The KSNO Executive Board Meeting was called to order at 10:08 am by President Chris Tuck. Fourteen members answered roll call by introducing themselves and talking a little about their lives and experiences this past school year. McKenna McGivney was present as a guest.

The agenda was approved as presented.

The February Executive Board Meeting Minutes were approved as presented.

**Officer Reports** - Officer Reports were available on-line via the KSNO web site, the member only section. Members of the board were instructed to read over and print off a copy for themselves if they so desired before coming to the meeting.

Polly Witt, Treasurer, stated that there were $3466.64 in expenses, but additional expenses have been turned in at this meeting. There was an expense of $380.00 for ink pens that will be given to KSNO members who attend the banquet. A motion was made to pay the $380.00 for the pen; the motion was seconded and passed. Total expenses to date including meal and travel expenses turned in, totaled $3914.14. A motion was made to pay the expenses, the motion was seconded and the motion carried.

Polly then presented the Budget Proposals that will be discussed at the General Meeting. If the By-law change is accepted at the General Membership Meeting that aligns KSNO’s fiscal year with that of NASN, the August 1, 2009 to March 31, 2010 budget will be presented at the General Membership Meeting. Polly also has a July 2009 to July 2010 budget that would be presented if the By-law change is not accepted. A motion was made to accept the August 1, 2009 to March 31, 2010 and the August 1, 2009 to July 31, 2010 budgets as presented. Only one budget will be presented at the General Membership Meeting, depending on how the membership votes on the By-law change. The motion was seconded and the motion carried.

A discussion was held on increasing the mileage reimbursement rate to $0.50. The item failed due to the lack of a motion.

**Representative Reports** – Representative reports were available to view on the KSNO web site, members only section.

Cindy Poteete, Summer Conference Representative, gave members a copy of the Summer Conference income and expenses. Cindy is wondering how much money should be kept in the account to cover expenses if KSNO would not be able to fulfill our contracts for future conferences. Would NASN be a resource to answer this question? Cindy is the only signature currently on the signature card at the bank. Kim Moore will be asked who else should be on the signature card.

**Committee Reports** – Only those reports that were not available on-line were discussed.

Jane Handlos arrived at 12:45 pm and stated that there are a lot of junk postings on the employment link of the web site. She is monitoring the link and deletes the postings that are junk. If
Jane is not able, physically or mentally, to update the site, a Board member would have to contact Jeff Coen.

**District Representative Reports** – Valerie Rainman will send her report to the website. Jane Handlos stated that her district had a meeting in March.

**Unfinished Business** – Mae Claxton stated that the By-law changes were sent to the KSNO members to review. There are 4 change items that will be voted on altogether and 4 action items that will be presented and voted on individually at the general meeting. A 2/3 majority will be required from the general membership.

School Nurse Conference Banquet Plans for 2009 – The committee reported that there will not be a head table at the banquet, only a speaker’s table. The Banquet planning committee will pay for the continuing education certificates. Close to 100 people reserved a plate for the banquet, including the special guests. There will be two tables reserved for the special guests and for the award recipients and their families. Cindy Galemore had Banquet Booklets printed which was paid for by School Health. Board members need to be in the ballroom by 5:45 to help distribute the booklets, pens, Power point handouts. A string quintet will be playing during the dinner. The Summer Conference Committee pays for the entertainment. The future of the banquet was discussed. The Summer Conference Committee will meet immediately after the conference to discuss this item.

Rachel Knee, Vice President, has the plans for the District Meet and Greet in place. A poster will be placed in the foyer outside the ballroom with District Meet and Greet information. Neon posters will be placed outside each room where the Districts are meeting on Wednesday after the 3:00-5:00 pm break out sessions. There will be door prizes of Bath and Body Works products given out. Every conference attendee will get a flyer with information about the District Meet and Greet. District representatives will meet at 9:00 am Tuesday. The representatives should meet Garrie in the lobby at 8:55 am to gain access to the President’s Suite.

