

Regular Board Meeting
Monday, November 10, 2025 7:00 PM
Mountain

HS Room #223 - Boardroom
355 Grand Ave
Mancos, CO 81328

Craig Benally: Present
Victor Figueroa: Present
Tim Hunter: Present
Emily Hutcheson-Brown: Present
Rachel McWhirter: Present

Present: 5.

1. Call to Order
2. Roll call
3. Pledge of Allegiance
4. Approval of Agenda
5. Accolades-Board Recognition
6. Public Participation
7. Reports to the Board of Education
 - 7.A. Student Board Member Report
 - 7.B. Business Manager Report
 - 7.C. Superintendent Report
8. 100 Day Report Discussion
9. Consent Agenda
 - 9.A. Approve Meeting Minutes
 - 9.B. Policy Second Review
 - 9.C. Act on Personnel Recommendations
10. Upcoming Calendar Obligations
11. Future Agenda Items
12. Board Follow Up
13. Follow Up- Board Debrief Questions
14. Adjournment

Robert's Rules of Order Summary Sheet

The Order of Business

1. Approval of minutes, membership reports, and financial reports
 - a. You say: "You have received the minutes of the last meeting/month membership report/month financial report. Are there any corrections to the minutes/reports? [Pause]If there is no objection, the minutes are approved as printed and distributed to the members."
2. Reports of directors, officers, boards and standing committees. If the reports are printed and distributed before the meeting the chair only needs to ask the member presenting their report "Do you have any additions to the report as printed and distributed to the members? If no, Thank you." After verbal reports are given the chair simply says "thank you".
3. Discussion Items
4. Action Items

Main Motions

"The motion" is sometimes referred to as "the question". Both mean basically the same thing.

The motion process involves the following six steps:

1. A member makes a motion.
 - a. Make sure that the motion states exactly what you want the organization to believe or do.
 - b. You Say: I move that..
 - c. Examples of two different kinds of motions:
 - i. "I move that we form a committee to investigate the purchase of a computer."
 1. This motion only allows the committee to investigate the purchase, not to make the purchase.
 - ii. "I move that we form a committee to purchase a computer."
 1. This motion authorizes the committee to purchase the computer.
2. Another member seconds the motion.
3. The chair states the motion, formally placing it before the assembly.
4. The members debate the motion.
 - a. At this point the motion is considered pending. While a motion is pending, members can amend it, postpone it, put it aside, send it to a committee, and so on. If the discussion gets off track, you can ask: "Is there any further discussion on the motion to...".
5. The chair puts the question/motion to a vote.
 - a. To begin, the chair should restate the motion to remind members of the exact issue they will be voting on. You say: "We will now vote on the motion to...".
 - b. The chair should tell members to express their voice vote. You say: "All those in favor say 'Aye'". All opposed say 'No'".
6. The chair announces the results of the vote. This announcement should include the following four elements:
 - a. Which side has the vote: "The affirmative has it" or "The negative has it".
 - b. Whether the motion passed or failed: "The motion is adopted" or "The motion is lost."
 - c. Effect of the vote: "And we will be purchasing a computer", "Our bylaws have been amended" or "Our bylaws have not been amended and will remain as they currently read".
 - d. The next step: "The next business in order will be the report of the finance committee"
 - i. The announcement will sound like: The affirmative has it. The motion to...is adopted and we will be....

References

Sylvester, Nancy. *The Complete Idiot's Guide to Robert's Rules*

"Roberts Rules of Order Motions Chart" <http://www.robertsrules.org/motions.htm>.

Robert's Rules Cheat Sheet

To:	Say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Decided by:
Adjourn	"I move to adjourn."	No	Yes	No	No	Majority vote
Recess	"I move to recess for/until..."	No	Yes	No	Yes	Majority vote
Complain about hearing, comfort, etc.	"Point of privilege..."	Yes	No	No	No	Chair
End debate and vote on question	"I move the previous question."	No	Yes	No	No	Majority vote
Suspend further consideration of something	"I move to table this matter."	No	Yes	No	No	2/3 vote
Postpone deciding the question	"I move to postpone this matter until..."	No	Yes	Yes	Yes	Majority vote
Amend a motion	"I move to amend this motion by..."	No	Yes	Yes	Yes	Majority vote
Introduce business (a main motion)	"I move that..."	No	Yes	Yes	Yes	Majority vote

The motions and points listed above are in order of preference. When a motion or point of inquiry is pending, only those listed above the pending point may be raised.

