

**Rochester School Board
Policy Committee Minutes
School Department Board Room
January 19, 2017**

DRAFT

Members Present:

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

Members Absent:

Mr. Robert Watson

Also Present:

Mr. Michael Hopkins
Mr. Kyle Repucci
Mrs. Amy Malone
District Administrators
Guests

The Chair called the meeting to order at 6:00 p.m. with a quorum present. Members and guest participated in the pledge of allegiance.

Mr. Pappas moved, second by Mr. Allen, to approve the minutes of the December 15, 2016 meeting. The motion passed unanimously.

Policies for 2nd Reading

Mr. Allen moved, second by Mr. Pappas, to recommend to the Board for second reading and adoption of policy BDDE, Rules of Order as amended. The motion carried unanimously.

Mr. Pappas moved, second by Mr. Allen, to recommend to the Board for second reading and review policy EFC, Vending Machines. The motion carried unanimously.

Mr. Allen moved, second by Mr. Pappas, to recommend to the Board for second reading and adoption policy JHH, Rochester School Department Health and Nutrition Policy as amended. The motion carried unanimously.

Mr. Turner moved, second by Mr. Allen, to recommend to the Board for second reading and adoption policy KNAJ (also JFG), Questioning, Interrogating and Searching Students. The motion carried unanimously.

Mr. Turner moved, second by Mr. Pappas, to recommend the Board approve deleting duplicate policy JFG, Questioning, Interrogating and Searching Students. The motion carried unanimously.

Policies for 1st Reading

Mr. Allen moved, second by Mr. Pappas, to recommend to the Board for first reading and review policy EFB, Free and Reduced Lunch Policy as amended. The motion carried unanimously.

Public Comment

None

Other

None

Adjournment

Mr. Pappas moved, second by Mr. Allen to adjourn at 6:13 p.m. The motion passed unanimously.

Respectfully submitted,

Mr. Thomas O'Connor, Chair

BDDE

RULES OF ORDER

Except as otherwise provided by law, regulation of the State Department of Education, or by the Board, meetings of the Board shall be conducted in accordance with **the most recent edition of Robert's Rules of Order, as contained in: Parliamentary, Procedure at a Glance by O. Garfield Jones (New York: Hawthorn Books) ~~1971~~.**

Adopted: April 8, 1993

Board Review/Approved: July 10, 2008

Policy Committee Review: May 20, 2010 (tabled); **June 17, 2010; July 15, 2010 (tabled);
March 17, 2011(tabled);
December 15, 2016; January 19, 2017**

EFC

VENDING MACHINES

The installation and use of vending machines in the schools will be controlled so that they will not offer competition to the school lunch program or encourage students in poor eating habits.

Vending machines may be operated by the School Food Services Department for the sale of beverages in employee lunchrooms. The funds derived from such sales will accrue to the food service program revenue budget. Students will not make purchases from these machines.

Vending machines may also be operated by the school in employees' lounges for employee use only. The funds derived from such operation will accrue to the internal accounts fund for the individual school.

Vending machines may be operated after school hours for students' use. The profits derived from such operations will accrue in the school's student activities fund or its internal account fund.

The Food Services Director and principal(s) will submit to the Superintendent annual financial reports on each account.

Adoption Date: April 8, 1993
Policy Committee Review: December 18, 2008, *tabled 12/18/08*
December 15, 2016; January 19, 2017

JHH

ROCHESTER SCHOOL DEPARTMENT HEALTH AND NUTRITION POLICY

Introduction

The Mission of the Rochester School Department is to ensure quality educational experiences. Scientific research has identified a positive relationship among adequate nutrition, physical activity, and academic success, and early healthy lifestyle choices can have lifelong benefits in the prevention of many debilitating ailments. The Rochester School System Health and Nutrition Policy is designed to provide healthy food choices while in school, encourage physical activity, and improve health education of our students.

Rochester School Snack Sales and Vending Machine ~~Sales Nutrition Guidelines~~ Policy

All schools will have a designated in-school volunteer as the contact person for compliance with the policies.

