

**Rochester School Board
Policy Committee Minutes
School Department Board Room
August 18, 2016**

DRAFT

Members Present:

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

Members Absent:

Also Present:

Mr. Michael Hopkins
Mr. Kyle Repucci
Mrs. Christiane Allison
HS/MS Administrators
Press & Public

The meeting to order at 6:00 p.m. with a quorum present.

Mr. Turner moved, second by Mr. Pappas, to approve the minutes of the July 21, 2016, 2016 meeting. The motion passed unanimously.

Policies for 2nd Reading

Mr. Pappas moved, second by Mr. Turner, to recommend to the Board for second reading and adoption policy IGDJA, Athletic Rules and Regulations as amended.

Mr. Watson moved, second by Mr. Turner, to amend the motion to state that the Head Coach has the authority to discipline student-athletes beyond what is outlined in the policy. The motion carried unanimously.

The motion on the floor as amended carried unanimously.

Mr. Pappas moved, second by Mr. Turner, to recommend to the Board for second reading and adoption policy IGDJA-1, Co-Curricular Regulations as amended. The motion carried unanimously.

Mr. Watson moved, second by Mr. Pappas, to recommend to the Board for second reading and review policy BCD, Board-Superintendent Relationship. The motion carried unanimously.

Middle School Athletic Rules and Regulations, IGDJA-RMS

Mr. Hopkins reviewed proposed policy IGDJA-RMS; this policy has a slight variation under eligibility from the High School policy. The goal is to reinforce educating middle school students of the importance of academics; and maintaining or working towards good grades. We will make certain there is coordination between the coaches and Principal in regards to grades.

Mr. Pappas moved, second by Mr. Turner, to recommend to the Board for first reading policy IGDJA-RMS, Middle School Athletic Rules and Regulations. The motion carried unanimously.

BCA, Board Organization and Meetings

Mr. Hopkins reviewed the amendment to the policy which incorporates advice from the Attorney General on how to handle meetings with electronic options and the process and procedure for emergency meetings.

Discussion ensued regarding the pros and cons of moving forward with the amending the policy. Changes have been made within current policy to ensure a quorum can be achieved at Committee meetings and there has never been an issue with Regular Board meetings relating to a quorum being present. Mr. Watson does not support the policy as amended. Electronic access does provide an opportunity for Board members to participate in important decision making if they are out of state or unable to attend in person.

Mr. Pappas moved, second by Mr. Turner, to recommend to the Board for first reading policy BCA, Board Organization and Meetings as amended. The motion carried by majority vote.

JBAB, Transgender and Gender Nonconforming (new)

Mr. Hopkins reviewed the proposed policy and attached procedures. The procedures are the key part of how the school will work with students and develop a plan and address concerns with the student and parent involved. He emphasized that we understand that any student has a right to privacy, and we will work with all students to ensure their privacy. Administration has been working on this for a while.

Mr. Pappas moved, second by Mr. Watson, to recommend to the Board for first reading policy JBAB, Transgender and Gender Nonconforming. The motion carried unanimously.

Tabled Policies

Next month will bring some of the tabled policies to Committee for action.

Public Comment

None

Other

None

Adjournment

Mr. Pappas moved, second by Mr. Watson to adjourn at 6:21 p.m. The motion passed unanimously.

Respectfully submitted,
Mr. Robert Watson, Appointed Chair

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. 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

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, Superintendent, and School Board.
 - a. Any student-athlete 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.

NOTE: The Head Coach has the authority to discipline student-athletes beyond what is outlined within this policy.

(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-student-athlete~~ 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;
August 18, 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, 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; August 18, 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;
August 18, 2016

ATHLETIC RULES AND REGULATIONS

**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. Since Progress Reports are a snapshot in time regarding the journey to Competency, it is required that a grade of NYC or IWS will not hurt a student's ability to participate in a sport at the Middle School level.
2. It is required that Coaches use the closest Progress Report at the start of tryouts. Verification of the dates Progress Reports are issued should be obtained from the RMS Principal.
3. All students are allowed to try out for a sport and are chosen based upon their ability, skill level and the quality of their tryout performance.
4. Once the team has been chosen, the student-athlete has ten school days to become Competent in all academic areas. The Competency grade is based upon overall grade in each subject area including Unified Arts class.
5. In the event that a student-athlete has a grade of NYC or IWS in any class during the season, the student has up to ten full days to become Competent in the class(es) that he or she is not Competent in at Progress Report time. The student-athlete may participate in games during the ten day period.
6. At the end of the ten day period, if the student continues to have a grade of NYC or IWS, he/she can remain on the team but cannot play until the grade of NYC or IWS is Competent.
7. These procedures include ALL sport seasons.
8. Any student-athlete suspended from school is also suspended from extra-curricular activities for the same duration of time.
9. The student-athlete is responsible for, and must return; any equipment used or make restitution for same prior to participation in another sport.

