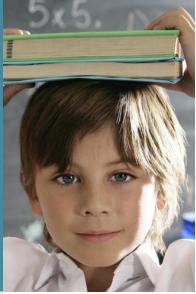


- Celebrating Student Achievement
- Increasing Student Achievement



Highlights from the Board of Education meeting: February 16, 2017

# Board Report



## Board of Education >>>

- Jeff Heiner, President
- Jennifer Zundel, Vice President
- Douglas Barker
- Don E. Belnap
- Nancy Blair
- Susan Richards
- Joyce Wilson
  
- Sandy Coroles  
Superintendent
  
- Zane K. Woolstenhulme  
Business Administrator

## Mission

Maximizing educational opportunities for *all* students, in a safe, nurturing environment.

### Celebrating Student Achievement:

“Great Things Happening Report – Preschool Partners”. Sarah Roberts, executive director of Elementary Education and Federal Programs, led the presentation concerning our preschool partners. She shared “Jesse’s Story.” Jesse is a sensitive and smart three-year-old boy who was lacking some areas needed before he entered kindergarten. This preschool student was very comfortable in his interactions with adults, but could not relate well with peers. He was able to qualify for special education services at the YMCA at Lincoln School, was able to set some goals and start parallel play with other children. He eventually became fully intermingled with the other students, is no longer receiving special education services and is excited to enroll in kindergarten this next school year.

She noted that Utah is only 1 of 8 states with state sponsored preschool. It has been estimated that every \$1 invested in preschool saves taxpayers up to \$13 in future tax costs. Preschool attendees are:

- 20% more likely to raise their socioeconomic status;
- 28% less likely to abuse drugs or alcohol later in life; and
- 28% less likely to end up incarcerated.

We have partnerships with Ogden United, The Daniels Foundation, Bright Future Fund with Utah Education Savings Plans, YMCA, Ogden/Weber Community Action Program (OWCAP) Head Start, district food services, and special education. All preschool students benefit from

a great learning environment with family education components, language and behavior models, and opportunities to practice and generalize skills with diverse peers. Students are given the opportunity to develop and enhance literacy, develop and refine motor skills, integrate and practice social and emotional skills, and explore and prepare for STEM education. She noted that our preschool partners greatly enhance our program and we couldn’t do what we do without their assistance.

### Superintendent’s Celebrations.

Superintendent Coroles shared the following celebrations with the board and public:

- A very special honor has been bestowed on the principal at Polk Elementary, Maridee Harrison. On February 15, 2017, she was named the Instructional Leader of the Year by the Utah Association of Elementary School Principals at their annual awards ceremony. Maridee is the driving force behind Polk’s success and ‘A’ grade.
- Ogden School District had over 150 students submit entries in the National History Day competition earlier this month and 70 of those submissions have been selected to advance to the Utah History Day Regional Competition that will be held next month at Weber State University.



# Board Report

## **Increasing Student Achievement :**

- Purchase of New Computers for Elementary Offices and Computer Labs. The board approved the request to purchase new computers for elementary office staff and replace up to four computer labs for the yearly technology refresh cycle. This purchase, on state contract through Valcom, is not to exceed \$350,000.
- ERATE WIFI Request. The board approved the request to apply for ERATE funds in order to update the networking hardware required to put a Wireless Access Point in every classroom, meeting space and learning space. ERATE funds will be used to reimburse the District for up to 90% of the total cost.
- ERATE Wiring Request. The board approved the request to apply for ERATE funds in order to install network wiring and equipment for the whole District to support the WIFI initiative.
- FFKR Architects. The board approved payment, not to exceed \$25,000 for a base amount for the work of FFKR Architects as the bond architect firm. There may be additional ala carte charges as the board sees fit.
- First Reading Board Policy Manual, Section 8.39 – Junior High Activities & Athletics – Ninth Grade Participation (revised). The board approved the first reading of the above named policy. There will be a second reading of this policy revision at the board meeting on March 16, 2017.
- Second Reading Board Policy Manual, Section 6.6.1 – Phased Retirement (new). The board approved the second reading of the following policy:

Beginning on April 1, 2017, Ogden City School District (the “District”) elects to offer Phased Retirement to willing, eligible retirees under the terms and conditions outlined in this policy, each agreement between a Phased Retiree and the District, and Utah Code, Title 49, Chapter 11, Part 13.

