



Apollo-Ridge School Board Legislative Meeting

Apollo-Ridge High School Community Room
Monday, February 22, 2016, 6:30 p.m.

MINUTES

I. Call Meeting to Order

The meeting was called to order by Board President, Mr. Gregory Primm, at 6:35 p.m. Mrs. Jennie Ivory, Board Secretary, was requested to conduct the roll call and following same, declared a quorum present.

II. Pledge of Allegiance to the Flag

III. Roll Call

Board Members Present:	Mr. Rick Fetterman, Mrs. Rebecca Ross, Mr. Dan Obriot, Mr. Gregory Primm, Mr. Forrest Schultz
Board Members Absent:	Mr. Dominick Duso, Mr. Jim Ferguson, Mr. Paul King, Mrs. Susan Wenckowski
Administrators Present:	Dr. Matthew Curci
Administrators Absent:	Not required to attend
Guests:	Mrs. Sarah Backus – Nutrition Inc. Mrs. Sandee Cecchini, AREA
Solicitor:	Mr. Christopher Voltz, Esq.

IV. Approval of Legislative Meeting Minutes

Be it resolved that the Apollo-Ridge Board approves the minutes of the Monday, January 25, 2016 Legislative Meeting.

Motion: Mr. Fetterman Second: Mr. Obriot

Voice Vote: 5 AYE 0 NAY

V. Meetings from the Previous Month

Committee Meeting Tuesday, January 19, 2016	(6:42 PM – 7:49 PM)	
Executive Session: Personnel/Legal Matters		(7:50 PM – 8:45 PM)
Legislative Meeting Monday, January 25, 2016	(6:36 PM – 7:08 PM)	
Executive Session: Personnel/Legal Matters		(7:15 PM – 7:25 PM)

VI. BOARD AND SUPERINTENDENT REPORTS

- A. Lenape Vocational Technical School (Mr. Paul King)
- B. ARIN Intermediate Unit #28 (Mrs. Susan Wenckowski)

- C. Legislation (Mr. Dan Obriot)
- D. Apollo-Ridge Education Foundation (Mr. Dominick Duso)
- Everyday Enrichment – Fitness Classes
 - Donations Accepted
 - Indiana County Chamber of Commerce Membership
 - Big Spring Clean Up
 - NEXT MEETING: March 9 @ 6 PM
- E. Superintendent Report (Dr. Matthew E. Curci)
- PDE SRO Grant \$38,429
 - Girls Basketball Payoff
 - Audit Report
 - Booster Club meeting - Wednesday, March 9 at 6:00 at HS
 - Apollo Area Lions Club Students of the Month: Katrina Bloom and Karly Taylor
 - Wrestling Update
 - UPCOMING DATES
 - February 26 - ARHS Student Council Student/Staff Blood Drive 8AM-2:30PM
 - March 1 - Elementary Spring Picture Day
 - March 3 - Spring Musical: Wizard of Oz 7 PM
 - March 4 - Spring Musical: Wizard of Oz 7 PM
 - March 5 - Spring Musical: Wizard of Oz 7 PM
 - March 11 - 3rd Snow Make-Up Day
 - March 15 - PARENT WORKSHOP:
 - MADD-Power of Parents & What Do You Consider Lethal
 - March 18 - Apollo Idol 7PM - 9PM
 - March 18 - ARMS PTA Dance 7PM
 - March 21 - 6th Snow Make-Up Day
 - March 22 - 7th Snow Make-Up Day
 - March 23 - 8th Snow Make-Up Day
 - March 24-28 - Spring Break
 - March 29 - End 3rd Quarter Grading Period
- F. Student Council (Mr. Andrew Jones)

IV. RESOLUTIONS

A. Finance

Resolution A-1

Be it resolved that the Apollo-Ridge Board approves payment of District Bills for the January 26, 2016, through February 22, 2016, in the amount of \$702,395.26, and the Treasurer's Report for January 2016.

Resolution A-2

Be it resolved that the Apollo-Ridge Board approves the audit for fiscal year ending June 30, 2015, as presented.

