



Regional School Unit 5
Durham • Freeport • Pownal

"To inspire and support every learner by challenging minds, building character, sparking creativity, and nurturing passions."

Becky Foley, Ph.D., Superintendent of Schools
Rick Kusturin, Director of Finance & Human Resources

Cynthia Alexander, Assistant Superintendent of Schools
Bonnie Violette, Ph.D., Director of Instructional Support

TO: Candy deCsipkes, Lindsey Furtney, Maddy Vertenten
FROM: Cynthia Alexander
DATE: September 24, 2020
RE: Policy Meeting – October 2, 2020

The Policy Sub-Committee is scheduled to meet on Friday, October 2, 2020 at 8:30 a.m. at the RSU5 Central Office.

Agenda

ADAA-School System Commitment to Standards for Ethical and Responsible Behavior

ACAD-Hazing

ADF-School District Commitment to Learning Results

JJIAA-Private School Students-Access to Public School CoCurricular, Interscholastic and ExtraCurricular Activities

JJIAA-E1-Private School Student Application for Participation in RSU5 CoCurricular Activities

JJIAA-E2-Private School Student Application For Participation In Extracurricular Activities

JJIAA-E3-Verification of Private School Student Eligibility For Participation in RSU5 CoCurricular Activities

JJIAA-E4 Verification of Private School Student Eligibility For Participation in RSU5 ExtraCurricular Activities

SCHOOL SYSTEM COMMITMENT TO STANDARDS FOR ETHICAL AND RESPONSIBLE BEHAVIOR

The School Board believes that promoting ethical and responsible behavior is an essential part of the school unit's educational mission. The Board recognizes that ethics, constructive attitudes, responsible behavior, and "character" are important if a student is to leave school as a "responsible and involved citizen," as described in the Guiding Principles of the Maine Learning Results. The Board also recognizes that Maine law requires the adoption of a district-wide student code of conduct consistent with statewide standards for student behavior developed by the Commissioner of the Department of Education in compliance with 20-A MRS § 254(11).

The Board seeks to create and maintain a school climate in which ethical and responsible behavior can flourish. The Board believes that instilling a sense of ethics and responsibility in students requires setting positive expectations for student behavior as well as establishing disciplinary consequences for behavior that violates Board policy or school rules. Further, the Board believes that in order to teach ethical and responsible behavior, adults who interact with students must strive to model and reinforce ethical and responsible behavior. To that end, the Board supports an active partnership between schools and parents.

Recognizing that collaboratively identified core values are the foundation for a school culture that encourages and reinforces ethical and responsible student behavior, the Board is committed to the establishment and implementation of a process for identifying shared values and setting and enforcing standards for behavior, including prescription of consequences for unacceptable behavior. The process for identifying such shared values will invite and include the participation of Board members, school administrators, staff, parents, students, and the community. Core values will be reviewed periodically, with opportunity for public participation. The Board will direct the Superintendent/designee to develop a process to assess school system progress toward achievement of an ethical and responsible school culture.

Following the identification of core values, the Board, with input from administrators, staff, parents, students, and members of the community, will adopt a Student Code of Conduct consistent with statewide standards for student behavior that shall, as required by law:

- A. Define unacceptable student behavior;
- B. Establish standards of student responsibility for behavior;
- C. Prescribe consequences for violation of the Student Code of Conduct, including first-time violations, when appropriate;
- D. Describe appropriate procedures for referring students in need of special services to those services;

- E. Establish criteria to determine when further assessment of a current Individual Education Plan (IEP) is necessary, based on removal of the student from class;
- F. Establish policies and procedures concerning the removal of disruptive or violent students from a classroom or a school bus, as well as student disciplinary and placement decisions, when appropriate;
- G. Establish guidelines and criteria concerning the appropriate circumstances when the Superintendent/designee may provide information to the local police or other appropriate law enforcement authorities regarding an offense that involves violence committed by any person on school grounds or other school property; and
- H. Establish policies and procedures to address bullying, harassment and sexual harassment.

