

**Rochester School Board
Policy Committee Minutes
School Department Board Room
July 21, 2016**

DRAFT

Members Present:

Mr. Robert Watson, Acting Chair
Mr. Travis Allen
Mr. Raymond Turner
Mrs. Amy Malone

Members Absent:

Mr. Thomas O'Connor
Mr. Matthew Pappas

Also Present:

Mr. Michael Hopkins
Mr. Kyle Repucci
Mrs. Christiane Allison
Ms. Julie Brown
Guests

Mr. Lynch, School Board Chair assigned Mr. Robert Watson as Chair of the Committee for this meeting in the absence of the Policy Committee Chair and Vice-Chair. Mr. Watson appointed Mrs. Malone as a member of the committee to establish a quorum.

The meeting to order at 6:00 p.m. Members participated in the pledge of allegiance.

Mr. Allen moved, second by Mrs. Malone, to approve the minutes of the June 23, 2016, 2016 meeting. The motion passed unanimously.

School Assignment Policies

Mr. Allen moved, second by Mrs. Malone, to recommend to the Board for second reading and approval policy JECC, Assignment of Students to Schools; and policy JECC-1, Assignment of Students to Magnet Schools as amended. The motion carried unanimously.

IGDJA, Athletic Rules and Regulations

Mr. Allen moved, second by Mrs. Malone, to take policy IGDJA, Athletic Rules and Regulations off the table. The motion carried unanimously.

Mr. Hopkins provided an overview of the information received supporting the suggested amendments to the current policy that provided requested statistics and data related to students' response with the implementation of restorative justice and/or one and done policies and procedures.

Mr. Hebert, Athletic Director introduced Ms. Donna Arias, Program Director from NHIAA and Student Athlete Leadership Team (SALT) representatives. Ms. Arias discussed the comparison of the One and Done and Restorative Justice Models; noting the positive impact seen with the Restorative Justice Model. With an opportunity for team members to be supportive of the student athlete and for them to take ownership of their violation statistics show, that students with alcohol or drug violations were more likely to respond with this model. A second offense carries a much stronger penalty – as it is accumulative over a 4-year period.

Mr. Watson wanted to confirm that Mr. Hebert would enforce and reinforce the penalties associated with violations. Mr. Hebert confirmed his commitment to the Life of an Athlete Restorative Justice Model; students will continue to be educated on the expected code of conduct and penalties for violation.

Ms. Shannon Colson, SALT Member; Mrs. Sheila Colson, SHS Coach; and Ms. Nicole Rodler, Rochester Juvenile Diversion Coordinator expressed their support for the Restorative Justice Model. Discussion ensued regarding the importance of the education piece of this program for students; there is an opportunity for students to learn the consequences of poor choices and provides an opportunity to overcome issues.

Mr. Allen moved, second by Mrs. Malone, to recommend to the Board for first reading policy IGJDA, Athletic Rules and Regulations as amended. The motion carried unanimously.

IGDJA-1, Co-Curricular Regulations

Mr. Allen moved, second by Mrs. Malone, to recommend to the Board for first reading policy IGDJA-1, Co-Curricular Regulations as amended. The motion carried unanimously.

BCD, Board-Superintendent Relationship

Mr. Hopkins noted this policy was brought forward by recommendation of Mr. Pappas for review of Board communication with staff. The policy should be signed by School Board Members acknowledging the line of communication with staff if the decision is made to move forward with Adopt-a-School concept.

Mr. Allen moved, second by Mrs. Malone, to recommend to the Board for first reading and review policy BCD, Board-Superintendent Relationship. The motion carried unanimously.

BCA, Board Organization and Meetings

Mr. Hopkins reviewed the Attorney General's recommendations regarding attendance at meetings remotely, in response to several Board members inquiry about participating at meetings via electronic options. Due to time constraints the Committee deferred further discussion to the next Policy Committee meeting.

JBAB, Transgender and Gender Nonconforming (new)

No action taken.

Tabled Policies

No action taken.