Be it resolved that the Apollo-Ridge Board approves Finance resolutions A-1 through A-2.	
A-1 Payment of District Bills and Treasurer's Report for January 2016 A-2 Audit for Fiscal Year ending June 30, 2015	
Motion: Mr. Fetterman	Second: Mr. Obriot
Voice Vote: 5 AYE	0 NAY

B. Personnel

Resolution B-1

Be it resolved that the Apollo-Ridge Board approves unpaid leaves as marked Exhibit B-1.

Resolution B-2

Be it resolved that the Apollo-Ridge Board approves district-hired subs as marked Exhibit B-2.

Resolution B-3

Be it resolved that the Apollo-Ridge Board approves subs presented by Source 4 Teachers as marked Exhibit B-3

Resolution B-4

Be it resolved that the Apollo-Ridge Board extends a long-term sub position for Ms. Danielle Lynch, effective March 7, 2016, through April 1, 2016, with salary and benefits as per the Apollo-Ridge Education Association agreement.

Be it resolved that the Apollo-Ridge Board approves Personnel resolutions B-1 through B-4.	
B-1 Unpaid Leaves B-2 District-Hired Subs B-3 Source4Teachers Subs B-4 Long-Term Sub Extension: Lynch	
Motion: Mr. Obriot	Second: Mr. Fetterman
Voice Vote: 5 AYE	0 NAY

C. Curriculum

Resolution C-1

Be it resolved that the Apollo-Ridge Board approves conference attendance requests as marked Exhibit C-1.

Resolution C-2

Be it resolved that the Apollo-Ridge Board approves the revised 2015-2016 master calendar as marked Exhibit C-2

Be it resolved that the Apollo-Ridge Board approves Curriculum resolutions C-1 and C-2.	
C-1 Conference Attendance Requests C-2 Revised Master Calendar	

<p>Motion: Mr. Fetterman Second: Mrs. Ross</p> <p>Voice Vote: 5 AYE 0 NAY</p>

D. Student Activities

Resolution D-1

Be it resolved that the Apollo-Ridge Board approves field trip requests as marked exhibit D-1.

Resolution D-2

Be it resolved that the Apollo-Ridge Board approves Dillon Butz as an independent athlete competing in indoor track, for the 2015-2016 school year.

<p>Be it resolved that the Apollo-Ridge Board approves Student Activities resolutions D-1 and D-2.</p> <p>D-1 Field Trips D-2 Independent Athlete: Dillon Butz</p>
<p>Motion: Mr. Fetterman Second: Mr. Obriot</p> <p>Voice Vote: 5 AYE 0 NAY</p>

E. Student Transportation

Resolution E-1

Be it resolved that the Apollo-Ridge Board approves substitute bus drivers as presented by STA, Inc., as marked Exhibit E-1.

<p>Be it resolved that the Apollo-Ridge Board approves Student Transportation resolution E-1.</p> <p>E-1 Substitute Bus Drivers</p>
<p>Motion: Mr. Fetterman Second: Mrs. Ross</p> <p>Voice Vote: 5 AYE 0 NAY</p>

F. Facilities and Property Services

G. Food and Nutrition Services

H. Legislation – Board Policy

Resolution H-1

Be it resolved that the Apollo-Ridge Board approves the second reading of revised Board Policy #210: Use of Medications, as marked Exhibit H-1.

Resolution H-2

Be it resolved that the Apollo-Ridge Board approves the second reading of revised Board Policy #210.1: Possession/Use of Asthma Inhalers and Epinephrine Auto-injectors, as marked Exhibit H-2.

Resolution H-3

Be it resolved that the Apollo-Ridge Board approves the student disciplinary agreement for Student A as presented.

Resolution H-4

Be it resolved that the actions of the Board of School Directors at the disciplinary hearing for Student B conducted on February 18,

2016, are hereby accepted and that the Adjudication in that matter is hereby ratified in all respects as the action of the Board of School Directors of the Apollo-Ridge School District.

Be it resolved that the Apollo-Ridge Board approves Legislation-Board Policy resolutions H-1 through H-4.

