

OFFICIAL MINUTES FROM THE BOARD OF TRUSTEES MEETING OF THE
ARKANSAS SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED
ARKANSAS SCHOOL FOR THE DEAF

The Board of Trustees for the Arkansas School for the Blind and Visually Impaired and the Arkansas School for the Deaf met for their monthly meeting on July 23, 2024, at the Arkansas School for the Deaf.

Present: Robert Fagan, Chair; Dr. John McAllister, Vice Chair; Cary Smith, Board Member; Philip Powell, Board Member; Jerry Belew, Board Member; K. Nicole Walsh, ASD Superintendent; Tyrone Williams, ASBVI Interim Superintendent; Holley Mott, ASD Parent Representative; Will Gorum and Sydney Morriss, Interpreters; Members of the Blind Community; Members of the Deaf Community

Absent: None

Mr. Fagan called the meeting to order at 5:00 pm. Mr. Fagan called the roll and announced that the next board meeting will be held on August 20, at the Arkansas School for the Deaf in the Tornado Shelter.

Joint Agenda

24-J-54 Motion to Approve Joint Meeting June 18, 2024, Minutes

Dr. McAllister made a motion to approve. Mrs. Smith seconded. Motion Carried.

Action Items –
ASD Student Handbook

Nicole Walsh explained that the changes made to our 2024-2025 Student Handbook are referenced on a page immediately following the ASD Student Handbook copy in the Board packet. Some of these changes are the year, communication methods to include Parent Square, ASL class information, menus, parent-teacher conference dates, AMI information, updated website address, and a new ID protocol. Some of the updates deal with dress code, transportation policy, terminology changes regarding 504, SNPAAC to Wellness Committee, SPC and Statewide Services. Updated IEP exemption for attendance, parent note excusals, and therapy procedures. Extra ASD credits were deleted as well as the AMI information, Silent Sunday, and the Stop IT bully app. Other updates were the newsletter delivery method to Parent Square, High School core teacher to Valedictorian, Salutatorian selection, parental sign-in and out procedures, and parent notification of tardies and absences to schools and home districts. Added were authorities being contacted if drugs or illegal substances were found in Drug-Free School Zones. Finally, updated cell phone policy, certified teacher for ISS instruction, Academic Calendar and the reordering of the Athletics and Residential Life sections of the handbook. Walsh noted that they were not major changes but rather procedural things.

Mrs. Smith noted that the two schools' handbooks are still not very aligned, to which Mrs. Walsh pointed out having only been in the position for 17 days but will be working on better aligning the two over the coming months and will have amendments at that time.

Mr. Fagan asked for clarification about the new cell phone policy restricting cell phone use during the daytime hours. Nicole confirmed that cell phones would not be available to students during the instructional hours of the day, and they would also be taken up at night in the dorms. Phone Lockers are the option that will likely be used rather than the pouches. The governor gave the two options.

Dr. McAllister made a motion to approve. Mrs. Smith seconded. Motion carried.

ASD Employee Handbook

Walsh requested an extension of the 2023-2024 Employee Handbook as is, be used until the time our new 2024-2025 Employee Handbooks is finalized. The HR Director at ADE, Scott Carnes, is rewriting the handbook and Walsh is working in conjunction with him to ensure that it fits our needs as a school. This should be done by August or September at the latest.

Dr. McAllister made a motion to approve extending the 2023-2024 Employee Handbook. Mr. Powell seconded. Motion carried.

ASD School Level Improvement

This is related to data and what will be done with it moving forward. Walsh stated that we will be reviewing our current data and discussing it as a team to make progress as we go along.

Mrs. Smith made a motion to approve. Dr. McAllister seconded. Motion carried.

ASD Teacher and Administrative Recruitment Plan

Due to being new in the Superintendent position, Walsh wants to give time to explore the opportunities regarding recruiting and retaining teachers. Therefore, only minimal changes were made to this plan. ASD will be coordinating job postings using social media. Walsh is working in conjunction with Scott Carnes to fully understand our options as there are many rules related to state postings. Administrative team will assist alternatively certified teachers to become certified teachers.

Mr. Powell made a motion to approve. Mrs. Smith seconded. Motion carried.

ASD Board Signature Page

Regarding personnel policies, the signature page states that the board recognizes and approves all of our personnel policies for the 2024-2025 school year. Recognizing that these policies are subject to review by the Office of Personnel Management, or OPM, and the Department of Finance and Administration or DFA district salary schedule. All positions, state agencies, boards and commissions are governed by the Uniform Classification Compensation Act. ASD uses what OPM provides rather than controlling our own salary schedules.