To:	Say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Decided by:
Redress any violation of the body's Rules	"Point of order..."	Yes	No	No	No	Chair
Request information	"Point of inquiry..."	Yes	No	No	No	N/A
Verify a recent voice vote by actual count (before next motion only)	"I call for division."	Yes	No	No	No	Majority vote
Prevent body from considering a matter	"I object to considering this question."	Yes	No	No	No	2/3
Consider a suspended matter	"I move to take from the table..."	Yes	Yes	No	No	Majority
Reconsider a previous motion	"I move to reconsider..."	Yes	Yes	No	No	2/3
Consider something out of schedule	"I move to suspend the rules to consider..."	No	Yes	No	No	2/3
Vote on the Chair's decision	"I appeal the Chair's decision."	Yes	Yes	Yes	No	Majority

The motions and points above have no precedence. Any of them may be raised in response to any motion or question, with the exception of the three items in gray (motion to adjourn, motion to recess, and point of privilege)



Mancos School District Re-6
Professional Salary Schedule 2025-2026

Add
HR Director

Step	Transportation	Maintenance	Food Service	Nurse	Tech Director	Athletic	Dean of Students & Curriculum	Instructional Coach	K-12 GT/ELL
1	Director 46,319	Director 46,457	Director 40,883	RN 38,611	GT/ELL Dir. 46,776	Director 48,372	Students 66,734	Coordinator 63,130	Director 46,776
2	47,176	47,314	41,740	39,468	47,633	49,229	67,591	63,987	47,633
3	48,033	48,171	42,597	40,325	48,490	50,086	68,448	64,844	48,490
4	48,890	49,028	43,454	41,182	49,347	50,943	69,305	65,701	49,347
5	49,747	49,885	44,311	42,039	50,204	51,800	70,162	66,558	50,204
6	50,604	50,742	45,168	42,896	51,061	52,657	71,019	67,415	51,061
7	51,461	51,599	46,025	43,753	51,918	53,514	71,876	68,272	51,918
8	52,318	52,456	46,882	44,610	52,775	54,371	72,733	69,129	52,775
9	53,175	53,313	47,739	45,467	53,632	55,228	73,590	69,986	53,632
10	54,032	54,170	48,596	46,324	54,489	56,085	74,447	70,843	54,489
11	54,889	55,027	49,453	47,181	55,346	56,942	75,304	71,700	55,346
12	55,746	55,884	50,310	48,038	56,203	57,799	76,161	72,557	56,203
13	56,603	56,741	51,167	48,895	57,060	58,656	77,018	73,414	57,060
14	57,460	57,598	52,024	49,752	57,917	59,513	77,875	74,271	57,917
15	58,317	58,455	52,881	50,609	58,774	60,370	78,732	75,128	58,774
16	59,174	59,312	53,738	51,466	59,631	61,227	79,589	75,985	59,631
17	60,031	60,169	54,595	52,323	60,488	62,084	80,446	76,842	60,488
18	60,888	61,026	55,452	53,180	61,345	62,941	81,303	77,699	61,345
19	61,745	61,883	56,309	54,037	62,202	63,798	82,160	78,556	62,202
20	62,602	62,740	57,166	54,894	63,059	64,655	83,017	79,413	63,059
21	63,459	63,597	58,023	55,751	63,916	65,512	83,874	80,270	63,916
22	64,316	64,454	58,880	56,608	64,773	66,369	84,731	81,127	64,773
23	65,173	65,311	59,737	57,465	65,630	67,226	85,588	81,984	65,630
24	66,030	66,168	60,594	58,322	66,487	68,083	86,445	82,841	66,487
25	66,887	67,025	61,451	59,179	67,344	68,940	87,302	83,698	67,344
26	67,744	67,882	62,308	60,036	68,201	69,797	88,159	84,555	68,201
27	68,601	68,739	63,165	60,893	69,058	70,654	89,016	85,412	69,058
28	69,458	69,596	64,022	61,750	69,915	71,511	89,873	86,269	69,915
29	70,315	70,453	64,879	62,607	70,772	72,368	90,730	87,126	70,772
30	71,172	71,310	65,736	63,464	71,629	73,225	91,587	87,983	71,629
	12 Month	12 Month	11 Month	9 Month	11 Month	11 Month	10 Month	10 Month	9 Month

