

POLICY COMMITTEE MEETING		
Number	Policy Title	Administration Comments
3424	Opioid Related Overdose Reversal	WSSDA Adopted 02.20; Classification Essential. WSSDA, in collaboration with OSPI and the DOH is pleased to present new Model Policy/Procedure 3424 – Opioid-Related Overdose Reversal to meet the requirements of the statute; this is an Essential policy for first-class school districts.
3510	Policy-Associated Student Bodies	WSSDA Revised 02.20; Classification Essential. WSSDA has revised the model policy to address RCW 28A.325.010's authority to charge fees for optional noncredit extracurricular events, typically through an Associated Student Body (ASB) membership. The policy revisions also address that districts may waive or reduce ASB fees. We've revised the associated procedure to provide some factors to consider in determining whether to waive or reduce ASB fees. Additionally, we've revised the procedure to include new reporting requirements as set forth by RCW 28A.325.050. Please see OSPI's Bulletin No. 085-19 Learning and Teaching, available at https://www.k12.wa.us/about-ospi/bulletinsmemos/bulletins/2019

Opioid Related Overdose Reversal

The board recognizes that the opioid epidemic is a public health crisis and access to opioid-related overdose reversal medication can be life-saving. To assist a person at risk of experiencing an opioid-related overdose, the district will seek to obtain and maintain at least one set of opioid overdose reversal medication doses in each of its high schools.

The district has authority to obtain and maintain opioid overdose reversal medication either through a standing order, prescribed and dispensed according to RCW 69.41.095(5), or through one or more donation sources. The district will seek at least one set of opioid reversal medication doses for each of its high schools. However, if the district documents a good faith effort to obtain and maintain opioid overdose reversal medication through a donation source, and is unable to do so, the district is exempt from the obligation to have a set of opioid reversal medication doses for each high school.

The following personnel may distribute or administer the school-owned opioid overdose reversal medication to respond to symptoms of an opioid-related overdose:

- A school nurse,
- School personnel who become designated trained responders, or
- A health care professional or trained staff person located at a health care clinic on public school property or under contract with the school district.

Training for school personnel to become designated trained responders and distribute or administer opioid overdose reversal medication must meet the requirements for training described in the statute and any rules or guidelines for such training adopted by the Office of Superintendent Public Instruction. If a district high school does not have a full-time school nurse or trained health care clinic staff, the district shall identify at least one member of each high school's personnel to become a designated trained responder who can distribute and administer opioid overdose reversal medication.

Opioid overdose reversal medication may be used on school property, including the school building, playground, and school bus, as well as during field trips or sanctioned excursions away from school property. A school nurse or a designated trained responder may carry an appropriate supply of school-owned opioid overdose reversal medication on in-state field trips and sanctioned in-state excursions.

Individuals who have been directly prescribed opioid overdose reversal medication according to RCW 69.41.095 lawfully possess and administer opioid overdose reversal medication, based on their personal prescription. However, such "self-carrying" individuals must show proof of training as verified by a licensed registered professional nurse employed or contracted by the district or participate in district training as specified in the accompanying procedure.

If any type of overdose is suspected, including an opioid related overdose, district staff will call 9-1-1 and alert a first responder. The school nurse, designated trained responder, or trained staff person located at a health care clinic on public school property or under contract with the school

district will follow the [Washington Department of Health](#) steps for administering naloxone for a suspected opioid related overdose.

Cross References: 3418 - Response to Student Injury or Illness
3416 - Medication at School

Legal References: Chapter 28A.210 RCW – Health Screening and Requirements
Chapter 69.50.315 RCW – Health Screening and Requirements
Chapter 69.50.315 RCW – Drug-related overdose

Management Resources: 2020 - February Issue
OSPI, January 2020, *Opioid Related Overdose Policy Guidelines and Training in the School Setting*

Adoption Date: 04.20
Classification: Essential
Revised Dates:

Associated Student Bodies

An associated student body (ASB) will be formed in each school within the district whenever one or more students in that school engage in money-raising activities with the approval and at the direction or under the supervision of the district.

