

Official Posting/Notice of Meeting
The Newport School District/SAU43
603-865-9500 ~ www.sau43.nh.gov
We Encourage you to Attend
Location and Time
Sugar River Valley Regional Technical Center
243 N. Main St.~ Newport, New Hampshire 03773
August 13, 2026
5:30 PM

- I. Call to Order - Roll Call
- II. Pledge of Allegiance
- III. Presentations:
 - a.
- IV. Public Comment
 - a. The purpose of public comments is to give the residents of Newport the opportunity to address the Board. Any comments must be directed to the Chair. All people wishing to speak will come forward to the microphone, clearly state their name and address when recognized to give their comments.
 - b. If there is no one else present wishing to speak a motion is in order to take all comments under advisement and further to receive and file any written documentation present and to table the remaining minutes for public comment to the end of the meeting for those that have not already spoken.
 - c. Response to Public Comment (Note: Motions limited to placing items on a future agenda)
- V. Adjustments to the Agenda
- VI. Approval of Minutes
 - a. Minutes from School Board Meeting July 23, 2026 page 3
- VII. Student Representative Report
- VIII. Consent Agenda:
 - a. AP Manifest page 9
 - 1. **25-26 AP:**
 - 1154 - \$30,671.77
 - 1160 - \$236,707.60
 - 1187 - \$161,081.43
 - 1188 - \$140,352.12
 - 26-27 AP:**
 - 1014 - \$444,268.83
 - b. Payroll Manifest
 - 26-27 Payroll:**
 - 4 - \$7,847.34
 - 1010 - \$30,374.36
 - 1011 - \$98,922.77
 - 1012 - \$900.00
 - 1013 - \$837.00
 - c. DDG Grant Application and Acceptance of Grants Second Read page 10
 - d. EEAB Establishment of School Bus Routes Second Read page 12
 - e. EH Public Access to School District Records Second Read page 24
 - f. GBEC Drug Free Workplace-Drug Free Schools Second Read page 31
 - g. GBCAH Section 125 Plans Second Read page 41
 - h. IHAM Health Education & Exemption from Instruction Second Read page 43
 - i. IK Earning of High School Credit-Achievement of Competencies Second Read page 51
- IX. Information:
 - a. Back to School with SAU 43 August 22, 2026 page 60

- X. Action:
- a. Policy JICK Bullying Prevention - Pupil Safety and Violence Prevention page 62
 - b. Budget Calendar FY 2027-2028 page 76
 - c. Richards Handbook Approval page 80
 - d. Newport Middle High/CTE Handbook Approval page 81
 - e. PD Committee page 82
 - f. Superintendent Hiring Committee page 83
 - g. Superintendent Goals page 84
- XI. Tabled Items
- XII. Personnel Reports
- XIII. Committee Report Outs
- XIV. Public Comment - Goals 2 & 3
- XV. Superintendent Communications
- a. Robert Wargo, Interim Superintendent
 - b. Kate O'Connor, Business Administrator page 85
 - c. Darlene Ayotte, Director of Student Services
- XVI. Board Communications
- XVII. Items for Next Agenda
- XVIII. Non-public session
- a. A motion is in order to go into non-public session under the provisions of RSA 91-A:3 II
 - _____ A: the dismissal, promotion or compensation of any public employee;
 - _____ B: the hiring of any person as a public employee;
 - _____ C: matters, which if discussed in public, would likely affect adversely the reputation of any person;
 - _____ D: consideration of the acquisition, sale or lease of real or personal property;
 - _____ E: consideration of negotiation of pending claims or litigation;
 - _____ I: consideration of matters relating to the preparation for and the carrying out of emergency functions
 - _____ J: consideration of confidential, commercial or financial information that is exempt from public disclosure
 - _____ K: consideration by a school board of entering into a student or pupil tuition contract;
 - _____ L: consideration of legal advice provided by legal counsel, either in writing or orally.
- XIX. Adjournment

School Board Goals

1. Budget and Fiscal Responsibility
2. Policy Development and Governance
3. Strategic Alignment and Accountability

NEWPORT SCHOOL BOARD MEETING MINUTES

July 23, 2026
5:30 PM

School Board Members Present:

Chair Nikki Murphy
Vice Chair Jessica Packard
Keith Sayer
Melissa Mitchler
Paul Brown

School District Administration Present:

Interim Superintendent Robert Wargo
Business Administrator Kate O'Connor
Director of Student Services Darlene Ayotte

Newport School Board Public Hearing

The Newport School Board will hold a Public Hearing for the purpose of Building Renovation
Capital Fund request of up to \$20,000 for Richards column repair.
A Regular School Board meeting will follow

I. Call to Order - Roll Call

Chair Nikki Murphy called the meeting to order at 5:31PM.

II. Pledge of Allegiance

- Led by Chair Murphy

III. Public Hearing

- Kate O'Connor stated the purpose of this public hearing is to remove up to \$20,000 out of the capital reserve fund to repair a column on the bottom floor of Richards.
 - Aaron Spooner stated it is two cracks on the same column. The proposed fix is to put in some additional footing and fill the column with rebar. It will take the weight off of the column. Jeremy Merrill, who was a part of the brick work of Richards previously, stated that right now there was never any grout put into the column and no rebar. The beam sitting on it is bearing 8 inches and that's it. It's sitting on a column that is ready to explode. He is proposing coming off of the wall three feet and building it straight up to the beam. This would be a permanent fix.
 - Kate O'Connor stated that they were calling other structural engineers to ensure this would be a good project. Kate stated that the Fire Chief also took a look at it and said it needed to be fixed.
 - Melissa asked a follow up question about the hollow spaces around the door jams. Jeremy stated that he believes the school does. There are no other areas where there are cracks.

- Jessica asked if this repair could be done prior to school opening. Jessica wanted to ensure that there is a plan b for this room.
- Paul visited it today and wants to ensure that the other corners are secure. He would like them checked.
- Melissa asked if classroom space would be created.
- Kelly Merritt (Kindergarten Teacher) This is her classroom. She will use the new “nook” area as her office space due to the wall there.

IV. Public Comments

No public comment

V. Public Hearing Closing

Nikki made a motion to close the public hearing, Jessica seconded. 5-0-0 Motion passed.

Newport School Board Regular Meeting

VI. Opening of Regular Board Meeting and Call to Order - Roll Call

Nikki Murphy called the meeting to order at 5:47pm

VII. Presentations

- No presentations

VIII. Public Comment

- Melissa Mitchler spoke about the open enrollment meeting in Sunapee with Senator Ward and Senator Lang. Representative Drye was also there. Many of the board members attended. There were a lot of questions left unanswered.
- Interim Superintendent Robert Wargo wanted to thank Aaron Spooner and his crew for his hard work.

IX. Adjustments to the Agenda

- ***Jessica made a motion to approve up to 20,000 for the repair of the column under action. Paul seconded. 5-0-0 Motion passed***
- ***Nikki made a motion to remove information on the House Bill from the agenda. Jessica seconded. 5-0-0 Motion passed.***
- Melissa would like to add a conversation about adding another member to the superintendent hiring committee under action and under information, a discussion about budget documents.
 - ***The motion was made by Melissa. Keith seconded. 5-0-0 Motion passed.***

X. Approval of Minutes

a. Minutes from School Board Meeting July 9, 2026 page 3

- **Jessica Packard made a motion to approve the minutes. Melissa seconded.**
 - Keith noticed some misspellings in the minutes. He would like those to be amended. Paul made the corrections.
 - **A motion was made to approve the minutes as amended by Melissa. Keith seconded. 4-0-1 (Melissa Abstained)**

b. Minutes from School Board Joint Meeting with Selectboard July 14, 2026 page 6

- **Keith made a motion to approve the minutes. Jessica seconded.**
 - Keith noticed two corrections.
 - **Jessica made a motion to approve the minutes as amended. Keith seconded. 5-0-0 motion passed.**

XI. Student Representative Report

- No student Representative present.

XII. Consent Agenda:

a. AP Manifest page 9

1. 1005 - \$92,900

b. Payroll Manifest

1. 3 & 1006-1009 - \$117,752.37

Paul made the motion to accept, Jessica seconded. 5-0-0 motion passed.

XIII. Information:

- a. Budget documents
 - Melissa would like this added to the agenda for the next board meeting.

XIV. Action:

a. Second August Meeting

- Nikki stated that the board had spoken about only having one board meeting in August on August 13th. **Jessica made a motion. Keith seconded. 5-0-0 Motion passed.**

b. Committee Schedule

1. Building Finance

- Paul proposed the first Thursday of the last month of the quarter. Keith and Paul are on it for the board. He would like to see representatives from each school and three community members.
- **A motion was made to approve the committee schedule for Building Finance by Melissa. Paul seconded. 5-0-0 Motion passed.**

2. Communication

- They currently meet regularly.

3. Education Planning Committee

-

4. Extra Curriculars

-
- 5. Policy
 - They currently meet regularly.
- 6. Wellness
 -
 - Melissa recommended as a goal that the board has these finalized by a September meeting.

c. First Read Policies:

1. DDG Grant Application and Acceptance of Grants
2. EEAB Establishment of School Bus Routes
 - *Section b: change request - Melissa asked a question about the changing of bus routes. She questioned adding additional wording about "in advance" and the timing. It was agreed that it would be monitored and watched to see how it would work.*
 - *There was discussion to add a timeline for the superintendents and boards responses to appeals. They will have 5 calendar days to make a decision.*
3. EH Public Access to School District Records
 - *Melissa mentioned some changes that could be made to the policy. Interim Superintendent Wargo stated that conversations are still continuing.*
4. GBEC Drug Free Workplace-Drug Free Schools
5. GBCAH Section 125 Plans
6. IHAM Health Education & Exemption from Instruction
7. IK Earning of High School Credit - Achievement of Competencies
 - **No action was taken.**

Melissa wanted the policy committee to review policies IHAH, IMDA , CA.

d. Rescind Policies

1. BG - Board Policy Development Second Read page 64
 2. BGA - Policy Development System Second Read page 66
 3. BGB - Policy Adoption Second Read page 68
 4. BGE - Policy Dissemination Second Read page 69
 5. BGF - Suspension of Policies Second Read page 70
- Melissa made a motion to rescind the present policies. Jessica seconded. 5-0-0 Motion passed.***

e. Approving Public Hearing: Up to \$20,000.

- ***Jessica made the motion. Keith seconded. 5-0-0 Motion passed. This motion included the withdrawal of the trust fund.***

f. Superintendent Hiring Committee.

