

**Rochester School Board
Policy Committee Minutes
School Department Board Room
April 19, 2018**

Members Present:

Mrs. Amy Malone, Chair
Mrs. Anne Grassie
Mr. Nathaniel Byrne
Mr. Raymond Turner
Mr. Robert Watson

Members Absent:

Also Present:

Mr. Michael Hopkins
Mr. Kyle Repucci
Ms. Sarah Harrington
Guests

Mrs. Malone called the meeting to order at 6:01 p.m. with a quorum present. Members participated in the pledge of allegiance.

Mr. Turner moved, second by Mrs. Grassie, to approve the minutes of the March 15, 2018 meeting. The motion passed unanimously.

Polices for 1st Reading/Review

Mr. Turner moved, second by Mr. Watson, to recommend to the Board for first reading policy EA, Support Service Goals. The motion carried unanimously.

Mr. Turner moved, second by Mrs. Grassie, to recommend to the Board for first reading policy EB, Safety Program. The motion carried unanimously.

Mr. Turner moved, second by Mr. Watson, to recommend to the Board for first reading policy EBA, A Suggested Safety Policy, Industrial Arts and Vocation Programs as amended. The motion carried unanimously.

Mrs. Grassie moved, second by Mr. Turner, to recommend to the Board for first reading policy EBAA, Reporting of Hazards as amended. The motion carried unanimously.

Mrs. Grassie moved, second by Mr. Watson, to recommend to the Board for first reading policy EBBD, Indoor Air Quality. The motion carried unanimously.

Public Comment

None

Other

Discussion ensued regarding the walk out planned at Spaulding High School on April 20, 2018. Mr. Hopkins will bring a draft procedure to the next Policy Committee meeting to be reviewed.

Adjournment

Mr. Byrne moved, second by Mrs. Grassie, to adjourn at 6:17 p.m. The motion passed unanimously.

Respectfully submitted,

Mrs. Amy Malone, Chair

EA

SUPPORT SERVICES GOALS

Support services are essential to the successful function of a school system. Management of auxiliary operations is therefore an important responsibility of the district administration. It should be remembered, however, that education is the district's central function, and all support services shall be provided, guided, and evaluated by this requirement.

In order to provide support services that are truly supportive of the educational program, the Board establishes these broad goals:

1. To provide a physical environment for teaching and learning that is safe and pleasant for students, staff, and public.
2. To provide for safe transportation for students to and from school and nutritious meals for students.
3. To provide support services resources and assistance with maximum responsibilities in terms of timelines and degree of fulfillment of the needs of the educational program as they develop.

Adopted: April 8, 1993
Board Review/Approved: November 13, 2008
Policy Committee Review: April 19, 2018

EB

SAFETY PROGRAM

The Superintendent will cause the formation of the Joint Loss Management Committee (JLMC) as required by RSA 281-A:60 and a Crisis Management Plan that conforms to the national Incident Command System.

The practice of safety shall also be considered a facet of the instructional plan of the District schools by incorporating educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, etc., appropriately geared to students at different grade levels.

Each Principal, along with the JLMC shall be responsible for the supervision and implementation of a safety program for his/her school. General areas of emphasis shall include, but not be limited to: in-service training; accident recordkeeping; plant inspection; driver and vehicle safety programs; slips, trips, and falls prevention; fire prevention; catastrophe planning; and emergency procedures and traffic safety problems relevant to students and employees. The Superintendent, principal or designee shall be responsible for developing student safety procedures to be used on school buses, school grounds (including playgrounds), during authorized school activities (such as field trips), and within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

In the case of an accident, the responsible party shall ensure that the accident is reported immediately to the designated staff member and the accident form is completed the day of any accident involving a student. This procedure for accidents and accident reporting are to be reviewed in September by the Principals, and staff at each school.

In compliance with RSA 281-A:23-b, alternative/transitional work opportunities will be provided to all employees temporarily disabled by a work-related injury or illness.

It is required for all employees operating or riding in motor vehicles to use seat belts. This includes all employees operating School Department owned vehicles, passengers in School Department owned vehicles, and all employees operating personal vehicles while engaged in School Department business, and employees riding in a passenger vehicle while on School Department business. Violation of this policy will result in disciplinary action.

Adoption Date: April 8, 1993
Amended: March 9, 2006
Board Review/Approved: November 13, 2008
Amended: June 14, 2012
Policy Committee Review: April 19, 2018

EBA

~~A SUGGESTED~~ SAFETY POLICY
CAREER and TECHNICAL EDUCATION PROGRAMS

The personal safety of each student is of prime importance to the Rochester School District. We believe our students should be knowledgeable of and use safe practices. We further believe that the instilling of a safety attitude is a goal of all programs, and we presume that all courses shall include continuing safety instruction.

It shall be the policy of this School District that all applicable safety procedures listed in the New Hampshire Safety Standards for Career and Technical Education will be adhered to by all instructors. It shall be the goal of the District to comply with the same standards as they apply to facilities and equipment as is economically practical.

Each student will be given safety instructions related to the course being studied. Each student shall be expected to know and to follow the safety rules. Each student is expected to exhibit his/her knowledge of the safety rules, and a record shall be kept of this achievement. Behavior detrimental to the student or others cannot and will not be tolerated. Failure by a student to comply with the established rules and procedures set for each program may be cause for his/her removal from that program.

Parents shall be informed in writing of the possible safety hazards that normally occur as a part of a learning experience where students are being trained with the conditions typical of active work experience.

Adopted: April 8, 1993

Amended: November 13, 2008

Policy Committee Review: April 19, 2018

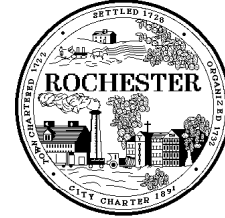
EBAA

REPORTING OF HAZARDS

City of Rochester School Department

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Date

Dear Parent or Guardian:

_____ is enrolled in [Program].

Each program has possible safety hazards that normally occur as a part of this learning experience. Therefore, we request that you read the following so that there will be no misunderstandings.

Each student will be given safety instructions related to the course being studied and will be expected to know and follow the safety rules. Behavior detrimental to the student or others cannot and will not be tolerated. Failure by a student to comply with the established rules and procedures set for each program may be cause of his/her removal from the program.

The personal safety of each student is of prime importance to us and we are doing everything possible to prevent any accidents.

If an accident does happen and medical treatment outside the school is needed, the parent or guardian is responsible for any and all expenses incurred.

If you have any questions please do not hesitate to call us here at school.

Yours truly,

Adopted April 8, 1993
Amended: November 13, 2008
Policy Committee Review: April 19, 2018

EBBD

INDOOR AIR QUALITY

In order to ensure that all school buildings have adequate indoor air quality, the Board directs the Superintendent to address methods of minimizing or eliminating emissions from buses, cars, delivery vehicles, and other motorized vehicles. The Superintendent may delegate the implementation of these methods to Building Principals. The Board encourages the Superintendent to utilize methods and recommendations established by various State agencies.

In addition to addressing methods eliminating emissions, Building Principals are directed to annually investigate air quality in their respective school buildings using a checklist provided by the New Hampshire Department of Education.

In support of this policy, the Superintendent is authorized to establish regulations and/or administrative rules necessary to implement anti-idling and clean air measures aimed at improving indoor air quality.

Adopted: December 9, 2010

Policy Committee Review: April 19, 2018