

Policy Committee Agenda: 6/5/19, 4 – 4:30pm, SAU17 Conference room

1. Call to Order & Approval of the Agenda

2. Approve draft minutes, 5/29/19 meeting: Called to order at 4:00 PM in SAU17 Conference Room. In attendance Board members Pam Brown, Larry Heath, Pete Broderick, Asst. Principal Dawson, and Superintendent Ambrose. Minutes of 4/29/19 meeting were approved without change. Committee discussed revised policy EC and agreed to recommend retaining the \$2,500 floor passage per Mr Matt Angel's response. EC will be forwarded to Board for consideration at the June 12 meeting. Twenty "J" policy drafts were then reviewed. Three of them, JBAA, JBAA-R and JICK were tabled for further work (by Mr. Dawson). The committee agreed the following motion would be forwarded to the full Board at its June 12 2019 meeting for approval with 1st and 2nd reading: "Approve new policies JBAA-A, JEC, JICDD, JICE, JICF, JICHA, JICI-R, JICK-R1, JICK-R2, JIE, JJC, JJIB; repeal old policies JBA, JICK-R; reaffirm policies JCB-R, JFA; and approve as-revised policies JFA-R."

3. New Business:

JJIFL: GUIDELINES FOR PROPER SPORTSMANSHIP → NEW

JJJ: ACCESS TO PROGRAMS BY HOME SCHOOL STUDENTS → NEW

JK: SUSPENSION AND EXPLUSION OF STUDENTS -Repeal

JKB: DETENTION OF STUDENTS → NEW

JLCH: DO NOT RESUSCITATE ORDERS → NEW

JRB: CONFIDENTIAL STUDENT INFORMATION → NEW

4. Public comment

5. Adjourn

Mr. Dawson's notes

JJIF Guidelines for Proper Sportsmanship: *New*. Not sure we need these, and they need a little editing re: who is responsible for what. A section regarding spectator / parent behavior was added [by Vickie] at the suggestion of several. Language is adapted from NHIAA manual.

JJJ Access to Programs by Home School Students: *New*. Describes allowed access based on current RSA's.

JK Suspension and Expulsion of Students: *Repeal*. With the addition/re-write of JICD this past fall, this is unnecessary. Attorney recommended repeal, which probably should have happened already.

JKB Detention of Students: *New*. Allows for detention. Deleted reference to a max of one hour / day as that's easy to unintentionally violate; it also allows for a longer Saturday detention if we ever want to go that route.

JLCH Do Not Resuscitate Orders: *New*. Recommended by the attorney; wording as-is from NHSBA. Added a requirement that paperwork be notarized.

JRB Confidential Student Information: *New*. Recommended by the attorney; wording as-is from NHSBA.

Statement of Policy:

To promote sportsmanship and foster the development of good character, sports programs must be conducted in a manner that enhances the academic, emotional, social, physical and ethical development of student-athletes. Participation in athletic programs is a privilege, not a right. To earn that privilege, student-athletes and coaches must abide by the following rules of good sportsmanship:

Coaches

1. Shall abide by the rules of the game in letter and in spirit.
2. Shall respect the integrity and judgment of the officials/referees.
3. Set the tone of conduct for student-athletes, spectators, team members and the community.
4. Must visibly show that s/he values fair, honest rivalries, courteous relations and graceful acceptance of the results.
5. Shall take corrective action on any student-athlete who violates the code of conduct found within this policy.
6. Report or deal with any parent / spectator that demonstrates unsportsmanlike conduct.

Student-Athletes/Participants

1. Maintain academic eligibility standards as determined by the Board, school administration, and the governing body of the sport / league.
2. Be respectful and courteous of opposing teams and officials
3. Refrain from disrespectfully addressing officials and opposing teams, antics to intimidate, taunting, fighting, or using profanity.
4. Respect the integrity and judgment of officials and accept their decisions without question.
5. Be modest when successful and gracious in defeat.

Any student-athlete found to have violated this policy may be subject to appropriate discipline to be administered by either the coach or school administrators. Such discipline may range from temporary to permanent suspension of the student-athlete's participation on the athletic team. Disciplinary measures will be considered on a case-by-case basis.

Spectators and Parents / Guardians

Players, parents, and coaches are expected to show a positive, respectful attitude for everyone involved in the sport. Criticism and disrespect for officials, opponents, coaches or fans undermine the purpose of sport and encourage behavior contrary to the spirit of the game and our mission. Sanborn will not tolerate conduct that is detrimental to the sport, the participants, or the community.