Parent/Guardian and Student Athlete: Please initial below to confirm that you have read and understand the rules and policies detailed on this page.

Parent/Guardian Initials: _____

Date: _____

Student-Athlete Initials: _____

Date: _____

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, 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:

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 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 Middle School career.

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.

2. 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.
3. 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.
4. 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. : Game(s) suspension and may include sport season expulsion.

5. 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-athlete 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.
6. Any second expulsion shall result in suspension from all athletics for 365 days from the time of the second infraction.

Parent/Guardian and Student Athlete: Please initial below to confirm that you have read and understand the rules and policies detailed on this page.

Parent/Guardian Initials: _____

Date: _____

Student-Athlete Initials: _____

Date: _____

All three pages of this form must be returned signed/initialed as indicated by both the parent/guardian and student-athlete.

(Consent Form)

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

TO THE PRINCIPAL OF ROCHESTER MIDDLE SCHOOL:

My child, _____ is a candidate for participation in
(please print name)

_____ at 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 Rochester Middle School or the Rochester, NH School Department assumes no financial liability for any accident or injury to a student-athlete 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.

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 Rochester Middle 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 Rochester Middle 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: _____

BOARD ORGANIZATION AND MEETINGS

In accordance with Rochester City Charter, Section 32: School Board Meetings - The School Board shall meet not later than the second Thursday of each January immediately following municipal election. The date, time, and place of such meeting shall be set by a majority vote of the School Board at the December meeting immediately after said municipal election. The School Board shall meet at least once in every other month at such hours, on such days of the week, and at such intervals as the School Board determines at its January meeting. Special Meetings of the School Board shall be held upon notice being delivered by the Superintendent of Schools to each School Board member, or delivered to an address within the City of Rochester previously specified by each School Board member to the Superintendent of Schools. The Superintendent of Schools shall call a Special Meeting of the School Board at the written request of the Chair of the School Board, or at the written request of a majority of the School Board. The School Board shall establish its own rules. A majority of the School Board shall constitute a quorum for the transaction of its business.

The School Board shall, at its first regular meeting in January following each regular municipal election, choose one of its members to be Chair for a term of two (2) years. The Chair shall preside at all meetings of the School Board, and may speak and vote in such meetings.

The School Board shall, at its first regular meeting in January following each regular municipal election, choose one of its members to be Vice-Chair for a term of two (2) years. The Vice-Chair of the School Board shall act as Chair in the absence of the Chair. Upon the School Board declaring the office of Chair of the School Board vacant, the Vice Chair shall serve as Chair for the balance of the unexpired term.

Regular Board Meetings

Unless otherwise altered, by Board action, regular meetings of the Board shall be held at the Council Chambers of City Hall on the second Thursday of each month, beginning at 7:00 p.m.

All regular meetings shall be open to the public and the press.

All changes of regular meetings from normal dates shall be advertised at least two days prior to the date of the meeting.

Member Participation and Attendance at Meetings

Except in an emergency, a quorum of the public body shall be physically present at the location specified in the meeting notice. (RSA 91-A:2 III(b))

A member of the public body may participate in a meeting other than by attending in person at the location of the meeting only when attending in person is not reasonably practical. (RSA 91-A:2(a)). The reason for participation from some place other than the location of the meeting shall be stated in the minutes of the meeting. (RSA 91-A:2, III(a))

Each member participating remotely, whether by phone, electronically, or otherwise, must be able to simultaneously hear each other member and speak to each other member during the meeting. The member participating remotely must also be audible or otherwise discernible to the public in attendance at the meeting's location. (RSA 91-A:2, III(c)). One practical solution is participating by telephone, provided there is a speaker phone used in the meeting room that can be heard by the public.

Any member participating remotely must identify all other persons present at the place from which the member is participating. (RSA 91-A:2, III(c)).

A member participating in a meeting remotely is deemed to be present at the meeting for purposes of voting. All votes taken during a meeting in which any member participates remotely shall be by roll call vote. (RSA 91-A:2, III(e)). The Right-to-Know law does not explicitly require that every roll call vote be recorded member by member in the minutes. However, compliance with the roll call requirement should be documented.

No meeting shall be conducted by electronic mail or any other form of communication that does not permit the public to hear, read, or otherwise discern the meeting discussion contemporaneously at the meeting location specified in the meeting notice (RSA 91-A:2, III(c)).

RSA 91-A:2 III(c) explicitly requires that when a member ins participating remotely each part of a meeting required to be open to the public shall be as audible or otherwise discernible to the public as it would be if all members were participating in person.

