

LONG BEACH PUBLIC SCHOOLS
Long Beach, NY

March 8, 2018

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
LINDELL ELEMENTARY SCHOOL AUDITORIUM
MARCH 8, 2018 – 7:30 P.M.**

AGENDA

REGULAR MEETING

7:30 PM

- I. Pledge of Allegiance/Call to Order/Opening Remarks – Board Vice President
- II. Report of Interim Superintendent of Schools
 - Student Showcase
 - Presentation of Certificates

ALL COUNTY ROSTER 2017-2018

Elementary

LAST	FIRST	INSTRUMENT	ENSEMBLE	DIVISION	SCHOOL
Bradley	Addison	Violin	Orchestra	1	East
Brown	Liora	Bb Clarinet	Band	1	East
Brunick-Davis	Kyra	Soprano	Choir	1	West
Brymer	Shay	Soprano	Choir	1	Lindell
Chavarriga	Anna Sophia	Alto	Choir	1	Lido
Dean	Dylan	Alto Sax	Band	1	Lido
DePalma	Isabelle	Trumpet	Band	1	East
Famighetti	Alexandria	Alto	Choir	1	East
Gause	Spencea	Alto	Choir	1	Lido
Greenblatt	Jessica	Alto	Choir	1	West
Guille	Olivia	Alto	Choir	1	East
Hornberger	Sienna	Alto	Choir	1	West
Katzen	Wyatt	Viola	Orchestra	1	West
McCaffrey	Matthew	Alto	Choir	1	East
Medina	Sophia	Bb Clarinet	Band	1	Lindell
Monti	Jackson	Double Bass	Orchestra	1	Lido
Morris	Taryn	Cello	Orchestra	1	Lindell
Reed	Summer	Alto	Choir	1	West
Riebli	Ryan Aba	Viola	Orchestra	1	Lido
Robinson	Stephania	Alto	Choir	1	West
Rotando	Perrin	Trombone	Band	1	Lido
Stark	Nate	Baritone	Band	1	Lido
Turbek	Theo	Trombone	Band	1	East
Wright	Alvin	Trombone	Band	1	West

Middle School

LAST	FIRST	INSTRUMENT	ENSEMBLE	DIVISION	SCHOOL
Adler	Samuel	Soprano	Choir	2	MS
Allen	Ryan	Alto Sax	Band	2	MS
Celis	Alejandro	Trumpet	Band	2	MS
Damiani	Ariella	Violin	Orchestra	2	MS
Keynan	Orly	Alto	Choir	2	MS
Khan	Laika	Alto	Choir	2	MS
Meyer	Megan	Alto	Choir	2	MS
Roberts	Rylee	Soprano	Choir	2	MS
Ascher	Maryn	Soprano	Choir	3	MS
Bailing	Kenneth	Baritone	Choir	3	MS
Bloom	Jaden	Trombone	Band	3	MS
Churchfield	Cameron	Soprano	Choir	3	MS
Hagen	Gerrin	French Horn	Band	3	MS
Hakimzadeh	Natalia	Violin	Orchestra	3	MS
LoCascio	Jacob	Alto	Choir	3	MS
McCavera	Isabella	Soprano	Choir	3	MS
O'Connor	Matthew	Alto Sax	Jazz Band	3	MS
O'Connor	Daniel	Trombone	Band	3	MS
Parker	Wyatt	Tuba	Band	3	MS
Quigley	Abigail	Alto	Choir	3	MS
Robinson	Noah	Alto	Choir	3	MS
White	Liam	Trombone	Orchestra	3	MS

High School

Elenson	Sophia	Double Bass	Orchestra	4	HS
Esformes	Delphine	Tenor Sax	Jazz Band	4	HS
Hakimzadeh	Layla	Bb Clarinet	Band	4	HS
Mangels	Mia	Alto	Choir	4	HS
Nachman	Ariel	Soprano	Choir	4	HS
O'Connor	Madeline	Bb Clarinet	Band	4	HS
Rosenzweig	Chandler	French Horn	Band	4	HS
Roth	Matthias	Baritone Sax	Jazz Band	4	HS
Soriano	Jasmine	Trumpet	Jazz Band	4	HS
Aebly	John	Bb Clarinet	Band	5	HS
Chasin	Alec	Bb Clarinet	Band	5	HS
Cregan	Kylee	Soprano	Women's Chorus	5	HS
Devine	Caitlin	Alto	Women's Chorus	5	HS
DiResta	Olivia	Alto	Women's Chorus	5	HS
Ezratty	Claire	Cello	Orchestra	5	HS
McMahon	Shea	Alto	Women's Chorus	5	HS
Phillips	Harrison	Bassoon	Orchestra	5	HS
Ramirez	Alex	Tuba	Band	5	HS