Snack and Vending Machine Sales -

All snack foods sold to students during School Hours in locations overseen by the School District shall meet the following guidelines:

- **Fat** - no more than 35% of total calories from fat or 7 grams maximum per serving (with the exception of nuts or seeds).
- **Saturated Fat and Trans Fat** - no more than 10% of calories from saturated fat and/or trans fat or 2 grams maximum per serving
- **Added Sugar** - no more than 30% by weight or 15 grams maximum per serving (excludes sugars naturally occurring in fruits, vegetables and dairy).
- **Sodium** - No more than 480 mg per serving
- **Serving Size** - Sale of items containing more than one serving per size is discouraged.

Beverage and Vending Machine Beverage Sales

All beverages sold to students during School Hours in locations overseen by the School District shall meet the following guidelines:

- **Juices** - 100% fruit and vegetable juice only, 16 oz. or smaller container
- **Water** - Pure water, nothing added
- **Milk** - 1% fat or less, 4 grams per ounce or less total sugars (i.e., lactose + added sweetener) 10-16 oz. Container or less
- **Flavored Water** - Not carbonated unless exempted by the USDA, No caffeine. Minimum 5% RDA of specified nutrients* (*Vitamin C, Vitamin A, niacin, riboflavin, thiamin, calcium and iron). No more than 10 calories per 8 oz serving from sugar or other calorie sweeteners. Only non-caloric sweeteners approved by USDA

Noncompliant Beverages:

- **Sports Beverages and Sodas** - Regular and diet (Available only 30 minutes after the last instructional period of the day.)

If items do not meet the above listed criteria, the Superintendent may approve those items for sale on an annual basis.

Rochester Schools Milk Purchasing Policy

The Rochester School System requests that Milk purchasing as of the Fall of 2004 consist of no more than 20% higher fat milk (whole milk and 2% milk) and the remaining 80% to consist of lower fat milks (1% milk, skim milk and flavored milks). All the current choices will continue to be offered, but in changed percentages. The program will be monitored to assure that the choices are available, to meet federal guidelines.

Background

The recommended choices for this policy, nonfat (skim) and 1 percent (low-fat) milk, contain 86 to 105 calories in each eight-ounce glass, and 0.4 to 2.4 grams of fat. Whole milk is appropriate for toddlers and for people who are having trouble getting all the fat and calories they need. But at 155 to 160 calories and almost 9 grams of fat per glass, it's not the best choice for most children, especially those who consume more fat and calories than they need.

Wellness Policy

The Board recognizes the importance of proper nutrition and developmentally appropriate physical activity as ways of promoting healthy lifestyles, minimizing childhood obesity, and preventing other diet-related chronic diseases. The Board also recognizes that health and student success are inter-related. It is, therefore, the goal of the Board that the entire learning environment be aligned to positively influence a student's understanding, beliefs, and habits as they related to good nutrition and physical activity.

A District-wide wellness advisory committee will be established with the purpose of assessing the nutrition and physical activity environment throughout the district and making recommendations to the Board for a comprehensive wellness program. The committee ~~may~~ **will** consist of representation from parents, students, the school's food service program, the School Board, administration, and the public. Program implementation will be monitored and progress evaluated, with an annual report to the Board.

As part of the program, students will be given opportunities to gain the knowledge, skills, behavior, and motivation needed to be physically active for life through daily activity offerings such as recess periods, physical education classes, walking programs, the integration of physical activity into the academic curriculum, and after-school programs including intramurals, interscholastic athletics, and physical activity clubs. The Board directs the building principals to encourage student physical activity on a daily basis.