Emergency Meetings

“Emergency” means that immediate action is imperative and the physical presence of a quorum is not reasonable practical within the period of time requiring action. (RSA 91-A:2, II)

The determination than an emergency exists shall be made by the chairman or presiding officer of the public body. The facts upon which that determination is based shall be included in the minutes of the meeting. (RSA 91-A:2, III(b)).

In an emergency there still must be a location specified in the notice which is available for public attendance. Therefore, as a practical matter, most emergency meetings will involve at least one member present at the public location. Other members may attend electronically, provided the requirements described herein are met.

Generally, a public body should plan to hold meetings in a space that is accessible to persons with disabilities and that will accommodate any reasonably anticipated public attendance. If necessary, the body should make provisions for amplifying the discussion between members and parties presenting to the public body.

Legal Reference: Rochester City Charter, Section 32
 RSA 91-A:2

Adopted: April 8, 1993
Amended: June 12, 2008
Amended: February 14, 2013
Amended: June 13, 2013
Committee Review: ~~July 21, 2016~~ August 18, 2016

JBAB

TRANSGENDER AND GENDER NONCONFORMING

It is the goal of the Rochester School District, as always to foster a learning environment that is safe, and free from discrimination, harassment and bullying as well as to assist in the educational and social integration of transgender and gender nonconforming students in our schools. This policy is intended to be interpreted in light of applicable federal and state laws and regulations, as well as Board policies, procedures and school rules.

This policy is not intended to anticipate every possible situation that may occur, since the needs of particular students and families differ depending on the student's age and other factors. In addition, the programs, facilities and resources of each school also differ. Administrators and school staff are expected to consider the needs of students on a case- by-case basis, and to utilize this policy and other available resources as appropriate.

The term "transgender" is an umbrella term for an individual whose gender identity or expression is different from that traditionally associated with their assigned sex at birth. A student will be considered transgender if, at school, they consistently assert a gender identity or expression different from that traditionally associated with assigned sex at birth. This includes students who identify as transgender, or who are gender nonconforming. This involves more than a casual declaration of gender identity or expression, but it does not necessarily require a medical diagnosis.

Proposed: ~~July 21, 2016~~ August 18, 2016

Transgender and Gender Nonconforming Procedure

In accordance with policy JBAB, a student will be considered transgender if, at school, they consistently assert a gender identity or expression different from that traditionally associated with their assigned sex at birth. This involves more than a casual declaration of gender identity or expression, but it does not necessarily require a medical diagnosis.

The following definitions are not intended to provide rigid labels for students, but to assist in discussing and addressing the needs of students. The terminology in this area is constantly evolving, and preference for particular terminology vary widely. Administrators, school staff, volunteers, students and others who interact with students are expected to be sensitive to the ways in which particular transgender students may wish to be identified. However, for the sake of brevity, this policy refers to “transgender students.”

1. *Gender identity* – A person’s deeply held sense or psychological knowledge of their own gender. One’s gender identity can be the same or different than that traditionally associated with their assigned sex at birth.
2. *Gender expression* – The multiple ways in which a person represents or expresses their gender to others, often through behavior, clothing, hairstyles, activities, voice or mannerisms. Gender expression could be referred to as masculine, feminine, gender nonconforming, etc.
3. *Cisgender* – A person whose gender identity and expression are aligned with those traditionally associated with their assigned sex at birth.
4. *Transgender* – A person whose gender identity and/or expression is not aligned with - that traditionally associated with their assigned sex at birth. “Transgender” is often used as an umbrella term to refer to students who identify as transgender, or who are gender nonconforming or gender non-binary, gender variant, genderfluid, genderqueer, agender, non-labeling, in the process of questioning their gender, etc.
5. *Gender nonconforming* – Describes an individual whose gender expression, behaviors, or interests are different from societal and stereotypical gender expectations traditionally associated with their assigned sex at birth.
6. *Gender non-binary* – Describes an individual whose gender identity and/or expression does not align with the gender binary of male or female. A gender non-binary person may describe their gender identity and/or expression as androgynous, genderfluid, genderqueer, agender, non-labeling, etc.
7. *Genderfluid* – Describes an individual whose gender identity and/or expression may be gender nonconforming or non-binary, who has a wider and more flexible range of gender expression that may even change from day to day. While the gender expression of a student who is genderfluid is flexible or may appear to change with some frequency, their genderfluid identity can be recognized as the “gender which the student consistently asserts at school” in regards to this policy.
8. *Gender Transition* – The process by which a person goes from living and identifying as one gender to living and identifying as another gender. Gender transition is typically prompted by the feeling that an individual’s gender identity does not match the one typically associated with their assigned sex at birth. Examples include: transitioning from a boy to a girl, a girl to a boy, a girl to gender non-binary, or a boy to gender non-binary. For most elementary and secondary students, this involves no or minimal medical interventions. In most cases, transgender students under the age of 18 are in a process of “social transition” from one gender to another.

