

**Rochester School Board
Policy Committee Minutes
School Department Board Room
September 15, 2016**

DRAFT

Members Present:

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

Members Absent:

Mr. Travis Allen

Also Present:

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

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

Mr. Turner moved, second by Mr. Watson, to approve the minutes of the August 18, 2016 meeting. The motion passed unanimously.

Policies for 2nd Reading

Discussion regarding amendments to policy BCA, Board Organization and Meetings reflect member participation in a meeting remotely should be for emergency situations only. There has been no issues with not have a quorum for a full Board or Committee meeting.

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

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

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

Mr. Hopkins clarified that the policy is one page; the draft procedures were for informational purposes only; they are continually adjusted with up-to-date case law.

IKFA, Early Graduation

Mr. Watson moved, second by Mr. Pappas, recommend to the Board for first reading IKFA, Early Graduation. The motion carried unanimously.

JJIF, Daily Physical Activity

Mr. Watson suggested having the Instruction Committee review policy JJIF; to confirm what we are doing and see if we are meeting the Standards; and to ensure Wellness Committees are established at all schools

Mr. Watson Moved, second by Mr. Pappas, to recommend to Board for first reading policy JJIF, Daily Physical Activity. The motion carried unanimously.

KJ, Advertising in the Schools

Mr. Hopkins talked about the different options for fundraising for teams in relation to advertising in schools.

Mr. Pappas moved, to recommend to the Board policy KJ, Advertising in the Schools to the Board for first reading. With no second the policy remains tabled

Public Comment

None

Other

None

Adjournment

Mr. Pappas moved, second by Mr. Turner to adjourn at 6:16p.m. The motion passed unanimously.

Respectfully submitted,

Mr. Thomas O'Connor

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))~~

~~In the case of an emergency, Aa 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; September 15, 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: _____

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; September 15, 2016

IKFA

EARLY GRADUATION

A high school student may complete the requirements for graduation at the end of the junior year by taking approved school courses and extra courses in the sophomore and junior years.

It is possible for a student to complete requirements for graduation at the end of the first semester of the senior year by taking approved summer school courses, extra courses in the sophomore year, junior year, and in the first semester of the senior year.

In order to qualify for early graduation a student must meet all course and credit requirements for graduation.

It is absolutely necessary that a student and parents do the necessary long-range planning for early graduation. A statement that the program is approved by parents is required.

To be eligible for early graduation a student must complete an application before the end of the previous semester. Application forms are available in the Guidance office.

Adopted:	April 8, 1993
Policy Committee Review:	October 18, 2012 (tabled)
	September 15, 2016

JJIF

DAILY PHYSICAL ACTIVITY

1. Purpose

The purpose of this policy is to promote increased physical activities for students in grades K-12 and to help students develop the knowledge and skills necessary to perform a variety of physical activities, maintain physical fitness, regularly participate in physical activity, understand the short and long-term benefits of physical activity, and value and enjoy physical activity as an ongoing part of a healthful lifestyle. In addition, the district encourages the staff to participate in and model physical activity as a valuable part of daily life.

2. Rationale

According to the U.S. Surgeon General, regular physical activity is one of the most important things people can do to maintain and improve their physical health, mental health, and overall well-being. Additionally, regular physical activity prevents adverse health consequences of childhood obesity and reduces the risk of premature death in general and of cardiovascular disease, stroke, high blood pressure, colon cancer, and Type 2 Diabetes in particular. Promoting a physically active lifestyle among young people is important because:

- A. through its effects on mental health, physical activity can help increase students' capacity for learning and academic success;
- B. physical activity has substantial health benefits for children and adolescents, including favorable effects on endurance capacity, mental health, muscular strength, body weight, and blood pressure; and
- C. positive experiences with physical activity at a young age help lay the foundation for being regularly active throughout life.

3. Definitions

For the purposes of this policy:

- A. "extracurricular and co-curricular activities" refers to school-sponsored voluntary programs that supplement regular education and contribute to the educational objectives of the school.
- B. "health-related physical fitness" refers to cardio respiratory endurance, muscular strength and endurance, flexibility, and body composition.
- C. "interscholastic athletics" refers to organized individual and team sports that involve more than one school.
- D. "intramurals" refers to physical activity programs that provide opportunities for all students to participate in sport, fitness, and recreational activities within their own school.
- E. "developmentally appropriate daily physical activity" means physical activity that is suitable for the cognitive age and individual characteristics of students.
- F. "physical education" refers to the program of physical education in Ed 306.
- G. "recess" refers to regularly scheduled periods within the school day for unstructured physical activity and play.
- H. "chronic inactivity" means an ongoing sedentary lifestyle.
- I. "other related health problems" means:

- J. physical illnesses;
- K. psychological illnesses; and
- L. injuries.
- M. “childhood obesity” means the term used to describe children and teenagers ages 2-20 who are considered overweight because their body mass index as defined by the Center for Disease Control and Prevention is greater than or equal to the 95 percentile.

