

Agenda/  Minutes of Hózhó Academy Governing Council

**Date: January 28, 2020**

**Time: 8:00 PM**

**Location: 306 NM 564, Gallup, NM 87301**

**Meeting Type:**  Regular  Special  Proposed  Approved

I. Meeting was brought to order at 8:02 pm

II. Pledge of Allegiance led by J. Gay

III. Roll Call

[SECRETARY]

Members:	Present	Absent
Jeremy Boucher	x <input type="checkbox"/>	<input type="checkbox"/>
Erin Montano	x <input type="checkbox"/>	<input type="checkbox"/>
Jeremy Gay	x <input type="checkbox"/>	<input type="checkbox"/>
Brinn King	x <input type="checkbox"/>	<input type="checkbox"/>
Eric James	x <input type="checkbox"/>	<input type="checkbox"/>
Rebecca Boucher	x <input type="checkbox"/>	<input type="checkbox"/>

**Other Attendees:** Juliane Hillock, Katie Rarick

IV. Approval of Agenda:

[CHAIRPERSON]

**Action Requested: Approve agenda**

**Motion: move to approve with removal of BAR request**

**Second:**

**Amendments:**

Unanimous or Ayes: Nays:

V. Approval of Consent Agenda Items

[CHAIRPERSON]

**Action Requested: Approval of minutes from meetings on December 17, 2019**

**Motion: move to approve minutes from meeting on December 17, 2019**

**Second: [BLANK]**

**No correction or objection: [BLANK]**

Unanimous or Ayes: Nays:

**Action Requested: Approve BAR request**

**Motion:** [BLANK]

**Second:** [BLANK]

**No correction or objection:** [BLANK]

**Unanimous** or **Ayes:** **Nays:**

**VI. Comments from the community: none present**

**VII. New Action Items:**

**Action Requested: Approve a diabetes policy**

**Motion:** motion to approve diabetes policy as written by Montano

**Second:** Second by R. Boucher

**No correction or objection:** [BLANK]

Required by the state. Cyle Balok, Juliane Hillock and teacher for student with juvenile diabetes have been trained following policy being approved today.

Resolution to accept diabetes policy as written:

**Unanimous** or **Ayes:** **Nays:**

**Eric James**  
**Rebecca Boucher**  
**Brinn King**  
**Erin Montano**  
**Jeremy Gay**  
**Jeremy Boucher**

**VIII. Finance Committee Report**

**a. Financial Presentation [EdTec]**

- i. February 10<sup>th</sup> will get new allocation from the state based on 200 students initially, cash advance received at beginning of school year. Around 316k in February. January has been tight financially due to cash advance being allocated since September. Added some staff members to accommodate increase in students. Ratio is 1:20 teachers to students. Cash flow will be around 10-20k for January.**

**b. Approve Check Registers for December 2019**

**IX. School Principal Report** [Juliane Hillock, Principal]  
Enrollment 298 students. 48% native American and 72% minority. Navajo Sovereignty day will be celebrated April 16<sup>th</sup> with a Dine appreciation week. March 5<sup>th</sup> Hillsdale will be visiting. Will need to organize policies prior to state visit February 26<sup>th</sup>. Shakespeare festival 15<sup>th</sup> of April at Red Rock. 6<sup>th</sup> graders preparing for trip to Florida where they will also be attending Pineapple Cove Barney Charter School- about 26 students with 1:1 chaperone.

**X. Other Reports**

**a. Board Training Opportunities**

**XI. Other Business and Announcements**

New School Plan is to buy entire property of existing Sacred Heart except for the high school and gym. We will purchase convent, elementary school, and rest of property. Do not want to be on two separate campuses which makes a new build impossible at this time due to funding. Financially we can make existing building work but time frame from June to August to complete renovations will be tight. Budget is 12 million. Next year could add 100 students total would be 440 people (students and staff). Working on contracts with diocese to proceed with new school. Will need deadline for when we can order a metal building for plan B if this acquisition doesn't work.

**XII. Adjourn**

**Motion:** move to adjourn

**Second:** [Blank]

**Discussion:** [Blank]

**Unanimous** or **Ayes:** **Nays:**

**Meeting adjourned at 8:55 pm**

### **3.17 MEDICAL CARE MANAGEMENT ( Diabetes Management )**

The parent or guardian of each student with diabetes, who seeks diabetes care for that student while at school, shall submit a diabetes medical management plan approved by their personal health care provider to the school. Each school that receives a diabetes medical management plan shall review and implement the diabetes medical management plan. Parents shall also complete forms as required by the school for administering medications.

"Diabetes" means type one or type two diabetes mellitus, complications related to diabetes mellitus, or prediabetes as diagnosed by competent medical personnel.