Melissa was contacted regarding the possibility of adding a second community member to the hiring committee. The Board had previously established a set number of seats for the committee, and adding another member would require Board approval. It was noted that adding an additional member would create an even number of committee members, which could potentially result in deadlocked votes. There is currently one community member serving on the committee.

Keith asked about the advantages and disadvantages of adding another community member. A disadvantage discussed was that a new member would need to be brought up to speed on the process and previous discussions. The advantage would be that, as the committee begins a new process, an additional community voice could provide another perspective.

Paul made a motion to add one additional community member to the hiring committee and open the opportunity to the public for interested community members to apply. The application period would remain open for one week. Melissa and Paul would make the final selection for the position. Nikki seconded the motion. Motion passed. 4-1-0 (Melissa voted no)

XV. Tabled Items

- No tabled items.

XVI. Personnel Reports

- No personnel reports.

XVII. Committee Report Outs

- No committee report outs.

XVIII. Public Comment - Goals 2 & 3

- No public comment provided
-

XIX. Superintendent Communications

a. Robert Wargo, Interim Superintendent

- He spoke about the hiring process. It is very challenging to hire professionals for the positions we have open.
- The Goshen tuition agreement has been finalized.

b. Kate O'Connor, Business Administrator

- She spoke about the food service and the differences. She believes the food deficit will be similar to last year.
- Harvey Construction came back and looked at the ag center door and the flooring for the CTE to fix the hump in the flooring. They have also been working on the high school lights and finished the Richards lights.
- They have also worked on the drainage. The bollards have been added at the NMHS building.

c. Darlene Ayotte, Director of Student Services

- She met with the online counseling service (Cartwheel).

XX. Board Communications

Nikki wanted to remind everyone that they do have the board retreat at 8:00am at the CTE Building. She also spoke about the open enrollment meeting.

Keith attended the Board of Selectman Meeting and stated that the School Board and Selectman left the joint meeting positively. She believes the district is heading in the right direction.

Melissa attended the admin retreat and was thrilled by the excitement of the upcoming year.

Paul wanted to ensure that a list is added for the next meeting of all of the vacancies.

XXI. Items for Next Agenda

- Staffing vacancies
- Approving Superintendent goals
- Approval of Handbooks
- Budget Calendar/Feedback

A motion was made by Melissa to adjourn the meeting. Keith seconded. 5-0-0 Motion passed. The meeting ended at 7:25pm.

NEWPORT SCHOOL DISTRICT

TITLE: AP and Payroll Manifests

SCHOOL BOARD MEETING OF: 8/13/26

ACTION _____ **CONSENT:** X **INFORMATION:** _____

BACKGROUND:

AP Manifest page

1. 25-26 AP:

1154 - \$30,671.77
1160 - \$236,707.60
1187 - \$161,081.43
1188 - \$140,352.12

26-27 AP:

1014 - \$444,268.83

Payroll Manifest

26-27 Payroll:

4 - \$7,847.34
1010 - \$30,374.36
1011 - \$98,922.77
1012 - \$900.00
1013 - \$837.00

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: Policy DDG Grant Applications and Acceptance of Grants

SCHOOL BOARD MEETING OF: 8/13/26

ACTION _____ CONSENT: X INFORMATION: _____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve second read and adopt Policy DDG.

NEWPORT SCHOOL BOARD

DDG

Category: Optional

See also: DAF and DD

Grant Applications and Acceptance of Grants

The Superintendent must be notified of all potential funding sources and is responsible for evaluating eligibility and requirements before any staff member begins an application.

An employee must first receive permission from the Building Principal and the Superintendent before applying for a grant.

The District Business Administrator acts as the Federal Funds Coordinator and the Business Office will have oversight of the management of the grant.

The School Board must formally vote to approve the pursuit, acceptance, and expenditure of grant funds to remain compliant with state statute.

Any grant sought by an employee for classroom or school use becomes the legal property of the school district, not the individual employee. Employees cannot apply for grants requiring a district financial match unless the School Board has explicitly budgeted or authorized those funds. Employees must prove that the grant goals align with District curriculum standards and do not bind the District to unapproved software, materials, or hardware. Applications must also explicitly detail any long-term maintenance costs.

Legal References:

NH Statutes

Description

RSA

NH Dept. of Ed:

Regulation:

Description

N.H. Code Admin. Rules Ed

History:

Adopted by the Newport School Board 5.28.2026

NEWPORT SCHOOL DISTRICT

TITLE: Policy EEAB - Establishment of School Bus Routes

SCHOOL BOARD MEETING OF: 8/13/26

ACTION _____ CONSENT: X INFORMATION: _____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve second read and adopt Policy EEAB.

**NEWPORT SCHOOL
BOARD**

EEAB

*Category: Recommended
See Also EEA, EEAA, J/CC. EEAE-R, & JJCC-R*

**ESTABLISHMENT OF
SCHOOL BUS ROUTES**

A. General Policy.

The Transportation Coordinator designated by the Superintendent pursuant to Board policy EEA, in consultation with the Principal(s) and transportation provider shall establish bus routes, schedules and stops for all students eligible for transportation pursuant to Board policy EEA. Routes will be over the most direct roads practicable for bus travel. Where an alternate route may be selected without sacrifice to efficiency or economy, preference will be given to that route serving the larger number of students more directly. Routes will be designed to employ as nearly as practicable the full carrying capacity of each bus trip. New routes will be established only when full capacity of the trips on existing routes has been reached or is imminent.

The purpose of bus scheduling shall be to achieve maximum service with a minimum fleet of buses consistent with rendering equitable service to all eligible students. The measure of service rendered shall be the total time between leaving a bus stop in the morning and returning thereto in the afternoon on a regular bus trip. To the greatest extent possible, routes, schedules and stops will minimize and balance the time students spend on buses. However, priority in distance to stops will be given to younger children.

Authorized bus stops shall be located at convenient intervals in places where students can be loaded or unloaded, cross highways and await arrival of buses with the utmost safety permitted based upon highway conditions, terrain, and visibility. Bus stops will be situated so that no student is required to walk more than 1 mile to reach a stop. Per RSA 189:8, the maximum distance to stops can be extended to 1 ½ miles for students residing in areas which are inaccessible by the District's established mode of transportation, provided that the vehicle, route and schedule have been approved by the commissioner of education. The number of bus stops on each trip shall be limited, consistent with the policy, so as to enable buses to maintain a reasonable timetable and schedule.

Process for Establishing Bus Routes and Stop.1.

1. Transportation coordinator obtains student enrollment list in early July.
2. Transportation Coordinator and building Principal(s), evaluate past year's routes and stops, find houses of new students, and draft a

route/stop proposal.

3. Proposed route and stop schedule is reviewed with Superintendent and/or designee.
4. In August Superintendent approves final route and stop schedule.
5. Routes and stops are posted on the District and school websites.
6. Late enrollments and other factors may necessitate alteration of approved and publicized

routes and stops.

B. Parent/Guardian Requests for Changes and Appeals.

- I. Change Requests. Students entitled to transportation service will be assigned to a school bus and stop and will be expected to adhere to the assignment. Parent requests for changes in a child's regular bus assignment should be sent to the Transportation Coordinator. Bus assignment changes will be made based on the following criteria:
 - a. Request must be written by parent or guardian.
 - b. Space must be available.
 - c. Change in a student's regular bus assignment may be approved for the year, the half year, or the quarter. Changes for shorter periods will not be honored by the coordinator.
 - d. Emergency situations or one-day changes may be authorized on a case-by-case basis by the Principal or his/her designee. Any such one-time change must be requested in writing and in advance by the parent/guardian. The Principal/designee will coordinate the change directly.
2. Appeals of Change Requests.
 - a. Appeals under C.1 must be presented in writing to the Superintendent within 10 calendar days of the Transportation Coordinator's decision.
 - b. The Superintendent will review relevant information and consult with the parent/guardian, Principal and transportation contractor.
 - c. If the Superintendent perceives a safety concern or if there is agreement that a change or addition to the route/stop is justified, the Superintendent will immediately make the change.
 - d. If the Superintendent does not approve the request, the parent/guardian may request a review by the School Board. To initiate the review/appeal the parent/guardian must request review/appeal in writing to the Superintendent within 10 calendar days from the date of the Superintendent's decision.
 - e. The Board will hear the appeal as part of its next available agenda subject to the availability of the parent/guardian.

- f. The Board will make its decision after hearing all appropriate information.

Legal References:

189:6, Transportation of Students

189:8, Limitations and Additions

189:9, Pupils in Private Schools

History :

Reviewed by Policy Committee 9/15/2021

Newport School Board 1st Reading 9/23/2021

Newport School Board 2nd Reading and Approval 10/14/2021

**NEWPORT SCHOOL
BOARD**

EEAB

Category: Recommended

See Also ~~BAAA~~, EEA, EEAA, J/CC. ~~EEAE~~, EEAE-R, & ~~JCC-R~~ ~~JICC~~, ~~JICC(R1)~~

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Process for Establishing Bus Routes and Stops.

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year's routes and stops, find houses of new students, and draft a route/stop proposal.

3. The proposed route and stop schedule is reviewed with the Superintendent and/or designee.
4. In August the Superintendent approves the final route and stop schedule.
5. Routes and stops are posted on the District and school websites **and the availability of the information is sent via notice to all families.**
6. Late enrollments and other factors may necessitate alteration of approved and publicized routes and stops.

B. Parent/Guardian Requests for Changes and Appeals.

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~~2. Appeals of Change Requests.~~

- ~~a. Appeals under C.1 must be presented in writing to the Superintendent within 10 calendar days of the Transportation Coordinator's decision.~~
- ~~b. The Superintendent will review relevant information and consult with the parent/guardian, Principal and transportation contractor.~~
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- ~~e. The Board will hear the appeal as part of its next available agenda~~

~~subject to the availability of the parent/guardian.~~

~~f. The Board will make its decision after hearing all appropriate information.~~

2. Further Review. A parent/guardian dissatisfied with the determination of the Transportation Coordinator may seek waiver of this policy under the provision of Board policy BAAA.

C. Parent/Guardian Requests for Changes and Appeals.

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History :

Reviewed by Policy Committee 9/15/2021

Newport School Board 1st Reading 9/23/2021

Newport School Board 2nd Reading and Approval 10/14/2021

Newport School Board 1st Reading

Newport School Board 2nd Reading and Approval

**NEWPORT SCHOOL
BOARD**

EEAB

Category: Recommended

*See Also EEA, EEAA, J/CC. EEAE, EEAE-R, &
JICC, JICC(R1)*

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2. Further Review. A parent/guardian dissatisfied with the determination of the Transportation Coordinator may seek waiver of this policy under the provision of Board policy BAAA.

