Minutes of the Regular Meeting of the Aurora City Schools Board of Education of June 29, 2026

Call to Order:
The meeting was called to order at 6:00 p.m. at the Conference Center 119 W. Pioneer Trail

All Board Members were in attendance. Mr. Acomb arrived at 6:05

26-139
Approval of Minutes
RESOLVED THAT
the Aurora Board of Education approved the minutes of the Regular Meeting of May 18, 2026 and the revised minutes of April 27, 2026

Moved by: Mrs. Klich

Seconded by: Mrs. Mehallis
Roll Call Vote:
Yes: Dr. Schneider, Mrs. Mehallis
Mrs. Klich, Mrs. Fuller
Absent: Mr. Acomb
No: None: motion carried

No report from the Superintendent or the Assistant Superintendent

Treasurer's Report

1. **General Fund Financial Report** – For the month of May, revenues totaled $610,851, while expenditures totaled $5,194,918, resulting in a monthly operating loss of approximately $4.58 million. This result is typical for May, as the district experiences lower revenue collections while payroll and benefit expenditures continue through the end of the school year. The General Fund cash balance at May 31 totaled $19,779,645. Through May, the district continues to maintain a strong financial position. Current estimates project a June 30 cash balance of $15,960,201, which would represent an increase compared to the prior fiscal year-end balance.

   Revenues May General Fund revenues totaled $610,851, an increase of approximately $2,337 compared to May 2025. Revenue collections were generally consistent with the prior year. The largest monthly variances included higher unrestricted state aid and increased investment earnings. General Fund revenues through May totaled $52,927,546, which is $2,257,953 (4.5%) greater than the prior year. Revenue estimates continue to trend favorably to the forecast.

   Expenditures May expenditures totaled $5,194,918, which is approximately $90,750 higher than May 2025. The monthly variance mainly stems from an increase in other salaries compared to prior year. Monthly expenditure fluctuations can occur because of payroll timing and benefit payments; therefore, the year-to-date results provide a more meaningful comparison. Through May, General Fund expenditures totaled $47,782,856, which is $966,296 (2.1%) higher than the prior year. Current expenditure estimates are approximately $331,575 favorable to forecast, primarily due to lower purchased services expenditures and favorable variances in several operating categories.

2. **Bank Reconciliation Report for April** – The district's total cash balance for all funds at May 31 totaled $21,931,104, while the General Fund cash balance totaled $19,779,645. Compared to the prior year, revenues are higher by approximately $2.26 million, expenditures are higher by approximately $966,296, and cash balances are higher by approximately $2 million. The current five-year forecast analysis projects a FY26 yearend cash balance of approximately $15.9 million. Overall, the May financials continue to support a stable financial outlook, with revenues exceeding forecast assumptions and expenditures remaining within expected ranges as the district approaches fiscal year-end.

26-140

Approve Financial Statements and Reports

WHEREAS the financial statements and reports (including revenues, disbursements, and balances) for the funds herein specified have been presented to the members of the Board at least two days prior to the meeting:

General Fund	Dated: 5/31/26
Student Activity Fund	Dated: 5/31/26
Categorical Funds	Dated: 5/31/26
Investments	Dated: 5/31/26
Debts	Dated: 5/31/26

WHEREAS the members of the Board have had an opportunity to inquire about any revenue, disbursement, balance, or report;

WHEREAS the public may review such documents in the treasurer's office and the annual financial statements and reports are part of the permanent records of this school district; and

WHEREAS disbursements are prohibited by statute from exceeding the amount appropriated by the Board;

NOW, THEREFORE, BE IT RESOLVED under the provisions of ORC 3313.18 and ORC 3313.47, the financial statements and reports are approved as presented insofar as the disbursements are legal expenditures within the appropriated amounts.

