



# DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

## Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent

813/794-2221 Fax: 813/794-2111

727/774-2221 TDD: 813/794-2484

352/524-2221 email: [mwoodall@pasco.k12.fl.us](mailto:mwoodall@pasco.k12.fl.us)

August 6, 2013

## MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent 

RE: Articles of Agreement  
**Catholic School System Diocese of St. Petersburg, Inc.**  
Bishop Larkin – Contract 2014000113  
St. Anthony Interparochial Catholic School – Contract 2014000115

The School District has numerous agreements for providing health services to private schools within Pasco County upon request. These agreements are required in order to comply with the Department of Health's regulations. Please reference the attached memo from Melissa Musselwhite, Director of Student Support Programs and Services, for further information regarding these agreements.

At this time, we respectfully request that The Board approve the above-referenced agreements with the above-referenced entities. The services are outlined in the agreements and are attached for your perusal. There is no charge to the District for these services. These agreements have been reviewed and approved by the District School Board's Attorney, Ms. Nancy Alfonso on June 13, 2013. These agreements will commence upon Board approval and expire on June 30, 2014.

Should you have any questions regarding this matter, please do not hesitate to contact me at your earliest convenience.

MJW/dam

Attachments

Date/Time: July 30, 2013 09:46:00



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7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Office for Student Support Programs and Services  
April Stephenson, Bookkeeper  
813/ 794-2764 727/ 774-2764  
352/ 524-2764 Fax: 813/ 794-2117  
e-mail: astephen@pasco.k12.fl.us

MEMORANDUM  
ESE-13/14-AS-012

**DATE:** August 6, 2013

**TO:** Michael J. Woodall, CPPO, Purchasing Agent

**FROM:** Lisa Kern, Supervisor of Student Health Services *JK*  
Melissa Musselwhite, Director of Student Support Programs and Services *MM*

**RE:** **ARTICLES OF AGREEMENT WITH THE CATHOLIC SCHOOL SYSTEM DIOCESE OF ST. PETERSBURG INC. (2013-2014)**

In compliance with F.S. 381.0056, the District provides health services to private schools in the county upon request. Agreements are required in order to comply with the Department of Health regulations for provision of health services to private schools requesting such services and agreeing to meet state statutes governing health services.

The Office for Student Support Programs and Services is requesting School Board approval of the attached articles of agreement for the 2013-2014 school year for the two private schools listed below for their participation in the School Health Services Program.

Contract Number	School
2014000113	BISHOP LARKIN CATHOLIC SCHOOL
2014000115	ST. ANTHONY INTERPAROCHIAL CATHOLIC SCHOOL

Cost: \$0.00

Thank you for your assistance with this request.

MM/as

**ARTICLES OF AGREEMENT WITH THE CATHOLIC SCHOOL SYSTEM  
DIOCESE OF ST. PETERSBURG INC. FOR BISHOP LARKIN CATHOLIC SCHOOL  
RE: PARTICIPATION IN THE SCHOOL HEALTH SERVICES PROGRAM**

The Florida Department of Health Administrative Rule states that non-public schools, participating in the School Health Services Program, shall meet the requirements of Department of Education Statute F.S. 1003.22 related to school health exams and immunization compliance and the requirements of the DOH Chapter 64F-6. A summary of those regulations follows.

**Health Room**

- Participating non-public schools will provide a space for sick children and designate a person to be responsible for the care of ill or injured children.
- Participating non-public schools will follow the District School Board of Pasco County (DSBPC) Clinic Assistant Procedures Manual for care of accidents, illnesses and communicable diseases.
- The health room staff person and at least two other staff members must maintain current certification in CPR and first aid from a nationally recognized certifying agency.
- Emergency information cards will be updated annually on each student. These cards shall list contact person(s), family physician, allergies, significant health history, and permission for emergency care. They will also outline annual health screenings provided.
- Only prescription medications may be given at school. Procedures outlined in the DSBPC Medication Manual will be followed.