C. Parent/Guardian Requests for Changes and Appeals.

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2. Appeals of Change Requests.

- a. Appeals under C.1 must be presented in writing to the Superintendent within 5 calendar days of the Transportation Coordinator's decision.
- b. The Superintendent will review relevant information and consult with the parent/guardian, Principal and transportation contractor.
- c. If the Superintendent perceives a safety concern or if there is agreement that a change or addition to the route/stop is justified, the Superintendent will immediately make the change.
- d. If the Superintendent does not approve the request, the parent/guardian may request a review by the School Board. To initiate the review/appeal the parent/guardian must request review/appeal in writing to the Superintendent within 5 calendar days from the date of the Superintendent's decision.
- e. The Board will hear the appeal as part of its next available agenda subject to the availability of the parent/guardian.
- f. The Board will make its decision in 5 calendar days after hearing all appropriate information.

Legal References:

189:6, Transportation of Students
189:8, Limitations and Additions
189:9, Pupils in Private Schools

History:

Reviewed by Policy Committee 9/15/2021 Newport
School Board 1st Reading 9/23/2021
Newport School Board 2nd Reading and Approval 10/14/2021
Newport School Board 1st Reading
Newport School Board 2nd Reading and Approval

NEWPORT SCHOOL DISTRICT

TITLE: Policy EH - Public Access to School District Records

SCHOOL BOARD MEETING OF: 8/13/26

ACTION _____ CONSENT: X INFORMATION: _____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve second read and adopt Policy EH.

NEWPORT SCHOOL BOARD

EH

Category: Recommended

See also BEDG, EHB, JRA, EH-R & EHB-R

PUBLIC ACCESS TO SCHOOL DISTRICT RECORDS

The Superintendent is hereby designated the custodian of all “District records”, which term shall have the same meaning as “governmental records” as that term is defined in the state’s Right to Know law, RSA 91-A:1-a. Without limiting that meaning, District records shall include board or board committee minutes, documents, writings, letters, memoranda, e-mails, images, or other information of any kind kept or maintained by the District in any physical form (written, visual, electronic, digital, etc.).

The Superintendent shall develop written procedures concerning all requests by the public to inspect or obtain copies of school district records (i.e., “governmental records”). The procedures shall conform in all respects to the Right to Know Law. The written procedures should contain provisions clearly indicating personnel responsible for processing any request for District records, as well as the cost for providing requested copies. No fee or expense shall be charged other than as allowed under RSA 91-A:4.

The Superintendent shall review such procedures annually and make such changes as are required as a result of legislative changes to the Right to Know or other applicable law or regulations, or as s/he may deem appropriate. Any changes to the written procedures should be provided to all appropriate personnel and to the School Board.

All District records shall be retained, deleted or destroyed in accordance with Board policy EHB, and Administrative Procedures EHB-R. Minutes of school board meetings, and materials used to prepare the same, shall also be made available in accordance with Board policy BEDG.

The Superintendent is authorized to contact the District's attorney for any matter related to requests for public records and/or the development of the written procedures required under this policy.

Legal Reference:

RSA 91-A, New Hampshire Right to Know Law

History:

Current

Reviewed by the Policy Committee 11/17/03

Reviewed by the Policy Committee 3/15/04

Newport School Board 1st Reading 3/25/04

Newport School Board 2nd Reading & Approval 5/27/04

Newport School Board 1st Reading 11/15/18

Newport School Board 2nd Reading & Approval 12/20/18

Newport School Board 1st Reading 10/22/2020

Newport School Board 2nd Reading & Approval 11/5/2020

NEWPORT SCHOOL BOARD

EH

Category: Recommended

See also BEDG, EHB, JRA, EH-R & EHB-R

PUBLIC ACCESS TO SCHOOL DISTRICT RECORDS

The Superintendent is hereby designated the custodian of all "District records", which term shall have the same meaning as "governmental records" as that term is defined in the state's Right to Know law, RSA 91-A:1-a. Without limiting that meaning, District records shall include board or board committee minutes, documents, writings, letters, memoranda, e-mails, images, or other information of any kind kept or maintained by the District in any physical form (written, visual, electronic, digital, etc.).

~~The Superintendent shall develop written procedures concerning all requests by the public to inspect or obtain copies of school district records (i.e., "governmental records"). The procedures shall conform in all respects to the Right to Know Law. The written procedures should contain provisions clearly indicating personnel responsible for processing any request for District records, as well as the cost for providing requested copies. No fee or expense shall be charged other than as allowed under RSA 91-A:4.~~

The Board has adopted procedural policy EH-R, to serve as the minimum requirements for procedures governing all requests by the public to inspect, or obtain copies of school district records (i.e., "governmental records") and the District's responses to those citizen's requests. The Superintendent should develop additional written administrative procedures to ensure appropriate implementation of this policy and procedural policy EH-R. Such administrative procedures shall conform in all respects to the Right to Know Law. They should contain provisions clearly indicating personnel responsible for processing any request for District records, as well as a method for logging and tracking both the requests and the responses, and may contain provisions for including a log on the District's website.

~~The Superintendent shall review such procedures annually and make such changes as are required as a result of legislative changes to the Right to Know or other applicable law or regulations, or as s/he may deem appropriate. Any changes to the written procedures should be provided to all appropriate personnel and to the School Board.~~

All District records shall be retained, deleted or destroyed in accordance with Board policy EHB, and Administrative Procedures EHB-R. Minutes of school board meetings, and materials used to prepare the same, shall also be made available in accordance with Board policy BEDG.

The Superintendent is authorized to contact the District's attorney for any matter related to requests for public records and/or the development of the written procedures required under this policy.

Marked Up

Legal Reference:

~~RSA 91-A, New Hampshire Right to Know Law~~

RSA 194-C:4 II (a) [Superintendent Services](#)

RSA 91-A [New Hampshire Right To Know Law \("Access to Governmental Records and Meetings\)](#)

RSA 91-A:1-a [Definitions](#)

History:

Reviewed by the Policy Committee 11/17/03

Reviewed by the Policy Committee 3/15/04

Newport School Board 1st Reading 3/25/04

Newport School Board 2nd Reading & Approval 5/27/04

Newport School Board 1st Reading 11/15/18

Newport School Board 2nd Reading & Approval 12/20/18

Newport School Board 1st Reading 10/22/2020

Newport School Board 2nd Reading & Approval 11/5/2020

Newport School Board 1st Reading

Newport School Board 2nd Reading & Approval

NEWPORT SCHOOL BOARD

EH

Category: Recommended

See also BEDG, EHB, EHB-R(1), EHLB, JRA, JRA-R(1), EH, EH-R

PUBLIC ACCESS TO SCHOOL DISTRICT RECORDS

The Superintendent is hereby designated the custodian of all “District records”, which term shall have the same meaning as “governmental records” as that term is defined in the state’s Right to Know law, RSA 91-A:1-a. Without limiting that meaning, District records shall include board or board committee minutes, documents, writings, letters, memoranda, e-mails, images, or other information of any kind kept or maintained by the District in any physical form (written, visual, electronic, digital, etc.).

The Board has adopted procedural policy EH-R, to serve as the minimum requirements for procedures governing all requests by the public to inspect, or obtain copies of school district records (i.e., “governmental records”) and the District's responses to those requests. The Superintendent should develop additional written administrative procedures to ensure appropriate implementation of this policy and procedural policy EH-R. Such administrative procedures shall conform in all respects to the Right to Know Law. They should contain provisions clearly indicating personnel responsible for processing any request for District records, as well as a method for logging and tracking both the requests and the responses, and may contain provisions for including a log on the District's website.

Any changes to the written procedures should be provided to all appropriate personnel and to the School Board.

All District records shall be retained, deleted or destroyed in accordance with Board policy EHB, and Administrative Procedures EHB-R. Minutes of school board meetings, and materials used to prepare the same, shall also be made available in accordance with Board policy BEDG.

The Superintendent is authorized to contact the District's attorney for any matter related to requests for public records and/or the development of the written procedures required under this policy.

RSA 194-C:4 II (a) Superintendent Services

RSA 91-A New Hampshire Right To Know Law ("Access to Governmental Records and Meetings)

RSA 91-A:1-a Definitions

Proposed

History:

Reviewed by the Policy Committee 11/17/03

Reviewed by the Policy Committee 3/15/04

Newport School Board 1st Reading 3/25/04

Newport School Board 2nd Reading & Approval 5/27/04

Newport School Board 1st Reading 11/15/18

Newport School Board 2nd Reading & Approval 12/20/18

Newport School Board 1st Reading 10/22/2020

Newport School Board 2nd Reading & Approval 11/5/2020

Newport School Board 1st Reading

Newport School Board 2nd Reading & Approval

NEWPORT SCHOOL DISTRICT

TITLE: Policy GBEC - Drug Free Workplace-Drug Free Schools

SCHOOL BOARD MEETING OF: 8/13/26

ACTION _____ CONSENT: X INFORMATION: _____

BACKGROUND:

FISCAL IMPACT: None

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve second read and adopt Policy GBEC.

NEWPORT SCHOOL BOARD

GBEC

Category: Priority/Required by Law

Identical Policy: ADC

Related Policy: JICH

DRUG-FREE WORKPLACE & DRUG-FREE SCHOOLS

A. Drug-Free Workplace

1. All District workplaces are drug- and alcohol-free. All employees and contracted personnel are prohibited from:
 - a. Unlawfully manufacturing, dispensing, distributing, possessing, using, or being under the influence of any controlled substance or drug while on or in the workplace, including employees possessing a "medical marijuana" card.
 - b. Distributing, consuming, using, possessing, or being under the influence of alcohol while on or in the workplace.
2. For purposes of this policy, a "controlled substance or drug" means and includes any controlled substance or drug defined in the Controlled Substances Act, 21 U.S.C. § 812(c), or New Hampshire Controlled Drug Act RSA 318-B.
3. For purposes of this policy, "workplace" shall mean the site for the performance of work, and will include at a minimum any District building or grounds owned or operated by the District, any school-owned vehicle, and any other school-approved vehicle used to transport students to and from school or school activities. It shall also include off-school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event where students are under the jurisdiction, care or control of the District.
4. As a condition of employment, each employee and all contracted personnel will:
 - a. Abide by the terms of this policy respecting a drug- and alcohol-free workplace, including any administrative rules, regulations or procedures implementing this policy; and
 - b. Notify his or her supervisor of his or her conviction under any criminal drug statute, for a violation occurring on District premises or while performing work for the District, no later than five (5) days after such conviction.
5. In order to make employees aware of dangers of drug and alcohol abuse, the District will endeavor to:

- a. Provide each employee with a copy of the District drug- and alcohol-free workplace policy;
- b. Post notice of the District drug- and alcohol-free workplace policy in a place where other information for employees is posted;
- c. Establish a drug-free awareness program to educate employees about the dangers of drug abuse and drug use in the workplace, the specifics of this policy, including the consequences for violating the policy, and any information about available drug and alcohol counseling, rehabilitation, reentry, or other employee-assistance programs.