Sexual orientation – Describes a person’s romantic and/or sexual attraction. Sexual orientation is different and not the same as gender identity or gender expression. In this policy, sexual orientation refers to an individual’s “actual or perceived” sexual orientation.

This procedure will be used to address needs raised by transgender students and/or their parent(s)/guardian(s).

1. A transgender student and/or their parent(s)/guardian(s) should contact the student’s counselor or building administrator. In the case of a student who has not yet enrolled in school, the appropriate building administrator should be contacted.
2. A meeting should be scheduled to discuss the student’s particular circumstances and needs. In addition to the student, parent(s)/guardian(s) and building administrator, participants may include the school counselor, school nurse, teachers and/or other school staff, and possibly outside providers who can assist in developing a plan for that student.
3. A written plan will be developed by the school, in consultation with the student, parent(s)/guardian(s) and others as appropriate, to address the student’s particular needs. If the student has an IEP or a 504 Plan, the provisions of these plans should be taken into consideration in developing the plan for addressing transgender issues.
4. The school may request documentation from medical providers or other service providers as necessary to assist staff in developing a plan appropriate for the student.
5. If the parties cannot reach an agreement about the elements to be included in the plan, the building administrator and/or Superintendent shall be consulted as appropriate.

Guidance on Specific Issues

1. **Privacy:** The student’s plan should address how to deal with disclosures that the student is transgender. In some cases, a student may want school staff and students to know, and in other cases the student may not want this information to be widely known. School staff should take care to follow the student’s plan and not to inadvertently disclose information that is intended to be kept private or that is protected from disclosure (such as confidential medical information).

School staff should keep in mind that under FERPA, student records may only be accessed and disclosed to staff with a legitimate educational interest in the information. Disclosures to others should only be made with appropriate authorization from the administration and/or parents/guardians.

2. **Official Records:** Schools are required to maintain a permanent record for each student which includes legal name and gender. This information is also required for standardized tests and official school unit reports. This official information will only be changed upon receipt of documentation that a student’s name or gender has been changed in accordance with any applicable laws. Any requests to change a student’s legal name or gender in official records should be referred to the Superintendent.

To the extent that the school is not required to use a student’s legal name or gender on school records or other documents, the school should use the name and gender identified in the student’s plan.

3. **Names/Pronouns:** A student who has been identified as transgender under this policy should be addressed by school staff and other students by the name and pronouns corresponding to their gender identity that is consistently asserted at school.

4. Restrooms: A student who has been identified as transgender under this policy should be permitted to use the restrooms assigned to the gender which the student consistently asserts at school. A transgender student who expresses a need for privacy will be provided with reasonable alternative facilities or accommodations such as using a separate single-occupancy or a staff facility. However, a student shall not be required to use a separate single-occupancy facility over their objection.
5. Locker Rooms: The use of locker rooms requires schools to consider a number of factors, including but not necessarily limited to the safety and comfort of students; the transgender student's preference; student privacy; the ages of students; and available facilities. As a general rule, transgender students will be permitted to use the locker room assigned to the gender which the student consistently asserts at school. A transgender student will not be required to use a locker room that conflicts with the gender identity consistently asserted at school. A transgender student who expresses a need for privacy will be provided with reasonable alternative facilities or accommodations, such as using a separate stall, a staff facility or separate schedule.
6. Other Gender-Segregated Facilities or Activities: As a general rule, in any other facilities or activities when students may be separated by gender, transgender students may participate in accordance with the gender identity consistently asserted at school. Interscholastic athletic activities should be addressed through the NHIAA participation policy, Article III, Section 5.
7. Note on Facilities: If there are no facilities (restrooms, locker rooms, or other gender-segregated facilities) that align with the gender which the student consistently asserts at school (i.e. in the case of a student who is gender non-binary), recommendations of parent(s)/guardian(s) and medical or mental health professionals should be obtained by the school and considered into the plan developed for the student.
8. Dress Code: Transgender students may dress in accordance with their consistently asserted gender identity, consistent with any applicable requirements in the dress code or school rules.
9. Safety and Support for Transgender and Transitioning Students: School staff are expected to comply with any plan developed for a transgender student and to notify the building administrator or other designated support person for the student if there are concerns about the plan, or about the student's safety or welfare.

School staff should be sensitive to the fact that transgender and transitioning students may be at higher risk for being bullied or harassed, and should immediately notify the appropriate administrator upon becoming aware of a problem.

Staff Training and Informational Materials

1. The Superintendent and/or building principal may institute in-service training and/or distribute educational materials about transgender issues to school staff as deemed appropriate.
2. Teachers and other staff who have responsibilities for a transgender student with a plan will receive support in implementing the plan.
3. Training will include awareness of gender stereotyping.

Legal Reference:

RSA 354-A:2, XIV-c