Moved by: Dr. Schneider

Seconded by: Mrs. Klich
Roll Call Vote:
Yes: Mrs. Mehallis, Mr. Acomb, Dr. Schneider, Mrs. Klich, Mrs. Fuller
No: None: motion carried

26-141

Approve Financial Appropriations and Certificates

Moved by: Mr. Acomb

Seconded by: Dr. Schneider
Roll Call Vote:
Yes: Dr. Schneider, Mr. Acomb, Mrs. Klich, Mrs. Fuller, Mrs. Mehallis

No: None: motion carried

26-142

Approve Temporary Appropriations and Certificates of Estimated Resources for FY27

Moved by: Mr. Acomb

Seconded by: Dr. Schneider

Roll Call Vote:

Yes: Dr. Schneider, Mr. Acomb, Mrs. Klich, Mrs. Fuller, Mrs. Mehallis

No: None: motion carried

26-143

Approve Appropriation Amendments (Transfers and Advances)

WHEREAS funds must be formally appropriated into items ("accounts") by the Board before funds are permitted to be expended; and

WHEREAS when an appropriations item ("account") has insufficient funds to meet future expenditures an advance/transfer of funds is necessary.

NOW, THEREFORE, BE IT RESOLVED that under the provisions of ORC 5705.40, the appropriations measure heretofore adopted is hereby amended as set forth below or on the attachment;

BE IT FINALLY RESOLVED that the amended appropriations measure shall be prepared and distributed by the treasurer in such form as the auditor of state prescribes.

Transferred from:

Amount up to:	Fund SCC:	Description:
$ 70,000.00	003-0000	Permanent Improvement Fund

Transferred to:

Amount up to:	Fund SCC:	Description:
$ 70,000.00	003-9018	P.I Turf/Track

Advance from:

Amount up to:	Fund SCC:	Description:
$825,527.00	001-0000	General Fund

Advance to:

Amount up to:	Fund SCC:	Description:
$ 80,000.00	006-0000	Food Service
$ 1,200.00	007-9003	Staff Lounge - Craddock
$ 1,250.00	014-9002	Rotary - High School
$ 6,500.00	019-9901	Sudsina Grant

$ 1,200.00	200-914A	Newspaper - High School
$ 4,500.00	200-918A	Ski Club - High School
$ 3,900.00	200-962S	Class of 2028
$ 3,700.00	200-963A	Class of 2029
$ 77.00	200-964A	Speech and Debate - AHS
$ 395,000.00	300-901A	Athletics
$ 2,800.00	300-9006	Gymnastics Camp
$ 1,000.00	300-9010	Tennis - Boys - Camp
$ 1,100.00	300-9015	Golf - Girls - Camp
$ 310,000.00	516-9226	IDEA-B FY26
$ 40,000.00	572-9226	Title I - FY26
$ 5,000.00	584-9226	Title IV-A FY26
$ 14,000.00	590-9226	Title II-A - FY26

Moved by: Mrs. Klich

Seconded by: Mrs. Mehallis
Roll Call Vote:
Yes: Mrs. Klich, Mrs. Fuller, Mrs. Mehallis, Mr. Acomb, Dr. Schneider
No: None: motion carried

26-144

Declaring the Necessity of Submitting to the Electors of the School district the Question of the Issuance of School Improvement

The Board of Education of Aurora City School District, Ohio, met in regular session on June 29, 2026, commencing at 6:00 p.m., in the Kohanski Conference Center, 119 West Pioneer Trail, Aurora, Ohio, with the following members present: Mrs. Mehallis, Mrs. Klich, Mr. Acomb, Dr. Schneider, and Mrs. Fuller

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Mrs. Klich moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Education of Aurora City School District, Counties of Portage and Summit, Ohio, that:

Section 1. Declaration of Necessity of School Improvement Bonds. This Board finds, determines and declares that it is necessary to issue general obligation bonds of the School District in the aggregate principal amount of $96,200,000 for the purpose of constructing, furnishing and equipping a new elementary school and transportation facility, and otherwise renovating, remodeling, furnishing, equipping and otherwise improving school district buildings and facilities, and clearing, improving and equipping their sites (the Bonds), and to levy a tax outside of the ten-mill limitation imposed by Section 2 of Article XII of the Ohio Constitution to pay the debt charges on the Bonds and any anticipatory securities, such tax being an additional tax. The maximum number of years over which the principal of the Bonds may be paid is 37 years, and the Bonds will be dated approximately March 1, 2027, and will bear interest at a net average rate now estimated at 5.00% per year, payable semiannually. This Board currently anticipates that the tax for debt charges on the Bonds and/or any such anticipatory securities will be first levied in tax year 2026 for first collection in 2027. The term of years of said tax shall be the number of years during which debt charges shall be payable on the Bonds and any

anticipatory securities and said tax shall be levied on the entire territory of the School District subject to such taxation.