H-1 First Reading of Revised Board Policy #210
 H-2 First Reading of Revised Board Policy #210.1
 H-3 Student Disciplinary Agreement: Student A
 H-4 Student Adjudication: Student B

Motion: Mr. Obriot Second: Mr. Schultz

Voice Vote: 5 AYE 0 NAY

VIII. Hearing of the General Public

IX. Old Business

X. Adjournment

Motion to Adjourn

Motion: Mr. Obriot Second: Mr. Schultz

Voice Vote: 5 AYE 0 NAY

Time: 7:10 PM

NEXT MEETING DATES:

COMMITTEE: Monday, March 21, 2016

LEGISLATIVE: Tuesday, March 29, 2016

EXHIBIT B-1

UNPAID LEAVE REQUESTS

DATES	LEAVE NUMBER	REASON
01.29.2016 through 06.08.2016	UNP012516	FMLA
04.04.2016 through 06.03.2016	UNP020115	FMLA
03.07.2016 through 04.04.2016	UNP020915	FMLA
04.04.2016 through 04.08.2016	UNP021516	PERSONAL

EXHIBIT B-2

DISTRICT-HIRED SUBS

NAME	ADDRESS	POSITION
Minde Cup	Apollo	Nurse Sub

Pending receipt of Acts 34, 114, 151 and 168 clearances.

EXHIBIT B-3

SOURCE 4 TEACHERS SUBS

NAME	CERTIFICATION
Bailey, Cynthia	Early Childhood
Brison, Jacquelynn	Business/Technology
Brown, Matthew	Bachelors Degree
Butler, Jackie	60 College Credits
Ciuca, Jerrica	High School Diploma
Gorelli, Christine	Home Economics
Gourley, Richelle	Elementary
Keith, Aaron	Music
Mabe, Lauren	Science
Martin, Sabrina	Math
Mattu, Robert	Health/PE
McCarthy, Tara	High School Diploma
Myers, Chloe	English
Sedgwick, Connie	Home Economics
Walton, Kimberly	High School Diploma
Wolfhope, Ashley	English
Yard, Amy	Bachelors Degree
Yassem, Robert	Early Childhood

Pending receipt of Acts 34, 114, 151 and 168 clearances.

EXHIBIT C-1

CONFERENCE ATTENDANCE REQUESTS

DATES	EMPLOYEE	CONFERENCE/LOCATION/SPONSOR	COST
March 17-18, 2016	Heidi Fleming Elementary Speech Clinician	PA Advisory Council-Capitol Hill Visits American Speech-Language-Hearing Assoc. Washington DC	\$0
April 7-8, 2016	Heidi Fleming Elementary Speech Clinician	Annual SLP Convention-State Level American Speech-Language-Hearing Assoc. Pittsburgh PA	\$0

REVISED 2015-2016 MASTER CALENDAR

APOLLO-RIDGE SCHOOL DISTRICT
2015-2016 MASTER CALENDAR

JULY

Thu-2: July 4 Holiday

AUGUST

CLERICAL DAY: Can be taken any time beginning 8/10

Tuesday-18: In-Service Day
 Tuesday 18: Open House High School
 Tuesday-18: Open House Grades 1,2,3

Wednesday-19: In-Service Day
 Wednesday-19: Open House Middle School
 Thursday-20: In-Service Day
 Thursday-20: Open House Grades K,4,5
 Monday-24: First Student Day

SEPTEMBER

Monday-7: Labor Day-No School

OCTOBER

Friday-9: Act 80 Day-Conferences
 Monday-12: Columbus Day-In-Service
 Tuesday-27: End 1st Grading Period

NOVEMBER

Wednesday-11: Veterans Day - No School
 November 26-30: Thanksgiving Break

DECEMBER

December 24-31: Winter Break - No School

JANUARY

January 1: Winter Break - No School
 Wednesday-13: End 2nd Grading Period
 Monday-18: MLK, Jr Day - 1st Snow Make-Up Day

FEBRUARY

Monday-15: Presidents Day - 2nd Snow Make-Up Day

MARCH

Friday 11: 4th Snow Make-Up Day
 Monday 21: 6th Snow Make-Up Day
 Tuesday 22: 7th Snow Make-Up Day
 Wednesday 23: 8th Snow Make-Up Day
 Thursday 24: 9th Snow Make-Up Day
 Friday 25-Monday 28: Spring Break - No School
 Tuesday-29: End 3rd Grading Period