- Second Reading Board Policy Manual, Section 8.20 – Student Discipline (revised). The board approved the following policy:

~~It is the policy of the Board of Education of Ogden City School District that all students shall obey the regulations and directives of the school district. Failure to comply with rules and regulations established for the governing of the school district shall constitute sufficient cause for discipline~~

It is the policy of the Board of Education of Ogden City School District that all students to behave in a manner that promotes positive school climates, supports academic achievement, and emphasizes civility, fairness, mutual respect, and acceptance of diversity. The board, pursuant to this policy and the accompanying administrative procedures, intends to create clear expectations for appropriate conduct through multi-tiered systems of support and intervention for all students, with consequences for misbehavior. This policy is intended to be instructive, not punitive, is based on the principle of preventative and positive discipline (i.e. interventions, skill building, and consequences), and is aimed at addressing the behavior, resolving conflicts, meeting students’ needs, and keeping students in school.

This policy applies to any district student who is on school property (which also includes school transportation), who is in attendance at school or at any school-sponsored activity, or whose conduct at any time or place (including cyberspace) has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment. School personnel are empowered to take appropriate disciplinary action when students violate this policy, the accompanying administrative procedures, or state law, or engage in activities which disrupt the educational environment, threaten or harm persons or property, or disrupt school activities. Discipline imposed by a school must have the qualities of objectivity, consistency, and equity. Parents and students are advised that some violations of this policy may also be violations of state law. Thus, students may be subject to school imposed discipline as well as discipline imposed by local law enforcement authorities.

The purpose of this policy is to govern conduct and discipline in the district’s schools in order to maintain a safe, secure and positive school environment.

**Increasing Student Achievement (cont.):**

- Second Reading Board Policy Manual, Section 8.25 – Seizure Rescue Medication (new). The board approved the above named policy.

In accordance with Utah Code Section 53A-11-603.5, Ogden City School District (OCSD) has developed the following policy which pertains to the administration of seizure rescue medication under certain conditions by trained volunteer nonmedical school personnel upon request of a parent or guardian.

**Request for Seizure Rescue Medication to be administered by an Ogden City School District Employee**

- A student's parent or legal guardian can make a qualified request that the school their child is attending identify and train school employees who are willing to volunteer to receive training to administer a seizure rescue medication.
- A qualified request submitted by a parent or guardian is one that meets the conditions set forth in Utah Code Section 53A-11-603.5. A qualified request documents the following information:
- A health care professional has prescribed a specific seizure rescue medication for the student including the indicated dose and instructions for administration (does not include a medication administered intravenously or intramuscularly);
- That the student's parent or guardian has previously administered the student's
- seizure rescue medication in a non-medically supervised setting without any resulting medical complications;
- That the student previously ceased having a full body prolonged convulsive seizure due to administration of the seizure rescue medication;
- That there is a current Individualized Health Plan
- If the student has a 504 plan
- A Seizure Medication Management Order signed by the student's physician.

**Recruitment of Volunteers to Administer Seizure Rescue Medication**

- After having received a complete and qualified request OCSD will attempt to recruit employee volunteers in the student's school under the following conditions:
- An email will be sent to all school site staff or a general announcement will be made at a staff/faculty meeting that includes the following information:
- A request for volunteers to be trained in rescue medication administration;
- A description of the training the school employee volunteer will receive;
- The expected time required to complete the training; and
- The need for the trained school employee volunteer to possibly attend field trips with the student.
- No person (school staff, parent or guardian, etc.) shall coerce, intimidate, or threaten staff regarding their decision to take or not to take this trained school employee volunteer position. This solicitation will not be presented as a factor in any employee's condition of employment.
- OCSD shall not compel a school employee to become a trained school employee volunteer.
- OCSD and parent or guardian shall not solicit trained school employee volunteers other than as described above.
- Until the school secures an employee/s to function in this trained volunteer capacity or if for any reason the trained person/s are unavailable, and the need for seizure rescue medication arises, the school will follow the health care plan, excepting the administration of the medication, and call 911, as described in the individualized healthcare plan.
- If a school employee volunteer has not or cannot be identified at a school with an order for seizure rescue medication, it cannot be stored at the school or given except by parent or guardian, registered nurse if available, or EMS.
- OCSD will make every effort for a trained school employee volunteer to go on field trips if there is a need for them to serve in their capacity on the field trip. If a parent or guardian chooses to go instead, that parent or guardian will not be charged a participation fee.
- If the parent or guardian cannot attend a school sponsored overnight trip, the school should make every effort to have a trained school employee volunteer accompany the student.

