by health office personnel so as to maintain an ongoing evaluation of the student's management of such self-medication techniques, and to work cooperatively with the parents and the student regarding such self-care management.

Students

SUBJECT: ADMINISTRATION OF MEDICATION

Students who self-administer medication without proper authorization will be referred for counseling by school nursing personnel, as appropriate. Additionally, school administration and parents will be notified of such unauthorized use of medication by the student, and school administration may determine the proper resolution of this behavior.

Students with asthma or another Respiratory Disease

A student will be permitted to carry and self-administer their prescribed inhaled rescue medication during the school day, on school property, and at any school function if the school health office has the following on file:

- a) Written order/permission and an attestation from a duly authorized health care provider stating that the student has a diagnosis of asthma or other respiratory disease for which inhaled rescue medications are prescribed to alleviate respiratory symptoms or to prevent the onset of exercise induced asthma; the student has demonstrated that he/she can self-administer the prescribed medication effectively; and the expiration date of the order, the name of the prescribed medication, the dose the student is to self-administer, times when the medication is to be self-administered, and the circumstances which may warrant the use of the medication; and
- b) Written consent from the student's parent or person in parental relation.

Upon written request of the student's parent or person in parental relation, the school will allow the student to maintain an extra inhaled rescue medication in the care and custody of the school's registered professional nurse, nurse practitioner, physician assistant, or school physician.

Students with Allergies

A student will be permitted to carry and self-administer his/her prescribed Epinephrine during the school day, on school property, and at any school function if the school health office has the following on file:

- a) Written order/permission and an attestation from a duly authorized health care provider stating that the student has a diagnosis of an allergy for which an Epinephrine is needed for the emergency treatment of allergic reactions; the student has demonstrated that he/she can self-administer the prescribed Epinephrine effectively; and the expiration date of the order, the name of the medicine, the dose the student is to self-administer, and the circumstances which may warrant the use of the medication; and
- b) Written consent from the student's parent or person in parental relation.

Upon written request of the student's parent or person in parental relation, the school will allow the student to maintain an extra Epinephrine in the care and custody of a licensed nurse, nurse practitioner, physician assistant, or school physician.

Students

SUBJECT: ADMINISTRATION OF MEDICATION**Students with Diabetes**

A student will be permitted to carry and self-administer his/her prescribed insulin through an appropriate medication delivery device, carry glucagon, and carry and use equipment and supplies necessary to check blood glucose and/or ketone levels during the school day, on school property, and at any school function if the school health office has the following on file:

- a) Written order/permission and an attestation from a duly authorized health care provider stating that the student has a diagnosis of diabetes for which insulin and glucagon through appropriate medication delivery devices, and the use of equipment and supplies to check blood glucose and/or ketone levels are necessary; the student has demonstrated that he/she she can self-administer effectively, can self-check glucose or ketone levels independently, and can independently follow prescribed treatment orders; and the expiration date of the order, the name of the prescribed insulin or glucagon, the type of insulin delivery system, the dose of insulin and/or glucagon the student is to self-administer, times when the insulin and/or glucagon is to be self-administered, and the circumstances which may warrant administration by the student. The written permission must also identify the prescribed blood glucose and/or ketone test, the times testing is to be done, and any circumstances which warrant checking a blood glucose and/or ketone level.
- b) Written consent from the student's parent or person in parental relation.

Upon written request of the student's parent or person in parental relation, the school will allow the student to maintain extra insulin, insulin delivery system, glucagon, blood glucose meter, and related supplies to treat the student's diabetes in the care and custody of a licensed nurse, nurse practitioner, physician assistant, or school physician.

Students with diabetes will also be permitted to carry food, oral glucose, or other similar substances necessary to treat hypoglycemia in accordance with District policy.

Alcohol-Based Hand Sanitizers

The New York State Education Department (NYSED) permits the use of alcohol-based hand sanitizers in schools. The school medical director may approve and permit the use of alcohol-based hand sanitizers in the District's schools without a physician's order. Parents may provide written notification to the school in the event that they do not wish to have their child use this product.

Sunscreen

Students may carry and use FDA approved sunscreen products for over-the-counter use. The student's parent or person in parental relation must provide written permission for the student to carry and use sunscreen. This written parental consent will be maintained by the school. A student who is unable to physically apply sunscreen may be assisted by unlicensed personnel when directed to do so by the student, if permitted by a parent or person in parental relation, and authorized by the school.

Students

SUBJECT: ADMINISTRATION OF MEDICATION (Cont'd.)**Storage and Disposal**

The District will comply with relevant state laws, regulations, and guidelines governing the District's receipt, storage, and disposal of medication.

Individuals with Disabilities Education Improvement Act of 2004 [Public Law 108-446 Section 614(a)]

Individuals with Disabilities Education Act (IDEA), 20 USC Sections 1400 et seq.

Section 504 of the Rehabilitation Act of 1973, 29 USC Section 794 et seq.

