

*FLW* 12/23/15 *APB/ml*

Enclosure # 10

January 12, 2016

WILLIAM FLOYD UNION FREE SCHOOL DISTRICT

**APPROVED**  
BOARD OF EDUCATION MEETING

# Memorandum

1/12, 20 16  
*[Signature]*

To: Board of Education  
From: Janet Gilmor, Assistant Superintendent for Human Resources  
Date: December 23, 2016  
Re: Resolution – Adoption of Policies – Opioid Overdose Prevention #7521R & Guidelines for Administering Medication in Schools #7513R

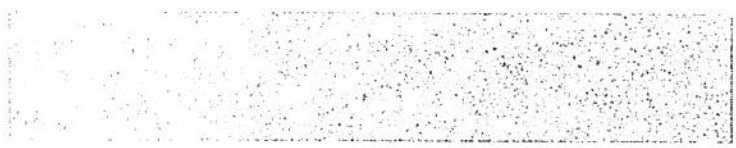
At the December 15, 2015, BOE meeting the Opioid Overdose Prevention and Guidelines for Administering Medication in Schools Policies were distributed to the Board for first review.

Accordingly, the following motion should be adopted:

**RECOMMENDED MOTION:**

That upon the recommendation of the Superintendent of Schools, the Board of Education hereby adopts the following Board Policies:

- Board Policy #7521R Opioid Overdose Prevention
- Board Policy #7513R Guidelines for Administering Medication in Schools



**SUBJECT: OPIOID OVERDOSE PREVENTION**

In an effort to ensure the health and safety of its students and staff, the District will maintain and administer an opioid antagonist in its schools, specifically Naloxone, otherwise known by its brand name Narcan, for use during emergencies to any student or staff member experiencing a known or suspected opioid overdose regardless of a previous history of opioid abuse.

The District's medical director has issued a non-patient specific order to the school nurse to administer Naloxone on-site. As a result, the medical director, in collaboration with District administration, has acquired and provided Naloxone to the District for use in its schools. The school nurse will, in his/her individual discretion, and in collaboration with the medical director, choose the route of administration of the Naloxone. The medical director is responsible for having approved policies in place for re-ordering Narcan in the event it is administered and to ensure that an adequate supply is continuously available in the buildings for use. Similarly, the administration of Naloxone to any student will be documented in his/her cumulative health record and for staff members, in their personnel file.

**Storage and Inventory**

The District will store its supply of Naloxone in a secure, but accessible, and temperate location consistent with its emergency response plan. The school nurse or personnel designated by the school administrator will inventory the supply of Naloxone on a weekly basis and record this information on a log which will be developed and/or maintained by the school nurse or other designated personnel/administrator. This record of information will include the date, time, and signature of the designated personnel performing the inventory.