Public Comment

None

Other

None

Adjournment

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

Respectfully submitted,

Mr. Robert Watson, Appointed Chair

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:

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*);
June 23, 2016 (no change); July 21, 2016

JECC-1

ASSIGNMENT OF STUDENTS TO MAGNET SCHOOLS

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

The Maple Street Magnet School Assignment will be based on the criteria outlined below. Elementary students from the entire Rochester community are eligible to request the magnet school. The Superintendent will determine the number of students in each class, which will determine the available slots. The kindergarten classroom will have at least 5 students from the former Maple Street School assignment zone. Requests for available slots will be accepted from February 1st. If there are more requests than slots available, then a lottery will be used for any open slots and a waiting list established. The lottery will occur near the end of March each year.

The lottery will select student ID numbers and families will be chosen to attend the magnet school based on the order of the lottery. If a family is applying for the magnet school, each student would have a chance to be selected. The first family member selected would allow entry of all students into the magnet school, if there is room in the grade for that student.

If a student will be enrolled in the magnet school, for the following school year their ~~younger-incoming kindergarten~~ siblings will be enrolled without being included in the lottery. If an older sibling had attended the school, but is not currently enrolled, the student must be part of the lottery.

If a student is offered an available slot before the start of the school year, and decides not to accept the slot, they will be removed from the waiting list. If a slot becomes available during the school year, not accepting the transfer does not remove the student from the waiting list.

The waiting list will continue from year to year, and new requests for attendance will be added to the waiting list, based on the lottery.

Adopted: July 12, 2012

Amended: March 14, 2013

Policy Committee Review: February 18, 2016(*tabled*); May 19, 2016 (no action taken): June 23, 2016:
July 21, 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) (Tabled); July 21, 2016

CO-CURRICULAR REGULATIONS

**SPAULDING HIGH SCHOOL
CO-CURRICULAR
ROCHESTER, NEW HAMPSHIRE**

PREFACE

The following rules and regulations have been designed for co-curricular participation..

GENERAL ROLE AND RESPONSIBILITY

It is expected that the student will display appropriate behavior in school, contribute to school through participation in various clubs and events

ELIGIBILITY

1. Students must abide by the rules of Spaulding High School and may be denied access to co-curricular activities based on disciplinary action
2. 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 90 minutes per day, carries an equivalency of two units. A student must meet the minimum requirements for eligibility by NHIAA standards, plus receive no more than one Not Yet Competent (NYC) **or** Insufficient Work Shown (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 students in all activities at all times.
3. Any student suspended from school is also suspended from co-curricular activities for the same duration of time.
4. A student in band, chorus, ROTC, or other credit-based activities that does not meet the eligibility standard must develop a plan with the Instructor and the administration to improve their grades or be ineligible to participate in after school and weekend activities. The grades will be reviewed on a weekly basis to determine participation in continued after school and weekend activities.
5. Co-Curricular Activities include school clubs, organizations and any school sponsored formal or semi-formal organizations. The co-curricular programs include but are not limited to: class council, yearbook, FBLA, Health Occupations, HERO, Key Club, Literary Magazine, Math Team, Mu Alpha Theta, National Honor Society, Newspaper, SADD, Student Council, Art Club and similar programs at the High School.

RULES AND REGULATIONS REGARDING PARTICIPATION

The student, while a member of a sanctioned co-curricular organization, must abide by the following rules and regulations or be expelled from that organization:

1. A student shall not, regardless of the quantity, use or consume, possess, be in the presence of, buy/sell or transfer any substance containing tobacco, alcohol, marijuana, **drug paraphernalia**, 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:**

First Offense:

- Parent(s) will be notified.
- Student will be suspended from the team or activity for 25% of the season. 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 participating in any other co-curricular activity.
- 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 participating with all co-curricular activities 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

- ~~1.2.~~ No stealing or vandalism of: property, buses, or any other establishment visited as a student.
- ~~2.3.~~ All students will adhere to all obligations and attendance policies developed by the advisors. Other than for medical or personal matters which have been cleared through the advisor 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. Advisors will be notified in writing in advance of a trip.
- ~~3.4.~~ The Principal may expel a student from an activity if a violation occurred during or prior to the beginning of the activity for the school year.
- ~~4.5.~~ It is a violation of this agreement if a student, by their actions, words, and or behavior inside or outside of the school environment brings dishonor or discredit to the reputation of the school may be suspended or removed from the organization.
- ~~5.6.~~ Gross misconduct, including but not limited to assault; inappropriate behavior and/or obscene language; cheating; directing threats or obscene gestures at an advisor, judge, official, participant, or opponent.