Joann Wheeler gave Board members their 50/50 tickets that have to be sold for the scholarship and endowment funds. The first drawing will be held Wednesday at lunch and the second drawing will be held on Thursday before adjournment of the conference. There has not been an application for the scholarship for several years. Chris Tuck and Joanne Wheeler will research whether the board should continue to put money into the scholarship fund. Information will be presented at the October Executive Board Meeting.

It was reported that Sue Holmes was not elected to the NASN Nominating Committee.

Chris Tuck and Kathy Hubka gave Board members information gained from the NASN Conference held in Boston. A NASN Portal link has been set up on the NASN Web Site. This link will offer members the ability to update their personal information. Chris and Garrie went to the Endowment Fund Banquet. Membership is more important now than ever before. There is a lot of representation at the National level. NASN is becoming recognized on Capital Hill, championing the role of the school nurse. A total of six KSNO members attended the NASN Conference. Garrie attended the Leadership Conference at the NASN conference. This gave attendees information concerning fundraising and asking for donations. Kathy Hubka has been appointed to the Investment Advisory Committee for NASN. The 2010 conference will be held in Chicago.

KDHE will be contacting every school district in Kansas to obtain a more accurate number of school nurses in the state of Kansas.

**New Business** – A School Nurse Task Force has been created to create position statements and information for Kansas School Nurses. This task force will be chaired by the incoming President-elect, Polly Witt. Members of the task force will consist of Cindy Galemore, Kathy Hubka and Chris Tuck.
A draft of the School Nurse Delegation Tool was handed out to Board Members. Cindy Galemore discussed the draft. The Practice Committee will meet in September and vote on whether to accept this tool. If accepted the tool will then be made available to school nurses in Kansas.

The Epinephrine in Schools change in the School Nurse Regulations was discussed. KSNO needs to gather data concerning use in schools and individual policies over the next few years. This information will then be presented to the Kansas State Board of Nursing.

Extended Program Hours were discussed. How can KSNO help school nurses understand this regulation? Most state school nurse organizations have a clause concerning this topic. A Work Force Committee will be appointed by the President. School nurses need to write their Superintendents and Principals concerning a child not being covered by a school nurse after contract hours.

Each board member needs to review the Operating Guidelines pertaining to them and bring suggested changes to the October meeting.

Bylaw revisions need to be made to the Election and Nomination section. The Nominating Committee Chair will chair the committee to review these changes.

Chris Tuck is a trainer of SETT (School Emergency Train the Trainer). The cost of the program is $1250, with manuals costing $50. Chris is trying to obtain funding for this program to be presented at the 2010 Kansas School Nurse Conference as a Post Session.

There are a couple Missouri School Nurses who want to present SCOPE training to School Nurses in Kansas. This is a train the trainer program concerning obesity prevention. The cost is $2500.00 for the program.

Cindy Poteete is a Hands Trainer. Do members see this program as a part of the Summer Conference in 2010? Cindy is asking members to e-mail her examples of screening tools used to screen for Adult Onset Diabetes in the school setting.

There are several positions available to serve on committees on the Kansas State Board of Nursing. Contact KSBN if you are interested in any of these positions.

Chris Tuck is a member of the Kansas Adolescent and Child Health Council. Drafts of Action Plans for Asthma and Diabetes are being worked on and will be sent to physicians in Kansas soon.

Jane Handlos needs bios from several board members. Get those to her as soon as possible.

Garrie Oppitz will serve as Membership Publicity Chair. Sue Holmes will be the Legislative Chair. A representative for District 5 is still needed.

The KSNO Executive Board Meeting was adjourned at 3:32 pm.

The next board meeting will be October 31, from 10:00 am to 4:00 pm. The meeting will be held in Wichita with the site to be announced. Preliminary planning of an educational workshop is underway. This workshop will be held on October 30 in Wichita. It will be offered to members of KSNO.

Respectfully submitted,
Katrina Benyshek, RN, BSN, NCSN