B. District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action; up to and including termination of employment. Alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, employee-assistance rehabilitation program.

The Board will take disciplinary action with respect to an employee convicted of a drug offense in the workplace, within thirty (30) days of receiving notice of a conviction. Should District employees or contracted personnel be engaged in the performance of work under a federal contract or grant, or under a state contract or grant, the Superintendent will notify the appropriate state or federal agency from which the District receives contract or grant moneys of an employee/contracted personnel's conviction, within ten (10) days after receiving notice of the conviction.

The processes for disciplinary action shall be those provided generally to other misconduct for the employee/contractor personnel as may be found in applicable collective bargaining agreements, individual contracts, School Board policies, contractor agreements, and or governing law. Disciplinary action should be applied consistently and fairly with respect to employees of the District and/or contractor personnel as the case may be.

C. Drug-Free School Zone

Pursuant to New Hampshire's "Drug-Free School Zone" law (RSA Chapter 193-B), it is unlawful for any person to manufacture, sell prescribe administer, dispense, or possess with intent to sell, dispense or compound any controlled drug or its analog, within a "drug-free school zone". The Superintendent is directed to assure that the District is and remains in compliance with the requirements of RSA 193-B, I, and N.H. Ed. Part 316 with respect to establishment, mapping and signage of the drug-free zone around each school of the District.

D. Implementation and Review

- a. The Superintendent is directed to promulgate administrative procedures and rules necessary and appropriate to implement the provisions of this policy.
- b. In order to maintain a drug-free workplace, the Superintendent will perform a

biennial review of the implementation of this policy. The review shall be designed to (i) determine and assure compliance with the notification requirements of section A.5.a, b and d; (ii) determine the effectiveness of programs established under paragraph A.5.c above; (iii) ensure that disciplinary sanctions are consistently and fairly enforced; and (iv) and identify any changes required, if any.

Legal References:

41 U.S.C. §101, et. Seq. - Drug-free workplace requirements for Federal contractors, and Federal grant recipients

- *RSA Chapter 193-B Drug Free School Zones*
- *N.H. Admin. Code, Ed. Part 316*

History:

Newport School Board 1st reading 6/7/12
Newport School Board 2nd Reading & Adoption 6/28/12
Newport School Board Re-adoption 10/22/15
Newport School Board 1st Reading 10/25/18
Newport School Board 2nd Reading & Approval 11/15/18
Updated by Policy Committee 12/11/19
Newport School Board 1st Reading 12/12/19
Newport School Board 2nd Reading & Approval 1/9/2020

NEWPORT SCHOOL BOARD

GBEC

Category: Priority/Required by Law

Identical Policy: ADC

Related Policy: JICH

DRUG-FREE WORKPLACE & DRUG-FREE SCHOOLS

A. Drug-Free Workplace

1. All District workplaces are drug- and alcohol-free. All employees and contracted personnel are prohibited from:
 - a. Unlawfully manufacturing, dispensing, distributing, possessing, using, or being under the influence of any controlled substance or drug while on or in the workplace, including employees possessing a "medical marijuana" card.
 - b. Distributing, consuming, using, possessing, or being under the influence of alcohol while on or in the workplace.
2. For purposes of this policy, a "controlled substance or drug" means and includes any controlled substance or drug defined in the Controlled Substances Act, 21 U.S.C. § 812(c), or New Hampshire Controlled Drug Act RSA 318-B.
3. For purposes of this policy, "workplace" shall mean the site for the performance of work, and will include at a minimum any District building or grounds owned or operated by the District, any school-owned vehicle, and any other school-approved vehicle used to transport students to and from school or school activities. It shall also include off-school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event where students are under the jurisdiction, care or control of the District.
4. As a condition of employment, each employee and all contracted personnel will:
 - a. Abide by the terms of this policy respecting a drug- and alcohol-free workplace, including any administrative rules, regulations or procedures implementing this policy; and
 - b. Notify his or her supervisor **in writing** of his or her conviction under any criminal drug statute, for a violation occurring on District premises or while performing work for the District, no later than five (5) days after such conviction.
5. In order to make employees aware of dangers of drug and alcohol abuse, the District will endeavor to:

- a. Provide each employee with a copy of the District drug- and alcohol-free workplace policy;
- b. Post notice of the District drug- and alcohol-free workplace policy in a place where other information for employees is posted;
- c. Establish a drug-free awareness program to educate employees about the dangers of drug abuse and drug use in the workplace, the specifics of this policy, including the consequences for violating the policy, and any information about available drug and alcohol counseling, rehabilitation, reentry, or other employee-assistance programs.

B. District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action; up to and including termination of employment. Alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, employee-assistance rehabilitation program.

The Board will take disciplinary action with respect to an employee convicted of a drug offense in the workplace, within thirty (30) days of receiving notice of a conviction. Should District employees or contracted personnel be engaged in the performance of work under a federal contract or grant, or under a state contract or grant, the Superintendent will notify the appropriate state or federal agency from which the District receives contract or grant moneys of an employee/contracted personnel's conviction, within ten (10) days after receiving notice of the conviction.

The processes for disciplinary action shall be those provided generally to other misconduct for the employee/contractor personnel as may be found in applicable collective bargaining agreements, individual contracts, School Board policies, contractor agreements, and or governing law. Disciplinary action should be applied consistently and fairly with respect to employees of the District and/or contractor personnel as the case may be.

C. Drug-Free School Zone

Pursuant to New Hampshire's "Drug-Free School Zone" law (RSA Chapter 193-B), it is unlawful for any person to manufacture, sell prescribe administer, dispense, or possess with intent to sell, dispense or compound any controlled drug or its analog, within a "drug-free school zone". The Superintendent is directed to assure that the District is and remains in compliance with the requirements of RSA 193-B, I, and N.H. Ed. Part 316 with respect to establishment, mapping and signage of the drug-free zone around each school of the District.

D. Implementation and Review

- a. The Superintendent is directed to promulgate administrative procedures and rules necessary and appropriate to implement the provisions of this policy.

- b. In order to maintain a drug-free workplace, the Superintendent will perform a biennial review of the implementation of this policy. The review shall be designed to
 - i. determine and assure compliance with the notification requirements of section A.5.a, b and c;
 - ii. determine the effectiveness of programs established under paragraph A.5.c above;
 - iii ensure that disciplinary sanctions are consistently and fairly enforced; and (iv) and identify any changes required, if any.

Legal References:

41 U.S.C. §101, et. Seq. - Drug-free workplace requirements for Federal contractors, and Federal grant recipients

- *RSA Chapter 193-B Drug Free School Zones*
- *N.H. Admin. Code, Ed. Part 316*

History:

Newport School Board 1st reading 6/7/12

Newport School Board 2nd Reading & Adoption 6/28/12

Newport School Board Re-adoption 10/22/15

Newport School Board 1st Reading 10/25/18

Newport School Board 2nd Reading & Approval 11/15/18

Updated by Policy Committee 12/11/19

Newport School Board 1st Reading 12/12/19

Newport School Board 2nd Reading & Approval 1/9/2020

Newport School Board 1st Reading

Newport School Board 2nd Reading & Approval

NEWPORT SCHOOL BOARD

GBEC

Category: Priority/Required by Law

Identical Policy: ADC

Related Policy: JICH

**DRUG-FREE WORKPLACE & DRUG-FREE
SCHOOLS**

A. Drug-Free Workplace

1. All District workplaces are drug- and alcohol-free. All employees and contracted personnel are prohibited from:
 - a. Unlawfully manufacturing, dispensing, distributing, possessing, using, or being under the influence of any controlled substance or drug while on or in the workplace, including employees possessing a "medical marijuana" card.
 - b. Distributing, consuming, using, possessing, or being under the influence of alcohol while on or in the workplace.
2. For purposes of this policy, a "controlled substance or drug" means and includes any controlled substance or drug defined in the Controlled Substances Act, 21 U.S.C. § 812(c), or New Hampshire Controlled Drug Act RSA 318-B.
3. For purposes of this policy, "workplace" shall mean the site for the performance of work, and will include at a minimum any District building or grounds owned or operated by the District, any school-owned vehicle, and any other school-approved vehicle used to transport students to and from school or school activities. It shall also include off-school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event where students are under the jurisdiction, care or control of the District.
4. As a condition of employment, each employee and all contracted personnel will:
 - a. Abide by the terms of this policy respecting a drug- and alcohol-free workplace, including any administrative rules, regulations or procedures implementing this policy; and
 - b. Notify his or her supervisor in writing of his or her conviction under any criminal drug statute, for a violation occurring on District premises or while performing work for the District, no later than five (5) days after such conviction.
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- a. Provide each employee with a copy of the District drug- and alcohol-free workplace policy;
- b. Post notice of the District drug- and alcohol-free workplace policy in a place where other information for employees is posted;
- c. Establish a drug-free awareness program to educate employees about the dangers of drug abuse and drug use in the workplace, the specifics of this policy, including the consequences for violating the policy, and any information about available drug and alcohol counseling, rehabilitation, reentry, or other employee-assistance programs.

B. District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action; up to and including termination of employment. Alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, employee-assistance rehabilitation program.

The Board will take disciplinary action with respect to an employee convicted of a drug offense in the workplace, within thirty (30) days of receiving notice of a conviction. Should District employees or contracted personnel be engaged in the performance of work under a federal contract or grant, or under a state contract or grant, the Superintendent will notify the appropriate state or federal agency from which the District receives contract or grant moneys of an employee/contracted personnel's conviction, within ten (10) days after receiving notice of the conviction.

The processes for disciplinary action shall be those provided generally to other misconduct for the employee/contractor personnel as may be found in applicable collective bargaining agreements, individual contracts, School Board policies, contractor agreements, and or governing law. Disciplinary action should be applied consistently and fairly with respect to employees of the District and/or contractor personnel as the case may be.

C. Drug-Free School Zone

Pursuant to New Hampshire's "Drug-Free School Zone" law (RSA Chapter 193-B), it is unlawful for any person to manufacture, sell prescribe administer, dispense, or possess with intent to sell, dispense or compound any controlled drug or its analog, within a "drug-free school zone". The Superintendent is directed to assure that the District is and remains in compliance with the requirements of RSA 193-B, I, and N.H. Ed. Part 316 with respect to establishment, mapping and signage of the drug-free zone around each school of the District.