**Qualified Volunteers**

Qualified volunteers must:

- Be 18 years or older;
- Complete the designated training program;
- Demonstrate competency in the training program;
- Complete refresher training at least annually; and
- Have current first aid/CPR certification, through a training program that includes giving rescue breaths and maintaining an open airway if the student stops breathing. (This first aid/CPR certification will be provided by the school district as part of the Seizure Rescue Medication Training Program if the volunteer is not currently certified.)

**Training of Volunteer Staff in Rescue Medication Administration**

Upon identification of a qualified volunteer/s OCSD will subsequently provide the school employee volunteer/s with medical training from a licensed healthcare professional such as a physician, physician assistant, school nurse, registered nurse, or certificated public health nurse, who has been approved to do the training set up per UCA 53A-11-603.5. (continued on page 4)

**Increasing Student Achievement (cont.):**

- Second Reading Board Policy Manual, Section 8.25 – Seizure Rescue Medication (new) (cont.):

**Training of Volunteer Staff in Rescue Medication Administration (cont.)**

- Training materials will be maintained by the district nurse. Reference materials used in the training will be maintained at the school with the medication.
- Trained school employee volunteer/s may withdraw from the agreement at any time.
- The trained school employee volunteer/s should be paid at least their hourly rate for any training related to the seizure rescue medication completed outside of work hours.
- OCSD will provide seizure rescue medication administration training, as developed by the Department of Health and the State Board of Education, that includes the following content:
  - The student's healthcare provider's instructions;
  - Recognition and treatment of different types of seizures, including techniques to recognize symptoms that warrant the administration of a seizure rescue medication;
  - Procedures for the administration of commonly prescribed seizure rescue medication;
  - Basic emergency follow-up procedures including a requirement for the school administrator or other school staff member to call 911, a school district nurse, and the student's parent or guardian;
  - If the parent or guardian is not available, the student may be transported to an emergency room by EMS;
  - Techniques and procedures to ensure student privacy;
  - Standards and procedures for the storage of a seizure rescue medication.
  - An assessment to determine if the trained school employee volunteer is competent to administer a seizure rescue medication;
  - Record-keeping and record retention, including documenting each time a seizure rescue medication is administered, the student's name, the name of the medication administered, the dose given, the date and time of administration, the length of the seizure, and observation and action taken after the seizure; and
  - A refresher component - school nurse should follow up with the trained school employee volunteer at least quarterly to determine if additional training is needed.

**Management of Seizure Rescue Medications**

All seizure rescue medication will be:

- Locked up, but easily accessible to trained employee volunteer for use during a seizure;
- Located as determined by the school, after evaluating the student-specific situation (i.e. office or classroom);
- Given to the school by the parent or guardian fully assembled and labeled by the pharmacy with the student's name, dosage as indicated by the physician, and expiration date. Any medication brought to the school not as described will not be accepted by the school;
- Picked up by the parent or guardian when medication expiration date has passed or medication order for school year has expired; and
- Transported to and from the school by the parent or guardian. Medication cannot be carried by the student.

In the case of a dosage or medication change:

- A new qualified request reflecting the change prescribed by a qualified healthcare provider must be filled out and signed appropriately and reviewed by the school nurse;
- The school employee volunteer will be trained regarding the change in dosage;
- Any paperwork with old dosage information must be removed and replaced with new paperwork;
- The parent or guardian must bring the updated medication labeled by the pharmacy with student name, name of medication, prescribed dose, and medication expiration date to the school; and
- Seizure rescue medication cannot be given if it is the first dose after a dosage change or medication change (will be treated as a first dose).

**Administration of Seizure Rescue Medication**

General protocol for seizure rescue medication for qualified students is as follows:

- Seizure rescue medication may be administered by trained employee volunteers if:
  - The student is having a full body prolonged or convulsive seizures; and
  - A licensed health care professional is not immediately available to administer the seizure rescue medication.
- If seizure rescue medication is administered at school, 911 must ALWAYS be called.
- Seizure rescue medication cannot be administered as a first dose at school.
- Students given seizure rescue medication may not remain at school after the seizure rescue medication is given unless the student's parent or guardian can be present to monitor the student for adverse reactions for the rest of the school day. Trained school employee volunteers can only monitor the student until parent or guardian, or EMS arrive.
- Parent or guardian must notify the school if the student has had any seizure rescue medication administered within the past four hours on a school day.
- As stated in Utah Code Section 53A-11-603.5, a trained school employee volunteer who administers a seizure rescue medication or one who trains a volunteer to administer seizure rescue medication in accordance with this section in good faith is not liable in a civil or criminal action for an act taken or not taken under this section.