APRIL

Friday 29: 3rd Snow Make-Up Day

MAY

Friday-27: 5th Snow Make-Up Day
 Monday-30: Memorial Day - No School

JUNE

Friday 3: Last Student Day
CLERICAL DAY: Can be taken any time prior to June 23

July						
S	M	T	W	T	F	S
			1	H	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	80	10
11	I	13	14	15	16	17
18	19	20	21	22	23	24
25	26	GP	28	29	30	31

January						
S	M	T	W	T	F	S
					H	2
3	4	5	6	7	8	9
10	11	12	GP	14	15	16
17	S	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	S	30

- ☞ First day of School
- ☞ Last Day of School
- O Open House
- GP Grading Period
- H Holiday - No Classes
- S Snow Make-Up Day
- I In-Service
- 80 Act 80 Day*
- C Clerical Day

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	I/O	I/O	I/O	21	22
23	☞	25	26	27	28	29
30	31					

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	H	12	13	14
15	16	17	18	19	20	21
22	23	24	25	H	H	28
29	H					

February						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	S	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	S	28
29	H	31				

- 180 Instructional Days (1 of those days are proposed to be Act 80 days, pending Board & State approval)
 - 1 Act 80 Days* (Pending Board/State approval)
 - 4 In-Service Days
 - 2 Clerical Days
 - 186 Teacher Days
 - 9 Snow Days (Additional snow days will be added to the end of the year as needed)
- Graduation will occur in June - Date will be determined in March
 *Act 80 days will be utilized for Parent/Teacher Team Conferences. Time will also be used to research appropriate instructional strategies to meet student needs and to apply these strategies to individual student action plans.

Pursuant to Section 1502 of the Public School Code, the following dates have been selected as official local school district holidays:
 November 27, 2015; December 24, 2015; March 25, 2016; and March 28, 2016.

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	H	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

21 Teacher 21 Student

December						
S	M	T	W	T	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	H	H	26
27	H	H	H	H		

17 Teacher 17 Student

March						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	S	12
13	14	15	16	17	18	19
20	S	S	S	S	H	26
27	H	GP	30	31		

16 Teacher 16 Student

June						
S	M	T	W	T	F	S
			1	2	☞	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

4 Teacher 3 Student

EXHIBIT D-1

FIELD TRIP REQUESTS

<u>DATES</u>	<u>GRADE/GROUP/TEACHER(S)</u> <u>/CURRICULUM</u>	<u>DESTINATION</u>	<u># STUDENTS</u>	<u>COST</u>	<u>SUB</u>
03.03.2016	Grade 6-12 Life Skills Students Brandi Muffie Social Skills/Physical Activity	Blairsville High School Blairsville	13	\$190 Special Ed Budget	0
03.04.2016	Grades 9-12 Janetta Thomas Cal U Post-secondary Goals	California University California	50	\$0 Cal U	0
03.08.2016	Grades 9-12 Janetta Thomas Healthcare Careers	Allegheny Valley Hospital Natrona Heights	30	\$175 Grant	0
03.16.2016	Middle School Chorus Bill Duff Vocal Music Performance	Armstrong County Jr. Chorus Apollo-Ridge School District	25	\$125 MS Budget	1
03.18.2016	Grade 6-12 Life Skills Students Brandi Muffie Social Skills/Physical Activity	Mohawk Lanes Indiana	13	\$165 Special Ed Budget	0
05.06.2016	Grade 7/8 Band Gavin Virag Instrumental Music	Kiski Area High School Vandergrift	43	\$85 MS Budget	0
05.16.2016	Grade 4 Lori Murphy Science	Carnegie Science Center Pittsburgh	108	\$0 ARES PTA	1
05.18.2016	Grade 1 Sharon Friday LA/Art/Music/Social Sciences	Children's Museum Pittsburgh	90	\$0 ARES PTA	1
02.27.2016	PJAS Competitors Dave Hauge Independent Science Projects	Slippery Rock University Slippery Rock	15	\$642 Gifted Budget	0
03.01.2016	Math League Dave Hauge Mathematics Enrichment	Math League Competition Penn State New Kensington	10	\$240 Gifted Budget	1

Costs include transportation, substitutes, and registration/entry fees

EXHIBIT E-1

SUBSTITUTE BUS DRIVERS AS PRESENTED BY STA, INC.