D. Implementation and Review

- a. The Superintendent is directed to promulgate administrative procedures and rules necessary and appropriate to implement the provisions of this policy.

- b. In order to maintain a drug-free workplace, the Superintendent will perform a biennial review of the implementation of this policy. The review shall be designed to
 - i. determine and assure compliance with the notification requirements of section A.5.a, b and c;
 - ii. determine the effectiveness of programs established under paragraph A.5.c above;
 - iii ensure that disciplinary sanctions are consistently and fairly enforced; and (iv) and identify any changes required, if any.

Legal References:

41 U.S.C. §101, et. Seq. - Drug-free workplace requirements for Federal contractors, and Federal grant recipients

- *RSA Chapter 193-B Drug Free School Zones*
- *N.H. Admin. Code, Ed. Part 316*

History:

Newport School Board 1st reading 6/7/12
Newport School Board 2nd Reading & Adoption 6/28/12
Newport School Board Re-adoption 10/22/15
Newport School Board 1st Reading 10/25/18
Newport School Board 2nd Reading & Approval 11/15/18
Updated by Policy Committee 12/11/19
Newport School Board 1st Reading 12/12/19
Newport School Board 2nd Reading & Approval 1/9/2020
Newport School Board 1st Reading
Newport School Board 2nd Reading & Approval

NEWPORT SCHOOL DISTRICT

TITLE: Policy GBCAH Section 125 Plans

SCHOOL BOARD MEETING OF: 8/13/26

ACTION _____ CONSENT: X INFORMATION: _____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve second read and adopt Policy GBCAH.

NEWPORT SCHOOL BOARD

GBCAH

Category: Recommended

Section 125 Plans (HSA-Health Savings Account)

The Newport School District offers health insurance to all eligible employees. When a health insurance plan has an HSA attached, the school district offers funding towards the deductible by depositing said funds into the employee's HSA.

All eligible employees must pass the federal IRS requirements to access the HSA. Funds cannot be deposited by the school district in an HSA that has not passed the federal requirements.

If an employee does not pass the requirements by the end of the school district's fiscal year in which they are currently in, the employee will forfeit said employer funds for that year.

Legal References:

Section 326 of the USA PATRIOT Act.

NH Dept. of Ed:

History:

Newport School Board First Read

Adopted by the Newport School Board

NEWPORT SCHOOL DISTRICT

TITLE: Policy IHAM - Health Education & Exemption from Instruction

SCHOOL BOARD MEETING OF: 8/13/26

ACTION _____ CONSENT: X INFORMATION: _____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve second and adopt Policy IHAM

NEWPORT SCHOOL BOARD

IHAM

Category: Priority/Required by Law

See Also, IGE & IHAM-R

HEALTH EDUCATION & EXEMPTION FROM INSTRUCTION

Consistent with state law and Department of Education requirements, health and physical education, including, instruction about parts of the body, reproduction, sexuality education, human immunodeficiency virus (HIV)/acquired immunodeficiency syndrome (AIDS) and related topics, will be included in the instructional program. Sexuality education shall include instruction relative to abstinence and sexually transmitted infections.

Instruction must be appropriate to grade level, course of study, and development of students and must occur in a systematic manner. The Superintendent will require that faculty members who present this instruction receive continuing in-service training, which includes appropriate teaching strategies and techniques.

Parents and legal guardians shall be notified by e-mail, other written means, website/social media postings or phone call, not less than two (2) weeks in advance of use of the curriculum course material to be used for instruction of human sexuality or human sexual education. Such notice will be delivered via email, other direct written means, website/social media posting, or phone call. To the extent practicable, a school district shall make curriculum course materials available to parents or legal guardians for review upon request. Accordingly, the notice will identify and provide contact information for the Principal or other staff member a parent or guardian should contact to arrange an opportunity to inspect the curriculum course material.

Opt-Out Procedure and Form

Parents/guardians, or students over eighteen years of age, who do not want their child to participate in a particular unit of health or sex education instruction for religious reasons or religious objections, are allowed to have their child opt-out of such instruction.

Parents/guardians who do not want their child to participate in a particular unit of health or for religious reasons must complete a Health and Sex Education Exemption/Objectionable Course Material: Opt-Out Form. Opt-Out Forms are available from either the health education teacher or the Principal. Opt-out requests must be submitted annually and are valid only for the school year in which they are submitted.

Any student who is exempted by request of the parent/guardian under this policy may be given an alternative assignment sufficient to meet state requirements for health education. The alternative assignment will be provided by the health or physical education teacher in conjunction with the Principal.

Current

In accordance with the federal Protection of Pupil Rights Amendment, as a School District that receives federal Department of Education funds, the Superintendent shall develop procedures to allow the parent/guardian of a student to inspect any instructional material used as part of the educational curriculum for the student. The procedures will provide reasonable access to instructional material within a reasonable period of time after the request is received.

Legal References:

20 U.S.C §1232h, (c)(1)(C), Protection of Pupil Rights
RSA 186:11, IX, Instruction as to Intoxicants and Sexually Transmitted Diseases
RSA 186:11, IX-b, Health and Sex Education
RSA 186:11, IX-c, Objectionable Course Material
RSA 186:11, IX-e Notice to Parents/Guardian Required
NH Code of Administrative Rules, Section Ed 306.40, Health Education Program
NH Code of Administrative Rules, Section Ed 306.41, Physical Education Program

History:

Newport School Board 1st Reading 10/26/17
Newport School Board 2nd Reading and Approval 12/14/17
Newport School Board 1st Reading 10/10/19
Newport School Board 2nd Reading and Approval 10/24/19
Reviewed by the Policy Committee 9/16/2020
Newport School Board 1st Reading 9/24/2020
Newport School Board 2nd Reading and Approval 10/8/2020

NEWPORT SCHOOL BOARD

IHAM

Category: Priority/Required by Law

See Also, *AB, EBCG, JLIF, JLIF-R(1), IGE & IHAM-R*

HEALTH EDUCATION & EXEMPTION FROM INSTRUCTION

Consistent with state law and Department of Education requirements, health and physical education, including, instruction about parts of the body, reproduction, sexuality education, human immunodeficiency virus (HIV)/acquired immunodeficiency syndrome (AIDS) and related topics, will be included in the instructional program. Sexuality education shall include instruction relative to abstinence and sexually transmitted infections.

Instruction **or programming** must be appropriate to grade level, course of study, and development of students and must occur in a systematic manner. The Superintendent will require that faculty members who present this instruction receive continuing in-service training, which includes appropriate teaching strategies and techniques.

Parents and legal guardians shall be notified by e-mail, other written means, website/social media postings or phone call, not less than two (2) weeks in advance of use of the curriculum course material to be used for instruction of human sexuality or human sexual education **sexual orientation, gender, gender identity, or gender expression**. Such notice will be delivered via email, other direct written means, website/social media posting, or phone call. **The notice shall identify and provide contact information for the Principal or other staff member whom a parent or guardian should contact to arrange an opportunity to inspect the curriculum course material. However, no notice is required if a District employee is responding to a question from a student during class.**

~~To the extent practicable, a school district shall make curriculum course materials available to parents or legal guardians for review upon request. Accordingly, the notice will identify and provide contact information for the Principal or other staff member a parent or guardian should contact to arrange an opportunity to inspect the curriculum course material.~~

In accordance with the federal Protection of Pupil Rights Amendment, as a School District that receives federal Department of Education funds, and also in accordance with NH RSA 186:11, IX-c, the Superintendent shall develop procedures to allow the parent/guardian of a student to inspect any instructional material used as part of the educational curriculum for the student. The procedures will provide access to the requested instructional material promptly (as is reasonable under the circumstances) to instructional material within a reasonable period of time after the request is received. Accordingly, the notice will identify and provide contact information for the Principal or other staff member whom a parent or guardian should contact to arrange an opportunity to inspect the curriculum course material.

Marked Up

Opt-Out Procedure and Form

Parents/guardians, or students over eighteen years of age, who do not want their child to participate in a particular unit of health or sex education instruction for religious reasons or religious objections, are allowed to have their child opt-out of such instruction. **(Note: Per RSA 186:11, IX-c, parents/guardians have additional opt-out rights under Board policy IGE.)**

In the event a parent/guardian finds specific course material objectionable, the parent/guardian may notify the building Principal of the specific material to which they object and request that the student receive alternative instruction, sufficient to enable the child to meet state requirements for education in the particular subject area. This notification and request shall be in writing a minimum of two weeks in advance of any objectionable course material. Any reasons given for an objection to material shall remain confidential. The building Principal and the parent must mutually agree to the alternative instruction. The alternative instruction agreed upon must meet state minimum standards.

The building Principal and the parent/guardian must mutually agree to the alternative instruction. The alternative instruction agreed upon must meet state requirements for education in the particular subject area.

School District staff will make reasonable efforts, within the scope of existing time, schedules, resources and other duties, to accommodate alternative instruction for the student. Alternative instruction may be provided by the school, through approved independent study, or through other method agreed to by the parent/guardian and the building principal. Any cost associated with the alternative instruction shall be borne by the parent.

~~In accordance with the federal Protection of Pupil Rights Amendment, as a School District that receives federal Department of Education funds, the Superintendent shall develop procedures to allow the parent/guardian of a student to inspect any instructional material used as part of the educational curriculum for the student. The procedures will provide reasonable access to instructional material within a reasonable period of time after the request is received.~~

Legal References:

20 U.S.C §1232h, (c)(1)(C), *Protection of Pupil Rights*
RSA 186:11, IX, *Instruction as to Intoxicants and Sexually Transmitted Diseases*
RSA 186:11, IX-b, *Health and Sex Education*
RSA 186:11, IX-c, *Objectionable Course Material*
RSA 186:11, IX-e *Notice to Parents/Guardian Required*
NH Code of Administrative Rules, Section Ed 306.40**31**, *Health and Wellness Education Program*
NH Code of Administrative Rules, Section Ed 306.44**32**, *Physical Education Program*

History:

Marked Up

Newport School Board 1st Reading 10/26/17

Newport School Board 2nd Reading and Approval 12/14/17

Newport School Board 1st Reading 10/10/19

Newport School Board 2nd Reading and Approval 10/24/19

Reviewed by the Policy Committee 9/16/2020

Newport School Board 1st Reading 9/24/2020

Newport School Board 2nd Reading and Approval 10/8/2020

Newport School Board 1st Reading

Newport School Board 2nd Reading and Approval

NEWPORT SCHOOL BOARD

IHAM

Category: Priority/Required by Law
See Also, AB, EBCG, JLIF, JLIF-R(1), IGE & IHAM-R

HEALTH EDUCATION & EXEMPTION FROM INSTRUCTION

Consistent with state law and Department of Education requirements, health and physical education, including, instruction about parts of the body, reproduction, sexuality education, human immunodeficiency virus (HIV)/acquired immunodeficiency syndrome (AIDS) and related topics, will be included in the instructional program. Sexuality education shall include instruction relative to abstinence and sexually transmitted infections.

