

**Rochester School Board
Policy Committee Minutes
School Department Board Room
May 19, 2016**

DRAFT

Members Present:

Mr. Thomas O'Connor, Chair
Mr. Matthew Pappas
Mr. Travis Allen
Mr. Raymond Turner
Mr. Robert Watson

Members Absent:

Also Present:

Mr. Michael Hopkins
Mrs. Mary Moriarty
Mrs. Christiane Allison
HS & MS Administrators
Mrs. Amy Malone
Mrs. Karen Stokes
Guests

Mr. O'Connor called the meeting to order at 6:00 p.m. Members participated in the pledge of allegiance.

Mr. Pappas moved, second by Mr. Watson, to approve the minutes of the March 17, 2016 meeting. The motion passed unanimously.

EBBA-5, First Aid (and Emergency Care)

Mr. Turner moved, second by Mr. Pappas, to take policy EBBA-5, First Aid (and Emergency Care) off the table. The motion carried unanimously.

Mr. Hopkins provided an overview of the proposed amendment; explaining that the Narcan Kit would be stored in the AED container at each school; with the School Nurse would oversee the storing of the medication.

Mr. Turner moved, second by Mr. Watson, to recommend to the Board for first reading policy EBBA-5, First Aid (and Emergency Care) as amended. The motion passed unanimously.

IGDJA, Athletic Rules and Regulations

Mr. Hopkins reviewed the proposed amendments to the tabled policy, outlining the penalties associated with violation of policy guidelines. High School Administrators will work closely to spell out what the Teen Drug Court Program would entail; a more specific outline of the program will be provided next month.

Mr. Watson requested data be provided regarding the impact of implementing the penalties that are similar to Life of an Athlete; this information was previously request from NHIAA. Specifically, before making a decision to implement a penalty structure it would be helpful to see specific data regarding the reduction in suspensions or expulsions; data from districts that have adopted the policy – what has been the impact with a change in policy.

Mr. Hopkins will work with Mr. Hebert to collect the requested data relating to Spaulding's suspensions and expulsions and the impact of policy change within schools adopting Life of an Athlete.

Discussion ensued regarding the possible separation of "being in the presence of alcohol" and "consuming alcohol"; should the consequences be equal; what are outlying factors that contribute to a student not being aware of the presence of alcohol.

The policy will remain tabled until further data is provided for consideration.

IGDJA-1, Co-Curricular Regulations

No action taken.

School Assignment Policies

JECC, Assignment of Students to Schools

Mr. Hopkins indicated the proposed amendment was intended to look at the option to mirror the procedure at the Magnet School relative to a student moving outside of the school assignment zone and being able to remain at their school.

Mr. Pappas moved, second by Mr. Watson, to take policy JECC, Assignment of Students to Schools off the table. The motion carried unanimously.

Mr. Watson asked if the State Law regarding transporting a student to their assigned school within a specific distance would be an issue, in the event a parent could no longer transport their student. Mr. Hopkins responded that is part of the difficult decision; the amendment could cause a hardship for families that have to move that do not have the opportunity to transport their child. We are focusing on better ways to help students transition from one school to another; it might be best to have the policy remain unchanged.

Discussion regarding the pros and cons of students remaining at one school and potential transportation issues ensued. Mrs. Stokes spoke to the intention of the amendment to provide an option to students that may move frequently, to remain consistent with their educational growth.

Mr. Hopkins suggested studying the options for a year and revisiting the policy; at this time we need to work on student transition when moves need to happen. Atty. Grossman will be asked to review the ramifications of the State Law regarding transportation to their assigned school; if parents decide they do not want to transport.

Mr. Watson moved, second by Mr. Pappas, to table policy JECC, Assignment of Students to Schools as amended for further review. The motion carried unanimously.

JECC-1, Assignment of Students to Magnet Schools

No action taken.

Tabled Policies

No action taken.

Public Comment

None

Other

None

Adjournment

Mr. Pappas moved, second by Mr. Allen to adjourn at 6:30 p.m. The motion passed unanimously.

Respectfully submitted,
Mr. Thomas O'Connor, Chair

EBBA-5

FIRST AID (AND EMERGENCY CARE)

First aid or emergency treatment in case of sudden illness or injury to a student or a member of the staff while on school grounds may be given by staff, in accord with School Board policy. Further medical attention to students is the responsibility of the parents or guardian, or of someone the parents or guardian designate in case of emergency.

Each principal is charged with providing for the immediate care of ill or injured persons within his/her area of control. A school nurse or other qualified staff member will administer emergency aid.