An ASB will be a formal organization of students, including sub-components or affiliated student groups. Each ASB will submit a constitution and bylaws to the board for approval. The constitution and bylaws will identify how student activities become approved as student body activities and establish standards for their supervision, governance, and financing. Subject to such approval process, any lawful activity that promotes the educational, recreational, or cultural growth of students as an optional extracurricular or co-curricular activity may be considered for recognition as an ASB activity. Any lawful fundraising practices that are consistent with the goals of the district and that do not bring disrespect to the district or its students may be acceptable methods and means for raising funds for student body activities. The board may act or delegate the authority to a staff member to act as the ASB for any school that contains no grade higher than grade six.

The school principal will designate a staff member as the primary advisor to the ASB and assure that all groups affiliated with the ASB have an advisor assigned to assist them. Advisors will have the authority and responsibility to intervene in any activities that are inconsistent with district policy, ASB standards, student safety, or ordinarily accepted standards of behavior in the community. When in doubt, advisors will consult with the school principal regarding the propriety of proposed student activities. Student activities cannot include support or opposition to any political candidate or ballot measure.

Each ASB will prepare and submit annually a budget for the support of the ASB program to the board for approval. All property and money acquired by ASBs, except private non associated student body funds, will be district funds and will be deposited and disbursed from the district's ASB program fund.

Money acquired by ASB groups through fundraising and donations for scholarships, student exchanges, and charitable purposes will be private non associated student body fund moneys.

Solicitation of funds for non associated student body fund purposes must be voluntary and must be accompanied by notice of the intended use of the proceeds and the fact that the district will hold the funds in trust for their intended purpose. Nonassociated student body fund moneys will be disbursed as determined by the group raising the money. Private non associated student body funds will be held in trust by the district for the purposes indicated during the fundraising activities until the student group doing the fundraising requests disbursement of the funds and the accounts of the fundraising are complete and reconciled.

The board may establish and collect a fee from students and nonstudents as a condition to their attendance at any optional noncredit extracurricular district event of a cultural, social, recreational, or athletic nature. If the board establishes such a fee or fees, the superintendent or designee will establish a procedure for waiving or reducing such fees in the cases of those students whose families, by reason of their low income, would have difficulty in paying the entire amount of such fees and may likewise waive or reduce such fees for nonstudents of the age of sixty-five or over who, by reason of their low income, would have difficulty in paying the entire amount of such fees. Fees collected pursuant to this paragraph shall be deposited in the ASB program fund of the district.

Classification: Essential (Required if students raise money for school activities)

Cross References: 2150 - Co-Curricular Program
3515 - Student Incentives
4200 - Safe and Orderly Learning Environment
6020 - System of Funds and Accounts

Legal References: RCW 28A.325.050 Associated student body program fund—Publication of information on school district web site.
RCW 28A.325.010 Fees for optional noncredit extracurricular events—Disposition
RCW 28A.325.020 Associated student bodies—Powers and responsibilities affecting
RCW 28A.325.030 Associated student body program fund—Fundraising activities—Non Associated student body program fund moneys
Chapter 392-138 WAC Finance—Associated student body moneys

Management Resources: 2020 – February Issue
2014 - December Issue

Adoption Date: 07.94
Classification: Essential
Revised Dates: 09.26.06; 02.22.11; 04.01; 12.11; 04.20
Reviewed: 04.19

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Money acquired by ~~associated student body~~ ASB groups through fundraising and donations for scholarships, student exchanges, and charitable purposes will be private ~~non-associated~~ nonassociated student body fund moneys.

Solicitation of funds for ~~non-associated~~ nonassociated student body fund purposes must be voluntary and must be accompanied by notice of the intended use of the proceeds and the fact that the district will hold the funds in trust for their intended purpose.

~~Non-associated~~ Nonassociated student body fund moneys will be disbursed as determined by the group raising the money. Private ~~non-associated~~ nonassociated student body funds will be held in trust by the district for the purposes indicated during the ~~fund-raising~~ fundraising activities until the student group doing the fund-raising requests

disbursement of the funds and the accounts of the fundraising are complete and reconciled.