Medical, dental, vision and life insurance are provided by the employer
Maximum New Hire Starting Range is Step 13 FY26



Mancos School District Re-6
Classified Salary Schedule 2025-2026

Step	A*	B*	C*	C-ESS*	D*	E*	F*	G*	H*	I**	J*	K*	L*	Step
1	16.20	16.60	16.50	18.50	18.12	18.80	17.78	16.42	19.13	21.46	19.30	25.23	25.00	1
2	16.45	16.85	16.75	18.75	18.37	19.05	18.03	16.67	19.38	21.71	19.55	25.48	25.25	2
3	16.70	17.10	17.00	19.00	18.62	19.30	18.28	16.92	19.63	21.96	19.80	25.73	25.50	3
4	16.95	17.35	17.25	19.25	18.87	19.55	18.53	17.17	19.88	22.21	20.05	25.98	25.75	4
5	17.20	17.60	17.50	19.50	19.12	19.80	18.78	17.42	20.13	22.46	20.30	26.23	26.00	5
6	17.45	17.85	17.75	19.75	19.37	20.05	19.03	17.67	20.38	22.71	20.55	26.48	26.25	6
7	17.70	18.10	18.00	20.00	19.62	20.30	19.28	17.92	20.63	22.96	20.80	26.73	26.50	7
8	17.95	18.35	18.25	20.25	19.87	20.55	19.53	18.17	20.88	23.21	21.05	26.98	26.75	8
9	18.20	18.60	18.50	20.50	20.12	20.80	19.78	18.42	21.13	23.46	21.30	27.23	27.00	9
10	18.45	18.85	18.75	20.75	20.37	21.05	20.03	18.67	21.38	23.71	21.55	27.48	27.25	10
11	18.70	19.10	19.00	21.00	20.62	21.30	20.28	18.92	21.63	23.96	21.80	27.73	27.50	11
12	18.95	19.35	19.25	21.25	20.87	21.55	20.53	19.17	21.88	24.21	22.05	27.98	27.75	12
13	19.20	19.60	19.50	21.50	21.12	21.80	20.78	19.42	22.13	24.46	22.30	28.23	28.00	13
14	19.45	19.85	19.75	21.75	21.37	22.05	21.03	19.67	22.38	24.71	22.55	28.48	28.25	14
15	19.70	20.10	20.00	22.00	21.62	22.30	21.28	19.92	22.63	24.96	22.80	28.73	28.50	15
16	19.95	20.35	20.25	22.25	21.87	22.55	21.53	20.17	22.88	25.21	23.05	28.98	28.75	16
17	20.20	20.60	20.50	22.50	22.12	22.80	21.78	20.42	23.13	25.46	23.30	29.23	29.00	17
18	20.45	20.85	20.75	22.75	22.37	23.05	22.03	20.67	23.38	25.71	23.55	29.48	29.25	18
19	20.70	21.10	21.00	23.00	22.62	23.30	22.28	20.92	23.63	25.96	23.80	29.73	29.50	19
20	20.95	21.35	21.25	23.25	22.87	23.55	22.53	21.17	23.88	26.21	24.05	29.98	29.75	20
21	21.20	21.60	21.50	23.50	23.12	23.80	22.78	21.42	24.13	26.46	24.30	30.23	30.00	21
22	21.45	21.85	21.75	23.75	23.37	24.05	23.03	21.67	24.38	26.71	24.55	30.48	30.25	22
23	21.70	22.10	22.00	24.00	23.62	24.30	23.28	21.92	24.63	26.96	24.80	30.73	30.50	23
24	21.95	22.35	22.25	24.25	23.87	24.55	23.53	22.17	24.88	27.21	25.05	30.98	30.75	24
25	22.20	22.60	22.50	24.50	24.12	24.80	23.78	22.42	25.13	27.46	25.30	31.23	31.00	25
26	22.45	22.85	22.75	24.75	24.37	25.05	24.03	22.67	25.38	27.71	25.55	31.48	31.25	26
27	22.70	23.10	23.00	25.00	24.62	25.30	24.28	22.92	25.63	27.96	25.80	31.73	31.50	27
28	22.95	23.35	23.25	25.25	24.87	25.55	24.53	23.17	25.88	28.21	26.05	31.98	31.75	28
29	23.20	23.60	23.50	25.50	25.12	25.80	24.78	23.42	26.13	28.46	26.30	32.23	32.00	29
30	23.45	23.85	23.75	25.75	25.37	26.05	25.03	23.67	26.38	28.71	26.55	32.48	32.25	30