In each school, procedures for the handling of such emergencies will be established and made known to the staff. Each school will be equipped with appropriate first aid equipment. All employees are expected to be knowledgeable about first aid and to know where first aid supplies are kept in their work areas.

Students who are too ill to remain in class should report to the nurse or designated school personnel. The nurse or designated school personnel will decide whether the student will remain in school or be sent home. If the student is allowed to go home, the nurse or designated school personnel will be required to telephone the parent or person listed on the Emergency Notification Form before the student leaves school. The student will not be allowed to leave unattended. The nurse shall keep a log of students receiving first aid and emergency care.

The principal must be notified at once of all accidents or illnesses of any consequence. A detailed accident report should be made immediately after other essentials are completed in order to ensure accuracy by the Duty Teacher or witness. Information should include name of injured, date, time of day, place, extent of injury, first aid given, disposition of case. Students are to be sent directly to the nurse's office or main office in case of accidents.

Transportation of pupils to a source of medical attention is the joint responsibility of the parents and school authorities. In the event the parent or other responsible person is not available, the school shall assume this responsibility. In cases of extreme emergency, the pupil will be transported to the hospital and the parents will be notified as soon as possible.

Naloxone/Narcan and Opioid Antagonists:

The Board authorizes the District to obtain, store and administer naloxone/Narcan and/or other opioid antagonists for emergency use in schools.

The school nurse or other properly trained staff member may administer such medication in emergency situations. Opioid antagonists will be available and accessible any time the building is occupied.

The Superintendent is authorized to procure such medication on behalf of the District.

All such medication will be clearly marked and stored in a secure space in the school nurse's office or other appropriate location. ~~Such medication will be locked at all times except when needed for administration.~~ The school nurse is responsible for will oversee the storing of the medication consistent with the manufacturer's instructions.

Local law enforcement and emergency medical service personnel will be notified if such medication is administered by the District.

Records related to the administration of such medication shall be made and maintained by the school nurse. The school nurse will follow other first aid reporting protocols, as may be determined by other Board policy or administrative directive.

Adopted: April 8, 1993
Board Review/Approved: January 13, 2009
Amended: January 5, 2012
Policy Committee Review: February 18, 2016 (*tabled*); March 17, 2016; **May 19, 2016**

ATHLETIC RULES AND REGULATIONS

SPAULDING HIGH SCHOOL/ROCHESTER MIDDLE SCHOOL ATHLETIC RULES AND REGULATIONS ROCHESTER, NEW HAMPSHIRE

PREFACE

The following rules and regulations have been designed to bring about an understanding between the student-athlete, the family, and the Athletic Department. It is required that the student-athlete and parent/guardian sign this agreement, thereby fully realizing the effort and dedication that the program requires. By signing this agreement it indicates a full knowledge and understanding of the rules, regulations, dedication and supports that participating in this and all sports demand.

GENERAL ROLE AND RESPONSIBILITY

It is expected that the student-athlete will display appropriate behavior in school, contribute to school spirit by participating in various events such as rallies, respect the abilities of the other sports, and show a spirit of cooperation with teachers and school officials.

ELIGIBILITY

1. Student athletes must abide by the N.H.I.A.A. eligibility rules. A copy of the rules may be seen by contacting the Athletic Director and/or coaches.
2. Physicals completed **prior** to June 1st of a student's eighth grade year, are good for one year. Physicals completed **after** June 1st of a student's eighth grade year, are good for the remainder of their high school eligibility.
3. A student may not compete in interscholastic athletics during that school year if his/her nineteenth birthday is on or before September 1st.
4. No student is eligible for competition for more than eight consecutive semesters beyond the eighth grade.
5. Student-athletes shall become eligible or ineligible during the school year when report cards are issued at the end of each quarter. It shall be the responsibility of the Athletic Director and Principal to check the academic eligibility of all student athletes.
6. Student eligibility is based on quarter grades and not final grades. The current NHIAA requirement for a school with block scheduling is to pass the equivalent of four units per quarter. A one-credit course meeting ninety (90) minutes per day, carries an equivalency of two units. A student-athlete must meet the minimum requirements for eligibility by NHIAA standards, plus receive no more than one Not Yet Competent (NYC) **or** Insufficient Work Show (IWS) each mid semester grade or final grade for a nine week course. A passing grade is based on the current policy of the Rochester School Board. Academic eligibility applies to all student-athletes in all sports at all times. Credit(s) received through Summer School does not count as a passing grade.
7. Any student-athlete suspended from school is also suspended from extra-curricular activities for the same duration of time.
8. Any student-athlete who at any time has received financial compensation for participating in sports that are recognized by the N.H.I.A.A. shall render the student ineligible for all high school sports from the date of receiving compensation.
9. The student-athlete is responsible for, and must return; any equipment used or make restitution for same prior to participation in another sport or graduation.