Name	Address
Stephanie Baker	Indiana, PA
Gretchen Myers	Avonmore, PA
Valerie Minor	Apollo, PA

Pending receipt of Acts 34, 114, 151 and 168 clearances.

EXHIBIT H-1

210. USE OF MEDICATIONS	
<p>1. Purpose</p>	<p>The Board shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication to a student during school hours in accordance with the direction of a parent/guardian or family physician will be permitted only when failure to take such medicine would jeopardize the health of the student and/or the student would not be able to attend school if the medicine were not available during school hours.</p>
<p>2. Definition</p>	<p>For purposes of this policy, medication shall include all medicines prescribed by a physician and any over-the-counter medicines.</p> <p>For purposes of this policy, licensed prescribers shall include licensed physicians (M.D. and D.O.), podiatrists, dentists, optometrists, certified registered nurse practitioners and physicians assistants.</p>
<p>3. Authority SC 510 Title 22 Sec. 12.41 42 Pa. C.S.A. Sec. 8337.1</p>	<p>Before any medication may be administered to or by any student during school hours, the Board shall require the written request of the parent/guardian, giving permission for such administration and relieving the Board and its employees of liability for administration of medication or the written order of the prescribing physician, which shall include the purpose of the medication, dosage, time at which or special circumstances under which the medication shall be administered, length of period for which medication is prescribed, and possible side effects of medication.</p> <p>In the event of an emergency, a district employee may administer medication when s/he believes, in good faith, that a student needs emergency care. Medications such as antibiotics prescribed to be given three (3) times a day will not be given at school. Any exception to this rule will require a physician's written statement for the exception to be considered.</p>
<p>4. Delegation of Responsibility</p>	<p>The Superintendent or designee, in conjunction with the nurses, shall develop administrative regulations for the administration and self-administration of students' medications.</p> <p>All medications shall be administered by the school nurse or designee, or self-administered by the student upon written request. Assistance in taking medication may be provided by a principal or person designated in writing by a principal. A designated person may be the head teacher, other professional employee or secretary.</p> <p>All District employees involved in administering or supervising of self-administration of medication shall receive appropriate training from the school nurse before performing this responsibility.</p> <p>Building administrators and the nurses shall review regularly the procedures for administration and self-administration of medications and shall evaluate recordkeeping, safety practices, and effectiveness of this policy.</p>
<p>24 P.S. Sec. 14-1414.2</p>	<p>The District may, at the Superintendent's discretion, maintain a supply of epinephrine auto-injectors at a school in a safe, secure location. The school nurse at any such school will be responsible for the storage and use of the epinephrine auto-injectors and, before doing so, must successfully complete an applicable training program provided by the Pennsylvania Department of Health. A properly trained school nurse may 1) administer epinephrine auto-injectors to students according to student prescriptions on file at the school 2) provide epinephrine auto-injectors to students who are authorized to self-administer and 3) administer an epinephrine auto-injector to any student who the school nurse in good faith believes to be having an anaphylactic reaction. The district shall obtain a prescription in the name of the district, from a physician or a certified registered nurse practitioner, for any epinephrine auto-injectors obtained pursuant to this policy. The physician or certified nurse practitioner providing the prescription shall also provide a standing protocol for administration of an epinephrine auto-injector to any student who does not have his or her own prescription for an epinephrine auto-injector.</p> <p>Parents and/or legal guardians of students within the district shall be able to exempt their children from the administration of an epinephrine auto-injector by district employees. School principals shall provide an opt-out form to all parents or legal guardians, notifying them of their ability to exempt their children in this manner.</p>
<p>5. Guidelines</p>	<p>The District shall inform all parents/guardians, students and staff about the policy and procedures governing the administration of medications.</p> <p>All standing medication orders and parental consents shall be renewed at the beginning of each school year.</p> <p><u>Delivery And Storage Of Medications</u></p>

All medication shall be brought to the nurse's office, or the main office if the nurse is in another building, by the parent/guardian or by another adult designated by the parent/guardian. All medication shall be stored in the original pharmacy-labeled container and kept in a locked cabinet designated for storage of medication. Medications that require refrigeration shall be stored and locked in a refrigerator designated only for medications. The district shall not store more than a thirty-day supply of an individual student's medication.