Education Law Sections 902(b), 907, 916, 916-a, 916-b, 919, 921, 6527, and 6908(1)(a)(iv), 6909

Public Health Law Section 3000-a, c, 3309

8 NYCRR 136.6, 136.7

NOTE: Refer also to Policy #7521 -- Students with Life-Threatening Health Conditions

First Reading: December 10, 2015

Students

SUBJECT: STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS

Students come to school with diverse medical conditions which may impact their learning as well as their health. Some of these conditions are serious and may be life-threatening. As a result, students, parents, school personnel, and health care providers must all work together to provide the necessary information and training to allow children with chronic health problems to participate as fully and safely as possible in the school experience. This policy encompasses an array of serious or life-threatening medical conditions such as anaphylaxis, diabetes, seizure disorders, or severe asthma and acute medical conditions such as substance overdose. All students within the District with known life-threatening conditions will have a comprehensive plan of care in place: an Emergency Care Plan (ECP) or Individualized Healthcare Plan (IHP) and if appropriate, an Individualized Education Plan (IEP) or Section 504 Plan.

Life-Threatening Conditions

For those students with chronic life-threatening conditions such as diabetes, seizure disorders, asthma, and allergies, the District must work cooperatively with the parent(s) and the healthcare provider(s) to:

- a) Immediately develop an ECP for each at risk student to ensure that all appropriate personnel are aware of the student's potential for a life-threatening reaction;
- b) If appropriate, develop an IHP that includes all necessary treatments, medications, training, and educational requirements for the student. If the student is eligible for accommodations based upon the Individuals with Disabilities Act (IDEA), Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act, the appropriate procedures will be followed regarding evaluation and identification;
- c) Provide training by licensed medical personnel (e.g., registered professional nurse) for all adults in a supervisory role in the recognition and emergency management of a specific medical condition for specific students;
- d) Obtain specific medical-legal documents duly executed in accordance with New York State law; appropriate health care provider authorization in writing for specific students that includes the frequency and conditions for any testing and/or treatment, symptoms, and treatment of any conditions associated with the health problem; and directions for emergencies;
- e) Secure written parent permission and discuss parental responsibility that includes providing the health care provider's orders, providing any necessary equipment, and participation in the education and co-management of the child as he/she works toward self-management;
- f) Allow supervised students to carry life-saving medication in accordance with relevant laws, regulations, and procedures. The District will also encourage parents and students to provide duplicate life-saving medication to be maintained in the health office in the event the self-carrying student misplaces, loses, or forgets their medication;
- g) Assure appropriate and reasonable building accommodations are in place within a reasonable degree of medical certainty.

Students

SUBJECT: STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS (Cont'd.)

In addition, the District will:

- a) Provide training for transportation, instructional, food service, or physical education staff, as appropriate, in the recognition of an anaphylactic reaction;
- b) Have standing emergency medical protocols for nursing or other staff;
- c) Request the school medical director to write a non-patient specific order for anaphylaxis treatment agents for the school's registered professional nurse or other staff, as designated by the administration and allowed under federal and New York State laws and regulations, to administer in the event of an unanticipated anaphylactic episode;
- d) Maintain or ensure the maintenance of a copy of the standing order(s) and protocol(s) that authorizes them to administer emergency medications such as anaphylactic treatment agents;
- e) As permitted by New York State law, maintain stock supplies of life-saving emergency medications such as epinephrine auto-injectors and Naloxone (Narcan) for use, especially in first time emergencies;
- f) Ensure that building-level and District-wide school safety plans include appropriate accommodations for students with life-threatening health conditions;
- g) Encourage families to obtain medic-alert bracelets for at risk students;
- h) Educate students regarding the importance of immediately reporting symptoms of an allergic reaction.

Emergency Medication**Creating an Allergen-Safe School Environment**

The risk of accidental exposure or cross-contamination is always present in school, particularly for students with food allergies. The school setting is a high-risk environment for accidental ingestion of a food allergen due to the presence of a large number of students, increased exposure to food allergens, and cross-contamination of tables, desks, and other surfaces.

In an effort to prevent accidental exposure to allergens, the District will monitor the following high-risk areas and activities:

- a) Cafeteria;
- b) Food sharing;
- c) Hidden ingredients in art, science, and other projects;
- d) Transportation;
- e) Fund raisers and bake sales;
- f) Parties and holiday celebrations;
- g) Field trips;
- h) Before and after school programs.

Students

SUBJECT: STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS (Cont'd.)**Medication Self-Management**

The District will work toward assisting students in the self-management of their chronic health condition based upon the student's knowledge level and skill by:

- a) Adequately training all staff involved in the care of the child, as appropriate;
- b) Assuring the availability of the necessary equipment and/or medications;
- c) Providing appropriately trained licensed persons as required by law;
- d) Developing an emergency plan for the student; and
- e) Providing ongoing staff and student education.

Americans with Disabilities Act, 42 USC Section 12101 et seq.
Individuals with Disabilities Education Act (IDEA), 20 USC Sections 1400-1485
Section 504 of the Rehabilitation Act of 1973, 29 USC Section 794 et seq.
34 CFR Part 300
Education Law Sections 6527 and 6908
8 NYCRR Section 136.7
Public Health Law Sections 2500-h (Anaphylactic policy for school districts) and 3000-a

NOTE: Refer also to Policy #7513 -- Administration of Medication

First Reading: December 10, 2015