RULES AND REGULATIONS REGARDING PARTICIPATION

The student-athlete, while a member of a sanctioned school team, must abide by the following rules and regulations or be expelled from that team:

1. During the season of practice or play, a student-athlete shall not, regardless of the quantity, use or consume, possess, be in the presence of, buy/sell or transfer any substance containing **marijuana, alcohol, tobacco, alcohol, marijuana,** or any controlled substance (the only exceptions are: a student in the company of their parent/guardian that is using tobacco or consuming alcohol, or controlled substance(s) prescribed for that specific student). PENALTY: ~~Sport season expulsion.~~

First Offense:

- Parent(s) will be notified.
- Student will be suspended from the team or activity for 25% of the season games. If there is not 25% of the season remaining, the student would serve remaining games but also be subject to fulfilling the remainder of the consequences before playing another sport
- Student will be reinstated after suspension, if he/she agrees to, and follows through with:
 1. Writing a reflective narrative, apology to the team and those involved in the incident (once approved, athlete may practice).
 2. Attending and completing Teen Drug Court program.
 3. Performing ten (10) hours of community service pertinent to the offense, and not inclusive of any other school community service requirement.
- Failure to comply will result in removal from sports or activities for the season.

Second Offense:

- Parent will be notified.
- Student will be suspended from ~~the team or activity~~ participating with all sports for 365 days.

Third Offense:

- Parent will be notified.
- Student will be suspended from all sports or activities for the remainder of the student's High School career.

Note: Violations are cumulative over a course of a student's four year career at Spaulding HS

2. No stealing or vandalism of: athletic or school equipment or property; property of coaches, managers, teammates, or other teams' personnel; buses, practice or game facilities; or any other establishment visited as a team member. PENALTY: Sport season expulsion.
3. All student-athletes will adhere to all obligations and attendance policies developed by the coaches. Other than for medical or personal matters which have been cleared through the Athletic Director or Principal, excused absences are permissible for family vacation trips, school sponsored trips and academically enriching trips. Academically enriching trips are educationally related trips where the school staff has been given permission to advertise on school premises by the School Board. Coaches will be notified in writing at least 4 weeks in advance of a trip. Failure to notify the coach in advance may result in removal from the team.
4. The Principal and/or the Athletic Director may expel a student-athlete from a sport team if a violation occurred prior to the beginning of the season or during the season.
5. It is a violation of this agreement if a student-athlete, by their actions, words, and or behavior inside or outside of the school environment brings dishonor or discredit to the reputation of the school or athletic program may be suspended or removed from the team. PENALTY: Game(s) suspension and may include sport season expulsion.

6. Gross misconduct, including but not limited to assault on an advisor, coach, judge, official, participant, opponent or spectator; inappropriate behavior and/or obscene language; cheating; directing threats or obscene gestures at an advisory, coach, judge, official, participant, opponent or spectator. If any of these behaviors occur while participating in or attending a scholastic interscholastic event, suspension or removal from a team may occur. PENALTY: Game(s) suspension and may include sport season expulsion.

Any violation or infraction of the above rules and regulations will result in the following:

1. All violations or infractions warranting expulsion must be investigated by the coach. When verification confirms the infractions, the coach will immediately suspend the student-athlete from further team participation.
2. The Athletic Director will review the violations or infractions, the investigation of the coach, and if in agreement, will dismiss the student-athlete from further athletic participation on that team that school year.
3. The coach or Athletic Director will notify the student-athlete and the parents/guardians regarding his/her decision.
4. Any appeal of dismissal shall take no more than ten days from the date of temporary suspension.
5. Any dismissal may be appealed through the normal chain of command, which is: Coach, Athletic Director, Principal, **and** Superintendent, and School Board.
 - a. Any student who is suspended from a sanctioned school team has a right to appeal the decision.
 - i. Suspensions of the first level can be appealed to the Principal
 - ii. The basis of the appeal would typically include:
 - A decision lacks substantive basis in fact to support the findings.
 - There is incongruity between the disciplinary action and the findings.
 - There has been unfairness in the hearing process.
 - There is newly discovered important evidence not known at the time of the hearing or disciplinary action.
 - 5-iii. The burden of proof is on the appellant that no substantial evidence to support the finding is present.
6. Any second expulsion ~~during the same school year~~ shall result in suspension from all athletics for 365 days from the time of the second infraction.