Medication should be recorded and logged in with the date, name of student, name of medication, amount of medication, and signatures of the parent/guardian or designated adult delivering the medication and the school health personnel receiving the medication.

Nonprescription medication must be delivered in its original packaging and labeled with the student's name.

Prescription medication shall be delivered in its original packaging and labeled with:

1. Name, address, telephone and federal DEA (Drug Enforcement Agency) number of the pharmacy.
2. Student's name.
3. Directions for use (dosage, frequency and time of administration, route, special instructions).
4. Name and registration number of the licensed prescriber.
5. Prescription serial number.
6. Date originally filled.
7. Name of medication and amount dispensed.

All medication shall be accompanied by a completed Medication Administration Consent signed by the student's parent. Medication should also be accompanied by a Licensed Prescriber's Medication Order Form, or other written communication from the licensed prescriber, including the following information:

- a. Name of the drug.
- b. Prescribed dosage.
- c. Times medication is to be taken.
- d. Length of time medication is prescribed.
- e. Diagnosis or reason medication is needed, unless confidential.
- f. Potential serious reaction or side effects of medication.
- g. Emergency response.
- h. If child is qualified and able to self-administer the medication.

When any medication prescribed for a student is initially brought to school, it shall be the responsibility of the certified school nurse to complete the following:

1. Review pertinent information with the student and/or parent/guardian, specifically:
 - a. Reason for taking this medication.
 - b. How often and length of time.
 - c. What will happen if medication is not taken or is taken incorrectly.
 - d. Physician comments about the medication.
2. Determine the student's ability to self-administer medication and the need for care and supervision.
3. Observe and evaluate the student's ability to self-administer during the initial administration.
4. Maintain an individual medication log for all students taking medication during school hours. The log shall be kept in a central place and shall include:
 - a. Name of student.
 - b. Prescribing physician.
 - c. Name of medication.
 - d. Medication dosage.
 - e. Time of administration.
 - f. A notation of each instance of assistance or administration and signed by the person so assisting or administering.
 - g. Route of administration.
 - h. Signature of student and the monitor of self-administration.
 - i. Initiation and expiration date of drug.

Student Self-Administration

To self-administer medication, the student must be able to:

1. Respond to and visually recognize his/her name.
2. Identify his/her medication.
3. Measure, pour and administer the prescribed dosage.
4. Sign his/her medication sheet to acknowledge having taken the medication.
5. Demonstrate a cooperative attitude in all aspects of self-administration.

	<p>Privileges for self-administration of medication will be revoked if school policies regarding self-administration are violated.</p> <p><u>Administration Of Medication During Field Trips And Other School-Sponsored Activities</u></p> <p>The Board directs planning for field trips and other school-sponsored activities to start early in the school year and to include collaboration between administrators, teachers, nurses, appropriate parents/guardians and other designated health officials.</p> <p>Considerations when planning for administration of medication during field trips and other school-sponsored programs and activities shall be based on the student's individual needs and may include the following:</p> <ol style="list-style-type: none">1. Assigning school health staff to be available.2. Utilizing a licensed person from the school district's substitute list.3. Contracting with a credible agency which provides temporary nursing services.4. Utilizing licensed volunteers via formal agreement that delineates responsibilities of both the school and the individual.5. Addressing with parent/guardian the possibility of obtaining from the licensed prescriber a temporary order to change the time of the dose.6. Asking parent/guardian to take responsibility for administration of medication by accompanying the child on the field trip. The parent/guardian will have to obtain proper clearances.7. Arranging for medications to be provided in an original labeled container with only the amount of medication needed. <p>Security procedures shall be established for the handling of medication during field trips and other school-sponsored activities.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1402</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.41</p> <p>Board Policy – 000</p>
--	--