Training as established pursuant to the 6.12.11.1 et seq. NMAC shall be provided to all school nurses and diabetes care personnel (a minimum of two school employees at each school attended by a student with diabetes). At a minimum, the training guidelines shall address:

- recognition and treatment of hypoglycemia and hyperglycemia;
- understanding the appropriate actions to take when blood glucose levels are outside of the target ranges indicated by a student's diabetes medical management plan;
- understanding health care practitioner instructions regarding diabetes medication drug dosage, frequency and manner of administration;
- the administration of glucagon and insulin and the recording of results;
- understanding how to administer glucagon and insulin through the insulin delivery system;
- recognizing diabetes-related complications that require emergency assistance; and
- as relates to students with diabetes, understanding recommended schedules and food intake for meals and snacks, the effect of physical activity upon blood glucose levels and actions to be implemented in the case of schedule disruption.

If at any time fewer than two school employees are available to be trained at a school, the principal or other school administrator shall distribute to all staff a written notice stating that the school is seeking volunteers to serve as diabetes care personnel. The notice shall inform staff of the following:

- that the school is required to provide diabetes care to one or more students with diabetes and is seeking personnel willing to be trained to provide that care;
- the tasks to be performed by diabetes care personnel;
- that participation is voluntary and no school, school district or governing body will take action against any staff member who does not volunteer to be designated;
- that training will be provided to employees who volunteer to provide care; and
- the identity of the person whom staff should contact in order to volunteer to be diabetes care personnel.

The training required pursuant to 6.12.11.10 NMAC shall be provided by:

- a school nurse if the school has a school nurse; or
- a health care practitioner with expertise in diabetes.

The following training is to be provided on an annual basis to all school personnel who have primary responsibility for supervising a student with diabetes during some portion of the school day and to bus drivers responsible for the transportation of a student with diabetes:

- recognition of hypoglycemia;
- recognition of hyperglycemia; and
- actions to take in response to diabetes related emergency situations.

All students with diabetes shall receive appropriate and needed diabetes care as specified in students' diabetes medical management plans. In accordance with the request of a parent or guardian of a student with diabetes and the student's diabetes medical management plan, a school nurse

or, in the absence of a school nurse, diabetes care personnel shall perform diabetes care functions that shall include, at a minimum those indicated in 22-34-5 NMSA and 6.12.11.10 NMSA:

- checking and recording the student's blood glucose levels and ketone levels or assisting the student with checking and recording these levels;
- responding to blood glucose levels that are outside of the student's target range;
- administering glucagon and other emergency treatments as prescribed;
- administering insulin or assisting a student in administering insulin through the insulin delivery system that the student uses;
- providing oral diabetes medications; and
- following instructions regarding meals, snacks and physical activity.

Medication administered by any school personnel, shall be in compliance with JLCD and JLCD-R. Insulin will be kept in accord with policy JLCD in an original container in a locked medicine cabinet at a temperature between 36 and 86 degrees Fahrenheit for daily use unless other arrangements are approved by the administration.

A school nurse or at least one diabetes care person shall be at each school where a student with diabetes is attending and shall be available to provide care to each student with diabetes as provided pursuant to 22-34-5 NMSA during regular school hours and during all school-sponsored activities, trips, extended off-site excursions and extracurricular activities in which a student with diabetes is a participant and on buses where the bus driver has not been trained in diabetes care and a student with diabetes is a passenger.

Students with diabetes shall attend the school they would otherwise attend if they did not have diabetes, and the diabetes care specified in 22-34-5 NMSA of the Student Diabetes Management Act, shall be provided at the student's school. A student who has diabetes shall not be restricted from attending any school on the basis that the student has diabetes, that the school does not have a full-time school nurse or that the school does not have trained diabetes care personnel.

A school shall not require or pressure parents or guardians to provide diabetes care for a student with diabetes at school or school-related activities nor require that diabetes care personnel be health care practitioners.

## **Diabetes self-management.**

Upon the written request of a parent or guardian of a student with diabetes and authorization by the student's diabetes medical management plan, a student with diabetes shall be permitted to:

- perform self-management blood glucose monitoring to check blood glucose and ketones;
- administer prescribed medication for the treatment of diabetes including the self-administration of insulin through the insulin delivery system that the student uses as determined in the student's diabetes medical management plan;
- treat hyperglycemia as determined in the student's medical management plan;
- treat hypoglycemia as determined in the student's diabetes medical management plan;
- self-manage in any area of the school or school grounds so long as it does not disrupt the education environment of other students; and
- possess on the student's person at all times all necessary supplies and equipment to perform these monitoring and treatment functions.

If a student's parent or guardian or the student requests, the student shall have access to a private area for performing diabetes care tasks.

## **Enforcement and Reporting**

Effectuated parties may submit complaints in writing via e-mail or via mail, to the secretary of public education. Reports as required by the public education department shall be provided by the district on October 15 each year pursuant to 6.12.11.13 NMAC.

Adopted: date of manual adoption

LEGAL REF.: 22-10A-3 NMSA  
22-34-1 NMSA et seq.  
6.12.11.1 NMAC et seq.  
6.41.4.9 NMAC

CROSS REF.: AC - Nondiscrimination/Equal Opportunity  
EBC-RC - Emergencies (First Aid)  
EEAB - Special Education Student Transportation (Students with Special Transportation Needs)  
JLCD - Administering Medicines to Students  
KE - Public Concerns and Complaints