Section 2. Submission of Question to Electors. Pursuant to Section 133.18 of the Revised Code, the question of the issuance of the Bonds and the levy of the associated tax for debt charges upon the entire territory of the School District (all of which is located in the Counties of Portage and Summit) shall be submitted to the electors of the entire territory of the School District at an election to be held in the School District on November 3, 2026.

Section 3. Certification and Delivery of Resolution to County Auditor. The Treasurer of this Board is directed to certify a copy of this Resolution to the Portage County Auditor, and, in accordance with Sections 133.18(C) and 5705.03(B) of the Revised Code, this Board hereby requests the County Auditor to certify to it (i) the total current tax valuation of the School District and (ii) the estimated average annual property tax levy, expressed in dollars for each one hundred thousand dollars of the County Auditor's market value and in mills for each one dollar of taxable value, that the County Auditor estimates to be required throughout the stated maturity of the Bonds to pay debt charges on the Bonds, assuming that the Bonds are issued in one series bearing interest and maturing in substantially equal principal amounts in each year over the maximum number of years over which the principal of the Bonds may be paid, both as stated in Section 1, and that the amount of the tax valuation of the School District most recently certified by the County Auditor under Section 319.28(A) of the Revised Code remains the same throughout the maturity of the Bonds.

Section 4. Request for 4% Consents. This Board requests the consents of the State Tax Commissioner and the Director of Education and Workforce to the submission of the question of the issuance of the Bonds to the electors, as the School District's net indebtedness after the issuance of the Bonds will exceed 4% of its tax valuation.

Section 5. Authorization to Provide Materials Relating to Request for 4% Consents. The President and Treasurer of this Board and the Superintendent are each authorized to prepare and sign any applications, forms, statements and other materials and documents that must be filed with the Tax Commissioner and the Director of Education and Workforce to obtain their consents for the submission of the question of the issuance of the Bonds to the electors in accordance with Section 133.06(C) of the Revised Code, Ohio Department of Taxation Division of Tax Equalization Bulletin 8 and Ohio Department of Education and Workforce Policy No. SF-A-04.

Section 6. Prior Acts Ratified and Confirmed. Any actions previously taken by School District officials or agents of this Board in furtherance of the matters set forth in this Resolution are hereby approved, ratified and confirmed.

Section 7. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

Section 8. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 9. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

Mr. Acomb seconded the motion.

Upon roll call on the adoption of the foregoing Resolution, the vote was as follows:

Mrs. Mehallis YES
Mr. Acomb, YES
Dr. Schneider YES
Mrs. Klich YES
Mrs. Fuller YES

TREASURER'S CERTIFICATION

The above is a true and correct extract from the minutes of the regular meeting of the Board of Education of Aurora City School District, Ohio, held on June 29, 2026, commencing at 6:00 p.m., in the Kohanski Conference Center, 119 West Pioneer Trail, Aurora, Ohio, showing the adoption of the Resolution set forth above.

Dated: June 29, 2026

Treasurer, Board of Education
Aurora City School District, Ohio

26-145
Accept Gifts and Contribution (ORC 3313.36)
RESOLVED THAT
the Aurora Board of Education accept the following donations and in so doing hereby acknowledges the positive and supportive activities of those listed:

Mr. & Mrs. Aaron Kouhoupt donated $800 to the Special Ed Dept for flexible seating options at Harmon School

Harmon High PTO donated a refrigerator worth $1500.00 to Aurora High School

Moved by: Mrs. Klich

Seconded by: Mrs. Fuller
Roll Call Vote:
Yes: Mrs. Klich, Mr. Acomb, Mrs. Mehallis, Dr. Schneider, Mrs. Fuller
No: None: motion carried

26-146
Accept Resignations/Retirements
RESOLVED THAT
the Aurora Board of Education accepts the **resignations/retirements** of the following staff members and/or positions.