4. Components of Policy

School leaders are encouraged to develop and implement a plan that supports physical activity and that may include, but not be limited to the following:

- A. a sequential physical education program that involves moderate to vigorous physical activity on a scheduled basis; teaches knowledge, motor skills, self management skills, and positive attitudes; promotes activities and sports that students enjoy and can pursue throughout their lives; and is coordinated with the health education curriculum;
- B. time in the elementary school day for supervised recess with physical activities encouraged;
- C. opportunities and encouragement for students to initiate and voluntarily participate in before and after-school physical activity programs, such as intramurals, clubs, and, at the high school level, interscholastic athletics;
- D. school support for community recreation and youth sports programs and agencies that complement physical activity programs;
- E. opportunities for staff to be physically active;
- F. provisions for acquiring adequate resources to include funding, personnel, appropriate equipment and facilities;
- G. strategies to involve family members in program development and implementation; and
- H. Strategies to encourage parents and guardians to support their children’s participation in physical activities and to be positive role models for active life styles.

The program should attempt to make effective use of school and community resources and to equitably serve the needs of interested students and staff, taking into consideration differences of gender, cultural norms, physical and cognitive abilities, and fitness levels. Additionally, a school’s developmentally appropriate daily physical activity program as recommended by Ed 310 shall be in addition to and shall not be a replacement for the physical education program requirement in Ed 306 and/or the school district’s policies regarding physical education, extra or co curricular, intramural, and/or interscholastic athletics programs.

Schools may work with recreation agencies and other community organizations to coordinate and enhance opportunities available to students and staff for physical activity during their out-of-school time. Schools are encouraged to negotiate mutually acceptable, fiscally responsible arrangements with community agencies and organizations to keep school- or district-owned facilities open for use by students, staff, and community members during non-school hours and vacations. School policies concerning safety shall apply at all times.

HB 151 - AS AMENDED BY THE HOUSE

23 Mar2005... 0559h

2005 SESSION

05-0111

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HOUSE BILL ***151***

AN ACT requiring school districts to develop a school age nutrition and physical activity committee.

SPONSORS: Rep. Price, Hills 26; Rep. French, Merr 5; Rep. Miller, Straf 7; Rep. Carter, Hills 3; Sen. Foster, Dist 13; Sen. Larsen, Dist 15; Sen. Odell, Dist 8

COMMITTEE: Education

ANALYSIS

This bill requires each school district to establish a school age nutrition and physical activity advisory committee to develop policy for nutrition and physical activity.

Explanation: Matter added to current law appears in ***bold italics***.

Matter removed from current law appears [~~in brackets and struck through~~]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Five

AN ACT requiring school districts to develop a school age nutrition and physical activity committee.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 New Paragraph; School Boards; Food and Nutrition Programs. Amend RSA 189:11-a by inserting after paragraph VI the following new paragraph:

VII.

(a) Each school board shall establish, maintain, or utilize existing committees to form a school age nutrition and physical activity advisory committee which shall develop school district policy on nutrition and physical activity during the school day. The committee may include food service directors, health education and physical education faculty, school nurses, parents, pupils, nutritionists, health care professionals, a school administration representative, and community members, in such proportions as deemed appropriate and available by the school board. The committee shall submit its policies, recommendations, or reports annually to the school board. A summary of the policy shall be made available in print or electronic form to the community no later than July 1, 2006. When aggregate data on the height, weight, and fitness scores for New Hampshire's school children is made available to the department of education, the department shall provide a link to such data on its website.

(b) The policy set by the committee shall address the following issues:

(1) Food quality and choices.

(2) Ensuring that all foods made available by school personnel to pupils during the school day, outside of the United States Department of Agriculture school meals program, contribute to a healthy diet.

(3) Approving the sale of all foods on school grounds, including but not limited to school stores, a-la-carte items in cafeterias, school fundraisers involving food sales, vending machines, snacks, and foods teachers sell in class.

(4) Increasing availability of fruits and vegetables in all school-related food sites.

(5) Addressing physical activity of all pupils and recommending that all pupils engage in physical activity throughout the school day.

(6) Promoting physical activity for all pupils that develops the knowledge, attitudes, skills, behavior, and motivation needed to be physically active for life.

2 Effective Date. This act shall take effect 60 days after its passage.