The Board will review the Student Code of Conduct periodically, inviting input from administrators, staff, parents, students and members of the community.

When revising the prescribed consequences for violation of the Student Code of Conduct, the Board shall consider (evaluate and revise, as deemed necessary or desirable) relevant existing district-wide school disciplinary policies and/or consider adoption of new policies that:

- A. Focus on positive interventions and expectations and avoid focusing exclusively on unacceptable student behavior;
- B. Focus on positive and restorative interventions that are consistent with evidence-based practices rather than set punishments for specific behaviors, and avoid “zero tolerance” practices unless specifically required by federal or state laws, rules or regulations;
- C. Allow administrators to use their discretion to fashion appropriate discipline that examines the circumstances pertinent to the case at hand; and
- D. Provide written notice to the parents of a student when a student is suspended from school, regardless of whether the suspension is an in-school or out-of-school suspension.

“Positive interventions” and “restorative interventions” shall have the same meaning as provided in 20-A MRSA § 1001(15).

Students, parents, staff, and the community will be informed of the Student Code of Conduct and relevant district-wide school disciplinary policies through handbooks, the school unit’s website, and/or other means selected by the Superintendent/designee.

Ethics and Curriculum

The Board encourages integration of ethics into content areas of the curriculum, as appropriate. The Board also encourages schools to provide students with meaningful opportunities to apply values and ethical and responsible behavior through activities such as problem solving, peer mediation and student government/leadership development.

Legal Reference: 20-A MRS §§ 254, 1001(15), 1001(15-A)

Cross reference: JKD – Suspension of Students

Adopted: May 27, 2009

Revised: December 8, 2010

Revised: November 28, 2012

Reviewed: November 20, 2013

HAZING

Maine statute defines injurious hazing as "any action or situation, including harassing behavior, that recklessly or intentionally endangers the mental or physical health of any school personnel or a student enrolled in a public school."

It is the policy of the Board of Directors that injurious hazing activities of any type, either on or off school property, by any student, staff member, group or organization affiliated with this school unit, are inconsistent with the educational process and shall be prohibited at all times.

"Harassing behavior" includes acts of intimidation and any other conduct that recklessly or intentionally endangers the mental or physical health of a student or staff member

"Acts of intimidation" include extortion; menacing; direct or indirect threats of violence; incidents of violence; bullying; statements or taunting of a malicious and/or derogatory nature that recklessly or intentionally endanger the mental or physical health of another person; and property damage or theft.

No administrator, faculty member, or other employee of the school unit shall encourage, permit, condone, or tolerate injurious hazing activities. No student, including leaders of students organizations, shall plan, encourage, or engage in injurious hazing activities.

Students who violate this policy may be subject to disciplinary action which may include suspension, expulsion, or other appropriate measures. Administrators, professional staff, and all other employees who violate this policy may be subject to disciplinary action up to and including dismissal.

In the case of an organization affiliated with this school unit which authorizes hazing, penalties may include rescission of permission for that organization to operate on school property or to receive any other benefit of affiliation with the school unit.

Persons not associated with this school unit who fail to abide by this policy may be subject to ejection from school property and/or other measures as may be available under the law.

These penalties shall be in addition to any civil or criminal penalties to which the violator or organization may be subject.

The Superintendent/designee shall assume responsibility for administering this policy. In the event that an individual or organization disagrees with an action--or lack of action--on the part of the Superintendent as he/she carries out the provisions

of this policy, that individual or organization may appeal to the Board. The ruling of the Board, with respect to the provisions of this policy, shall be final.

This right to appeal does not apply to student suspensions of 10 days or less or to matters submitted to grievance procedures under applicable collective bargaining agreements.

A copy of this policy shall be included in all school, parent, and employee handbooks or otherwise distributed to all school employees and students.