Instruction or programming must be appropriate to grade level, course of study, and development of students and must occur in a systematic manner. The Superintendent will require that faculty members who present this instruction receive continuing in-service training, which includes appropriate teaching strategies and techniques.

Parents and legal guardians shall be notified by e-mail, other written means, website/social media postings or phone call, not less than two (2) weeks in advance of use of the curriculum course material to be used for instruction of human sexuality or human sexual education sexual orientation, gender, gender identity, or gender expression. Such notice will be delivered via email, other direct written means, website/social media posting, or phone call. The notice shall identify and provide contact information for the Principal or other staff member whom a parent or guardian should contact to arrange an opportunity to inspect the curriculum course material. However, no notice is required if a District employee is responding to a question from a student during class.

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Proposed

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Legal References:

20 U.S.C §1232h, (c)(1)(C), Protection of Pupil Rights
RSA 186:11, IX, Instruction as to Intoxicants and Sexually Transmitted Diseases
RSA 186:11, IX-b, Health and Sex Education
RSA 186:11, IX-c, Objectionable Course Material
RSA 186:11, IX-e Notice to Parents/Guardian Required
NH Code of Administrative Rules, Section Ed 306.4031, Health and Wellness Education Program
NH Code of Administrative Rules, Section Ed 306.4132, Physical Education Program

History:

Newport School Board 1st Reading 10/26/17
Newport School Board 2nd Reading and Approval 12/14/17
Newport School Board 1st Reading 10/10/19
Newport School Board 2nd Reading and Approval 10/24/19
Reviewed by the Policy Committee 9/16/2020
Newport School Board 1st Reading 9/24/2020
Newport School Board 2nd Reading and Approval 10/8/2020
Newport School Board 1st Reading
Newport School Board 2nd Reading and Approval

NEWPORT SCHOOL DISTRICT

TITLE: Policy IK - Earning of High School Credit - Achievement of Competencies

SCHOOL BOARD MEETING OF: 8/13/26

ACTION _____ CONSENT: X INFORMATION: _____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve second read and adopt Policy IK.

NEWPORT SCHOOL BOARD

IK

*Category: Priority/Required by Law
See Also IKF, ILBA*

EARNING OF CREDIT

Students can earn course credit by demonstrating mastery of the required coursework and material. Mastery is defined as "a high level of demonstrated proficiency with regard to a competency."

Student assessment of mastery is the responsibility of the building principal.

Credit will be awarded upon satisfactory demonstration and mastery of the required course competencies. Additionally, credit may also be awarded if a student is able to demonstrate learning experience in compliance with the district-specified curriculum and assessment standards.

Legal References:

Ed 306.02(e), Credit

Ed 306.04(a)(15), How Credit Can Be Earned

Ed 306.04(a)(16), How A Credit Used To Track Achievement Of Graduation Competencies

History:

Adopted by the Newport School Board 4/20/87

Revised by the Policy Committee 5/17/99

Accepted by the Newport School Board 5/9/02

Adopted by the Newport School Board 5/23/02

Newport School Board 1st Reading 6/7/12

Newport School Board 2nd Reading & Approval 6/28/12

Newport School Board 1st Reading 11/19/15

Newport School Board 2nd Reading & Approval 12/10/15

Updated Legal Reference 8/22/19

Newport School Board 1st Reading 8/29/19

Newport School Board 2nd Reading & Approval 9/12/19

Reviewed by the Policy Committee 10/1/2020

Approved by the Newport School Board 10/1/2020

NEWPORT SCHOOL BOARD

IK

Category: Priority/Required by Law
See Also IKF, ILBA

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History:

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Newport School Board 1st Reading 6/7/12

Newport School Board 2nd Reading & Approval 6/28/12

Newport School Board 1st Reading 11/19/15

Newport School Board 2nd Reading & Approval 12/10/15

Updated Legal Reference 8/22/19

Newport School Board 1st Reading 8/29/19

Newport School Board 2nd Reading & Approval 9/12/19

Reviewed by the Policy Committee 10/1/2020

Approved by the Newport School Board 10/1/2020

Earning of High School Credit Achievement of Competencies

A high school credit is an acknowledgment that a student has met or exceeded all of the academic standards and other requirements associated with that credit. In virtually all respects, those standards and requirements are identified as “competencies” developed by the state or the district as learning targets within a subject area that represent key content-specific concepts, skills, and knowledge. Students are awarded a credit when they achieve proficiency or, in some cases, mastery of the competencies associated with that credit. In addition to traditional course work, students may demonstrate competencies (and earn credits) through learning opportunities outside of the classroom setting, such as extended learning opportunities (ELOs), Learn Everywhere programs, Career and Technical Education (CTE) programs, and other such learning opportunities described below.

A. Definitions.

1. "Academic standards" means what a student should know and be able to do in a course or at each grade level.
2. "Achievement of competencies" means a student has demonstrated competencies at a “proficient” level through a collection of evidence. “Credit” refers to the official record that a student has achieved competencies associated with learning opportunities.
3. "Competencies" means student learning targets that represent key content-specific concepts, skills, and knowledge applied within or across content domains (i.e., similar to subjects).
4. "District competencies" means specific competencies identified by the district as requirements for a specific subject area (which may be contained in a single course or across different courses).
5. "Learning opportunities" means educational experiences, including but not limited to in-person, online, blended, and self-guided classes, ELOs, work-based learning, and alternative learning plans that lead to achievement of competencies. The term also includes “course”.
6. “Proficiency” (including “proficient”) means the minimum student performance required to satisfy the achievement of a competency.

B. Credits Awarded Upon Demonstration of Achievement of Competencies.

1. Credits are earned when students demonstrate achievement of competencies for the course is shown and are not awarded based on class time, age or enrollment status. Demonstration of achievement of a competency is shown by:
 - a. A collection of evidence showing achievement of competencies (e.g., out of school achievements, home education program portfolio, etc.);
 - b. Assessments:

- i. District approved assessments, or
- ii. New Hampshire Department of Education approved assessments.

NOTE: Pre-placement tests will not generate credit if they do not fully encompass and assess all required competencies for that credit.

2. Credit is not awarded based solely on time spent achieving these competencies, and may be awarded irrespective of age or enrollment. Credit may be awarded through other learning opportunities, outside the traditional classroom setting, see Section C, below.

C. Learning Opportunities - Methods of Achieving Competencies – Earning of Credits

1. Traditional: Students demonstrate achievement of competencies through the successful completion of a course's requirements, including class assessments.
2. Other Learning Opportunities and Pathways to Demonstrating Achievement of Competencies:
 - a. Transfer credit from an approved school pursuant to Section E, below;
 - b. An approved home education program (see Board policy IHBG); home-educated students may demonstrate achievement of competencies through evaluation of their portfolio or assessments;
 - c. Extended learning opportunities (ELO) under the provisions of Board policy IHBH;
 - d. Online/remote learning opportunities under the provisions of Board policy IMBA;
 - e. College Credit, including credit earned through Dual and/or Concurrent Enrollment under Board policy IHCD;
 - f. Learn Everywhere programs (pursuant to N.H. Dept. of Education Rule Ed 1400) (See Section F, below);
 - g. Co-Curricular activities;
 - h. Students in 7th or 8th grade may take advanced courses and apply the credit of those courses toward high school graduation provided the course demonstrates content requirements consistent with related high school courses and the student achieves satisfactory standards of performance. (Note: competencies may also be achieved regardless of age under paragraph B.2 above.)

D. Interdisciplinary Credit.

Interdisciplinary credit is credit that is earned through achievement of competencies across disciplines (e.g., physics) or domains (e.g., science). Districts shall award credit for competencies earned through interdisciplinary learning opportunities, which may include courses identified as interdisciplinary by the school, or established through an individualized learning plan.

E. Transfer Credit

1. Students can receive credit towards graduation from other approved schools as described in this Section.

2. "Approved schools" include New Hampshire public schools, charter schools, public academies, approved public or private tuition program schools, and all schools in Vermont and Maine that are members of an interstate school district with schools in New Hampshire.
3. The building Principal shall grant credit for any similar courses or programs that have been satisfactorily completed at any other approved schools. If the credit awarded by the original school aligns with the competencies established by the state for the same subject, the transfer credit will be awarded.
 - a. For the purposes of reviewing the issue of whether a course or program is "similar", the Principal shall consider District course descriptions and curricula, course syllabi, District and graduation competencies, and any other relevant information provided by the parent/guardian of the transferring student, and/or the approved school at issue.
 - b. If the Principal finds that the courses are not similar enough to grant transfer credit in the specific subject area, the Principal may accept the credit as an elective.
4. Review of denial of credit for courses from different school:
 - a. Should the building Principal deny transfer credit, the building Principal shall provide a timely and written notification of the denial. The written denial shall include a justification for denial, including discussion of criteria set out in the section above and any other factors that support the Principal's decision.

F. Learn Everywhere

1. A "Learn Everywhere" program is a state board approved alternative program for granting credit leading to graduation.
 - a. Successful completion of an approved Learn Everywhere program shall result in a certificate awarded by the program, redeemable for high school credit toward graduation in the approved subject matter detailed in table 306-1 for students who entered high school prior to the 2026-27 school year, or 306-2 for those entering in 2026-2027 or thereafter.
 - i. Credit earned from a learn everywhere program cannot be applied to subjects that fall outside of those detailed in tables 306-1 and 306-2. However, a student may seek to apply competencies from the Learn Everywhere program using the methods described in Section B.1, above,
 - ii. Credits earned through this program shall appear on high school transcripts and are not to be included in calculating GPA.
 - b. The District will accept Learn Everywhere credits for at least 1/3 of the total number of credits required for graduation. A student may petition the Principal to allow for a greater percentage of credits, up to 100%, to be allowed. The Principal will review and approve or deny the request.

c. Students may petition the Principal to allow credit earned through this program to be applied towards a different required subject (including electives), in compliance with Section E (Transfer Credit) above. If the petition is denied, the credit shall be applied to the originally designated area, even if it results in an excess of credits in that area.

2. Should a student with an IEP seek credit through a Learn Everywhere program, the IEP team may decide not to redraft, revise, amend, or modify the IEP to include the desired Learn Everywhere program, as described in 1406.01(c).