Cathy Sutton	**Retirement effective September 1, 2026**
AHS Paraeducator	Eleven years of service to the district
Jody Radcliffe	**Resignation effective end of 2025-26 school year.**
HMS Paraeducator	One year of service to the district
Mason Smith	**Resignation effective June 11, 2026**
HMS/AHS Band Teacher	Six years of service to the district
Lori Kachur	**Resignation effective June 1, 2026**
MES Paraeducator	Seven years of service to the district
Mark Abramovich	**Retirement effective July 1, 2026**
HMS Principal	Twenty one years of service to the district

Moved by: Dr. Schneider

Seconded by: Mr. Acomb
Roll Call Vote:
Yes: Dr. Schneider, Mrs. Mehallis, Mr. Acomb, Mrs. Fuller, Mrs. Klich
No: None: motion carried

26-147
Award Teachers One-Year Limited Contract
RESOLVED THAT
the Aurora Board of Education awards one-year limited **teaching contracts** to the following for the **2026-27** school year at the rate indicated paid from the General Fund and contingent upon proper certification and full and complete compliance with all State of Ohio and Aurora Board of Education employment eligibility criteria:

Alex Fenstermaker HMS Interventionist	100% FTE	Salary: BA, Step 6
Cassidy Lewis LES 4th grade Teacher	100% FTE	Salary: MA, Step 4
Emily Weisblatt LES 4th grade Teacher	100% FTE	Salary: MA, Step 5

Moved by: Dr. Schneider

Seconded by: Mr. Acomb
Roll Call Vote:
Yes: Dr. Schneider, Mrs. Mehallis, Mr. Acomb, Mrs. Fuller, Mrs. Klich
No: None: motion carried

26-148
Award Teachers One-Year Limited Contract
RESOLVED THAT
the Aurora Board of Education awards one-year limited **teaching contract** to the following for the **2026-27** school year at the rate indicated paid from the General Fund and contingent upon receipt and verification of all required licensure, certifications, background checks, and employment eligibility requirements with the State of Ohio and Aurora Board of Education employment eligibility criteria:

Jamie Rosen CES Speech Language Pathologist	100%FTE	Salary: MA, Step 7

Moved by: Dr. Schneider

Seconded by: Mr. Acomb
Roll Call Vote:
Yes: Dr. Schneider, Mrs. Mehallis, Mr. Acomb, Mrs. Fuller, Mrs. Klich
No: None: motion carried

26-149
Approve Introductory Appointment of Support Staff
RESOLVED THAT
the Aurora Board of Education appoints the following **support staff member** as indicated for an introductory period of 100 work days' contingent upon full and complete compliance with all State of Ohio and Aurora Board of Education employment eligibility criteria:

Paramjit Pooni 63% FTE Bus Driver	Effective: August 13, 2026 Amount: Bus Driver, Step 1 Fund: General
Elizabeth Lanzdorf 50% FTE Van Driver	Effective: August 13, 2026 Amount: Van Driver, Step 2 Fund: General
Moved by: Dr. Schneider	Seconded by: Mr. Acomb Roll Call Vote: Yes: Dr. Schneider, Mrs. Mehallis, Mr. Acomb, Mrs. Fuller, Mrs. Klich No: None: motion carried

26-150
Re-Employ Retiree Mark Abramovich as HMS Principal

WHEREAS**,** Mark Abramovich, Harmon Middle School Principal, tendered his resignation for retirement purposes effective July 1, 2026; and

WHEREAS, Mark Abramovich desires, and the Board of Education of the Aurora City School District agrees, to re-employ Mark Abramovich as Principal of Harmon Middle School, effective August 1, 2026, pursuant to the terms of the three year employment contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Aurora City School District as follows:

SECTION I

The Board of Education of the Aurora City School District has complied with the requirements of O.R.C. §3307.353 and hereby re-employs Mark Abramovich as Principal of Harmon Middle School, in accordance with the terms and conditions of the employment contract.