The board may establish and collect a fee from students and nonstudents as a condition to their attendance at any optional noncredit extracurricular district event of a cultural, social, recreational, or athletic nature. If the board establishes such a fee or fees, the superintendent or designee will establish a procedure for waiving or reducing such fees in the cases of those students whose families, by reason of their low income, would have difficulty in paying the entire amount of such fees and may likewise waive or reduce such fees for nonstudents of the age of sixty-five or over who, by reason of their low income, would have difficulty in paying the entire amount of such fees. Fees collected pursuant to this paragraph shall be deposited in the ASB program fund of the district.

Classification: Essential (Required if students raise money for school activities)

Cross References:▪

- 2150 - Co-Curricular Program▪
- 3515 - Student Incentives▪
- 4200 - Safe and Orderly Learning Environment▪
- 6020 - System of Funds and Accounts▪



Legal

References:▪

- RCW 28A.325.010 Fees for optional noncredit extracurricular events—Disposition
- RCW 28A.325.020 Associated student bodies—Powers and responsibilities affecting
- RCW 28A.325.030 Associated student body program fund—Fundraising activities—~~Non associated~~—Nonassociated student body program fund moneys▪
- Chapter 392-138 WAC Finance—Associated student body moneys▪



Management Resources:▪

- 2020 - February Issue
- 2014 - December Issue▪



Adoption Date: ~~07.25.94~~

Classification: ~~Essential~~
~~(Required if students~~
~~raise money for school~~
~~activities)~~

Revised Dates: ~~09.26.06, 02.22.11, 04.01; 12.11; 12.14; 02.20~~

~~Reviewed: 04.19~~



school will be considered together when establishing the purchase amount and applicability of bid requirements.

- E. All property acquired with ASB moneys becomes property of the district.
- F. ASB groups may raise private nonassociated student body fund moneys through fundraising and donations for scholarships, student exchanges, and charitable purposes. Such fundraising and donation solicitation will meet the requirements for other ASB fundraising and those requirements specific to nonassociated student body funds, including clear notice to all donors of the purpose of the fundraising. Students wishing to use district facilities to raise private nonassociated student body funds will comply with district policy and procedures regarding community use of school facilities. For handling the accounting for complex fundraising programs for private nonassociated student body fund money, the district will withhold or otherwise be compensated an amount adequate to reimburse the district for its direct costs.
- G. Purposes that directly further or support the school district's program — both co-curricular and extracurricular — are suitable uses for ASB funds, if the activities are optional for students.
- H. ASB funds may not be used for gifts or recognition to individuals for private benefit. Private nonassociated student body funds may be raised for scholarships, student exchanges, and charitable purposes, pursuant to district policy and procedure.

Waiver or Reduction of Fees

For a student to have a fee waived or reduced, the student or the student's parent or guardian must ask the school principal for a waiver or reduction. The principal will then determine whether the student's family, by reason of their low income, would have difficulty in paying the entire amount of such fees. In making that determination, the principal will consider the student's specific circumstances, including whether the student is eligible to participate in the federal free or reduced-price meal program.

Website Publication of Program Fund Information

The district will publish the following ASB program fund information on its website:

- A. The fund balance at the beginning of the school year;
- B. Summary data about expenditures and revenues occurring over the course of the school year; and
- C. The fund balance at the end of the school year.

The information will be published for each ASB of the district and each account within the ASB program fund. If the district website contains separate websites for schools in the district, the information will be published on the website of the applicable school of the ASB. The district will add updated annual information to its website by each August 31st, except that the district is only required to maintain the information on its website from the previous five years.

Adoption Date: ~~07.25.04~~

Classification: ~~Essential (Required if students raise money for school activities)~~

Revised Dates: ~~09.26.06; 02.22.11~~ 10.00; 04.01; 12.11; 02.20

~~Reviewed. 04.19~~

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