G. Denial of Credit

Credit will not be granted for a course in a subject area lower in course/subject sequence than one for which the student has already earned credit. Exceptions may be made by the Principal in alignment with this policy and Policy IKF.

H. Minimum Course Load

1. Students shall be enrolled in no less than 3 credits or its equivalent per year, unless the student: (306.23(i)(1-3))
 - a. Has an approved IEP plan that has determined the need for fewer credits per year; (Ed1109)
 - b. Has been approved for early graduation (see Board policy IKF;
 - d. Has approved alternative graduation plan per policy IHBI that has determined the need for fewer credits per year;
 - c. Pursuant to any other Board policy; or
 - d. Special or unusual circumstances exist such that a waiver might be appropriate under applicable Department of Education rules or policy BAAA. 306.23(i)(3)

I. Implementation

1. The Superintendent, in consultation with the high school principal(s) and curriculum coordinators, shall be responsible for establishing adequate procedures to ensure implementation of this policy. Procedures should address such matters as:
 - a. Identifying competency assessments consistent with the provisions of Board policy ILBA,
 - b. Application and approval processes (when permitted) for alternative methods to earn a credit or demonstrate achievement of competencies,
 - c. Identification of person(s) responsible for approval, supervision, monitoring progress, and appropriate assessment in individualized learning opportunities/alternative learning plans,
 - d. Practices to strive for student safety, and
 - e. Practices that strive for equal access for all students.
2. Any such regulations or procedures will be included in the Student Handbook and Program of Studies as well as information pertaining to the

various learning opportunities and methods for earning credits.

Legal References Disclaimer ~~These~~ *These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of relevant legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

NH Statutes

RSA 193-E

Description

[Adequate Public Education](#)

RSA 193-E:3-f

[Approval of Courses and Programs](#)

RSA 193-H:1

[School Performance and Accountability \(Definitions\)](#)

NH Dept of Ed Regulation

Description

N.H. Code Admin. Rules 306.04(b)

[Required Policies](#)

N.H. Code Admin. Rules Ed 1109

[Standards of Education for Students With Disabilities \(Individualized Education program\)](#)

N.H. Code Admin. Rules Ed 1401.02

[Learn Everywhere \(Definitions\)](#)

N.H. Code Admin. Rules Ed 1406.01

[Learn Everywhere \(Student Enrollment Requirements\)](#)

N.H. Code Admin. Rules Ed 1407.02

[Learn Everywhere \(Program Completion Certificates and Issuing Credit\)](#)

N.H. Code Admin. Rules Ed 306.02

[Definitions](#)

N.H. Code Admin. Rules Ed 306.02(h)

[Credit](#)

N.H. Code Admin. Rules Ed 306.22

[High School Curriculum, Credits, Graduation Requirements, and Cocurricular Program](#)

N.H. Code Admin. Rules Ed 306.23

[Graduation Requirements](#)

N.H. Code Admin. Rules Ed 306.23(i)

[Early Graduation](#)

Cross References

Code

Description

AB

[New Hampshire Parental Bill of Rights](#)

BAAA

[School Board Policies and Administrative Procedures](#)

IHBB

[Programs for Gifted and Talented Students](#)

IHBG

[Home Education Instruction](#)

IHBH

[Extended Learning Opportunities](#)

IHBH-R(1)

[Extended Learning Opportunities - Application](#)

IHBH-R(2)

[Extended Learning Opportunities - Memorandum of Understanding for Extended Learning Opportunities](#)

IHBI

[Alternative Learning Programs & Individual Plans](#)

IHCA

[Summer Activities](#)

IHCD	<u>Advanced Course Work/Advanced Placement Courses and STEM Dual and Concurrent Enrollment Program (dually coded as IHCD/LEB)</u>
IKF	<u>High School Graduation Requirements</u>
IKFG	<u>Career Exploration, Readiness, Pathways & Credentials</u>
ILBA	<u>Assessment of Educational Programs</u>
IMBA	<u>Remote Learning</u>
IMBD	<u>High School Credit for 7th/8th Grade Course Work</u>
JG	<u>Assignment of Students to Classes and Grade Levels</u>
JJJ	<u>Access to Public School Programs by Nonpublic, Charter School and Home Educated Pupils</u>
JJJ-R(1)	<u>Access to Public School Programs by Nonpublic, Charter School and Home Educated Pupils - Administrative Regulations</u>
LEB	<u>Advanced Course Work/Advanced Placement Courses & STEM Dual & Concurrent Enrollment Program (dually coded as LEB/IHCD)</u>

History:

Adopted by the Newport School Board 4/20/87

Revised by the Policy Committee 5/17/99

Accepted by the Newport School Board 5/9/02

Adopted by the Newport School Board 5/23/02

Newport School Board 1st Reading 6/7/12

Newport School Board 2nd Reading & Approval 6/28/12

Newport School Board 1st Reading 11/19/15

Newport School Board 2nd Reading & Approval 12/10/15

Updated Legal Reference 8/22/19

Newport School Board 1st Reading 8/29/19

Newport School Board 2nd Reading & Approval 9/12/19

Reviewed by the Policy Committee 10/1/2020

Approved by the Newport School Board 10/1/2020

Reviewed by the Policy Committee

Approved by the Newport School Board

NEWPORT SCHOOL DISTRICT

TITLE: Back to School with SAU 43

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION _____ CONSENT: _____ INFORMATION: X

Back to School With SAU 43 August 22, 2026

FISCAL IMPACT: None

FISCAL VERIFICATION: _____

RECOMMENDATION:



BACK TO SCHOOL WITH SAU 43

SATURDAY

AUGUST 22, 2026

9AM-3PM

**Join staff on the SAU/Towle lawn
where we will have backpacks and
school supplies for Newport Students!**



SAU/Towle 86 N. Main St. Newport



603-865-9500



www.sau43.nh.gov

061

NEWPORT SCHOOL DISTRICT

TITLE: Policy JICK Bullying Prevention - Public Safety and Violence Prevention

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION ___X___ CONSENT: INFORMATION:

Policy JICK

FISCAL IMPACT: None

FISCAL VERIFICATION:

RECOMMENDATION:

2026 Summer - Update to JICK - Bullying Prevention - Pupil Safety and Violence Prevention

Publish Date: 08/03/2026

Greeting NHSBA policy subscribers.

As you likely know, the recently concluded session of the New Hampshire Legislature resulted in over 40 bills becoming law that impact public schools, with several of the amendments/new statutes impacting formal board policies. Of that latter group, a few of those policies should be in place, or at least under consideration prior to the beginning of the school year. Rather than wait until all of those "must do/should consider" policies are in final form for release, we will release and publish them as they are completed.

The most significant is the impact to sample JICK by HB1817. That bill, which took effect August 1, amended RSA 193-F:4. In addition to changing some of the reporting and investigation requirements relative to bullying complaints, HB1817 also requires information to be included in handbooks, and further that districts file a report with the state no later than January 1, 2027, how their "policy has been integrated into the school's curriculum, discipline policies, behavior programs, and other violence prevention efforts."

JICK is the first such revision. Below you will find a pdf copy of a "redline" version of JICK, showing the substantive changes to the 2025 version of JICK, a pdf copy of the final version (markups adopted), as well as Word/PDF links to the final revised version.

As always, if you have questions about the policy itself, please contact NHSBA Policy Services Director, Will Phillips - wphillips@nhsba.org. If you have issues with access to the policy site, please contact NHSBA Operations Manager, Amanda Aldous - amanda@nhsba.org.

Supporting Documents

 [JICK REDLINE Bullying Prevention - 2026.7](#)

 [JICK FINAL Bullying Prevention - 2026.7](#)

Attachments

 [Policy JICK: Bullying Prevention - Pupil Safety and Violence Prevention](#)

Policy JICK: Bullying Prevention - Pupil Safety and Violence Prevention

Status: DRAFT

Original Adopted Date: 07/01/2004 | **Last Revised Date:** 11/13/2025 | **Last Reviewed Date:** 05/04/2026

