

## UPPER PERKIOMEN SCHOOL DISTRICT

Education Center  
2229 E. Buck Road  
Pennsburg, PA 18073

### Special Education & Pupil Services Committee Meeting

June 12, 2018 – 7:00 p.m.

**CHAIR:** Judy Maginnis

Ex-Officio: Dr. Kerry Drake, President

**MEMBERS:**

Melanie Cunningham  
James Glackin

Superintendent – Dr. Alexis McGloin

Director of Special Education & Pupil Services – George Reigle

### **AGENDA**

1. Approval of May 9, 2018 Meeting Minutes (Attachment A)
2. UPSD Transition Program Presentation & Year In Review - Mr. Shane Thrush
3. Elementary MDS Classroom Overview
4. Committee Goals for 2018-2019 School Year

*In order to assist in keeping an accurate record of this proceeding of this meeting, the meeting is being videotaped by the District*

*Mission & Vision Statement: Improve the district Special Education and Pupil Services programs by: encouraging open and honest communication across all levels in the district; encouraging a climate of collaboration among all stakeholders; understanding and adhering to state and federal mandates; supporting increased parent training and school district staff professional development; provide meaningful recommendations to the school board for changes that enable improvement. Enable all students, regardless of barriers or differing abilities, to achieve their full academic potential and prepare them for a successful transition into the community, a career, or college.*

**UPPER PERKIOMEN SCHOOL DISTRICT**

**Education Center 2229 E. Buck Road Pennsburg, PA 18073**

**Special Education & Pupil Services Committee**

**May 9, 2018 – 6:30 p.m.**

**Meeting Minutes**

**Attendance: Mrs. Judy Maginnis, Mr. George Reigle, Mrs. Melanie Cunningham, Dr. Alexis McGloin**

**Absent: Mr. James Glackin**

The meeting commenced at 6:30 pm

1. The committee began by welcoming the public. The April 10, 2018 meeting minutes were approved unanimously.
2. The committee discussed the agenda including school nursing services and an explanation of the difference between staff nurses and CSNs (Certified School Nurses). It was noted that a recommendation would be made to the board in June by Dr. McGloin to hire one additional CSN in the district. The committee opened the discussion to the public to hear concerns and provide input.
3. Community members voiced concerns with substitute nurse coverage at Marlborough Elementary School and concerns with not hiring a replacement for the Marlborough staff nurse when she resigned. Mr. Reigle discussed the rationale for not hiring a replacement from January until the end of the year. Discussion and clarification occurred.
4. Discussion continued including public and committee member input on various topics. This included process for hiring substitute nurses, substitute nursing procedures when working in district, field trip nursing coverage, clarification of required nursing caseloads (1:1500 students), process of medication delivery and emergency coverage, nursing services for non-public schools within the district (Upper Perkiomen has none), laws surrounding designees for medication delivery (according to PA Dept. of Health regulations), difference between CSN, LPN, and RN acronyms, and general procedures within the district related to staff training and procedures. Kindergarten registration procedures were also discussed as it related to health and nursing services.
5. Dr. McGloin and Mr. Reigle reviewed the recommendations moving forward for nursing services within the district. This included reviewing the current staff "float" nurse duties, continuing to increase partnerships with surrounding universities to allow nursing students in district, increasing the number of CSNs within the district from two to three for the 2018-19 school year, reviewing the current structure for substitute nurses. Additionally, there will be continued communication on nursing procedures.

6. The committee reviewed future Pupil Service/Special Education Committee Meeting dates and times. It was stated that at the June committee meeting, Mr. Shane Thrush would present on the district Transition Program as well as a review of future initiatives.

The next committee meeting will be held on June 12 at 7:00 pm.

Meeting was adjourned at approximately 7:40 pm.