Robbed Column

- A KITCHEN HELPER
- B KITCHEN MANAGER
- C PARAPROFESSIONALS CERTIFIED
- C-ESS ESS PARAPROFESSIONALS CERTIFIED
- D PRESCHOOL INSTRUCTOR CDA CERTIFIED
- E EARLY CHILDHOOD PROFESSIONAL CREDENTIAL 3.0 LEVEL II
- F OPERATIONS TECHNICIAN
- G CUSTODIAN
- H BUILDING GROUNDS/MAINTENANCE/HEAD CUSTODIAN
- I BUS DRIVER
- J ADMINISTRATIVE ASSISTANT I
- K ASSISTANT BUSINESS MANAGER 12 Month School Position
- L SPECIALIST

10 Month School Position

*If full time, medical, dental, vision and life insurance are provided by the employer




** Dental and vision are provided by the employer
Maximum New Hire Starting Range is Step 13 FY26

Mancos School District - Strategic Plan Overview DRAFT 2025-26

Mission Statement: In partnership with our community, we will foster safe, positive and rigorous learning experiences.

Vision Statement: Every student will graduate with a broad academic foundation which enables each to demonstrate the skills of critical thinking, problem solving, team work and independent judgment. All students will understand democratic principles and recognize their civic responsibilities, and will be capable of ambitiously and appropriately participating in an age of dynamic technological change within a global context.

Goals and Targets:

<div style="text-align: center; margin-bottom: 10px;">  <p>2025-26 Priority Targets - Everyone</p> </div> <p style="text-align: center;">Healthy Community</p> <p>We will cultivate a connected community where students, staff and families feel agency and belonging.</p> <ul style="list-style-type: none"> ❖ Community-centered learning environments ❖ Whole-child development and supports ❖ Proactive and restorative approaches ❖ Inclusive parent-engagement ❖ Culture of support and growth 	<div style="text-align: center; margin-bottom: 10px;">  <p>2025-26 Priority Targets - Leadership</p> </div> <p style="text-align: center;">Engaging Learning</p> <p>We will create learning environments that are rich with challenging, student-led learning experiences everyday.</p> <ul style="list-style-type: none"> ❖ Cohesive and engaging instructional approach ❖ Aligned and articulated curriculum ❖ Student-centered assessment practices ❖ Portrait of a Graduate integration ❖ Community, work and nature based learning experiences 	<div style="text-align: center; margin-bottom: 10px;">  </div> <p style="text-align: center;">Cohesive Systems</p> <p>We will improve and build sustainable systems that reflect our values ensuring continuity throughout our district.</p> <ul style="list-style-type: none"> ❖ Structures for input and shared-leadership ❖ Purposeful and responsive communication plans ❖ Multi-tiered framework ❖ Mission-aligned and transparent operations ❖ Targeted professional growth cycles and support.
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Evidence of Progress:

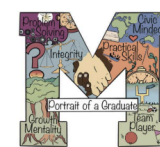
<p>Evidence:</p> <ul style="list-style-type: none"> ● School-Climate Survey ● Healthy Kids Colorado ● Family Engagement Inventory ● Attendance ● Referral & Discipline Data ● Activities & Leadership Participation 	<p>Evidence:</p> <ul style="list-style-type: none"> ● NWEA Reading Fall-Spring ● NWEA Math Fall-Spring ● TS Gold Fall-Spring ● Dibels ● 2027: Portfolio outcomes ● Student work protocols ● Student perception data ● Observation data 	<p>Evidence:</p> <ul style="list-style-type: none"> ● MTSS School-Fidelity Tool ● Strategic Coherence Tool ● Audits ● Staff feedback ● Data review: usage, work requests,
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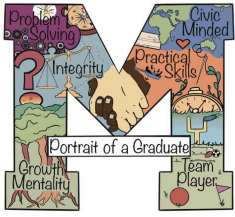
Action Plan Example:

Action Plan Example

❖ **Target (Cohesive and Engaging Instructional Approach)**

- > Build shared understanding by unpacking and defining terms
- > Articulate our guiding principles and approaches for the target
 - Students do the heavy lifting, inquiry-based, PBL, community partners, etc.
- > Identify **outcomes** and evidence of progress
- > Make a plan
 - Tasks
 - Responsibilities
 - Professional learning
 - Timeline
 - Roles
- > Test Drive
- > Gather input and feedback
- > Refine
- > Communicate
- > Celebrating and sharing progress





Superintendent’s Report

OPERATIONS Updates

Board of Education Meeting
November 10, 2025



Cohesive Systems and Structures: We will collectively renew, revise and build sustainable systems and structures that reflect our values and ensure success, consistency and cohesion across the district.

<p>Human Resources</p>	<p>Business Manager hiring update: We are currently interviewing candidates to replace Chrissie Miller when she retires at the end of the year. A committee of stakeholders from different staff positions, the DAC and BOE will be a part of the first round of interviews, followed by additional interviews with school finance specialists and the superintendent. Currently we have received five applicants, both local, regional and out of state.</p> <p>Transportation Director hiring update: We did not receive any applications for the position of Transportation Director, so we have shifted our approach to the role for the remainder of the school year. This role will be split between three people: Destri Lockhart will continue with the responsibilities of Transportation Secretary and oversee the Transportation department; Cheryl Tsose, driver, will manage the office and day-to-day scheduling; and we’ve hired a new “Operations Technician” who will maintain the buses, ready the buses every morning, perform winter road assessments and plow the bus lot throughout the winter. This employee will perform occasional maintenance and operations roles on our main campus. Cost to the district will be similar to the Transportation Director role.</p>
<p>Facilities</p>	<p>Facilities Assessment: Performance Services is completing a facilities assessment with specific focus on safety and security. They will share this assessment mid-November for our review and consideration to compete for a BEST Grant. A short Intent to apply for BEST is due by December 5th with no obligation to complete. We will present the full assessment and BEST calculations at the December BOE Work Session and/or meeting. If the BOE decides to go forth with the BEST Grant, it is due at the end of January.</p> <p>High Risk Inspection: This inspection was completed on Thursday, November 6. Our team received a positive verbal report noting big improvements since the previous inspection. The full write up is coming soon.</p>
<p>Food Service</p>	<p>Our food service team is fully staffed! This means that Kacey Armes and her team have been able to open up the Grab and Go for our secondary students. We are currently also reviewing bringing back breakfast service to the secondary school to increase access and opportunity for our middle and high school students to eat breakfast every morning.</p>

Technology



Keith Huskey has prepared and delivered new interactive TVs to all of the elementary classrooms! These tvs were purchased with general funds after the Mobile grant was rescinded last spring.

Discussion Protocol

What do you think about this proposal or recommendation?



5 - I strongly support this proposal

4 - I can support this proposal

3 - This proposal is okay with me

2 - I am uncomfortable with this proposal, but I can live with it

1 - I have strong reservations with this proposal, but will support the proposal if it moves forward

0 - No way. I do not support this proposal and I will speak out against it.

Discussion Questions:

- What do you like about this proposal?
- What concerns do you have about this proposal?
- What would someone who's affected by this proposal have to say?
- What might someone who's not here today think about this proposal?

[Adapted from Civic Canopy's Fist to Five tool](#)

JLCD - Administering Medications to Students

School personnel may not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours.