Snow	Samantha	Soprano	Women's Chorus	5	HS
Thompson	Elyssa	Piano	Band	5	HS
Weiner	Brett	Trombone	Orchestra	5	HS
Friedman	Logan	Bass	Vocal Jazz	VJ5	HS
Kapilian	Joshua	Tenor	Vocal Jazz	VJ5	HS
Walsh	Thomas	Bass	Vocal Jazz	VJ5	HS

- Budget Presentations – Special Education Program – Michael DeVito
High School Program – Michael DeVito

- III. Board of Education Comments
- IV. Student Organization Announcements
- V. Questions and Comments from the Public on Tonight's Agenda Only
- VI. Treasurer's Report for January 2018
- VII. Approval of Minutes for Executive Session and Regular Meeting of February 8, 2018
- VIII. Presentations of the Interim Superintendent:
 1. Personnel Matters: Certificated
 2. Personnel Matters: Non-Certificated
 3. 2nd Reading of Policy #7512 – Accidents and Medical Emergencies
 4. 2nd Reading of Policy #7500 – Designation of Person in Parental Relation
 5. 2nd Reading of Revised Policy #7513 – Administration of Medicine
 6. 2nd Reading of Revised Policy #5660 – Meal Charge
 7. Award of Bids
 8. Approval of Agreement
 9. Acceptance of Donation
 10. Acceptance of Recommendations of CPSE/CSE
 11. Payment of Legal Bills: Legal Services
 12. Approval of Use of Schools 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) Resignations

1. Name: Nicole Weinstein
Assign./Loc: Part Time Teacher Assistant/Lindell School
Effective Date: February 16, 2018 close of day
2. Name: Shirley Paul
Assign./Loc: Part Time Teacher Assistant/Lindell School
Effective Date: March 2, 2018 close of day

(b) Leaves of Absence

1. Name: Jasmin Salazar
Assign./Loc: ENL Teacher/LBMS
Effective Dates: June 13, 2018-June 30, 2018
Reason: Maternity
2. Name: Jason Pearl
Assign./Loc: Physical Education/Health Teacher/East School
Effective Dates: March 26, 2018-April 6, 2018 (on or about)
Reason: FMLA
3. Name: Jacqueline Kupferman
Assign./Loc: Special Education Teacher/East School
Effective Dates: September 1, 2018-June 30, 2018
Reason: Maternity

(c) Appointment: Permanent Substitute Teacher

Name: Marie DiGiovanni
Assign./Loc.: Permanent Substitute Teacher/LBMS
Certification: Initial Students with Disabilities 7-12
Effective Dates: March 1, 2018-June 21, 2018 (or earlier at the district's discretion)
Rate of Pay: \$203.79 per day (individual medical insurance coverage)
Reason:

1. CERTIFICATED PERSONNEL

(d) Appointment: Part Time Pre K Teacher

Name: Alexandra Clark
 Assign./Loc: Part Time Pre K Teacher/Lido School
 Effective Dates: February 26, 2018-June 30, 2018 (or earlier at the district's discretion)
 Salary Classification: \$50.54 per hour
 Reason: To replace Ines Barnett

(e) Appointment: Lido School Club Advisor for the 2017-2018 School Year-rate of pay \$56.35 per hour

Advisor	Club	Maximum Hours
Michelle Maurici <i>*rescind Dana Monti</i>	Super Smart Strategies	8

(f) Appointment: Challenger Basketball Program-Teacher-for the 2017-2018 School Year-rate of pay \$56.35 per hour-maximum 10 hours

Sean Miller

(g) Appointment: Challenger Basketball Program-Teacher Assistants- 2017-2018 School Year-Rate of pay according to contract-60 hours maximum for program

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|-----------------------|--------------------|
| 1. Marybeth Uehlinger | 5. Ellen Edelman |
| 2. Virginia Matthews | 6. Peggy Pierri |
| 3. Amy Teemer | 7. Catherine Baron |
| 4. Kyle Swan | |

(h) Appointment: Interscholastic Coaches for the Spring 2018

Position	Coach	Stipend
Varsity Girls Lacrosse Assistant	John Geagan	6526

(i) The following Per Diem Substitute Teacher is recommended for approval for the 2017-2018 school year

NAME Brittany Gervase	CERTIFICATION AREA Initial Childhood Education 1-6 (in process)
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2. NON CERTIFICATED PERSONNEL

(a) Discontinuance

Name: Janet Peters
Assign./Loc: Part Time Teacher Aide/East School
Effective Date: February 2, 2018 close of day

(b) Catastrophic Leave of Absence

Name: Gail Donenfeld
Assign./Loc: Secretary I/East School
Effective Dates: March 28, 2018-September 1, 2018
Reason: Medical

(c) The following Per Diem Substitute is recommended for approval for the 2017-2018 school year.

