

Critical Health Problems (CHP)
&
Comprehensive Health Education (CHE) Advisory Committee
Aka
**School Health Advisory Committee
(SHAC)**

Tuesday, July 14, 2015
2:00 – 4:30

**Illinois State Board of Education
Alzina Building
100 N First Street
3rd Floor (V-Tel)
Springfield, Illinois**

**Illinois State Board of Education
James R. Thompson Center
100 West Randolph Street,
14th Floor (V-Tel)
Chicago, Illinois**

**Illinois State University Campus
Technology Development Center
301 S. Main Street
Room# 103 D
Normal, Illinois**

I. Opening Remarks:

The meeting was called to order by Dr. Jeffrey Clark at 2:20 p.m. Jeffrey Clark facilitated and welcomed everyone to the meeting and went over the meeting objectives. Roll call was made and quorum was established. The role of the School Health Advisory Committee is to provide advice to the Illinois State Board of Education for the implementation of the Act and to assist in developing relationships among agencies related to this Act.

II. Committee Members Present:

Chair, Dr. Jeffrey Clark, Illinois State University, Normal
Linda Kimel, Illinois Association of School Nurses, Normal
Sue Ickes, Member, United Township HS Board of Education, Springfield Ofc.
Victoria Jackson, Illinois Department of Public Health, Springfield Office
Tiffany Pryor, ICAH, Chicago Office
Syed Zaheer, proxy for Dan Harris, DHS, Chicago Office

Committee Members Absent/Excused:

Brian Van Mersbergen, New Trier High School, Chicago Office
Dan Harris, Department of Human Services
Shaan Trotter, Northwestern University

ISBE Staff Present:

Jessica Gerdes, Chicago Office, V-Tel Room
Reginald Patterson, Chicago Office, V-Tel Room

ISBE Staff Absent/Excused:

Jackie Ruenzi, Springfield Office

III. Approval of Agenda

There were no additions to the agenda. Jeffrey Clark made a request to remove “Whole Child/Mapping Curriculum” from the Agenda. Motion was made for approval of the agenda, all in favor, agenda approved:

- 1st Motion–Sue Ickes
- 2nd Motion–Linda Kimel

IV. Approval of Minutes from April Meeting

No additions or changes were made to the minutes from the April 2015 meeting. Motion was made for the approval of the minutes, all in favor, minutes approved:

- 1st Motion–Linda Kimel
- 2nd Motion–Sue Ickes

V. Discussion Items

- **Subcommittee Report Regarding Medication Administration Guidelines (ISBE/IDHS 2000)**–Linda Kimel, Sue Ickes, & Victoria Jackson
“Recommended Guidelines for Medication Administration in Schools, Illinois Department of Human Services and the Illinois State Board of Education, (updated September 2000.”)
 - Linda Kimel-we developed a fairly detailed summary of recommendations for Jessica to take to the Illinois State Board of Education (ISBE) legal staff. A short summary is developed to update several organizations that have changed and also titles needed to be updated. There are three concepts that have evolved, since the last time policy was written, which need to be added and addressed: 1) standing orders; 2) stock medications; and 3) self-administration. It is our suggestion that a lot of irrelevant and duplicate verbiage should be removed. We distribute medication to any student who requires it. The decision is not based upon whether the student has an Individualized Education Plan (IEP), a 504 Plan, Americans with Disabilities Act (ADA), or Individuals with Disabilities Education Act (IDEA). We have updated citations, thanks to assistance from Victoria Jackson, sample forms and policy, and sample medication policy. The sample medication policy is too wordy; it focuses on procedure rather than policy. According to Sue Ickes, most school boards would rather have their own attorney write their own policy regarding various consents required to give medication in schools. One from the physician, one from the parent(s), and one authorizing self-administration. We recommend all three be removed and put on one page. Then we also gave a sample form for self-administration to students, we are moving toward that procedure. Are there any questions/comments?
 - Jessica Gerdes-the role of the Advisory Committee is to advise ISBE. Jeffrey Clark, once discussion is completed, you may call for a vote or motion to

direct ISBE staff to re-write the document and send it forward to the Superintendent through the appropriate channels?