Dr. McAllister made a motion to approve. Mr. Powell seconded. Motion carried.

ASD Parent Engagement Plan

Parent Engagement Plan addresses what we are going to do as a school to make sure our families and community feel they are fully engaged at ASD. Will use website, Parent Square, and social media to communicate various opportunities available. One option being ASL classes. These are available to our families as well as the public. Community members pay a fee for the class. Some classes bring in 30 or more students at a time. This wonderful program has encouraged some to go on to deeper studies of ASL at UALR's Interpreting Program. These classes are fit for people of all ages and walks of life. ASD gains new volunteers from this student population wishing to be involved with the school and language in a deeper way. It is a great opportunity for all.

In the fall, a Report to the Public will go out as well. This will give Walsh a quarter before the report, providing time for a good amount of information to be available for the parents and community.

The Department of Transportation asked for 10 to 15 feet of our easement to extend and complete the bike path that runs between the far end of town out to Pinnacle Mountain. Walsh agreed, with the understanding that they would put in a great pedestrian crosswalk, with nice wide sidewalks coded for canes, and an outdoor classroom for our students.

Mrs. Smith made a motion to approve. Mr. Powell seconded. Motion carried.

ASD Comprehensive School Counseling Plan

The ASD Comprehensive School Counseling Plan states the vision and intention for ensuring students receive the mental health services and supports that they will need. Many students are in a place of crisis in this day and age so having support in place to meet their needs is vital. This plan encompasses all those supports: our licensure, role of Behavior Intervention Specialists, functional behavior assessments and intervention plans, and the PBIS rewards system. ASD mental health team is comprised of a team lead, a school counselor, a dean of students, and a contracted board-certified behavior analyst as well as all staff supporting and participating in the PBIS rewards program.

Dr. McAllister made a motion to approve. Mrs. Smith seconded. Motion carried.

ASBVI Student Handbook

ASBVI updated names and dates, and student discipline policy. Updated attendance policy and clarified excused and unexcused absences. Provided provision stating IEPs take precedence over the policy. Updated bullying policy, graduation requirements which now include community service, and dress code short and skirt length.

Mr. McAllister made a motion to approve. Mrs. Smith seconded. Motion carried.

ASBVI Employee Handbook

ASBVI, as mentioned by Mrs. Walsh for ASD, is seeking an extension of the 2023-2024 Employee Handbook.

Dr. McAllister made a motion to approve extending the 2023-2024 Employee Handbook. Mr. Powell seconded. Motion carried.

ASBVI School Level Improvement

ASBVI has a separate Elementary and Secondary School Improvement Plan for the 2024-2025 school year. One of the biggest concerns is attendance. Target area for improvement in Elementary includes remediation and core academic skills, expanded core curriculum skills, increased attendance as well as increased reading and writing skills with Science of Reading.

Dr. McAllister made a motion to approve. Mr. Belew seconded. Motion carried.

ASBVI Teacher and Administrative Recruitment Plan

ASBVI Teacher and Administrative Recruitment Plan is on review through the AR APP workbook. Once it has been finalized, it will be submitted to the board. Williams is asking for an extension until that time.

Dr. McAllister made a motion to approve the requested extension. Mr. Powell seconded. Motion carried.

ASBVI Board Signature Page

As was requested by ASD, ASBVI is requesting signature for their personnel policies and salary schedule.

Mr. Powell made a motion to approve. Dr. McAllister seconded. Motion carried.

ASBVI Parent Engagement Plan

Allows ASBVI families a way to participate in school activities such as Friends Day which happens monthly. As they are available on Zoom, this is giving the school a lot of outside support and participation, as well allowing the community to have their voices heard. Other opportunities include the Braille Challenge and Cookies with Santa. Such opportunities show parents that they are valued members of the Blind community.

Dr. McAllister made a motion to approve. Mrs. Smith seconded. Motion carried.

ASBVI Comprehensive School Counseling Plan

ASBVI uses character words each month and truly tries to exemplify them and not just go through the motions. There is also a merit system in place to encourage a focus on the positive. Biggest need becomes clear in the high school years when burnout tends to hit. Through purposeful placement, ASBVI was able to use a current staff member to serve as an on staff social worker.

Dr. McAllister made a motion to approve. Mr. Powell seconded. Motion carried.