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 advisor. When verification confirms the infractions, the advisor will immediately suspend the student from

further participation.

2. The Principal or designee will review the violations or infractions, the investigation of the advisor and if in agreement, will dismiss the student from participation in any organization that school year.
3. The Principal or designee and/or advisor will notify the student 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: Advisor, 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.
 - iii. The burden of proof is on the appellant that no substantial evidence to support the finding is present.

(Consent form is on Page 4)

**SPAULDING HIGH SCHOOL
PARENT'S OR GUARDIAN'S CONSENT FORM
CO-CURRICULAR ACTIVITIES**

TO THE PRINCIPAL OF SPAULDING HIGH SCHOOL:

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

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

My child is insured by the following company:

Insurance Company: _____
Insurance #: _____

No Insurance:

BUS POLICY

1. Advisors are responsible for all students before, during and after 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 advisor'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 advisor. If a parent plans to transport their student from a co-curricular activity in a private automobile, approved written permission must be obtained prior to the activity by the Athletic Director or School Administrator. The Coach or Advisor cannot grant permission at an away activity.
5. Advisors will discipline those students that behave in a manner which is unacceptable.

DISMISSALS AND SCHOOL ATTENDANCE

1. School rules pertain to all school activities.
2. If a student is dismissed during the school day for other than medical appointments or personal matters which have been cleared through the Principal or designee, he/she will not be allowed to participate in co-curricular activities that day.
3. Any student absent from school or portion thereof, without the authorization of the Principal or designee, will not be allowed to participate in any event that day.

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

Participant Signature: _____ Date: _____
Parent/Guardian
Signature(s): _____ Date: _____

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

Adopted: October 12, 2006

Amended: April 8, 2010; September 8, 2011; September 12, 2013

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

BCD

BOARD-SUPERINTENDENT RELATIONSHIP

The Superintendent will keep the Board currently informed in all areas pertaining to the operation of the schools. He/she will prepare or cause to be prepared reports to the Board to facilitate their decisions. He/she will prepare the agenda for each Board meeting and will attend all meetings and participate in all deliberations except when his/her contract is being considered.

He/she will administer the schools in conformity with the adopted policies of the board, the State Board of Education, and state law making such administrative rules and regulations as may be necessary. He/she will be ultimately responsible for all areas reporting directly to him/her which include instruction, business management, personnel, pupil personnel, technical, vocational and continuing education, employee relations, information and community services, and federal and special programs. He/she will coordinate these functions to obtain the efficient operation of schools for the benefit of the total community.

The responsibilities of the Superintendent in a cooperative climate with the Board are identified as:

Board

1. To select a competent, established educational leader as Superintendent
2. To serve as a policy making body.
3. To allow the Superintendent to administer the schools.
4. To exercise sound judgment in business affairs of the school corporation.
5. To deal always in an ethical, honest, straight-forward, open-and-above board manner with the Superintendent and community.
6. To provide within budget limitations necessary personnel.
7. To approve an organizational pattern for the administration.
8. To take legal actions required by law.
9. To examine and approve an annual budget.

Superintendent

- To administer effectively and provide the professional, educational leadership necessary.
- To recommend sound policy and implement adopted policies by formulating and enforcing rules and regulations.
- To make Board policy effective through efficient administration.
- To keep the Board informed on financial matters, do sound long-range planning, and keep current expenditures within the approved budget.
- To deal always in an honest, professional, straight-forward open-and-above board manner with the Board, the staff, and the community.
- To present personnel needs to the Board
- To make assignments for each position with the Board's authorization.
- To recommend to the Board all action required by law.
- To recommend an annual budget with necessary supporting data.

Board

10. To function as Board rather than as individuals.
11. To carry on communications with the staff members through the Superintendent.
12. To hold the Superintendent accountable for results.
13. To remember that schools exist for the benefit of the students and the community.
14. To fulfill such other duties required by regulations of the State Board of Education and state law.

Superintendent

- To deal with the Board as a whole rather than with individual members.
- To see that the staff can have necessary communication through the Superintendent with the Board.
- To accept responsibility for results.
- To remember that schools exist for the benefit of the students and the community.
- To fulfill such other duties required by regulations of the State Board of Education and state law.

Adopted: April 8, 1993

Amended: June 12, 2008

Policy Committee Review: December 17, 2015; January 21, 2016 (tabled); July 21, 2016