Spectators, parents and guardians are expected to:

1. Observe the contest and do not confront others
2. Remember that you are at the contest to support your team and enjoy the competition, not to intimidate or ridicule the other team, fans, or officials
3. Understand that interscholastic activities are an extension of the classroom and a learning experience
4. Learn the rules of the game so that you may appreciate the effort of the participants better
5. Avoid criticism of game officials and sideline coaching
6. Show respect for the opposing players, coaches, spectators
7. Understand the purpose of educational athletics and that school sports are about kids learning and having fun; they are not about attempting to earn a college athletic scholarship
8. Be a positive role model through your own actions by remaining calm and composed during games.

History:

Effective: Month DD, 2019

JJJ: ACCESS TO PUBLIC SCHOOL PROGRAMS BY NONPUBLIC, CHARTER SCHOOL AND HOME-EDUCATED PUPILS → NEW

Statement of Policy:

All pupils residing in the District, whether they are home educated, or are attending public chartered school or nonpublic schools, shall have access to curricular courses and co/extra-curricular programs offered by the District in accordance RSA 193:1-c and these administrative regulations.

The District will comply with the provisions of RSA 193:1-c allowing pupils who attend nonpublic schools, charter schools or are home educated equal access to the District's curricular courses and co/extra-curricular programs. The District recognizes that any School Board policies regulating participation in curricular courses and co/extra-curricular programs, cannot be more restrictive for non-public, public chartered school, or home educated pupils than the policy governing the District's resident pupils.

Home-educated students participating in school programs will be expected to adhere to the same academic and behavioral guidelines as students fully enrolled.

Related: See also Policy IHBG

Legal References:

RSA 193:1-c, Access to Public School Programs by Nonpublic, Public Chartered Schools or Home Educated Pupils.

RSA 193-A, Home Education

History:

Effective: Month DD, 2019

~~JK: SUSPENSION AND EXPULSION OF STUDENTS~~

(Repeal – NHSBA no longer uses “JK” designation; our JK is not compliant with current RSAs; and this policy’s intent is now included in our revised JICD.)

~~Statement of Purpose:~~

~~This policy provides general guidelines for behavior which may result in a student suspension or expulsion and assigns the authority for taking suspension and expulsion actions within the Sanborn Regional School District.~~

~~Statement of Policy:~~

~~The Sanborn Regional School Board desires to provide a safe and orderly learning environment for all students. In order to maintain this environment, students who exhibit gross misconduct, or students who neglect or refuse to conform to the reasonable rules of the school, or students who commit an act of theft, destruction, or violence as defined in RSA 193-D:1, or students in possession of a pellet or BB gun or BB rifle may be subject to suspension and/or expulsion in accordance with this policy.~~

~~Any pupil who brings or possesses a firearm as defined in section 921 of Title 18 of the United States Code in a safe school zone as defined in RSA 193-D:1 without written authorization from the Superintendent or designee shall be expelled from school by the School Board for a period of not less than twelve (12) months.~~

~~The Sanborn Regional School Board affords due process to all students who are subject to suspension or expulsion actions. All suspension and expulsion actions taken by administrators and/or the School Board shall be taken in accordance with this policy, the associated regulations contained in policy JK-R, NH RSA 193:13 and NH Department of Education Administrative Rules 317, et seq.~~

~~Any suspension or expulsion of a student with an educational disability as defined in Ed 1102.31 (New Hampshire Standards for the Education of Students with Disabilities) shall be conducted in accordance with Ed 1119.11 (Suspension of Students with Educational Disabilities), and any changes to these rules or Federal or State laws which govern students with educational disabilities.~~

~~In accordance with RSA 193-D:4, the Sanborn Regional School District will file reports of any acts of theft, destruction or violence occurring within a Safe School Zone. Incidents of simple assault or violence may not always be reported to the police provided that parents receive written notification of the incident.~~

~~The District shall keep appropriate records of incidents and the Superintendent shall enter into a Memorandum of Understanding with the Police Departments in the Towns of Newton and Kingston for the purposes of administering RSA 193-D:4, I(a) – (c).~~

~~Suspensions of Ten Days or Less:~~

~~The Superintendent or a representative designated in writing by the Superintendent (site administrator) shall have the authority to suspend students for ten days or less for gross misconduct, or neglect or refusal to conform to the reasonable rules of the school. No student shall be suspended without being properly informed as to the reason for the suspension. Any suspension action shall follow the regulations set forth in JK-R.~~

Suspension for Over Ten Days, But Not More Than Twenty Days:

~~The Superintendent, upon action of the School Board, shall have the authority to suspend students for over ten days but not more than twenty days for gross misconduct, or neglect or refusal to conform to the reasonable rules of the school. Action to suspend a student for more than ten days shall not be taken until a formal hearing is conducted by the Superintendent. The parent or guardian of any student suspended for more than ten days shall have the right to appeal any such suspension to the School Board.~~

Expulsions and Suspensions For More Than Twenty Days

~~Student expulsions and student suspensions for more than twenty days must be approved by the School Board.~~

~~The Superintendent shall make recommendations to the School Board for student expulsions or suspensions in excess of twenty (20) days for gross misconduct, or for neglect or refusal to conform to the reasonable rules of the school, or for any act of theft, destruction, or violence as defined in RSA 193-D:1, or for possession of a pellet or BB gun or BB rifle. Pupils who bring or possess a firearm as defined in Section 921 of Title 18 of the US Code in a Safe School Zone as defined in RSA 193-D:1 without written authorization from the Superintendent or his/her designee shall be expelled from school by the School Board for a period of not less than twelve (12) months. In cases not involving firearms as defined above, the School Board shall consider the evidence and may approve student suspensions of more than twenty (20) days or student expulsion.~~

~~The parent or guardian of any student being considered for expulsion or suspension for more than twenty days shall be granted the opportunity for a formal hearing before the School Board.~~

~~Following a formal hearing before the School Board, the School Board shall issue a written decision stating the outcome of the hearing including the legal and factual basis for the decision. The written decision shall clearly state whether the student is expelled or suspended for more than twenty (20) days or that the student is reinstated. The written decision shall also include the time period for any expulsion or suspension as well as the actions required of the student to return to school.~~

~~Students expelled by the School Board shall not attend school until restored by the Board. Any expulsion shall be subject to review, if requested, prior to the start of each school year. Any student expulsion shall be valid throughout the school districts of the state.~~

~~Certain policies of the Sanborn Regional School District require swift and speedy disciplinary action to enhance the safety of all students within the school district. Where policies exist that require specific actions with regard to suspension or expulsion, those actions shall supersede the general requirements of this policy. However, the regulations contained within policy JK-R shall be followed for the conduct of all suspension and expulsion actions.~~

~~Appeals from decisions made on behalf of the Sanborn Regional School District may be made in accordance with the New Hampshire Revised Statutes Annotated.~~

~~Pursuant to RSA 193:13 IV, the Superintendent may, upon written application of an expelled student, recommend to the School Board modification to an expulsion. Prior to the School Board's consenting to such~~

~~a modification, the student shall be required to submit to the Superintendent sufficient evidence in the form of letters, work history or other documents or testimony demonstrating that it is in the school's best interest and the student's best interest to allow a modification. In making such a decision, due regard will be given to other students and staff whose safety and well being shall be of paramount importance.~~

~~All students shall receive written notice of this policy once each year.~~

Related:

~~See also: Policy JK-R, BEE, BEE-R~~

History:

~~Effective: November 19, 1975. Revised: June 18, 1997 (Effective July 1, 1997). Revised: February 4, 1998.
Revised: September 1, 1999.~~

Statement of Policy:

A school administrator or teacher may detain a student for disciplinary reasons during school hours. Further, a school administrator or teacher may detain a Student for disciplinary reasons after school hours, provided the parent has been notified of the detention and, in the case of bus students, arrangements have been made for the student's transportation home. In cases where transportation is required, 24-hour notice will be given so that transportation may be arranged.

Parents may be asked to arrange for the transportation of the detained student.

~~Detention in one day is to be limited to 60 minutes.~~

History:

Effective: Month DD, 2019.

JLCH: DO NOT RESUSCITATE ORDERS → NEW

Presentation of a Do Not Resuscitate Order to the District:

The following criteria must be met when a Do Not Resuscitate (DNR) Order for a student is presented to the District:

1. A **notarized** original of the physician's order and the state Emergency Medical Services (EMS) Do Not Resuscitate form must be completed by the physician and the parent/guardian and submitted to the school. Photocopies or facsimiles are not acceptable.
2. When a student is 18 years of age or older, the DNR authorization must be made by the student, unless custody of the student has been legally awarded to a guardian.