Discussion Items –

School Nurse Report

Vicki Crump read her annual school nurse survey reporting on the following:

Student Acuity 2023-2024 Oct. 23

| Acuity Level | Standard | Student Count |
|---------------------|--|----------------------|
| Level 1 | No healthcare concerns identified | 58 |
| Level 2 | Healthcare concerns require an IHP (occasional visit). | 45 |
| Level 3 | Medically Complex | 24 |
| Level 4 | Medically Fragile | 54 |
| Level 5 | Nursing Dependent | 0 |

Student Acuity 2023-2024 May 24

| Acuity | Standard | Student Count |
|---------------|---|----------------------|
| Level 1 | No healthcare concerns identified | 65 |
| Level 2 | Healthcare concerns require an IHP (occasional visit) | 36 |
| Level 3 | Medically Complex | 30 |
| Level 4 | Medically Fragile | 55 |
| Level 5 | Nursing Dependent | 0 |

Number of Students with Chronic Conditions

| | |
|------------------------------|----|
| ADD/ADHD | 15 |
| Asthma | 27 |
| Cardiovascular Disorder | 10 |
| Depression | 13 |
| Life Threatening Allergy | 5 |
| Non-Life-Threatening Allergy | 12 |
| Seizure Disorder | 10 |
| Substance Abuse | 0 |
| Anxiety | 27 |
| Type 1 Diabetes | 0 |
| Type 2 Diabetes | 0 |

Number of Student Encounters Requiring Specialized Health Procedures

| | |
|---------------------------------|-----|
| Blood Glucose Monitoring | 247 |
| Carbohydrate Counting | 10 |
| Catheterization by Nurse or UAP | 12 |
| Peritoneal Dialysis | 0 |
| Updraft/Nebulizer Treatment | 0 |

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|---|-----|
| Ocular Prosthesis Care | 28 |
| Tracheostomy Care | 53 |
| Other Stoma Care | 108 |
| Suctioning | 27 |
| Tube Feedings | 231 |
| Subcutaneous Medications | 299 |
| Intramuscular Medications | 4 |
| Intravascular Medications | 0 |
| Insulin Pump | 0 |
| CGM (continuous glucose monitoring) | 0 |
| Urine Ketones | 79 |
| Wound Care | 478 |
| Assistance with Activities of Daily Living (ADLs) | 6 |

Student Prescriptions

| | |
|---|----|
| Albuterol/Xopenex or Fast-acting Beta Agonist | 27 |
| Glucagon | 0 |
| Rectal Diazepam | 2 |
| Intranasal Midazolam or Diazepam | 3 |
| Sublingual or Buccal Benzodiazepine | 4 |
| Epinephrine | 13 |

Students with Individualized Health Care Plans or Emergency Action Plans for Chronic Conditions

| | |
|---|----|
| Albuterol/Xopenex or Fast-acting Beta Agonist | 27 |
| Glucagon | 0 |
| Rectal Diazepam | 2 |
| Intranasal Midazolam or Diazepam | 3 |
| Sublingual or Buccal Benzodiazepine | 4 |
| Epinephrine | 13 |

Emergency Doses: Nurse

| | |
|---|----|
| Albuterol/Xopenex or Fast-acting Beta Agonist | 86 |
| Glucagon | 0 |
| Rectal Diazepam | 1 |
| Intranasal Midazolam or Diazepam | 0 |
| Sublingual or Buccal Benzodiazepine | 5 |
| Epinephrine | 1 |

Emergency Doses: UAP

| | |
|---|------|
| Albuterol/Xopenex or Fast-acting Beta Agonist | ~150 |
| Glucagon | 0 |
| Rectal Diazepam | 0 |

| | |
|-------------------------------------|---|
| Intranasal Midazolam or Diazepam | 0 |
| Sublingual or Buccal Benzodiazepine | 0 |
| Epinephrine | 0 |

Follow-up 911

| | |
|---|---|
| Albuterol/Xopenex or Fast-acting Beta Agonist | 1 |
| Glucagon | 0 |
| Rectal Diazepam | 0 |
| Intranasal Midazolam or Diazepam | 0 |
| Sublingual or Buccal Benzodiazepine | 0 |
| Epinephrine | 1 |

Student Injuries or Emergencies with Post-Incident Follow-up by 911 or Health Care Provider

| | |
|-----------------------|---|
| Head | 2 |
| Eye | 2 |
| Dental | 0 |
| Psychiatric | 9 |
| Anaphylactic Reaction | 0 |
| Sudden Cardiac Arrest | 0 |
| Adrenal Crisis | 3 |

