



River Valley Charter School

Board Meeting (Zoom)

Published on August 17, 2025 at 5:57 AM EDT

Amended on August 19, 2025 at 3:30 PM EDT

Date and Time

Wednesday August 20, 2025 at 4:00 PM EDT

Location

<https://us02web.zoom.us/j/8516508581?pwd=8roWrPp5aJXvEAFctC4bxo69QnaDfv.1>

River Valley Charter School welcomes your participation at Board meetings. The purpose of a public meeting of the Board of Trustees ("Board") is to conduct the affairs of the organization in public. Your participation assures us of continuing community interest in our school and assists the Board in making the best decisions for our school. To assist you in the ease of speaking/participating in our meetings, guidelines are provided at the bottom of this agenda. All materials for all board and committee meetings, are available on our Board on track public portal found at rivervalleycharter.org.

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZWRIYTdlZGItdNDZmNi00MDc5LTgzMjctMGYwYWI3OGRINzFj%40thread.v2/0?context=%7b%22Tid%22%3a%2219f3db8c-5ae6-418d-871c-94aec4420174%22%2c%22Oid%22%3a%22c58421b3-3d83-4030-994b-39832e61fd61%22%7d

Agenda

	Purpose	Presenter	Time
I.	Opening Items		4:00 PM

	Purpose	Presenter	Time
A. Record Attendance		Jonathan Nickerson	2 m
B. Call the Meeting to Order		Denise Herrera	
C. Public Comment	Discuss	Denise Herrera	3 m
D. Review Trustee Code of Conduct		Denise Herrera	1 m
E. Remote Meeting Expectations	Discuss	Denise Herrera	5 m

Since we will be having more remote meetings this year, I would like to take the time to discuss some expectations

- You should conduct your focus the same for a remote meeting as an in person meeting.
- Camera's should be on. If you cant have it on, please communicate to the Board Chair prior to the meeting time.
- Use the "raise hand" function when you have a question or comment
- If you have background noise, please use the mute feature

F. Approve Minutes	Approve Minutes	Denise Herrera	2 m
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June Annual Meeting

Approve minutes for Board Meeting on July 1, 2025

II. Board Business 4:13 PM

A. Policy Update: Medical Delegation Administration	Vote	Denise Herrera	10 m
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<https://docs.google.com/document/d/1LfuFgh6O7T6NQGAex9gmiPHsW6skM6Fm/edit?usp=sharing&oid=109490221285386991895&rtpof=true&sd=true>

Here is the document for review and below is a Summary of changes:

Summary of Changes to RVCS Medicine Administration Policy - August 15, 2025

As a school, we cannot write a policy less strict than the State's, but we can write a policy that is stricter than the State's.

Other than several grammatical and/or formatting changes, four content changes have been made. They are as follows:

I - Management of the Medication Administration Program

E - Delegation/Supervision

We've changed the content slightly.

There are three tiers to medication administration:

- First Aid

- Daily Medication

- Medication for Chronic Illness

There are two parallel paths of medication administration:

- By Training

- By Delegation

With the execution of epinephrine, chronic illness medications must be administered by a nurse.

A school nurse may delegate their license to a teacher for one dose of one drug one time. In order to delegate the license, the recipient teacher must go through training and document the administration of the medication.

Epinephrine is an emergency medication that does not require license delegation. It does require twice annual training (summer and mid-year). Our entire staff is trained twice a year to administer epinephrine.

What has been revised in RVCS' policy?

The following three medications are all now available as nasal spray and are able to be given by training, without the need for license delegation:

- Epinephrine

- Glucagon

- Naloxone

	Purpose	Presenter	Time
	<p>The way our policy was previously written, there was no way for a teacher to administer Glucagon or Naloxone. We re-wrote the policy to reflect that all three of the nasal drugs, Epinephrine, Glucagon, and Naloxone are now able to be administered by training (without delegation needed).</p>		
	<p>III - Handling, Storage and Disposal of Medications</p>		
	<p>G – Unused, Discontinued, or Outdated Medications</p>		
	<p>To date, our policy stated that we would not dispose of expired/unused medication. However, we are also not allowed to store medication over the summer. Therefore, we are changing the policy to say that we “may” dispose of medications that are not retrieved by July 1 of each year.</p>		
	<p>VIII - Administration of Emergency Rescue Opioid Antagonist</p>		
	<p>This is new.</p>		
	<p>We already had an opioid antagonist in the school. While we’ve never had to use it, we could have used it if needed due to a standing order from Dr. March.</p>		
	<p>The Massachusetts Department of Public Health (MDPH) had not revisited the policy in 10 years. Now they’ve added a regulation that covers an emergency rescue opioid antagonist; therefore, it needed to be added to our policy.</p>		
	<p>Appendix</p>		
	<p>To date, our policy has stated that the school nurse would be hired by a School Committee or a Board of Health. However, our current school nurse was hired by former Executive Director Andy Willemssen.</p>		
	<p>We are changing the policy to read that the school’s Lead Nurse will be hired by the Executive Director. Any additional nurses will be hired by the Lead Nurse in consultation with the Executive Director.</p>		
B.	BOT Calendar Review	FYI	Denise Herrera
			6 m

	Purpose	Presenter	Time
• Committee chairs are responsible for posting their meetings and agenda in compliance with Open Meeting Laws.			
• Back To School Night: BOT participation with name tags: Sept 9th & 11th.			

III. Director Update	4:29 PM
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A. Director Update	FYI	Karen Kuse	15 m
• Staffing Update			
• Grounds Redesign			
• Goals: FY'25-26			

IV. Closing Items	4:44 PM
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A. Adjourn Meeting	Vote	Denise Herrera	
B. Board Meeting Survey Link	FYI	Tanya Murdy	3 m
https://app2.boardontrack.com/surveyFormView/take/944?uid=445776c03d604425a83d573d68c6f2b7			

Please take a moment to share your any thoughts regarding our meeting.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY The Board Chair reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.