SECTION II

IT IS FOUND AND DETERMINED that all formal action of the Board of Education of the Aurora City School District concerning or related to the adoption of this Resolution was adopted in an open meeting of this Board, and all deliberations of this Board that resulted in such formal action were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

Moved by: Mrs. Fuller

Seconded by: Dr. Schneider
Roll Call Vote:
Yes: Mrs. Mehallis, Mr. Acomb, Mrs. Fuller, Dr. Schneider, Mrs. Klich
No: None: motion carried

26-151
Approve The Aurora High School Handbook
WHERAS, the Aurora Board of Education Approves the 2026-27 Aurora High School Handbook

Moved by: Dr. Schneider

Seconded by: Mrs. Klich
Roll Call Vote:
Yes: Dr. Schneider, Mrs. Klich, Mr. Acomb, Mrs. Mehallis, Mrs. Fuller
No: None: motion carried

26-152
Approve Out of State and Overnight Field Trips
RESOLVED THAT
the Aurora Board of Education approve the out-of-state, field trip listed below:

Destination:	**Washington, D.C**.
Date(s):	October 28, 29 & 30 2026
Participating Students:	All eighth graders
Participating Certified Staff:	Teachers, Nurses, Support Staff & Administrator
Lodging	Hilton Washington
Transportation:	Precious Cargo (tour buses)
Cost	$ 400.00

Moved by: Mrs. Klich

Seconded by: Mrs. Fuller
Roll Call Vote:
Yes: Mrs. Fuller, Mrs. Klich, Mr. Acomb
Dr. Schneider, Mrs. Mehallis
No: None: motion carried

26-153
Approve Out of State and Overnight Trip
RESOLVED THAT
the Aurora Board of Education approve the out-of-state and overnight trip listed below:

Event	Band Disney Trip
Destination:	Orlando Florida
Date(s):	March 18, 2027 thru March 24, 2027
Participating Students	Marching Band, Highlights & Flagline
Participating Certified Staff:	Band Directors, Highlights Advisor, Flagline Advisor & Nurse
Lodging	Springhill Suites by Marriott
Transportation:	Bus – Nowak Tours
Cost:	$1200.00

Moved by: Mr. Acomb

Seconded by: Mrs. Mehallis
Roll Call Vote:
Yes: Dr. Schneider, Mrs. Mehallis, Mr. Acomb, Mrs. Fuller, Mrs. Klich
No: None: motion carried

26-154
Approve Out of State and Overnight Trip
RESOLVED THAT
the Aurora Board of Education approve the out-of-state and overnight trip listed below:

Event	Band Camp
Destination:	Transfer, PA
Date(s):	July 26-August 1, 2026
Participating Students	Marching Band, Highlights & Flagline
Participating Certified Staff:	Band Directors, Highlights Advisor, Flagline Advisor & Nurse
Lodging	Temple Grove Camp Cabins/Rooms
Transportation:	School Buses + Band Trailer & Truck
Cost:	$300.00

Moved by: Mrs. Klich

Seconded by: Dr. Schneider
Roll Call Vote:
Yes: Mrs. Fuller, Mr. Acomb, Mrs. Klich, Dr. Schneider, Mrs. Mehallis
No: None: motion carried

26-155
Revised Policy DHJ, Credit Card
The Board recognizes the efficiency and convenience afforded the day-to-day operation of the District through the use of credit cards under the supervision of the Treasurer. However, credit cards are not to be used to circumvent the general purchasing procedures required by State law and Board policies.

The Board authorizes the Treasurer to review available credit card accounts to determine which account and account provider best meets the needs of the District. The Treasurer will determine how many accounts, cards and checks are to be issued, and establish a process for credit card reissuance or cancellation.

1. The District name must appear on each card and/or check associated with the credit card account. The maximum credit card account limit is $20000. The Treasurer provides an annual report to the Board detailing all rewards received based on use of the credit card account.

2. The Board appoints a compliance officer who reviews the number of cards and accounts issued, the number of active cards and accounts issued, and the card and account expiration dates and credit limits at least once every six months. The Treasurer cannot serve as the compliance officer. The compliance officer cannot authorize an individual to use the credit card. The compliance officer cannot use the credit card account except when the compliance officer is the Superintendent. If the Superintendent is the compliance officer and the Board has authorized the

Superintendent to use the credit card, the Treasurer/designee must monthly review the credit card transaction detail and sign attestation to the review.