Sexual Health

| | |
|--|---|
| Pregnancies | 0 |
| Pregnant Adolescents receiving Homebound Services | 0 |
| Pregnant Adolescents who Dropped Out of School | 0 |
| Pregnant Adolescents Diagnosed as High-Risk | 0 |
| Referral to Health Care Provider for Symptoms of STD's | 0 |

Mental Health

| | |
|-----------------------|----|
| On-Campus | 13 |
| Off-Campus (if known) | 2 |

Mental health agencies providing mental health services to your campus and/or district:

Behavioral Health of Arkansas RPI Behavioral Health- Russellville, AR

Twenty-one times our school counselor provided a team approach to assist a student with a mental health need.

Zero students on our campus have had an overdose at school or a school-related activity this school year.

An opioid antagonist (i.e. Naloxone, Narcan) is available. None have been administered by our or other school personnel.

Outcomes

| | |
|---------------------------------------|------|
| Students Sent Back to Class | 4449 |
| Students Sent for Medical Attention | 266 |
| Students Sent Home | 248 |
| Students Sent to ER | 14 |
| Students Sent to the SBHC | 0 |
| Students Sent Home /Parent Choice | 0 |
| Students Sent to the School Counselor | 49 |

School Personnel

| | |
|--------------------------------------|-----|
| Blood Pressure Check | 25 |
| Blood Glucose Check | 0 |
| Height/Weight | 6 |
| Injections | 0 |
| Rescue Medications | 0 |
| First-Aid Treatment | 106 |
| Workers' Compensation – Nursing Only | 12 |
| Education Regarding Medications | 6 |
| Educations Regarding Treatments | 14 |
| Education Regarding Diseases | 17 |

Miscellaneous

- Total number of students providing data on the survey **186**
- Running water is accessible in the health office **Yes**
- A toilet is located in the health office **Yes**
- Double locked narcotic cabinet is located in the health office **Yes**
- A refrigerator is located in the health office **Yes**
- An area to isolate the sick from well children is provided in the health office **No**
- A shower in the health office **Yes**
- Number of students receiving scheduled medications daily on a long-term basis for this school year (>3 weeks): **83**
- The average number of DOSES of medication administered to students daily: **187**
- Number of students with dual diagnosis of "Deaf/ HOH & Blind/ VI": **ASD- 3 ASBVI- 13**
- Enter the number of students with a Do Not Resuscitate Order (DNR) for your campuses: **0**
- Number of students missing at least 10% or more of school year including excuses and unexcused absences: **68**
- We have contacted our Community Health Nurse Specialist (CHNS) or Community Health Promotion Specialist (CHPS) for support services this school year. Assistance provided was training for nurses, and guidance for training staff.

Opportunities or activities provided to ASD/ASBVI during this past school year:

- Assist parents with mental health prescription medications.
- Accompanied 36 students to health care appointments.
- Educating staff on student illnesses or diseases and review of emergency plans
- Provided COVID-19 Support through testing/screening.
- Coordinator 4 flu clinics in partnership with ADH on campus
- COVID-19 Vaccination Clinic, in partnership with Kavanaugh Pharmacy
- Nursing support for school APRN for acute care clinics X 70 and mental health clinics X 22.
- Provided testing for flu and strep, with referral if needed.
- Provided CPR/AED/First Aid classes for staff X 10 classes and students X 4 classes.
- Organized and coordinated sports and Special Olympic physicals on-site and offsite in partnership with ACH Sports Medicine
- Provided medical records from students ACH portal with parental release of information for low vision clinic and teachers for educational planning. X 186+
- Provided nursing services for activities on campus on weekends.
- Provided nursing services for students on off campus school sponsored activities.
- Worked with school APRN to provide students required emergency rescue medication not provided by parents.
- Transported students weekly to and from school due to medical issues.
- Accompanied athletes to 7 out of state events for students who needed nursing services.
- Accompanied students to 1 in state trip for academic event.
- Worked in a displaced health center since September 23 due to environmental issues in Infirmary.
- Mentored 49 UCA nursing students.
- Parent training a social work to aide in Medicaid renewals vs TEFRA.
- Assisted parents with getting required registration paperwork, immunizations, ACH Release of information consents.
- Health Screenings for all 186 students (Vision, Hearing, BMI, Scoliosis)
- Vision and Hearing referrals as needed with follow-up and provided vouchers.
- Weekly preparation of medications to go home (parents contacts, inventory counts, and occasional trips to meet parents to give meds when not provided to parents at drop off)
- Documentation of anything tasks completed by nursing staff.
- Two presentations provided for students this school year.
- Fourteen presentations provided for staff this school year.