Legal Reference: 20-A MRSA § 6553

Cross Reference: ACAA - Harassment and Sexual Harassment of Students
ACAB - Harassment and Sexual Harassment of Employees
JICIA - Weapons, Violence and School Safety

Adopted: May 27, 2009
Revised: December 8, 2010
Reviewed: November 20, 2013

SCHOOL DISTRICT COMMITMENT TO LEARNING RESULTS

The RSU5 Board of Directors hereby adopts the system of Learning Results and the Maine Department of Education's applicable rules. The Learning Results system is intended to serve as a foundation for education reform and to promote and provide assessment of student learning, accountability and equity. The Board recognizes that the legislative intent of the Learning Results system is to provide children with schools that reflect high expectations and create conditions where these expectations can be met.

The Board understands that implementation of the Learning Results system and the mandate to provide all students with equitable opportunities to meet the Content Standards of the system of Learning Results have broad implications for the school unit, including curriculum, budget, professional development, student assessment, professional evaluation, and graduation requirements. Therefore, the Board is committed to examining its policies and school system practices to ensure that they are consistent with the intent and goals of the Learning Results system. This will require a concerted and coordinated effort involving the Board, the Superintendent, administrators, teachers, parents, students, and the community.

The Board directs the Superintendent to develop a plan and timeline for implementing the Learning Results system and any appropriate administrative procedures. The Board further directs the Superintendent to report to the Board on an annual basis on progress toward implementing the Learning Results system.

Legal References: 20-A MRSA 6208-6209
L.D. 1536, Chapter 51 Resolves
Chapter 131 (Maine Dept. of Ed. Rules)

Adopted: May 27, 2009
Reviewed: December 8, 2010
Reviewed: November 20, 2013

PRIVATE SCHOOL STUDENTS—ACCESS TO PUBLIC SCHOOL COCURRICULAR, INTERSCHOLASTIC AND EXTRACURRICULAR ACTIVITIES

The Board recognizes that Maine law sets standards for access to public school cocurricular, interscholastic and extracurricular activities by students enrolled in equivalent instruction programs in private schools.

For the purpose of this policy, “student enrolled in equivalent instruction program” means a student otherwise eligible to attend school in that school administrative unit, including a student who resides in the unorganized territory, when the student is enrolled in an equivalent instruction program in a private school that is recognized as an equivalent instruction alternative under 20-A MRSA § 5001-A(3)(1)(b):

I. PARTICIPATION IN COCURRICULAR ACTIVITIES

“Cocurricular activities,” for the purpose of this policy, are activities that are sponsored by the school, are directly related to the curriculum and support achievement of the learning standards established by law, Board policy and or administrative action. Examples of such activities include the math club, science fairs and foreign language clubs.

A student enrolled in an equivalent instruction program as defined in this policy is eligible to participate in cocurricular activities sponsored by RSU5 provided that:

- A. The student or his/her parent/guardian applies in writing to and receives written approval from the school principal/designee; and
- B. The student currently meets, and agrees to meet in the future, established behavioral, disciplinary, attendance and other rules applicable to all students.
- C. The private school the student attends does not provide the same cocurricular activity.

The principal/designee may withhold approval only if the school does not have the capacity to provide the student with the opportunity to participate in the cocurricular activity.

If approval is withheld, the principal/designee will provide a written explanation to the student or student’s parent/guardian stating the reason to withhold approval.

II. PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

“Extracurricular activities,” for the purpose of this policy, are school-sponsored activities for which participants are selected by staff supervising the activities, including those teams, both athletic and academic, that participate in interscholastic competition.

A student enrolled in an equivalent instruction program as defined in this policy is eligible to try out for extracurricular and interscholastic activities sponsored by RSU5 provided that the following requirements are met/satisfied:

- A. The student applies for and receives written approval from the principal/designee;
- B. The student agrees to abide by equivalent rules of participation as are applicable to regularly enrolled students participating in the activity and provides evidence that the rules of participation are being met.
- C. The student complies with the same physical examination, immunization, insurance, age, and semester eligibility requirements as regularly enrolled students participating in the activity. All required documentation must be made available upon request by the school unit.
- D. The student meets equivalent academic standards as those established for regularly enrolled students participating in the activity and provides evidence that the academic standards are being met.
- E. The student abides by the same transportation policy as regularly enrolled students participating in the activity.
- F. The private school the student attends does not provide the same extracurricular or interscholastic activity.