- Linda Kimel-Jessica, do you have enough information from me at this point?
- Jessica Gerdes-Yes, I do, with Jeffrey Clark's permission, I'll consult back with the committee to be clear on recommendations.
- Linda Kimel to Sue Ickes, I received your email regarding your role on the medication subcommittee and what (if any) credentials you want included on report? Sue Ickes requested her credentials not be included. She requested to be listed only as the School Board member (United Township High School Board of Education, THSD 30, only). Also Victoria Jackson would like her credentials as well as IDPH listed.
- Dr. Jeffrey Clark had a question regarding "in loco parentis" (page 4 of report) found in highlighted blue section. They used "in loco parentis" to afford liability protection to people administering meds in the schools. It is highlighted because the committee asked Jessica Gerdes to check with legal on whether or not "in loco parentis" can cover medications. We have asked Jessica Gerdes to have legal report back to us on that. Jessica Gerdes has received feedback from ISBE Legal Department that based on their preliminary review they thought it was allowable to keep in there because of emergency medications, "in loco parentis" covers safety and medication is also a part of safety.
- Jeffrey Clark-do these changes also go back to the Department of Human Services (DHS)?
- Linda Kimel & Sue Ickes-believe DHS' name should be removed from this report.
- Jessica Gerdes-Victoria's role is no longer with DHS, it is now with Illinois Department of Public Health (IDPH). If final authorship included IDPH, then those names would be appropriate.
- Victoria Jackson-If IDPH's name is on this report, I believe they would want to conduct their own review.
- Jessica Gerdes-it would be more efficient if it just comes from ISBE, however, guidance is coming from this committee and before completion it may be from other people also.
- Jeffrey Clark-regarding a call for vote: does subcommittee recommend these changes and then where does it go from there?
- Jessica Gerdes-we issue guidelines and then it goes through legal review and the proper chain of command at ISBE before final is authored.
- Jeffrey Clark-would like to ask for a motion today to accept recommendation that would direct Jessica Gerdes to make these changes and move document appropriately through agency.
- Sue Ickes will move that this committee accepts the subcommittee's recommendations to changes made on document entitled, "Recommended Guidelines for Medication Administration in Schools" and allows for Jessica

Gerdes to proceed with the internal review necessary to get this document finalized.

- Jeffrey Clark-no further discussion? All in favor; motion passes. Jeffrey Clark thanks and appreciates the time spent by the subcommittee. Linda Kimel will make minor revisions to report and send to Jessica Gerdes.

- **Review/Revision of School Health & Physical Education Legislation – Bill status update**—Jessica Gerdes

- HB 1 (permits the administration of an undesignated opioid (formerly HB 438, SB 73, and SB 1201)
- HB 1360-charter schools must comply with health/safety requirements applicable to public schools.
- HB 3123-how school counselors may implement a student's IEP services, which includes academic, personal, social, college or career services.
- HB 3159-Children receiving a required dental exam. Currently information schools must report to ISBE on student dental exams is limited, including how many are obtained or not obtained and reasons for not doing so. More specific information will be required to report. The added info would provide a "picture" of the dental health of the student.
- HB 3197-Creates attendance commission within ISBE to study issue of chronic absenteeism and recommend strategies to prevent chronic absenteeism.
- SB 7-Criteria for which a student athlete suspected of sustaining a concussion may return to athletic practice or a game.
- SB 9-Comprehensive Health Education Program shall include info on use of powdered pure caffeine.
- SB 1410-Parent requests to waive immunization or examination based on religious reasons.
- SB 1684-Directs IDPH to create advisory committee on pediatric autoimmune neuropsychiatric disorder associated with streptococcal infections (PANDAS) or pediatric acute neuropsychiatric syndrome (PANS)
- SB 1793-starting in school year 2015-16 SY would require ISBE develop a model youth suicide awareness and prevention policy.
- Last page are bills that were not passed during the Spring session.
- Jeffrey Clark asked Jessica Gerdes to follow up on an email he received from a colleague regarding "highly qualified" status for physical education and health education teachers currently in review on ISBE rules committee. Is there any update on this?
- Jessica Gerdes-not yet-public comment period has not ended, it is still in progress.
- Jeffrey Clark—FYI-The U.S. Senate has passed a Bill which will make "Health Education" a core subject and this Bill is making its way through the federal level.