<p>1. Authority</p>	<p>210.1. POSSESSION/USE OF ASTHMA INHALERS AND EPINEPHRINE AUTO-INJECTORS The Board shall permit students to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication when such is parent-authorized and in accordance with state law and Board policy.</p>
<p>SC 1414.1</p>	<p>Possession and use of asthma inhalers and epinephrine auto-injectors by students shall be in accordance with state law and Board policy.</p>
<p>2. Definitions SC 1401</p>	<p>Asthma inhaler shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack.</p>
	<p>Epinephrine auto-injector shall mean a prescribed disposable drug delivery system designed for the self-administration of epinephrine to provide rapid first aid for persons suffering the effects of anaphylaxis.</p>
	<p>Self-administration shall mean a student's use of medication in accordance with a prescription or written instructions from a physician, certified registered nurse practitioner or physician assistant.</p>
<p>3. Guidelines SC 1414.1 Title 22 Sec. 12.41</p>	<p>Before a student may possess or use an asthma inhaler or epinephrine auto-injector during school hours, the Board shall require the following:</p> <ol style="list-style-type: none"> 2. A written request from the parent/guardian that the school complies with the order of the physician, certified registered nurse practitioner or physician assistant. 3. A written statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the District and its employees of responsibility for the benefits or consequences of the prescribed medication. 4. A written statement from the physician, certified registered nurse practitioner or physician assistant that states: <ol style="list-style-type: none"> a. Name of the drug. b. Prescribed dosage. c. Times medication is to be taken. d. Length of time medication is prescribed. e. Diagnosis or reason medication is needed, unless confidential. f. Potential serious reaction or side effects of medication. g. Emergency response. h. If child is qualified and able to self-administer the medication.
<p>SC 1414.1</p>	<p>The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector.</p>
<p>SC 1414.1</p>	<p>The District reserves the right to require a statement from the physician, certified registered nurse practitioner or physician assistant for the continued use of a medication beyond the specified time period. Permission for possession and use of an asthma inhaler or epinephrine auto-injector by a student shall be effective for the school year for which it is granted and shall be renewed each subsequent school year. A student whose parent/guardian completes the written requirements for the student to possess an asthma inhaler or epinephrine auto-injector and self-administer the prescribed medication in the school setting shall demonstrate to the school nurse the capability for self-administration and responsible behavior in use of the medication. Determination of competency for self-administration shall be based on the student's age, cognitive function, maturity and demonstration of responsible behavior.</p> <p>To self-administer medication, the student must be able to:</p> <ol style="list-style-type: none"> 1. Respond to and visually recognize his/her name. 2. Identify his/her medication. 3. Demonstrate the proper technique for self-administering medication. 4. Sign his/her medication sheet to acknowledge having taken the medication. The District assumes no responsibility for ensuring that the medication is taken. 5. Demonstrate a cooperative attitude in all aspects of self-administration. 6. Demonstrate knowledge of prescribed time intervals for inhaler use, if applicable. 7. Demonstrate knowledge of proper circumstances and situations in which an epinephrine auto-injector should be administered, if applicable. <p>Any student who does not meet the self-administration requirements following assessment by the School Nurse will not be permitted to carry and self-administer an asthma inhaler or epinephrine auto-injector at school.</p> <p>Students shall be prohibited from sharing, giving, selling, and using an asthma inhaler or epinephrine auto-injector in any manner other than which it is prescribed during school hours, at any time while on school</p>

4. Delegation of Responsibility	<p>property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy shall result in loss of privilege to self-carry the asthma inhaler or epinephrine auto-injector and disciplinary action in accordance with Board policy.</p> <p>If the district denies a student's request to self-carry an asthma inhaler or epinephrine auto-injector or the student has lost the privilege of self-carrying an asthma inhaler or epinephrine auto-injector, the student's prescribed medication shall be appropriately stored at a location in close proximity to the student. The student's classroom teachers shall be informed where the medication is stored and the means to access the medication.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1401, 1414.1</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.41</p> <p>Board Policy – 000</p>
---------------------------------	--