Medication may be administered to students by school personnel whom a registered nurse has trained and delegated the task of administering such medication. For purposes of this policy, the term "medication" includes both prescription medication and nonprescription medication, but does not include medical marijuana.

Student possession, use, distribution, sale or being under the influence of medication inconsistent with this policy will be considered a violation of Board policy concerning drug and alcohol involvement by students and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable Board policy.

The administration of medical marijuana must be in accordance with the Board's policy on administration of medical marijuana to qualified students.

The term "nonprescription medication" includes but is not limited to over-the-counter medications, homeopathic and herbal medications, vitamins and nutritional supplements.

Medication may be administered to students only when the following requirements are met:

1. Medication must be in the original properly labeled container. If it is a prescription medication, the student's name, name of the medication, dosage, how often it is to be administered, and name of the prescribing health care practitioner shall be printed on the container.
2. The school must have received written permission from the student's parent/guardian to administer the medication to the student and either:
 - a. written permission to administer the medication from the student's health care practitioner with prescriptive authority under Colorado law; or
 - b. a standing medical order, if the medication is an over-the-counter medication such as Advil or Tylenol.
3. The parent/guardian is responsible for providing all medication to be administered to the student, unless it is an over-the-counter medication such as Advil or Tylenol.

Self-administration of medication for asthma, allergies, anaphylaxis, or other prescription medication

A student with asthma, a food allergy, other severe allergies, or a related, life-threatening condition, or who is prescribed medication by a licensed health care practitioner may possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition, or other condition for which the medication is prescribed. Self-administration of such medication may occur during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity. Student possession and self-administration of such medication must be in accordance with the regulation accompanying this policy.

Authorization for a student to possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or other related, life-threatening condition, or other condition for which the medication is prescribed may be limited or revoked by the school principal after consultation with the school nurse and the student's parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such

medication.

Adopted: April 18, 2022 (CASB Core Policy Adoption)

LEGAL REFS.: C.R.S. [12-38-132](#) (*delegation of nursing tasks*)

C.R.S. [12-38-132.3](#) (*school nurses - over-the-counter medication*)

C.R.S. [22-1-119](#) (*no liability for adverse drug reactions/side effects*)

C.R.S. [22-1-119.1](#) (*Board may adopt policy to acquire a stock supply of opiate antagonists*)

C.R.S. [22-1-119.3](#) (3)(c), (d) (*no student possession or self-administration of medical marijuana, but school districts must permit the student's primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event*)

C.R.S. [22-1-119.5](#) (*Colorado Schoolchildren's Asthma, Food Allergy, and Anaphylaxis Health Management Act*)

C.R.S. [22-2-135](#) (*Colorado School Children's Food Allergy and Anaphylaxis Management Act*)

C.R.S. [24-10-101](#) et seq. (*Colorado Governmental Immunity Act*)

1 CCR [301-68](#) (*State Board of Education rules regarding student possession and administration of asthma, allergy and anaphylaxis management medications or other prescription medications*)

6 CCR [1010-6](#), Rule 6.13 (*requirements for health services in schools*)

CROSS REFS.: [JICH](#), Drug and Alcohol Involvement by Students

[JKD/JKE](#), Suspension/Expulsion of Students (and Other Disciplinary Interventions)

[JLCDA*](#), Students with Food Allergies

[JLCDB*](#), Administration of Medical Marijuana to Qualified Students

[JLCE](#), First Aid and Emergency Medical Care

Permission for Medication

Name of Student: _____ **Date of Birth:** _____

School: _____ Grade: _____

Teacher: _____

Medication _____

Dosage _____

Route _____

Purpose of medication _____

Time of day medication is to be given _____

Possible side effects _____

Special Instructions _____

Length of time the medication is to be given for this school year _____

Prescriber's Name:

Prescriber's Phone:

Signature of Health Care Practitioner _____ Date _____

It is understood that the medication is administered solely at the request of and as an accommodation to the undersigned parent or guardian. In consideration of the acceptance of the request to perform this service by the school nurse or other designee employed by the Mancos School District Re-6, the undersigned parent or guardian hereby agrees to release the Mancos School District Re-6 and its personnel from any legal claim which they now have or may hereafter have arising out of side effects or other medical consequences of the

medication.