3. Credit cards may only be used by the following individuals:

    A. Administrators,

    B. Teachers,

    C. Counselors,

    D. Coaches and Advisors,

    E. Technology Coordinator,

    F. Network Operations Manager,

    G. Maintenance Personnel,

    H. Transportation Personnel,

    I. Secretaries

4. Credit cards may be used for District-related transportation, reservations and expenses, conference registrations and hotel reservation guarantees for the Board and staff. Such expenses are subject to the reimbursement limits established by the Board.

5. If monies are budgeted and deposited with the Treasurer in advance, credit cards may be used by school employees for student trips and competitions for safety and security reasons.

6. With prior approval of the Treasurer, credit cards may be used by school employees for school-related purchases from a vendor who does not accept purchase orders or vouchers.

7. Gratuities are permissible only when card use is for group purchases and the tip is automatically added to the bill.

8. All credit card statements are sent directly to the Treasurer's office. The Treasurer keeps a record of all credit card use.

9. Receipts and appropriate form(s) are to be turned in with the credit card to the Treasurer within 5 business days upon completion of approved use. Receipts for meals must include the names of all individuals for whom meals were provided and the purpose of the meeting. Failure to turn in receipts and appropriate form(s) to the Treasurer within the required timeframe may result in the charges being deemed unrelated or unsubstantiated. The user is responsible for any unsubstantiated or unrelated purchases. Any late fees assessed to the District due to an employee failing to submit invoices and credit card receipts on a timely basis are the responsibility of

the employee.

10. All authorized users must immediately report loss or theft of the District credit card to the Treasurer who will immediately contact the credit card issuer.

The Board recognizes that credit card convenience fees assessed by vendors or service providers may be unavoidable and recognizes these as a normal cost of business. When feasible, alternative payment methods that do not include such convenience fees should be utilized to minimize costs. The Board directs the Treasurer to establish policies and procedures clearly outlining the following:

1. **situations where convenience fees are justified due to operational necessity, efficiency or timing considerations;**

2. **circumstances where alternative payment methods should be required or prioritized and**

3. **thresholds, approvals, or documentation required before incurring and paying such fees.**

The use of the credit card for the following items is considered unauthorized use and classified as credit card misuse:

1. expenditures not specifically authorized by this policy;

2. purchase of personal goods or services for an administrator, an administrator's spouse, children or anyone employed or not employed by the Board and attending a District business function;

3. payment of any fines, penalties or personal liabilities incurred by the administrator or anyone else;

4. alcoholic beverages or tobacco;

5. fuel for use in a personal vehicle;

6. entertainment expenses, including pay-per-view movie charges and/or

7. cash advances.

Persons using a credit card for personal, nonauthorized purposes or undocumented expenditures shall be held personally responsible for those expenditures. Misuse of the credit card is subject to disciplinary procedures, including termination. An employee or officer of the Board who knowingly misuses a District credit card account also is in violation of State criminal law. ***THIS IS A REQUIRED POLICY***

Moved by: Dr. Schneider

Seconded by: Mrs. KLich
Roll Call Vote:
Yes: Mrs. Fuller, Mr. Acomb, Mrs. Klich, Dr. Schneider, Mrs. Mehallis
No: None: motion carried

26-156

Approve Changes to Administering Prescription Drugs to Students

Resolution to Approve Changes to Policy Administering Prescription Drugs to Students

Many students are able to attend school regularly only through effective use of medication in the treatment of disabilities or illnesses that do not hinder the health or welfare of others. If possible, all medication should be given by the parent(s) at home. If this is not possible, it is done in compliance with the following.

1. A prescription drug is a drug that is to be administered pursuant to the instructions of the prescriber, whether or not required by law to be sold only upon a prescription.

2. Only employees of the Board who are licensed health professionals, or who are appointed by the Board and have completed a drug administration training program meeting State law requirements, conducted by a licensed health professional and considered appropriate by the Board, can administer prescription drugs to students.

3. The school nurse or an appropriate person appointed by the Board supervises the secure and proper storage and dispensation of medications. The prescription drug must be received in the container in which it was dispensed by the prescribing physician or others licensed to prescribe medication.

4. Written permission must be received from the parent(s) of the student, requesting that the school nurse or an appropriate person comply with the physician's order.

5. The school nurse or other designated individual must receive and retain a statement which complies with State law and is signed by the physician who prescribed the prescription drug or other person licensed to prescribe medication.