Name	Position
Jeremy Randall	Lunch Aide/Teacher Aide

3. **SECOND READING OF POLICY #7512 – ACCIDENTS AND MEDICAL EMERGENCIES**
 4. **SECOND READING OF POLICY #7500 –DESIGNATION OF PERSON IN PARENTAL RELATION**
 5. **SECOND READING OF REVISED POLICY #7513 – ADMINISTRATION OF MEDICINE**
 6. **SECOND READING OF REVISED POLICY #5660 -MEAL CHARGE**
 7. **AWARD OF BIDS**
- A) TROY & BANKS**

WHEREAS, the Long Beach City School District [the "District"] placed legal notice advertising a bid for utility and telecommunications consultants in the official district papers on November 9, 2017, and mailed bid documents to 9 vendors; and
WHEREAS, the district, in accordance with Article 5-A of the General Municipal Law, invited sealed bids for utility and telecommunications consultants, which bids were opened publicly on November 17, 2017; and

WHEREAS, Troy & Banks was the low responsible bidder as utility and telecommunications consultants;

THEREFORE, BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education hereby determines that Troy & Banks was the lowest responsible bidder for utility and communications consulting 2 and approves the award of utility and telecommunications consultants to Troy & Banks.

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

B) ARROW STEEL WINDOWS

WHEREAS, the Long Beach City School District [the "District"] placed legal notice advertising a bid for replacement windows in the official district papers on February, 2018, and mailed bid documents to 9 vendors; and

WHEREAS, the district, in accordance with Article 5-A of the General Municipal Law, invited sealed bids for replacement windows, which bids were opened publicly on February 15; and

WHEREAS, Arrow Steel Windows was the low responsible bidder for replacement windows at a cost of \$246,000;

THEREFORE, BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education hereby determines that Arrow Steel Windows was the lowest responsible bidder for replacement windows and approves the award for replacement windows to Arrow Steel Windows.

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

8. APPROVAL OF AGREEMENT

BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education authorizes the Chief Operating Officer to enter into an inter-municipal agreement with the Town of Hempstead with reference to the use of the Lido Golf Club.

9. ACCEPTANCE OF DONATION

BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education accepts the donation of nine (9) Chromebooks from Donors Choose for Mrs. Richard's class at East Elementary School.

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

11. APPROVAL OF PAYMENT OF LEGAL BILLS: LEGAL SERVICES

A) THOMAS M. VOLZ, PLLC

BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education authorizes expenditures in the amount of \$15,242.85 to the Law Offices of Thomas M. Volz, PLLC for the monthly retainer and extraordinary legal services rendered during the period of January 1 through January 31, 2018.

B) KEANE & BEANE

BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education authorizes expenditures in the amount of \$5,925.13 for the period of October 1 through October 1, 2017 and \$150.50 for legal services for the period January 1 through January 31, 2018.

C) FRAZER AND FELDMAN

BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education authorizes expenditures in the amount of \$14,932 to the Frazer and Feldman for the extraordinary legal services rendered during the period of December 1 through December 31, 2017, \$14,028.70 for the period January 1 through January 31, 2018 and \$2,917 for the February 1 through February 28, 2018 monthly retainer.

D) INGERMAN SMITH

BE IT RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board of Education authorized expenditures in the amount of \$2,085.50 to Ingerman Smith for the extra extraordinary legal services rendered during the

period of January 1 through January 31, 2018.

12. APPROVAL OF 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 schedules.

APPLICATIONS FOR USE OF SCHOOL FACILITIES

<u>Organization</u>	<u>Purpose</u>	<u>Facility Requested</u>	<u>Date Requested</u>
Girl Scout Troop 2296	Teddy Bear Tea Party	LBMS Cafeteria	Friday, March 23, 2018 3:30 PM – 4:30 PM
AARP	Paper Shredding	LBMS Parking Lot	Sunday, June 10, 2018 10 AM – 3 PM
LB Aware	Meeting	LBMS Library/Media Center – Multi-Purpose Room	Wed., March 14, 2018* 6:00 – 9:00 PM *Change of date due to weather conditions

Students

SUBJECT: ACCIDENTS AND MEDICAL EMERGENCIES

Procedures shall be established and maintained by the Superintendent of Schools for the handling of student injuries and medical emergencies that occur on school property and during school activities.