Adopted: July 8, 2004

Amended: August 11, 2005

Amended: September 14, 2006

Policy Committee Review: August 16, 2012 (tabled)

December 15, 2016; January 19, 2017

QUESTIONING, INTERROGATING and SEARCHING STUDENTS

1. Definitions

As used herein these terms are defined as follows:

- A. "Interrogation" is an inquiry of a student by an agent or employee of any law enforcement agency, excluding inquiries that are not part of an investigation;
- B. "Investigation" is the gathering of information to determine whether, or to prove that, there has been a violation of law, or a breach of the rules and/or policies of the School District;
- C. "Parent" is a student's legal custodian or guardian.
- D. "Questioning" is an inquiry of a student by an employee of the School District, excluding inquiries that are not part of an investigation;
- E. "School District" shall mean the Rochester School Department.
- F. "School Property" means all property owned by the School District, and includes student lockers, desks, and similar items and locations owned by the School District.
- G. "Search" is a physical examination of a person or place, by either an employee of the School District or an employee or agent of any law enforcement agency as part of an investigation.
- H. "Student" means any student enrolled in the Rochester Public Schools, regardless of age.

2. Principles

- A. The School District has an absolute right to question students about the conduct of any student or School District employee or agent while the questioned student is on school premises, or engaged in school activities and under the control of school district employees or agents at any location, including extra-curricular activities.
- B. It is the policy of the school to cooperate with law enforcement agencies in the interest of the larger welfare of all citizens.
- C. The School District is responsible to parents for the welfare of the students while they are in the care of the school. This responsibility includes respecting the exclusive right of parents to advise their children, and acknowledging that students may not recognize and appreciate the different roles of school employees and law enforcement officials.
- D. School District employees shall not investigate violations of law, except when such conduct also constitutes a violation of School District policies. In such event, School District employees shall focus their inquiries on conduct that violates School District policies.
- E. School District employees shall not engage law enforcement officers or agents, or employees of law enforcement agencies, in investigations of violations of School District policies, regulations, rules, and procedures except to conduct or assist in a search as authorized in Paragraph 3-C-3 or to seek assistance in determining whether such violations may also constitute a violation of the law, requiring further involvement of law enforcement officers.
- F. Students shall have no reasonable expectations of privacy in School District property

3. Policies

A. Questioning:

1. A student may be questioned without prior notification to the student's parents.
2. Questioning will occur only on the property of the School District or at the location of a school sponsored event.
3. No law enforcement officer or agent, or employee of any law enforcement agency shall be present during questioning unless the school official conducting the questioning has a reasonable basis to believe that a person will likely suffer harm unless a law enforcement officer is present.
4. School District employees shall not provide law enforcement agencies with any information learned during questioning, except that School District employees shall comply with all statutes mandating reporting of information to any authority, with all court orders, and with all reporting requirements under School District policies.
5. The School District shall promptly notify the parents of any student who, during questioning, provides information implicating the student in any violation of law.

B. Interrogation:

1. No interrogation shall occur on the property of the School District, unless:
 - a. An authorized representative of a law enforcement agency requests permission to do so from the principal of the school where such interrogation is to occur; and
 - b. Such principal or his or her authorized representative, first determines that:
 - 1) Such interrogation is directed to a student who is the victim of a crime, such interrogation is about the crime of which the student is victim, and the circumstances do not allow time to take the student to an appropriate law enforcement agency; or,
 - 2) There is a reasonable basis to believe that a person will likely suffer harm unless the interrogation occurs at the school; or,
 - 3) The student's parent has been notified of the request to conduct an interrogation and has granted permission for such interrogation to occur on school property.
2. Upon making a determination under §1, above, that an interrogation on school property is appropriate, the principal or authorized representative shall immediately make every reasonable effort to contact and inform a parent or guardian of the student to be interrogated, unless the law enforcement officer requesting the interrogation informs the principal that doing so is contrary to the interests of the student to be interrogated. The principal or representative shall offer the parent or guardian an opportunity to immediately speak with the student, and if the parent or guardian accepts the opportunity, the principal or representative shall interrupt the interrogation and afford the student an opportunity to speak privately with the parent or guardian.
3. If a principal or authorized representative makes a determination under §1, above, that an interrogation on school property is appropriate, the person making the determination shall make a written report to the Superintendent of Schools by 9:00 AM of the next working day after making such determination, stating specifically and completely all information upon which the principal relied in making such determination, and all actions taken by the principal or representative with respect to the said interrogation. The Superintendent shall provide a complete copy of such report to the parent or guardian.
4. No employee of the School District shall participate in or be present during any interrogation.