6. The parent(s) must agree to submit a revised statement, signed by the physician or other licensed individual who prescribed the prescription drug, to the nurse or other designated individual if any of the information originally provided by the physician or licensed individual changes.

7. No employee who is authorized by the Board to administer a prescription drug and who has a copy of the most recent statement is liable in civil damages for administering or failing to administer the prescription drug, unless he/she acts in a manner which would constitute "gross negligence or wanton or reckless misconduct."

Administering Over-the-Counter Drugs to Students

An over-the-counter drug is a drug that may be legally sold without a prescription and that is administered without the instruction of a prescriber

Authorized employees may, in the course of their employment, administer over-the-counter drugs to students in accordance with procedures developed by the Superintendent/designee. Such procedures must at minimum require parental consent for administration.

These procedures for over-the-counter medications do not apply to care given in the following situations; such situations are managed in accordance with law and any applicable policies and procedures:

1. emergency care occurring at the scene of an emergency outside of a hospital, doctor's office, or other place having proper medical equipment;

2. emergency care administered by a physician, dentist, or nurse volunteering at a school athletic event;

3. emergency care provided in a school district pursuant to an emergency medical authorization submitted by a student's parent or guardian;

4. emergency use of epinephrine delivery systems autoinjectors in a school district pursuant to a school policy regarding their use;

5. diabetes care provided in accordance with an order signed by a student's treating practitioner;

6. emergency use of inhalers in a school district pursuant to a school policy regarding their use and

7. emergency use of injectable or nasally administered glucagon in a school district pursuant to a school policy regarding its use.

Religious Convictions

No person employed by the Board is required to administer a prescription or over-the-counter drug to a student except pursuant to requirements established under this policy. The Board shall not require an employee to administer a prescription or over-the-counter drug to a student if the employee objects, on the basis of religious convictions, to administering the drug.

Inhalers for Asthma

Students have the right to possess and use a metered-dose inhaler or a dry-powder inhaler to alleviate asthmatic symptoms or before exercise to prevent the onset of asthmatic symptoms. The right applies at school or at any activity, event or program sponsored by or in which the student's school is a participant.

In order for a student to possess the inhaler, he/she must have written approval from the student's physician and parent or other caretaker. The principal and/or the school nurse must have received copies of these required written approvals.

Epinephrine Delivery Systems Autoinjectors

Students are permitted to carry and use an epinephrine delivery system autoinjector (EpiPen) to treat anaphylaxis (severe allergic reactions). The right to carry and use an epinephrine delivery system EpiPen extends to any activity, event or program sponsored by the student's school or activity, event or program in which the school participates. Student possession of an epinephrine delivery system EpiPen is permitted only if the student has written approval from the prescriber of the medication and, if a minor, from his/her parent. Written approval must be on file with the principal and, if one is assigned, the school nurse. In addition, the principal or school nurse must receive a backup dose of the medication from the parent or student.

Diabetes Medication

If a student's treating physician determines a student with diabetes is capable of performing diabetes care tasks, the student is permitted to attend to the self-care and management of his/her diabetes during regular school hours, and at school-sponsored activities upon written

request from the student's parent/guardian or other person having care or charge of the student. Students may perform these tasks in the classroom, in any area of the school or school grounds, and at any school-sponsored activity. Students are permitted to possess, at all times, the necessary supplies and equipment to perform the tasks in accordance with the student's treating physician's orders. This right may be revoked if the student performs any care tasks or uses medical equipment for purposes other than the student's own care. The student is provided with a private area for performing self-care tasks if requested by the student, student's parent/guardian or other person having care or charge of the student.

Seizure Medication
If a student has an active seizure disorder diagnosis, the school nurse, or another school employee if the school does not employ a nurse, will create an individualized seizure action plan for that student in accordance with State law. The action plan must include information on how to administer prescribed seizure drugs to the student and school districts must designate at least one employee in each school building aside from a school nurse to be trained every two years on implementing seizure action plans, including training in administering seizure drugs.
Prescription drugs prescribed for a seizure disorder that are to be administered to students may be kept in an easily accessible location.
Students are allowed to possess seizure medications at school or at any activity, event or program sponsored by or in which the student's school is a participant, if the student has the written approval of the student's physician containing all information required by law and, if the student is a minor, the written approval of the parent, guardian, or other person having care or charge of the student. The school principal and, if a school nurse is assigned to the student's school building, the school nurse, must receive copies of the written approvals.