**Health Records**

- A cumulative health record will be maintained on each student. Such records shall include information regarding:
  - Immunization status
  - Health history
  - Screening test results and follow up
  - Health examination report
  - Documentation of injuries and sudden illness referred for emergency health care
  - Documentation of nursing assessments done and written plans of care
  - Documentation of consultations with school personnel, students, parents, guardians or service providers about a student's health problems
  - Documentation of physician's orders and parental permission to administer medication or medical treatments in school.
- Each student who is entitled to initial entrance into a school in Florida must present a certificate of a school-entry health examination, performed within 1 year prior to enrollment in school. (F.S. 1003.22). Students who have previously attended a Florida school are exempt from this requirement.
- Each non-public school shall establish and enforce as policy that, prior to admittance to or attendance in grades preschool through 12, each child must present or have on file with the school a certificate of immunization for the prevention of those communicable diseases for which immunization is required by the Department of Health.

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CONTRACT REVIEWED  
AND APPROVED:  
JW 7.29.13

Advisory Committee

- Each participating school will select a representative to serve as member of the School Health Advisory Council. This council meets a minimum of three times per school year at the Pasco School District office in Land O'Lakes.

Health Screening

- Vision screening will be provided in grades K, 1, 3 and 6. Vision screening will be provided for all new enterers to a Florida school in grades K through 5. The DSBPC assigned school nurse will supervise the screening, train volunteers, rescreen students if necessary, and complete referrals and follow up of vision failures.
- Hearing screening will be conducted in grades K, 1 and 6. Hearing screening will be provided for all new enterers to a Florida school in grades K through 5.
- Growth and development (height and weight) screening will be provided for students in grades 1, 3 and 6.
- Scoliosis screening will be provided for students in grade 6. The DSBPC assigned school nurse will conduct the screening, rescreen students if necessary, and complete referrals and follow up of students with detected spinal curvature.

School Nurse Services

- The DSBPC will provide a registered nurse on a consultation basis during the regular school year, August through May, to meet the intent of the regulations listed in this agreement, as well as consultation regarding health education and health related inservices.
- The DSBPC Supervisor of Student Services (Health) will invite non-public school designated health room personnel to any appropriate health related inservice conducted for District clinic staff.

Lisa Stanton is the person designated to serve on the School Health Advisory Council for Bishop Larkin Interparochial Catholic School.

Bishop Larkin Interparochial Catholic School hereby agrees to indemnify and hold the DSBPC harmless from and against all damages of any nature whatsoever which are caused or materially contributed to by the negligent acts of any officer, employee, and agent or other representative of Bishop Larkin Interparochial Catholic School and which are not caused or materially contributed to by any officer, employee, agent or other representative of the DSBPC.

I am in agreement with the requirements delineated in these Articles of Agreement and agree to participate for the 2013-2014 school year.

Sister Regina Cruz  
Principal's signature

6-15-13  
Date

CONTRACT REVIEWED AND APPROVED:  
Ww 7-29-13

**ARTICLES OF AGREEMENT WITH THE CATHOLIC SCHOOL SYSTEM  
DIOCESE OF ST. PETERSBURG INC. FOR ST. ANTHONY INTERPAROCHIAL  
CATHOLIC SCHOOL RE: PARTICIPATION IN THE SCHOOL HEALTH SERVICES  
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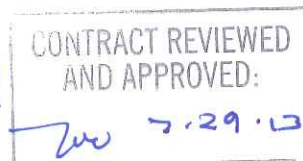
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Mrs. Rosie Fortney is the person designated to serve on the School Health Advisory Council for St. Anthony Interparochial Catholic School.

St. Anthony Interparochial Catholic School hereby agrees to indemnify and hold the DSBPC harmless from and against all damages of any nature whatsoever which are caused or materially contributed to by the negligent acts of any officer, employee, and agent or other representative of St. Anthony Interparochial Catholic School and which are not caused or materially contributed to by any officer, employee, agent or other representative of the DSBPC.

I am in agreement with the requirements delineated in these Articles of Agreement and agree to participate for the 2013-2014 school year.

Dr. Al Otepura  
Principal's signature

6/14/13  
Date

CONTRACT REVIEWED  
AND APPROVED:  
Jan 7-29-13