Student Emergency Treatment

All staff members of the School District are responsible to obtain first aid care of students who are injured or become ill while under school supervision.

In most instances, first aid should be rendered, and then the parent should be contacted to come to school and transport the student to the family physician. Beyond first aid, the medical care of the student is the parent's responsibility. However, the student's welfare is always the primary concern, and it is the responsibility of school personnel to exercise good judgment and care under all circumstances.

The Board of Education encourages staff members to become qualified to give emergency treatment through instruction in first aid, administration of Naloxene, Cardiopulmonary Resuscitation (CPR), and Cardiac Automated External Defibrillator/AED training.

Transporting an Ill or Injured Student

In the event of an illness or injury to a student an ambulance may be called if warranted. This solution will be used after other alternatives, including parent/guardian contact, have been made.

Insurance

Student accident insurance policies will be a co-insurance with family coverage(s) as primary.

Education Law § 1604 (7-a, b) and 1709 (8-a, b)

First Reading: February 8, 2018

Second Reading: March 8, 2018

Students

SUBJECT: DESIGNATION OF PERSON IN PARENTAL RELATION

In accordance with General Obligations Law Title 15-A, a parent of a minor or incapacitated person may designate another person as a person in parental relation to such minor or incapacitated person for certain health care and educational decisions for a period not exceeding six (6) months. However, such parental designation is conditioned upon there being no prior order of any court in any jurisdiction currently in effect that would prohibit the parent from himself/herself exercising the same or similar authority; and provided further that, in the case where a court has ordered that both parents must agree on education or health decisions regarding the child, a designation pursuant to this law shall not be valid unless both parents have given their consent.

The designation of a person in parental relation must be in writing in the form prescribed by General Obligations Law Title 15-A, and shall include specified information as enumerated in law for designations of thirty (30) days or less, as well as additional information required for designations of more than thirty (30) days. The designation of a person in parental relation may be presented to any school that requires such designation by either the parent or designee. The designation may specify a period of time less than six (6) months for which such designation shall be valid unless earlier revoked by the parent in accordance with law. *However, a designation specifying a period of more than thirty (30) days shall be notarized.*

If no time period is specified in the designation, it shall be valid until the earlier of revocation; or

- a) The expiration of thirty (30) days from the date of signature if the designation does not meet the requirements for designations of more than thirty (30) days, or
- b) Six (6) months from the date of commencement specified in the designation if the designation meets the requirements for designations of more than thirty (30) days.

Scope of Designation

A designation made pursuant to this law may specify:

- a) The treatment, diagnosis or activities for which consent is authorized;
- b) Any treatment, diagnosis or activity for which consent is not authorized; or
- c) Any other limitation on the duties and responsibilities conveyed by the designation.

Revocation of Designation

A parent may revoke a designation by notifying, in writing or via electronic mail, the designee or a school to which the designation has been presented, or by any other act evidencing a specific intent to revoke the designation. A designation shall also be revoked upon the execution by the parent of subsequent designation. Revocation by one parent authorized to execute such a designation shall be deemed effective and complete revocation of a designation pursuant to law.

A designee who receives notification from a parent of any such revocation shall immediately notify any school to which a designation has been presented. A parent may directly notify any such school of the revocation, in which case the failure of the designee to notify the school of such revocation shall not make revocation ineffective.

Students

SUBJECT: DESIGNATION OF PERSON IN PARENTAL RELATION

Effect of Designation

- a) A designee shall possess all the powers and duties of a person in parental relation pursuant to Public Health Law Sections 2164 and 2504 and Education Law Sections 2 and 3212, unless otherwise specified in the designation.
- b) A designation shall not impose upon a designee a duty to support pursuant to Family Court Act Section 413.
- c) A designation shall not cause a change in the school district of residence of the child for purposes of the Education Law, and during the period of validity of the designation, the child shall be presumed to be a resident of the school district in which the parent resided at the time the designation was made.
- d) A designation shall terminate and be revoked upon the death or incapacity of the parent who signed the designation.
- e) The decision of a designee shall be superseded by a contravening decision of a parent.