Moved by: Mrs. Klich

Seconded by: Dr. Schneider
Roll Call Vote:
Yes: Mrs. Fuller, Mr. Acomb, Mrs. Klich, Dr. Schneider, Mrs. Mehallis
No: None: motion carried

26-157
Approve Changes to Regulation JHCD-R Administering Medicines to Students
Student possession of an epinephrine delivery system epipen is permitted only if the student has written approval from the prescriber of the epinephrine delivery system medication and, if a minor, from his/her parent. Written approval must be on file with the principal and, if one is assigned, the school nurse. In addition, the principal or school nurse must receive a backup dose of the epinephrine delivery system medication from the parent or student.

The prescriber's written approval must specify at least the following information:

1. student's name and address;

2. names and dose of the epinephrine contained in the delivery system autoinjector;

3. the date that the administration of the epineprine through the delivery system medication is to begin and, if known, the date that authority to administer

epinephrine through the delivery system the administration of the medication is to cease;

4. acknowledgement that the prescriber has determined that the student is capable of possessing and using the delivery system epipen appropriately and has provided the student with training in the proper use of the delivery system;

5. circumstances in which the delivery system epipen should be used;

6. written instructions that outline procedures school personnel should follow if the student is unable to administer the medication or the epinephrine through the delivery system medication does not produce the expected relief from the student's anaphylaxis (allergic response);

7. any severe reaction that:

    A. the student may experience when using the epinephrine delivery system that should be reported to the prescriber or

    B. may occur to another student for whom the epinephrine delivery system medication is not prescribed, if that student receives a dose of the epinephrine medication;

8. at least one emergency telephone number each for contacting the prescriber and the parent and

9. any other special instructions from the prescriber.

Whenever a student uses an epinephrine delivery system is administered epinephrine at school or at an activity, event or program sponsored by the school or in which the school is a participant, a school employee must immediately request assistance from an emergency medical service provider. Request for medical assistance applies whether the student self-administers the epinephrine through the delivery system medication or a school employee administers it to the student.

The Board and District employees are not liable in damages in a civil action for injury, death or loss to person or property allegedly arising if:

1. a school employee prohibits a student from using an epinephrine delivery system because he/she has a good faith belief that the conditions for carrying and using the medication have not been satisfied;

2. a school employee permits a student to carry and use an epinephrine delivery system because of the good faith that the conditions have been satisfied or

3. in instances in which a student is rightfully permitted to carry an epinephrine delivery system, the epinephrine is used by a student for whom it was not prescribed.

4. medication is used by a student for whom it was not prescribed.

All immunities granted to schools under the sovereign immunity law or any other law apply.

Moved by: Mrs. Klich

Seconded by: Mr. Acomb
Roll Call Vote:
Yes: Mr. Acomb, Dr. Schneider, Mrs. Klich, Mrs. Fuller, Mrs. Mehallis
No: None: motion carried

Executive Session

The Board went into executive session at 6:15 to discuss the employment of a public employee

Moved by: Mrs. Fuller

Seconded by: Mr. Acomb
Roll Call Vote:
Yes: Mr. Acomb, Mrs. Mehallis, Mrs. Fuller, Dr. Schneider, Mrs. Klich
No: None: motion carried

The Board Came Out of Executive Session at 6:45

No motion was taken

Moved by: Mrs. Mehallis

Seconded by: Mr. Acomb
Roll Call Vote:
Yes: Mrs. Fuller, Mrs. Klich, Mrs. Mehallis. Mr. Acomb, Dr. Schneider
No: None: motion carried

Adjournment

The Meeting was adjourned at 6:45 p.m.

Moved by: Mrs. Klich

Seconded by: Dr. Schneider
Roll Call Vote:
Yes: Mrs. Klich, Mr. Acomb, Dr. Schneider, Mrs. Fuller, Mrs. Mehallis
No: None: motion carried

_____ Board President

_____ Treasurer