(Consent Form is on Page 4)

(Consent Form)

**SPAULDING HIGH SCHOOL/ROCHESTER MIDDLE SCHOOL
PARENT'S OR GUARDIAN'S CONSENT FORM
ATHLETIC ACTIVITIES**

TO THE PRINCIPAL OF SPAULDING HIGH SCHOOL/ROCHESTER MIDDLE SCHOOL:

My child, _____ is a candidate for participation in
(please print name)
_____ at Spaulding High School or Rochester Middle School.
(Activity/Sport)

I hereby grant permission to participate under the supervision of regularly appointed instructors or coaches. In giving this consent, I do so with full understanding that Spaulding High School or the Rochester, NH School Department assumes no financial liability for any accident or injury to a pupil which may occur as a result of participation in this activity or while traveling to or from an activity, contest, meet, game, scrimmage or practice.

It is the policy of the Spaulding High School Athletic Program that any student-athlete that has an unexcused absence from a practice or game, will not be able to participate in the next scheduled game.

My child (student-athlete) is insured by the following company:

Insurance Company: _____
Insurance #: _____

No Insurance:

BUS POLICY

1. Coaches are responsible for all athletes before, during and after away games and scrimmage trips on buses.
2. Food and drink are not to be brought on bus trips except in special situations which further require notification of the bus driver beforehand
3. It is the coach's responsibility to see that all buses are left clean.
4. When it is necessary to travel by private automobiles, the proper form must be filled out beforehand and signed by the parent and coach. If a parent plans to transport their student athlete from a game in a private automobile, approved written permission must be obtained prior to the athletic event by the Athletic Director or School Administrator. The Coach cannot grant permission at an away game.
5. Spectators are not to be transported on athletic buses.
6. Coaches will discipline those student-athletes that behave in a manner which demeans their stature as a Spaulding High School athlete, such as throwing waste, swearing at pedestrians, and so forth.

DISMISSALS AND SCHOOL ATTENDANCE

1. School rules pertain to all school activities.
2. If a student-athlete is dismissed during the school day for other than medical appointments or personal matters which have been cleared through the Athletic Director or Principal, he/she will not be allowed to participate in athletic activities that day.
3. Any student-athlete absent from school or portion thereof, without the authorization of the Athletic Director or Principal, will not be allowed to participate in any athletic event that day, practices included.
4. An unauthorized absentee on any day, or portion thereof, prior to a weekend, vacation, or holiday, is ineligible to participate in any athletic event during time that school is not in session (weekend, vacations, holidays, etc.).

I have read the enclosed pages of the Spaulding High School athletic and insurance policy. I hereby agree to support and abide by these policies:

Student-Athlete Signature: _____ Date: _____

Parent/Guardian

Signature(s): _____ Date: _____

Home phone: _____ Work phone: _____ Emergency phone: _____

Adopted: June 9, 1994

Amended: October 12, 2006

May 8, 2009

April 8, 2010

November 10, 2010

September 8, 2011

December 8, 2011

September 12, 2013

Policy Committee Review: May 21, 2015 (tabled); May 19, 2016 (discussion no action taken)

JECC

ASSIGNMENT OF STUDENTS TO SCHOOLS

It shall be the duty of the Superintendent or the Superintendent's designee to assign students to schools.

Students shall be assigned to schools based upon their home address. The specific assignments zones shall be reviewed by the administration on an annual basis, and updated on the district's website.

The only exceptions are listed below:

If a student moves within Rochester after they begin attendance at an elementary school, a parent/guardian may choose to provide transportation for the student to remain at their original elementary school assignment. If the parent/guardian is unable to provide reliable transportation, the student will be re-assigned in the elementary school based on their assignment zone. If regular attendance becomes a concern, the student may be transferred to the school within their assignment zone.

1. Special needs of specifically coded students.
2. Class size in each school building, understanding that the Rochester School Board goals for class size have been set at 18 in kindergarten, 22 students per classroom in grades 1, 2 and 25 students per classroom in grades 3, 4 and 5.
3. Siblings would remain in the same school building (except in the case of the Nancy Loud School, and School Street School which do not house all elementary grades)
4. Magnet School Assignments by policy JECC-1, Assignment of Students to Magnet Schools.

The Special Services Committee shall hear appeals of student assignments. The Committee shall make a recommendation to the Board for final approval of any change in student assignments.

Adopted: July 17, 1997

Amended: September 8, 2005

Amended: August 13, 2009

Amended: June 13, 2013

Policy Committee Review: February 18, 2016 (*tabled*); ~~March 17, 2016~~; May 19, 2016 (*tabled*)