A person who acts based upon the consent of a designee reasonably and in the good faith belief that the parent has in fact authorized the designee to provide such consent may not be deemed to have acted negligently, unreasonably or improperly in accepting the designation and acting upon such consent. However, any such person may be deemed to have acted negligently, unreasonably or improperly if he/she has knowledge of facts indicating that the designation was never given, or did not extend to an act or acts in question, or was revoked.

No provision of Title 15-A of the General Obligations Law shall be construed to require designation of a person in parental relation as provided within the statute where such designation is not otherwise required by law, rule or regulation.

General Obligations Law Title 15-A
Education Law Sections 2 and 3212
Public Health Law Sections 2164 and 2504
Family Court Act Section 413
Mental Hygiene Law Section 80.03

First Reading: February 8, 2018
Second Reading: March 8, 2018

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. **Per New York State Education Department (NYSED) requirements**, the school must receive the following before medication will be administered to a student:

- a) The original written order from the student's **New York State licensed health care prescriber** stating the name of the medication, precise dosage, frequency, and time of administration; **Written orders for prescriptions and non-prescription medications should minimally include:**
 1. **Student's name and date of birth**
 2. **Diagnosis**
 3. **Name of Medication**
 4. **Dosage and route of administration**
 5. **For prn (as necessary) medications, conditions under which medication should be administered.**
 6. **Potential adverse reactions – if indicated**
 7. **Date written**
 8. **Prescriber's name, title, and signature**
 9. **Prescriber's phone number**
- 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 **New York State licensed health care prescriber 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:
 1. **The student's name,**
 2. **Name and phone number of pharmacy**
 3. **NYS Licensed prescriber's name**
 4. **Date and number of refills**
 5. **Name of medication/dosage,**
 6. **Frequency of administration**
 7. **Route of administration and/or directions**
 8. **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) unless authorized to be self-directed by NYS licensed health care prescriber. An exception to this policy may apply for a student's asthma inhaler or epi-pen which a student may carry and use under certain circumstances.**

Students

SUBJECT: ADMINISTRATION OF MEDICATION

~~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.~~

Special Considerations

- a. All medication orders must be reviewed annually or whenever there is a change in dosage.
- b. The pharmacy label does not constitute a written order and cannot be used in lieu of a written order from a NYS licensed health care prescriber.
- c. When a properly labeled medication comes to the health office accompanied by a written request form the parent/person in parental relation for administration of the medication, but without a written order from a NYS licensed health care prescriber, the following should be followed:
 - i. Contact parent/person in parental relation regarding need for written order form a NYS licensed health care prescriber.
 - ii. Contact NYS licensed health care prescriber to obtain verbal permission to administer medication
 - iii. Request fax or written orders to be received within 24 hours
 - iv. Contact parent/person in parental relation and discontinue medication if written or not received in 48 hours
 - v. Document above steps.

Procedures governing the School District's receipt, storage and disposal of medication, as well as those pertaining to the administration of medication to a student after school hours and/or off school grounds during a school-sponsored activity will be in accordance with NYSED guidelines. No medication should be brought into school without knowledge of the health office. Publicized procedures that facilitate this practice so that parents/persons in parental relation and students do not feel the need to hide medication or to circumvent procedures are essential.

Emergency Medication

The administration of emergency medication (injectable, including "epi-pens," and/or oral) to a student for extreme hypersensitivity may be performed by a school staff member responding to an emergency situation when such use has been prescribed by a NYS licensed health care prescriber. However, a registered professional nurse/nurse practitioner, physician, physician's assistant *must* have trained the staff member to administer the emergency medication for that particular emergency situation (e.g., "epi-pen") and given him/her approval to assist the student in the event of an emergency anaphylactic reaction.

Such a response would fall under the Good Samaritan exemption for rendering emergency care during a life threatening situation.

Students

SUBJECT: ADMINISTRATION OF MEDICATION**The Use of Asthma Inhalers**

A student may carry and use a prescribed asthma inhaler during the school day with the written self-carry, self-directed order from a duly authorized NYS licensed health care prescriber and parental/person in parental relation consent, based on Section 916 of Education Law. The School Health Office should have on file: the NYS licensed health care prescriber's written order/diagnosis that the student has a severe asthma condition and may be subject to sudden and debilitating asthmatic attacks; and written permission 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 must allow a student to maintain an extra asthma inhaler in the care and custody of the school's registered professional nurse.

