



To: Board of Education Members  
 Dr. Mary Pfeiffer, District Administrator

From: Timothy Gantz, Director of Pupil Services *TD*  
 Steve Dreger, Assistant District Administrator of Learning and Leadership *SD*

Date: Thursday, August 29, 2013

RE: Staffing Proposal for Nursing Services

The Winnebago County Health Department has notified the District that it would prefer to no longer provide contracted nursing services to the District, starting with the 2013-14 school year; however, they would for one more year if the District is not able to otherwise retain nursing services. While a challenge, this also creates an opportunity for our District.

**HISTORY**

The Neenah Joint School District has been contracting its primary nursing services from the City of Neenah for decades (now Winnebago County). The nursing contract with City/County has been for 1.4 FTE of nursing support. Also, to help support diabetic students, the District has, over the years, contracted with two area nursing providers (Preferred Home Health has been the primary agency).

The District had also contracted with the Neenah City Health Department for implementation of the Wisconsin Immunization requirements, which the nurses are highly involved with supporting. In 2012, the District terminated that contracted service and implemented the immunization requirements independently for the 2012-13 school year. This did not go smoothly and the nurses were limited in their ability to help since it was no longer part of their contract with the District.

This table provides an accounting of the nursing costs over the past four years.

2012-13	\$96,764.80	Registered Nurses (Winnebago County)
	\$143,132.00	Nursing Support (Preferred Home Health Care & other)
<b>Total</b>	<b>\$239,896.80</b>	
2011-12	\$111,941.41	Registered Nurses (City of Neenah)
	\$174,822.75	Nursing Support (Preferred Home Health Care & other)
<b>Total</b>	<b>\$286,764.16</b>	
2010-11	\$128,785.22	Registered Nurses (City of Neenah)
	\$118,036.00	Nursing Support (Preferred Home Health Care & other)
<b>Total</b>	<b>\$246,821.22</b>	
2009-10	\$114,186.00	Registered Nurses (City of Neenah)
	\$110,224.00	Nursing Support (Preferred Home Health Care & other)
<b>Total</b>	<b>\$224,410.00</b>	

## RECOMMENDED NURSING LEVELS

1. According to the generally accepted guidelines by the American Nurses Association (ANA) and the National Association of School Nurses (NASN), the recommended full-time nurse-to-student ratio is 1:750 in general school populations.
2. The American Academy of Pediatrics (AAP) supports having a “full-time nurse in every school as the best means of ensuring a strong connection with each student’s medical home.”

## REGIONAL SCHOOL NURSING LEVELS

Regional districts were surveyed regarding their nursing services and 20 districts replied. Since there are many different nursing model structures, direct comparisons frequently require much explanation. That said, basic comparisons provide some general information. The nurse-to-total-student-population ratio ranged from a low of 1:1,196 to a high of 1:3,800 (one school was 1:4,613 but they also had a full-time LPN at every school) with the average being 1:2,371.

Neenah’s nurse-to-student ratio for 2012-13 was 1:4,337. With the current recommendation, our ratio for 2013-14 would be 1:3,114.

It is also worth noting that when it comes to supporting their diabetic students, none of the 20 surveyed districts contract for nursing services. They cover in a variety of different ways with their own staff ranging from secretaries, teachers, paraprofessionals, Health Aides, or small amounts of LPN time. This is where significant cost savings could be achieved over the long term.

## STAFFING RECOMENDATION

1. Contract with ThedaCare to provide 2.0 FTE Registered Nurses for 189-day contract, plus 6 extended days each (an increase of 0.6 FTE from the 1.4 FTE contracted in the past from the County).
2. Maintain current allocation of 1.0 FTE Health Aide at Shattuck, and 1.0 FTE Health Aide at NHS.
3. Anticipation of starting with contracted LPNs for diabetic students; and gradually replace with our own trained staff over the course of the year. Work with nurses to determine allocation of Health Aides potentially needed at the elementary level to support diabetic students.
  - a. There will be 10 elementary diabetic students requiring varying degrees of support, with 4 being at Hoover.
  - b. The nurses would be able to help cover some of the students directly while utilizing existing staff or adding incremental educational assistant time (with proper training) to the other locations.

2013-14 Diabetic Student Projections	
Clayton Elementary	1
Coolidge Elementary	1
Hoover Elementary	4
Lakeview Elementary	1
Wilson Elementary	1
Tullar Elementary	2
Horace Mann MS	2
Shattuck MS	5
Neenah HS	5
Total	22

## COST ESTIMATES

1. RN Nursing Contract Cost Total = \$177,840
2. Additional Part-Time Staffing for Diabetic Students
  - a. 2013-14: This is difficult to estimate. As we make this transition, it will be more expensive this first year when compared to future years due to maintaining the contracted LPNs through the transition. However, the overall costs for nursing services in 2013-14 should still be at or below past year's costs.
    - i. Preferred Home Health for first 4 months = \$40,000
    - ii. Own staff to cover rest of the year = \$15,000
3. **Estimated Total: \$232,840**

The administrative recommendation reveals a savings of approximately \$7,000 this year and anticipated additional savings in future years due to the elimination of the contracted LPNs. The administrators will be available for any questions at the September 3 meeting.