The principal/designee will be responsible for approving or withholding approval of applications to try out for an extracurricular activity. The principal may withhold approval only if the school does not have the capacity to provide the student with the opportunity to participate in the extracurricular activity.

If approval is withheld, the principal/designee will provide a written explanation to the student or the student's parent/guardian stating the reason(s) for the decision.

The criteria for selection of participants shall be determined by the staff members (coaches, advisors and their supervisors) responsible for the activities. Tryouts are by nature competitive. Eligibility to try out does not guarantee participation. Decisions resulting in non-selection of individual students shall not be subject to appeal or reconsideration unless they are in violation of law or Board policy.

VERIFICATION OF ELIGIBILITY

To permit verification that the student has met eligibility requirements under this policy, the student's parent (or the student, if 18 years old) must authorize the private school to provide to the principal all information necessary to determine whether the student meets the requirements.

DELEGATION OF AUTHORITY

In order to maintain an efficient and orderly method for processing applications for participation, the Board authorizes the Superintendent/designee to develop procedures, as appropriate, for the

principal/designee's use in determining whether students have met eligibility requirements and for granting or withholding approval of participation.

RSU5 has no obligation to notify or provide information concerning eligibility for participation in school-sponsored cocurricular, interscholastic or extracurricular activities to students enrolled in equivalent instruction in private schools.

APPEALS

Except as otherwise provided in this policy, appeals from administration and application of the Board policy are heard by the Board, whose decision is final and binding. Appeals that question the Board's policy compliance with legal requirements must be made to the Commissioner, whose decision is final and binding.

Legal Reference: 20-A MRSA §§ 2901, 5001-A, 5021-A(3)

Cross Reference: KE – Public Concerns and Complaints

Adopted: November 28, 2012

Revised: June 11, 2014

**PRIVATE SCHOOL STUDENT APPLICATION FOR PARTICIPATION IN
RSU NO. 5 COCURRICULAR ACTIVITIES**

The parent (or student if 18 years of age or older) must submit a separate application for each activity in which participation is desired.

STUDENT INFORMATION

Student's Name:

Student's Date of Birth:

Grade in Private School:

Student's Address:

Phone Number:

Parent/Guardian's Name:

Private School Name:

Private School Address:

Private School Phone Number:

Private School Principal/Head's Name:

Student is Applying for Participation in the Following Activity: _____

VERIFICATION OF ELIGIBILITY

I authorize _____ [Private school name] to provide to
RSU No. 5 upon its request all information necessary to verify that my son/daughter,
_____ [Student's name] meets the eligibility requirements for participation in
the cocurricular activity that is the subject of this application.

Parent's Signature (or Student's, if 18 or older)

Date

STUDENT PARTICIPATION AGREEMENT

I agree to comply with all RSU No. 5 policies, administrative procedures, and behavioral, disciplinary, attendance and other rules that apply to RSU No. 5 students participating in the cocurricular activity that is the subject of this application.

Student's Signature

Date

Adopted: November 28, 2012
Reviewed: June 11, 2014

**PRIVATE SCHOOL STUDENT APPLICATION FOR PARTICIPATION IN RSU NO. 5
EXTRACURRICULAR ACTIVITIES**

The parent (or student if 18 years of age or older) must submit a separate application for each activity in which participation is desired. RSU No. 5 will verify eligibility before the student is allowed to try out for the requested activity.