C. Searches

1. School officials may:
 - a. Search school property at any time for any reason; and,
 - b. Investigate conduct of a student that violates the rules of the School District, by requiring the student to produce all contents of his or her pockets and clothing, pocketbook, purse, wallet, book bag, backpack or other carrying or storage device.
2. With the approval of the Superintendent or designee, conduct searches of school facilities and lockers, in cooperation with the Rochester Police Department and/or New Hampshire State Police, using dogs trained to detect illegal drugs or explosives. Except in emergency situations, such searches will be conducted during evening hours, on weekends, or at times when there are few or no students in the building being searched.
3. A search of a student must be reasonable under all of the circumstances. It must be justified at its inception and reasonably related in scope to the circumstances giving rise to the search. A school official conducting such a search must have reasonable grounds to believe that the search will turn up evidence that the student has violated or is violating the rules of the school. The search must be conducted in a way that is reasonably related to the objective of the search, and not excessively intrusive in light of the age and sex of the student and the nature of the suspected infraction.
4. If a school official acts under C-1-b; no employee or agent of any law enforcement agency shall participate in or be present during such action, except that the school official authorizing the search may utilize law enforcement personnel to carry out or assist in the search if reasonably necessary to protect the safety of any person.
5. If a school official acting under C-1-a or C-1-b; above, finds what is believed to be any firearm, explosive device, controlled substance, or other contraband, the school official shall promptly turnover said material to the appropriate law enforcement agency.
6. When a search is conducted by an agent or employee of a law enforcement agency, the principal or authorized representative shall immediately make every reasonable effort to contact and inform a parent or guardian of the student whose person or effects are to be searched, unless the law enforcement officer requesting the search informs the principal that doing so is contrary to the interests of the student to be searched

D. The principal or authorized representative shall make and submit a written report to the Superintendent of Schools by 9:00 AM of the next working day after the search is conducted, stating specifically and completely all information pertaining to the search. The Superintendent shall provide a complete copy of such report to the parent or guardian unless parental notice has been withheld under ¶3-C-5

E. Arrest

1. School officials shall cooperate with any court order to arrest or detain any student, by identifying and producing such student for any law enforcement official seeking to effectuate said order.
2. A student may not be released into the custody of persons other than a parent or legal guardian without permission from said parent or legal guardian unless placed under arrest or detained by court order
3. If a student is removed from the school by legal authority, school officials should notify parents of this action as soon as possible.

Adopted: April 8, 1993

Amended: September 13 2001; November 10, 2004; December 12, 2013

Policy Committee Review: December 18, 2014; January 22, 2015 (*tabled*); December 15, 2016; January 19, 2017

EFB

FREE AND REDUCED PRICE LUNCH POLICY

In accordance with federal regulations, the school district shall make available to all children of low economic means and children of moderate income families experiencing financial difficulties free or reduced priced lunches through the School Lunch Program in the local school.

The procedure for securing lunches in effect in the school will be followed: ~~i.e., tickets or tokens. These tickets will be issued through the building principal.~~ Parents who believe their children are eligible may ~~contact the~~ fill out a Free and Reduced Application and turn it in to the Free and Reduced Lunch Clerk for review. ~~building principal and a~~ A determination will be made by following the Federal and State guidelines. ~~relative to their eligibility.~~ Parents may appeal a negative determination to the ~~School Board and the~~ Superintendent of Schools or designee.

~~The only means of determining the children who are receiving free or reduced price lunches will be through the school office School Lunch Free and Reduced Clerk.~~ This information will be confidential; thus, the children will remain anonymous.

Adoption Date: April 8, 1993
Policy Committee Review: December 18, 2008 *Tabled*
December 15, 2016; January 19, 2017