- **Report from Project Director CDC Adolescent Health Project (HIV/AIDS) – and role of Project Advisory Committee – Dr. Reginald Patterson**
 - The SHAC is an Advisory committee consisting of eleven members as follows:
 - One member from Director of Public Health
 - One member from Department of Children and Family Services
 - Two members from Secretary of Human Services
 - One additional member from DHS
 - Six members designated from ISBE (colleges, universities, volunteer health agencies, medicine, dentistry, professional health administrations, teachers, administrators, local health boards, and private citizens)
 - Members shall receive no compensation, members appointed by ISBE will be reimbursed for actual travel and transportation fees associated with attending meetings and serving on the committee.
 - Committee shall advise ISBE on matters relating to the implementation of the provisions of this Act.
 - In addition, the committee shall advise ISBE on matters of the Centers for Disease Control and Prevention (CDC) funded “Comprehensive Sexual Education Grant”.
 - This advisory role is a critical piece of what this committee does: to provide support and interpretation of what ISBE does to provide health education to students. So far, the committee has focused primarily on legislation language and making recommendations for legislation. The committee also must start thinking along the lines of what kind of advice can you give in regard to Comprehensive Sexual Health Education for Illinois. I think the committee needs to come up with some documented areas of interest or responsibilities the committee should participate in under consideration for future involvement. The committee needs to come up with ways to support ISBE on the grant we are working under. One area where you can be a support to the grant is the HIV Review Panel. The HIV Review Panel provides technical information in regards to HIV education. The committee needs to look at the responsibilities and determine how it can balance between the legislation and how the SHAC Advisory Committee can assist with that grant.
 - Jeffrey Clark-do you have any specific recommendations on what the committee would do next?
 - Reggie, next steps: providing information to the committee as to what the grant entails and responsibilities of that grant and I would have to review prior minutes to research.
 - Jessica Gerdes-“HIV Materials Review Committee”-look more closely to the HIV Review Committee to be sure they understand what is quality education and sex education. There are five people on this committee including one

that is required from the state health department. We suggested that some people on this group might be able to sit in with the HIV Review Panel. This panel meets via teleconference. The other thing this SHAC committee could do for the state is to beef up one of the objectives to improve sex education on the statewide policy level and law. Possibly this committee could make a recommendation that ISBE seek to have sex education required at certain grade levels, right now it's optional. We are also working with DHS on adolescent health and teen pregnancy prevention and they are looking at certain school districts that would become priority districts to work with as well.

- Tiffany Pryor-would be interested in helping the "HIV Review Panel or if there would there be a separate group outside the review panel?
- Jessica Gerdes-we'll be glad to add you to the HIV Review Panel.
- Jessica Gerdes-we now have two contracts signed and two new Request for Sealed Proposals (RFSP's) with this grant now on the website.
- Reginald Patterson -fortunately, we have an Intergovernmental Agreement (IG) with ISU to work on our Exemplary Sexual Health Education (ESHE) program area which provides information, training, and resources initially for our eleven priority districts under the CDC health grant. Ultimately this will incorporate the whole state. We are also working on providing service for the project on Sexual Health Services (SHS). The SHS is a collaboration of services provided to students through organizations such as the Department of Public Health, community health organizations, and other organizations that would have resources that could work with the school districts. We also have the Safe & Supportive Environment (SSE) RFSP out for bidding and we are looking to increase our support services to those areas. If you know anyone who is interesting in providing support to school districts for SSE or SHS, we can direct you to the ISBE website in Grants procurement where info can be located.
- Jessica Gerdes-with Jeffrey Clark's direction I can send a link to the entire committee to the RFSPs and if anyone knows an agency or non-profit that could assist us they could forward it on to them.
- Jeffrey Clark-yes please do, thank you.
- Jessica Gerdes-one is due July 29th and the other is due on July 30 so we have just a few more weeks to get the bids in.
- Jeffrey Clark-Tiffany, since you have expressed an interest would you be willing to work with Dr. Patterson to identify maybe one or two issues that he has raised today and present (an agenda item) at our next meeting and lead a discussion on some of those areas for us?
- Tiffany Pryor-sure
- Jeffrey Clark-I think if we attack those (issues) maybe one at a time we could work our way through and begin to make some progress and give some sound advice to the projects.

