

**Virginia Association of School Nurses  
Executive Committee Meeting  
February 7, 2009**

**Agenda**

**Call to Order** was conducted by Catherine Merritt, VASN president at 9:27 am.

**Attendance:** C. Merritt, C. Sturgeon, M. Gillespie, N. Bergey, D. Zeller, T. Polk, P. Knox, D. Jansen, A. Switzer, J. Wright, F. Gray

**Approval of the Minutes** of the Executive Board October 2008 meeting was discussed. After several grammatical errors were corrected, they were approved unanimously.

Reports on Consent Agenda were dealt with as follows:

Items which were pulled for discussion were Legislative Committee, Conference 2009, Resolutions and Policy Report, Strategic Planning, Continuing Education, and Redistricting.

Approval of all other reports, as submitted, was unopposed.

**Old Business**

**Legislative Committee**

Pat Knox reported that there were no bills regarding the school nurse to student ratio currently before the General Assembly. She expressed frustration with the difficulty in getting parents to speak to the Board of Education.

Cathy Merritt reported that she had gone to Richmond for the VNA Legislative Day and had met with Johnny Joannou personally and with aides of Fred Quayle. She delivered letters from parents of Portsmouth school children and Portsmouth school nurses to both of these men and to several other delegates while she was there.

Norma stated that VASN needs a five year plan in regards to school nursing legislation. She asked that any members who were interested in working on this plan with her and Pat Knox to sign the sheet that she was sending around. Pat also recommended that each area of VASN have its own Legislative Committee to address School Boards, Superintendents, City Councils, PTA's, etc.

There was a discussion regarding a possible legislative alliance with the PTA and the VEA since we all share a common interest in serving the children of Virginia.

**Conference 2009**

Teresa Polk is the Conference 2009 Chairperson. She reported that the 2009 Conference will be held at the Westfield Marriott in Prince William County. She provided the Committee information about the hotel and her committee's ideas for making this conference really special since it will be our Anniversary Conference. Teresa informed the Executive Committee that the weekend of October 23-24 was not available at the hotel. After discussion, it was decided to move the conference to October 30-31 with the Executive Board meeting on Sunday morning, November 1, 2009.

**Resolutions and Policies**

It was discovered that these were approved by the Executive Committee in October 2007. Cathy Merritt will send these out electronically to all Executive Committee members.

### **Strategic Planning**

Topic was moved to New Business

### **Continuing Education**

VNA has informed VASN that the Executive Committee members still need to take one more course in order to be able to provide CEU's at educational events. This will be discussed further under New Business.

### **Redistricting**

Cathy Merritt reminded the Executive Members of previous discussion regarding the advantages of VASN areas being aligned with the regions of the Virginia Association of School Superintendents (VASS). There was further discussion. There was a motion by Patricia Knox that VASN Area Districts be realigned to align with the VASS regions. It was seconded by Norma Bergey (11:32 am). Unanimously approved. Janet Wright volunteered to take the VASN areas and realign the cities and counties in each of them with the VASS regions. It was also pointed out that this realignment could affect the director for each area. The realignment will be printed in the next newsletter with an explanation by Cathy Merritt, VASN President. Cathy will personally contact any area directors who are affected by this change.

### **Addendums**

#### **Private and Parochial School Nurse of the Year Award**

Deborah Zeller reported on the new wording in the format (see C1a.) which makes the PPSN SNOY application align with the public school SNOY application.

**Benefits of Professional Membership**, a power point presentation was shown to the members. This was sent by Barbara Yow, membership chair, who received it from Tia Campbell, our NASN Director. This power point can be used at school nurse meetings to demonstrate the many benefits of belonging to NASN and VASN.

### **New Business**

#### **Technology/VASN Website**

Cathy Merritt introduced Julie Taylor, who works for Information Technology in Portsmouth Public Schools. Julie presented information on how VASN can set up its own website and the costs involved in doing this. She stated that she would be happy to help VASN in this endeavor. After her presentation, Julie excused herself for the meeting room.

Dinx Jansen made a motion that VASN purchase a domain name and proceed immediately with the creation of a website for a total cost not to exceed \$1,000.00. This was seconded by Norma Bergey (12:25 pm). Discussion: it was strongly recommended that the responsibility to keep the website paid for and running be added to several Board member job descriptions. Approval was unanimous.

Norma Bergey made a motion that \$570.00 be transferred from miscellaneous to technology for web site development. Seconded by Frances Gray (12:35 pm). Approval was unanimous.

After discussing whether and how much Julie should be compensated for the creation of the VASN website, the Executive Committee decided to ask her to provide us with a rough draft of the website by its next meeting in March. The committee would decide at that point the specifics of compensating Julie for her work on the website and the possibility of her continuing as the site's Webmaster.

### **Leadership and Strategic Planning Retreat**

Tia Campbell has arranged for a cottage on the Mattaponi River for an Executive Committee retreat. This retreat will allow the committee to continue its strategic planning for VASN and to complete the course required for VASN to provide CEU's through VNA.

### **Report from Janet Wright, VDH School Age Health Specialist**

Janet brought greetings from Gwen Smith who was unable to attend today's meeting. She also reported for Tia Campbell, NASN director, who was unable to attend today's meeting (see attachment). In regards to the Endowment Fund, there was discussion of adding a line item to next year's budget for this and also, the possibility of raising money for the Endowment Fund through a 50/50 raffle at the next VASN conference. A motion was made by Norma Bergey to give \$25 to the gift fund for Donna Mazyck, outgoing NASN President, and \$75 to the Endowment Fund in her honor. Money is to be transferred from the Gift/Remembrance Fund. Seconded by Patricia Knox (1:25 pm). Approval was unanimous.

Next Meeting: March 21, 2009 at 9:30 am in Fredericksburg area (exact location TBA).

**Adjournment** at 1:33 pm.

Respectfully submitted,

Frances L. Gray  
Standing in for H. Rebull, Secretary