Blood Glucose Monitoring

Children with diabetes have the right to care for their diabetes at school in accordance with the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973 which provide protection against discrimination for children with disabilities, including diabetes.

Accordingly, blood glucose monitoring must be allowed in the school setting at any time, within any place, and by anyone necessitating such testing. Children must receive assistance if needed with the procedure.

The school nurse shall oversee any arrangement that need to be made for testing and a system to report the results to the nurse as needed. Proper arrangements should be made for the disposal of sharps.

Alcohol-Based Hand Sanitizers

Alcohol-based hand sanitizers are considered over-the-counter (OTC) drugs by the US Food and Drug Administration. However, due to the fact that careful hand-washing and sanitation is the most effective way to control the recent spread of Methicillin-Resistant Staphylococcus Aureus (MRSA) in schools, the NYSED has allowed a medical exemption to the requirements for OTC preparations in the school setting to permit the use of alcohol-based hand sanitizers.

The School Medical Director has approved the use of alcohol-based sanitizers in the District's schools without a NYS licensed health care prescriber's order. Parents or persons in parental relation should provide written notification to the school nurse in the event that they do not wish to have their child use this product.

It should be noted that hand sanitizers which contain alcohol are flammable and shall not be placed in hallways or near an open flame or source of sparks.

Students

SUBJECT: ADMINISTRATION OF MEDICATION

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 nurse**. 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.

Naxolene

As permitted by New York State law, maintain stock supplies of life-saving emergency medications such as epinephrine auto-injectors and Naxolene (Narcan) for use, especially in first time emergencies.

~~Storage and Disposal~~ Disposal of Unused Medication

Any unused medication (including, but not limited to expired prescription and non-prescription drugs) must be returned to the parent/person in parental relation by the end of each school year. If the parent/person in parental relation does not retrieve the unused medication by the end of the school year, then the School Nurse or designated Health Office personnel must document that the medication was abandoned and dispose of the unused medication, according to the NYSED guidelines.

~~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
Second Reading: January 14, 2016
Adopted: January 28, 2016

First Reading Revised: February 8, 2018
Second Reading Revised: March 8, 2018

Non-Instructional/Business Operations

SUBJECT: MEAL CHARGE POLICY

I. Purpose

The goal of the Long Beach City School District is to provide student access to nutritious no- or low-cost meals each school day.

However, unpaid charges place a large financial burden on our district. The purpose of this policy is to insure compliance with federal requirements for the USDA Child Nutrition Program, and to provide oversight and accountability for the collection of outstanding student meal balances.

The intent of this policy is to establish procedures to address unpaid meal charges throughout the Long Beach City School District. The provisions of this policy pertain to regular priced school breakfast, lunch and snack (if applicable) meals only. The Long Beach City School District provides this policy as a courtesy to those students in the event that they forget or lose their lunch money. Charging of items outside of the reimbursable meals (a la carte items, adult meals, etc.) is expressly prohibited.

II. Policy

- Free Meal Benefit - Free eligible students will be allowed to receive a free breakfast and lunch each day. A la carte purchases must be paid/prepaid.
- Reduced Meal Benefit - Reduced eligible students will be allowed to receive a breakfast and lunch each day. A student will be allowed to charge a maximum of five (5) breakfasts and five (5) lunches to their account after the balance reaches zero. The charge meals offered to students will be reimbursable meals that are available to all students.
- Full Pay Students – Students will pay for meals at the school’s published paid meal rate each day. If a student is without meal money on a consistent basis, Director of Food and Nutrition Services will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged by the Director of Food and Nutrition Services to apply for free or reduced price lunches for their child if applicable. A student will be allowed to charge a maximum of five (5) breakfasts and five (5) lunches to their account after the balance reaches zero. The charge meals offered to students will be reimbursable meals that are available to all students.

Non-Instructional/Business Operations

SUBJECT: MEAL CHARGE POLICY

- Parents/Guardians are responsible for meal payment to the food service program. Discreet notices of low or deficit balances will be sent to parents/guardians at regular intervals during the school year.
- Students/Parents/Guardians may pay for meals in advance with cash or a check payable to the Long Beach City School District or through the automated pre-pay system. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student may/will be carried over to the next school year.
- Requests for refunds or balance transfers to another account must be submitted in writing.
- Unclaimed Funds must be requested within one school year. Unclaimed funds will then become the property of the Long Beach School District Food Service Program.
- Balances Owed collection of owed balances will follow the policies and procedures set by the superintendent **which may include restriction from school activities or legal action.**

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