

ATTACHMENT XI-E:	Additional Nurse Position
Suggested Motion:	Move to Approve the Addition of a Part Time Nurse
Recommended Action:	Approve as presented.

2018-2019 NBUE/NBMS Nurse Proposal
Justification for a second 5.75 Nurse at NBUE/NBMS

Students with Chronic Health Conditions that Require Frequent Medical Care

- 1 student has to be seen at least five times daily and requires daily check-ins with parents and doctors. Each session has to be documented. This person requires multiple medication checks throughout the day.
- Students that must take medications at school - Students require medications, most frequently at lunch. These medications must be administered in a timely manner. With lunches at the UE and MS scheduled at the same time, administration of this medication is difficult to coordinate and implement.

Student Walk-Ins and Emergency Care

- Lunch, recess, and PE times generally have the most walk-ins/emergencies. ***Combining this with medication administration creates scheduling conflicts and delays in care, leading to students missing instruction time.***
- Each school has around 25-30 students that walk in needing assistance throughout the day. ***Combining this with medication administration creates scheduling conflicts and delays in care, leading to students missing instruction time.***
- When the nurse is unavailable the secretaries are used as triage and must make decisions/provide care that is out of their comfort zone/job description.

Logistics

- Nurse provides care for around 520 students between the two buildings (largest caseload in the district).
- Nurse must make frequent trips back and forth between buildings causing her to be absent in one building.
- Due to the demand of student needs between the buildings, paperwork and documentation are often completed after contracted hours.

North Boone

Community Unit School District 200

JOB DESCRIPTION – NON-CERTIFICATED

Position/Title: School Nurse

Reports to: Principal

Work Coordinated with: District Nurse

Qualifications

1. Registered professional nurse licensed to practice in the State of Illinois.
2. Strong nursing, organizational and interpersonal skills
3. Exceptional communications skills
4. Demonstrates ability for student management and collaboration for educational program development

General Responsibilities: To provide an effective and efficient operation of the school health services program and serve as a resource to students, staff and parents.

Duties:

1. Administers emergency care and assessments of the ill and injured as required.
2. Administers prescribed medications, according to District policy.
3. Implements health screening programs including, hearing, vision, etc.
4. Completes required health related reports for the district as required by state and federal regulations.
5. Maintains accident reports, student visit files and health records.
6. Processes accident insurance forms, etc.
7. Make referrals to outside agencies/providers where problems are beyond the scope of school service parameters.
8. Consults with teachers and other staff regarding individual student issues.
9. Works collaboratively with other staff to ensure individual student needs are met. Communicates with hospital/medical staff as necessary.
10. Actively participate on various building and district teams and committees. Provide feedback and act as liaison to other building staff in creating a cohesive PK-12 program.
11. Establishes a safe atmosphere conducive to a positive learning environment. Act as role model by encouraging appropriate behaviors that lead to social, emotional and physical development.

12. Enforces and supports school policies, philosophies and objectives with students and parents. Work collaboratively with administration and colleagues to actively advocate for students and programs.
13. Participates in staff development and school improvement activities in order to maintain professional growth. Plan and incorporate best practices or new strategies.
14. Arrives on time and follows assigned duties until the end of the school day.
15. Seeks awareness and clarification of school and district rules, policies and procedures through the building principal or other appropriate administrative staff.
16. Performs other duties as assigned by the principal or designee.

Terms of employment: 179 days

Evaluation: By the principal or his/her designee with input from district nurse.