ASD Agenda

24-D-55 Motion to Approve Consent Items (Minutes, Financial Statement, Personnel Items)

Mrs. Smith made a motion to approve. Dr. McAllister seconded. Motion Carried.

Action Items -

Approval of Reading Curriculum

ASD currently uses Read 180, which was put in place as an intervention program to meet students where they are at with the understanding that a time would come for a need for a more robust core curriculum. That selection process is now underway. One option is American Reading Company. This curriculum is in use at several Deaf Schools around the country. A few other options will be investigated by ASD's ELT to determine which curriculum will be adopted. For now, ASD is asking the board to approve the use of Read 180 until the new curriculum adoption is finalized.

Dr. McAllister made a motion to approve. Mr. Belew seconded. Motion Carried.

Approval of Curriculum Resource Adoption Checklist

A resource checklist that ASD uses as a process to ensure they are going through all the steps to not only meet Arkansas criteria expectations but also meet the needs of our students as a whole. That process is going to be done as a team approach and is there for the board to review if they have any questions.

Mr. Powell made a motion to approve. Dr. McAllister seconded. Motion Carried.

Discussion Items – None

ASD Superintendent Report

Nicole Walsh shared her 30-60-90 Plan as incoming Superintendent at ASD.

Pre-employment:

- Meet staff
- Review current policies
- Tour school and determine critical physical needs with Director of Facilities
- Meet with Interim Superintendents of both schools
- Meet with Budget Manager to review critical fiscal needs

Days 1-30: July 1-31

- Safety Prioritization
 - Logistics of gate closures
 - Raptor
 - ID requirements

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- Car tags for staff and planning for student pick ups
- Policy/Handbook Reviews and Changes (D&B)
- Meet with all department directors
 - Department expenditures
 - Direct reports
 - Struggles
 - Needs
 - Successes
- Begin M&R project
 - Clear all M&R inventory off lists
 - Dumpsters
 - File all paperwork
- Clear and condense staff in Adcock/Shibley
 - Move Shibley staff
 - Move Adcock staff to either 2nd floor of Adcock or Admin building on Blind school side (this includes Carol)
- Logistics/Move LS to Shibley and CTE to Adcock
- Establish a Nurse office for day in Shibley
- Timeline for this year related to construction
- Provide training for updated board report and expectations

Days 31-60: August 1-31

- Transportation Review and Changes
- Teacher/Community Meetings 1:1s
- Establish school-level expectations for Principals and Staff (D&B)
- All staff onboarding (D&B)
- PD schedules developed by Principals and Department Directors (D&B)
- 1st day of School
- Establish walkthrough and evaluation processes for staff and administrators
- Updated Board Report Roll Out
- Begin server/fiber optic planning to prepare for demo

Days 61-90: September 1-31

- Establish Shared Library Services (D&B)
- Reduction/Condensation of Services that can be shared (D&B)
- Mid-Quarter School Data reviews and Principal Feedback
- Establish Parent Advisory Committee
- Begin Fiber Optic Transition (D&B)
- Establish a ELA Curriculum Selection Team for the 25-26 school year (D&B)
- Set goals for Community Partnerships/CTE Pathway Development

ASBVI Agenda

24-B-56 Motion to Approve Consent Items (Minutes, Financial Statement, Personnel Items)

Mr. McAllister made a motion to approve. Mr. Powell seconded. Motion Carried.

Action Items – None

Discussion Items – None

ASBVI Superintendent Report

- ADE Summit was great this year
- Teachers packing up and moving locations so that the students can be more centralized
- Theme for the year is “Find Your Place in the World”
- Offer letters sent to new potential students
- Book orders for Braille and large print
- Finalizing reports
- Turned in AR App Workbook
- Vacate Huckabee Hall and seal off areas affected by asbestos
- Nursing staff packing to return to infirmary
- AAEA Summer Conference

24-J-57 Motion to Adjourn

Mr. Powell made a motion to adjourn. Mrs. Smith seconded. Motion carried.

Robert Fagan, Chair

Dr. John McAllister, Vice Chair