A DNR order is to be presented to the school principal and the school nurse, who will initiate the following procedures:

1. The Superintendent, Principal and school nurse are to be informed when the school has received a DNR order.
2. Upon receiving a DNR order, a conference will be arranged with the parent/guardian, the local EMS providers, appropriate school staff, and health providers. A plan of care, which follows the physician's orders, will be developed and include goals, outcomes and delegation of care to be addressed in the student's Individualized Healthcare Plan (IHP). The healthcare plan will be written by the school nurse, in collaboration with the parent/guardian, and is to be reviewed at the beginning of each school year and as part of each IEP and/or 504 plan (if applicable) and updated as needed. All proceedings are to be documented in the student's health record. The IHP will specify which life-sustaining procedures will be used by district personnel in the case of an emergency.
3. The physician's order and EMS DNR form must be documented on the student's Emergency Card and submitted to the school nurse. DNR orders are to be reviewed at the beginning of each school year and as part of each IEP or 504 plan (if applicable).
4. Student confidentiality will be maintained as much as possible. Only school staff with a legitimate need-to-know will be informed of the DNR order. The parent(s)/guardian(s) will be advised that anyone who is not directly informed about the DNR order will otherwise follow Board policy and initiate resuscitation.
5. The school nurse will be responsible for ensuring that all staff members who are informed of the DNR order are trained to follow the expected procedures as delineated in the student's healthcare plan.

Procedures for Implementing a Do Not Resuscitate Order

If a student with a DNR order suffers a cardiac or respiratory arrest at school, the following will be implemented:

1. Activate Emergency Medical Services.
2. Contact the parent/guardian.

3. Isolate the student and maintain as normal an atmosphere as possible in the school or site.
4. Contact the physician who wrote the DNR order.
5. If a student with a DNR order dies while at school, the school principal or designee will inform the appropriate state or local medical officials, the Superintendent, and the school nurse as soon as possible. The body may not be moved until authorized by the Office of the Medical Investigator.
6. Grief counseling resources for school employees can be obtained from the Employee Assistance Program; and for students, from the Student Support Services Non-Crisis Counseling Team.
7. When appropriate, the District Crisis Counseling Team will be activated to provide assistance at the school.

Revocation of a Do Not Resuscitate Order

The DNR order may be revoked at any time by:

1. Physical destruction of the DNR Order form with the consent of the authorized decision-maker; or
2. An oral statement by the authorized decision-maker to resuscitate.

Staff who have been informed about the original DNR order will be informed of its revocation.

Record of the revocation will be made on the student's health record.

Legal Reference:

RSA 137-J:26, Issuance of a Do Not Resuscitate Order

RSA 137-J:27, Compliance with a Do Not Resuscitate Order

Individuals with Disabilities Education Act, 20 U.S.C. §§ 1400 - 1487

The Rehabilitation Act of 1973, Section 504, 20 U.S.C. § 794

Americans with Disabilities Act, 42 U.S.C. §§ 12101 - 12213

History:

Effective: Month DD, 2019

Intent:

It is policy of the School District to respect the privacy and/or confidentiality of all students and staff within the District. It is the policy District that personally identifiable information should only be viewed or received by District employees who have a legitimate educational or business interest or purpose in viewing or receiving private and/or confidential information.

Confidential Information

As part of the job performance of the District, employees may produce and receive information that must be kept confidential. Confidential information includes information obtained during the course of employment relating to the conduct of School District internal affairs. It shall also include information relating to students that is otherwise protected by applicable state and federal privacy laws. School District employees shall not disclose nor transmit such confidential information concerning students or others, or confidential internal information and shall use extreme care to protect against negligent or inadvertent disclosure of such information.

Upon termination of employment or involvement in such internal affairs, or at any time that the District requests, all memoranda, notes, records, reports, lists and other documents containing, describing or relating to confidential information, together with all copies of the same, obtained by School District employees or entrusted to them during the course of their employment, shall be surrendered to the District at the time of such termination or request.

Observations:

During the course of carrying out activities as an employee or volunteer of the District, an individual may make certain observations that may disclose personally identifiable information about a student. These observations may indicate the nature of disabilities and/or accommodations that are made in response to such disabilities. These observations, by their very nature, may result in the employee or volunteer receiving information in which they neither have a legitimate educational interest nor a "need to know." To the degree that such observations disclose personally identifiable information, the employee or volunteer in question making such observations must respect the privacy and confidentiality of the student involved and not disclose such information in violation of this policy.

Violations:

The dissemination of personally identifiable information by employees or volunteers to individuals who have neither a legitimate educational interest nor a "need to know" is prohibited. Employees and volunteers are not to disclose such information to individuals not affiliated with the School District without specific written authorization from District administrators and the affected student/parent.

Volunteers who violate this policy may have their services terminated. District employees who violate this policy may face discipline up to and including termination, in accordance with applicable law, board policies and/or collective bargaining agreements.

Legal References:

20 USC 1232g, Family Educational Rights and Privacy Act (FERPA)

History:

Effective: Month DD, 2019