STUDENT INFORMATION

Student's Name:

Student's Date of Birth:

Grade in Private School:

Student's Address:

Phone Number:

Parent/Guardian's Name:

Private School Name:

Private School Address:

Private School Phone Number:

Private School Principal/Head's Name:

Student is Applying for Participation in the Following Activity: _____

**THE FOLLOWING DOCUMENTATION WILL BE REQUIRED FOR VERIFICATION OF
ELIGIBILITY TO TRY OUT FOR PARTICIPATION:**

Evidence that the student currently meets the same behavioral, disciplinary, attendance and other eligibility applicable to all students in RSU No. 5

Student's written agreement to comply with the same behavioral, disciplinary, attendance and other eligibility applicable to all students in RSU No. 5

Documentation of sports physical (if applicable) and clearance to play;

Documentation of immunization presented;

Evidence of insurance;

Documentation of age eligibility;

Documentation of academic standing (grades or other evidence that academic eligibility standards have been met); and

Student's written agreement to abide by the same transportation rules that apply to regularly enrolled students.

VERIFICATION OF ELIGIBILITY

I authorize _____ [Private school name] to provide to RSU No. 5 upon its request all information necessary to verify that my son/daughter, _____ [Student's name] meets the eligibility requirements for participation in the extracurricular activity that is the subject of this application.

I agree to provide to RSU No. 5 documentation of immunization, insurance and sports physical and clearance to play (if applicable) if such information is not maintained at _____ [Private school name].

Parent's Signature (or Student's, if 18 or older)

Date

STUDENT PARTICIPATION AGREEMENT

I agree to comply with all RSU No. 5 policies, administrative procedures, and behavioral, disciplinary, attendance and other rules that apply to RSU No. 5 students participating in the extracurricular activity that is the subject of this application.

I also agree to abide by the same transportation rules that apply to all RSU No. 5 participants in this activity.

Student's Signature

Date

Adopted: November 28, 2012
Reviewed: June 11, 2014

VERIFICATION OF PRIVATE SCHOOL STUDENT ELIGIBILITY FOR PARTICIPATION IN RSU NO. 5 COCURRICULAR ACTIVITIES

A separate application must be received for each activity in which participation is desired. This form is used to verify eligibility and to approve/deny participation.

STUDENT INFORMATION

Student's Name:

Student's Date of Birth:

Grade in Private School:

Student's Address:

Phone Number:

Parent/Guardian's Name:

Private School Name:

Private School Address:

Private School Phone Number:

Private School Principal/Head's Name:

Student is Applying for Participation in the Following Activity: _____

FOR COCURRICULAR ACTIVITIES

_____ Written application received _____ [Date]

_____ Student's written agreement to comply with behavioral, disciplinary, attendance and other rules applicable to all students in RSU No. 5

Student participation in the desired activity is _____ approved _____ not approved

Decision by: _____ (Name and Title) Date: _____

Student/parent notified of decision: Date: _____ Method: _____

Adopted: November 28, 2012

Reviewed: June 11, 2014

VERIFICATION OF PRIVATE SCHOOL STUDENT ELIGIBILITY FOR PARTICIPATION IN RSU NO. 5 EXTRACURRICULAR ACTIVITIES

A separate application must be received for each activity in which participation is desired. This form is used to verify eligibility and to approve/deny participation.

STUDENT INFORMATION

Student's Name:

Student's Date of Birth:

Grade in Private School:

Student's Address:

Phone Number:

Parent/Guardian's Name:

Private School Name:

Private School Address:

Private School Phone Number:

Private School Principal/Head's Name:

Student is Applying for Participation in the Following Activity: _____

FOR EXTRACURRICULAR ACTIVITIES

_____ Written application received _____ [Date]

_____ Student's written agreement to comply with behavioral, disciplinary, attendance and other rules applicable to all students in RSU No. 5

_____ Sports physical (if applicable) performed on _____ [Date]; Cleared to play? Yes/No

_____ Documentation of immunization presented

_____ Documentation of insurance

_____ Documentation of age eligibility

_____ Documentation of academic standing (principals may ask to see grades or other evidence that academic eligibility has been met)

_____ Student's written agreement to abide by same transportation as regularly enrolled students

_____ Student has completed tryout

_____ Student has been selected/not selected for the activity (circle one)

Decision by: _____ (Name and Title) Date: _____

Student/parent notified of decision: Date: _____ Method: _____

Adopted: November 28, 2012
Reviewed: June 11, 2014