I hereby give my permission for _____ to take the above prescription at
(name of student)
school as ordered. I understand that it is my responsibility to furnish this medication.

Signature of parent or guardian

Date

NOTE 1: The prescription medication is to be brought to school in a container appropriately labeled by the pharmacy or physician stating the name of the medication and the dosage.

NOTE 2: Those personnel administering medications must be trained in observing for side effects and in the appropriate steps to take should side effects occur. While the school is not responsible for the occurrence of side effects, the school is responsible for observing for side effects.

JLCD - Administering Medications to Students

School personnel may not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours.

Medication may be administered to students by school personnel whom a registered nurse has trained and delegated the task of administering such medication. For purposes of this policy, the term "medication" includes both prescription medication and nonprescription medication, but does not include medical marijuana.

Student possession, use, distribution, sale or being under the influence of medication inconsistent with this policy will be considered a violation of Board policy concerning drug and alcohol involvement by students and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable Board policy.

The administration of medical marijuana must be in accordance with the Board's policy on administration of medical marijuana to qualified students.

The term "nonprescription medication" includes but is not limited to over-the-counter medications, homeopathic and herbal medications, vitamins and nutritional supplements.

Medication may be administered to students only when the following requirements are met:

1. Medication must be in the original properly labeled container. If it is a prescription medication, the student's name, name of the medication, dosage, how often it is to be administered, and name of the prescribing health care practitioner shall be printed on the container.
2. The school must have received written permission from the student's parent/guardian to administer the medication to the student and either:
 - a. written permission to administer the medication from the student's health care practitioner with prescriptive authority under Colorado law; or
 - b. a standing medical order, if the medication is an over-the-counter medication such as Advil or Tylenol.
3. The parent/guardian is responsible for providing all medication to be administered to the student, unless it is an over-the-counter medication such as Advil or Tylenol.

Self-administration of medication for asthma, allergies, anaphylaxis, or other prescription medication

A student with asthma, a food allergy, other severe allergies, or a related, life-threatening condition, or who is prescribed medication by a licensed health care practitioner may possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition, or other condition for which the medication is prescribed. Self-administration of such medication may occur during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity. Student possession and self-administration of such medication must be in accordance with the regulation accompanying this policy.

Authorization for a student to possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or other related, life-threatening condition, or other condition for which the medication is prescribed may be limited or revoked by the school principal after consultation with the school nurse and the student's parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such

medication.

Adopted: April 18, 2022 (CASB Core Policy Adoption)

LEGAL REFS.: C.R.S. [12-38-132](#) (*delegation of nursing tasks*)
C.R.S. [12-38-132.3](#) (*school nurses - over-the-counter medication*)
C.R.S. [22-1-119](#) (*no liability for adverse drug reactions/side effects*)
C.R.S. [22-1-119.1](#) (*Board may adopt policy to acquire a stock supply of opiate antagonists*)
C.R.S. [22-1-119.3](#) (3)(c), (d) (*no student possession or self-administration of medical marijuana, but school districts must permit the student's primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event*)
C.R.S. [22-1-119.5](#) (*Colorado Schoolchildren's Asthma, Food Allergy, and Anaphylaxis Health Management Act*)
C.R.S. [22-2-135](#) (*Colorado School Children's Food Allergy and Anaphylaxis Management Act*)
C.R.S. [24-10-101](#) et seq. (*Colorado Governmental Immunity Act*)
1 CCR [301-68](#) (*State Board of Education rules regarding student possession and administration of asthma, allergy and anaphylaxis management medications or other prescription medications*)
6 CCR [1010-6](#), Rule 6.13 (*requirements for health services in schools*)

CROSS REFS.: [JICH](#), Drug and Alcohol Involvement by Students
[JKD/JKE](#), Suspension/Expulsion of Students (and Other Disciplinary Interventions)
[JLCDA*](#), Students with Food Allergies
[JLCDB*](#), Administration of Medical Marijuana to Qualified Students
[JLCE](#), First Aid and Emergency Medical Care