- Jeffrey Clark-and to clarify, Jessica, on the materials review component, if a school would request that we need a review on a textbook, they would contact you and you would send it out to members of this committee for comment/feedback?
 - Jessica Gerdes-yes, I would contact committee members.
 - Linda Kimel-Jessica, you stated that the materials review panel would check medical accuracy, but other than some nurses, people on this committee don't have medical background to do that.
 - Jessica Gerdes-there is more than just the medical component, is it also age appropriate, is it using evidence based instruction, etc.?
 - Sue Ickes-I need to consolidate and sort out some of this information. So, really, the HIV materials review is not the most eminent/pressing issue of this committee at this time. It would be on an "as needed" basis? So what I have heard and what you need more of right now Dr. Patterson, is something that looks at one of the objectives of the grant and you need some strengthening of something within a grant, is this correct?
 - Reginald Patterson-that is correct, thank you.
 - Sue Ickes-Tiffany, can we talk with you and look at those objectives to see if there is something within those that appeal to her and what you might be able to do.
 - Reginald Patterson-absolutely, that would be the first step and we can use that same format to go through all the other approaches. There are basically three approaches that I made reference to under that grant: ESHE, SHS, and SSE.
 - Jessica Gerdes-We are focusing on 3 things: 1) look for more members of HIV Review Panel or suggestions on who might be knowledgeable about health education and HIV as a disease, social consequences of HIV, etc. 2) propose agenda items through Tiffany Pryor to discuss at future meetings more about this CDC project (it has been established that three, no more than three can work separately on a committee without violating the Open Meetings Act), and 3) for SHAC to review the critical health problems law and look at areas that are particularly expertise for you, for example, Syed is here in place of Dan, but his background is in behavioral health and that is an item this committee has brought up as a critical need. Review things that are in 'act' and continue to advise the board on how to take appropriate legislation or rules or guidance. Sue is that adequate?
 - Sue Ickes-yes
- **Report from Principal Investigator CDC Adolescent Health Project (Surveillance–YRBS & Profiles) – Jessica Gerdes**
 - Jessica Gerdes–There was concern at the last meeting that we would not make weighted data on YRBS, however we did. We came in at 63%, with

60% being the minimum percentage the CDC will allow to be considered valid. The report will come out in the fall.

- **Schedule 2016 Proposed Meeting Dates/Times**

- Jeffrey Clark-meeting google on suggested times and possibly table discussion on meeting times electronically
- Linda Kimel-can no longer participate on Tuesdays due to their special services team meetings being scheduled on Tuesdays. Could we decide on alternative dates electronically or via teleconference?
- Jessica Gerdes-calling in via teleconference is acceptable but it doesn't qualify for a quorum. We will work out the new dates via meeting google.
- Linda Kimel-just to clarify, committee members are all charged with reviewing the SHAC law and looking for areas we might be able to make an impact and bringing that back to the next meeting?
- Reginald Patterson-It is not SHAC law, it is technically called "Critical Health Problems and the Comprehensive Health Education Act". This advisory council committee is within that "Critical Health Problems Comprehensive Health Education Act".

V. New Business/Questions/Other Business

- Other Business: Reginald Patterson-would like to extend a "welcome" to Tiffany Pryor on the SHAC committee. Tiffany brings much history to the service of youth and she is now the executive director of ICAH.
- Tiffany Pryor-thanks, I'm excited to join the committee

VI. Public Comment

There were no members of the public among the three locations on July 14, 2015.

VII. Future Meeting Scheduled:

- **Tuesday, October 13, 2015**
 - Will try to change to Wednesday, October 14, 2015 (same time)
- 2:00 – 4:30
- Chicago, Springfield, and Normal via Video Teleconference

VIII. Adjournment

Linda Kimel made a motion to adjourn

- 1st motion: Sue Ickes
- 2nd motion: Victoria Jackson

All in favor; meeting adjourned at 3:15 p.m.