Category: Priority/Required

~~~~~  
**ADOPTION/REVISION NOTES -**

**Text between the highlighted lines "~~~", and highlights in this sample should be removed prior to adoption.**

- a. **Specific** - Many of the changes to JICK in the 2026 revision are required by the passage of HB131 (amending RSA 193-F:4). That statute further requires that each school board "to the greatest extent practicable, involve pupils, parents, administrators, school staff, school volunteers, community representatives, and local law enforcement agencies in the process of developing the policy." Because **substantive provisions of the amendment take effect on August 1, such that they should be in place by the beginning of the school year, NHSBA recommends that boards waive the second reading of the policy and adopt the policy at the earliest meeting after August 1, 2026.** Thereafter, the policy committee or whomever in the district is responsible for preparing recommended policies, should attempt to convene representatives of the groups indicated in the quoted language above (e.g., pupils, parents, law enforcement, etc.) with the intent of recommending changes to the policy while retaining those portions that are required by the statute. The object would be to propose changes, if any, to the board, ideally before the beginning of December.
- b. **Specific** - note that HB131 added the following requirement: "**By January 1, 2027, each public school district ... shall make available a report or link to a report on how their policy has been integrated into the school's curriculum, discipline policies, behavior programs, and other violence prevention efforts. The report or link shall be provided to office (sic) of commissioner in the department, chair of the state board of education, the senate president, speaker of the house and members of the house and senate education committees.**" See 2026 N.H. Laws 205:3 (codified as RSA 193-F:4, V) (setting a sunset repeal of this paragraph of January 1, 2027). The requirement is embedded in this policy in the second paragraph of Section I.4.
- c. **General** - As with all sample policies/procedures, NHSBA recommends that each district carefully review this sample prior to adoption/revision to assure suitability with the district's own specific circumstances, internal coding system, current policies, and organizational structures. **NOTE:** as some of the content in the sample is governed by specific statutes, care should be taken to review the legal references (footnotes) prior to modification of substantive provisions.
- d. **General** - **Highlighted language** or blank, underscored spaces \_\_\_\_\_, with or without brackets [ ] or { } indicate specific areas which Boards should review, change or complete to reflect local personnel titles, internal/ external policy references, duty assignments etc. **Peach highlights** indicate internal paragraph references which might change if a district modified suggested language.
- e. **General** - **{\*\*}** indicates a reference to another NHSBA sample policy. A district should check its own current policies and codes to assure internal consistency.
- f. **General** - Withdrawn & earlier versions of revised policies should be maintained separately as part of the permanent records of the District.

**NHSBA history:** Revised - July 2026, Nov. 2025, Sept. 2015, Sept. 2014, Sept. 2010, May 2008, Aug. 2006. **New policy** - July 2004.

**NHSBA revisions notes, July 2026** - revisions include: (a) changes to definitions and reporting/investigation procedures mandated by 2026 passage of HB131 (2026 N.H. Laws Chapter 205, amending RSA 193-F:3 and 4); (b) two corrections to the November 2025 revision, the first correcting misalignment of language in the definition of bullying in Section B.1, and the second, and more significant, reinserting changes which were dropped off during the final pre-publication editing that had reflected the requirements of 2025's HB108 regarding cross-district/state bullying incidents, which can now be found in new D.5 and new D.1, below (note that the new paragraphs required renumbering of the other paragraphs of Sections D and E; (c) moving of language in A.1 to the umbrella paragraph to A, and moving the off-campus language from B.1 to A.1; (d) restructuring of Section I to include new requirements of HB131; (e) re-lettering paragraph and sub-paragraph references for RSA 193-F:4, II as a result of the re-lettering

within HB131; (f) addition in B.1 and B.2 of examples of conduct that could constitute bullying or cyberbullying; (g) correction to what is now F.4, changing reference to policy ECF to ECAF, with reference to EEAA removed to reflect the rescission of that sample with the May2026 update to ECAF; (h) inclusion of a notice relating to school bus audio recordings; and (i) other minor corrections of typographic errors. **November 2025** - New content (1) added to reflect 2025 passage of HB108 which amended RSA 193-F to address investigations of alleged bullying involving more than one district, (2) changed the title to emphasize connection to bullying, (3) additional definitions, some from 193-F, some as aids for clarity, and (4) reflecting statutory provisions relating to immunity and liability. In addition, sample JICK was completely reformatted and restructured. **September 2015** - added provision relating to limitations under RSA 189:70 relative to accessing student social media during investigations. **September 2014** - added provision for appeals to reflect that the NH State Board of Education will accept directly from the initial bullying investigative decision unless there is an intervening district appeal process.

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A. **Purpose and Intent.** The [School District Name] is committed to providing a safe and respectful learning environment for all students. Through education, prevention, and consistent enforcement, we aim to eliminate bullying and promote positive peer relationships for all of our students. This policy defines and prohibits bullying and related conduct, and establishes clear procedures for reporting, investigating, and responding to incidents.

1. **Prohibition of Bullying or Cyberbullying of a Student** - RSA 193-F:4, II(a). This policy is intended to comply with and implement RSA 193-F. Bullying, in any form—whether physical, verbal, social, or cyber—is strictly prohibited and will not be tolerated. This policy defines bullying and related conduct, and establishes clear procedures for reporting, investigating, and responding to incidents. The prohibition against bullying and cyberbullying, also applies to conduct that occurs on, or is delivered to, school property or a school-sponsored activity or event on or off school property, or occurs off school property or outside of a school-sponsored activity or event, if the conduct interferes with a student's educational opportunities or substantially disrupts the orderly operations of the school or any school-sponsored activity or event.
2. **Protection of all School Aged Children** - RSA 193-F:4, II(c). This policy shall apply to all students and school-aged persons on school district grounds and participating in school district functions, whether or not such school-aged person is a student within the District and regardless of status under the law.
3. **Prohibition of Retaliation and False Accusations** - RSA 193-F:4, II(b). This policy further prohibits retaliation or false threats against a victim, witness, or anyone else who, in good faith, provides information about an act of bullying or cyberbullying.

B. **Definitions** - (RSA 193-F:3).

1. "Bullying" means a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at any student which:

Bullying shall also mean and include actions motivated by an imbalance of power based on a student's actual or perceived personal characteristics, behaviors, or beliefs, or motivated by the student's association with another person and based on the other person's characteristics, behaviors, or beliefs. [[delete note]]

As used throughout this or other Board policies, and unless the context indicates otherwise, the term "bullying" as used in this policy will include cyberbullying.

Bullying prohibited and covered by this policy includes any action or communication described above that

- a. Physically harms a student or damages the student's property;
- b. Causes emotional distress to a student;
- c. Interferes with a student's educational opportunities;

- d. Creates a hostile educational environment; or
- e. Substantially disrupts the orderly operation of the school; or
- f. occurs on, is delivered to, school property or a school-sponsored activity or event on or off school property; or
- g. Occurs off of school property or outside a school-sponsored activity or event, if the conduct interferes with a student's educational opportunities or substantially disrupts the orderly operations of the school or any school-sponsored activity or event.

Examples of bullying conduct include, but are not limited to:

- i. mocking a student's appearance, speech, or abilities.
 - ii. Spreading rumors to damage a student's reputation.
 - iii. Intentionally excluding a student from social or school activities.
 - iv. Threatening a student with physical harm or intimidation.
 - v. Encouraging others to target or ridicule a specific student.
 - vi. Taking, hiding, or damaging a student's personal belongings.
 - vii. Using slurs or derogatory names to demean a student.
2. "Cyberbullying" means conduct defined above as bullying committed or undertaken through the use of electronic devices. Unless the context indicates otherwise, the term "bullying" as used in this policy will include acts of cyberbullying.

Additional examples of cyberbullying conduct include, but are not limited to:

- a. "Doxxing" - sharing through digital means another student's private information, such as their address(es), telephone number, images with the intent to cause embarrassment or damage to personal reputation.
 - b. "Cyberstalking" — repeatedly contacting another student through electronic devices, repeatedly attempting or requesting a connection on social media or messaging apps when that other student has requested not to be contacted or in any other manner that causes fear or distress.
 - c. "Catfishing" - creating fake accounts or pretending to be another student.
 - d. Sharing of "deepfakes" - distributing or communicating through electronic devices digitally altered images, video, audio or other content that impersonates another student, misrepresents facts, harasses, embarrasses or otherwise causes or is intended to cause reputational harm. (See also Board policy **(**)**EHAG for definition and prohibition on creating or sharing of deepfakes.)
3. "Electronic devices" includes, but is not limited to, telephones, cellular or smartphones, computers, pagers, or any other device which is used for or can transmit: voice calls or messages; electronic mail; text/instant or other verbal messaging; images or videos; and websites.
4. "Parent" means a person who has legal custody of a minor child as a natural or adoptive parent, as a legal guardian, or who is functioning in a parental role if the actual parent or guardian is absent from the child's daily life. Additionally, "parent" may include students who have been emancipated, either by age or legal process. The term "parent", shall not, however, include a parent as to whom the parent-child relationship has been terminated by judicial decree or voluntary relinquishment.
5. "Perpetrator" means a student who engages in bullying or cyberbullying.

6. "Principal" shall mean and include the building Principal or other senior building administrator of a school, as well as any "designee" (qualified person) designated/appointed by the Principal to carry out all or some Principal functions as described in this policy.
 7. "Retaliation" means and includes such conduct as intimidation, threats, coercion, harassment, or discrimination in response to (or an effort to prevent) a victim, witness or other person, who in good faith provides information about an act or conduct that the person providing the information believes is bullying or cyberbullying.
 8. "School property" means all real property and all physical plant and equipment used for school purposes, including public or private school buses or vans.
 9. "Staff" means and includes all district, school or SAU employees, bus drivers, coaches, designated volunteers (as defined in Board policy {**} GBCD) (or other volunteers who are regularly on school property, or who have significant contact with students, and any contracted consultants or employees of a company under contract to the District or SAU and who provide services on school property have significant contact with students).
 10. "Student" shall have the same meaning as "pupil" as used in RSA 193-F and this or any other Board policy.
 11. "Superintendent" means the Superintendent (Senior Education Official) or other person designated by the Superintendent to carry out all or some Superintendent functions as described in this policy.
 12. "Victim" means a student against whom bullying or cyberbullying has been perpetrated.
- C. **Retaliation & False Accusations** - RSA 193-F:4, II(b). Retaliation or false accusations related to bullying or cyberbullying shall be deemed a violation of this policy. Upon receiving any report of bullying or cyberbullying, the Principal will immediately assess the need to develop a plan or take steps to protect the alleged victim or any witnesses against retaliation. The same assessment shall be made at any point upon a report of retaliation or false accusations made during or after a bullying/cyberbullying investigation.
- Reports of retaliation or false accusations relating to a bullying/cyberbullying report may be made in the same manner as for reports of bullying/cyberbullying as provided in this policy.
- Investigations, and responses (i.e., interventions, supportive measures, disciplinary consequences) to reports of retaliation or false accusations may be made as provided in the same manner as provided in Sections E - H for reports or incidents of bullying/cyberbullying, or in accordance with procedures and provisions set forth in the [Code of Conduct / Student handbook _____].
- D. **Procedures for Reporting Bullying, Cyberbullying, Retaliation or False Accusations** - RSA 193-F:4, II(f)- (h). At each school, the Principal is responsible for receiving reports or complaints of bullying or cyberbullying.
1. **Student Reporting.** Any student who believes he or she has been the victim of bullying/cyberbullying, retaliation, or false accusations should report the alleged acts immediately to the Principal, or to a school district employee or volunteer that the student feels more comfortable making the report.
 2. **Staff Reporting.** Any school employee or volunteer who receives a report of, witnesses, or has knowledge or belief that bullying/cyberbullying or retaliation may have occurred, shall inform the Principal as soon as possible, but no later than the end of that school day.
 3. **Parent Reporting.** Parents and other adults are also encouraged to report any concerns about possible bullying/cyberbullying or retaliation of students to the Principal.
 4. **Anonymous Reports.** The Principal may develop a system or method for receiving anonymous reports of bullying within the building. Although students, parents, volunteers and visitors may report anonymously, an investigation based upon such reports may by necessity be incomplete. More significantly, formal disciplinary action may not be based solely on an anonymous report, and, likewise, other remedial or supportive measures may require some form of evidentiary verification.

5. **Reports Involving Students from Different Districts.** Reports of bullying which relate to students from different districts should, when possible, be made to the Principal of the school in which the victim(s) is enrolled/attending, otherwise to the Principal of the school in which the perpetrator is enrolled/attending.
6. **Report Forms.** The administration may develop student reporting forms to assist students and staff in filing such reports. An investigation shall still proceed even if a student is reluctant to fill out the designated form and chooses not to do so.

E. Actions Upon Receipt of Report of Bullying or Cyberbullying.

1. **Notice when Allegations Involve Students from Other Districts/Schools/States - RSA 193-F:4, II(k).** When a report of bullying involves conduct across multiple districts or students from multiple school districts, the Principal/designee will immediately inform the Principal(s) of each of the other schools/districts. Additionally, if the report concerns bullying across state lines, the Principal/designee will inform the New Hampshire Attorney General's office.
2. **Information to Alleged Victim -** Upon a receipt of a report of bullying, the Principal/designee shall provide the alleged victim with a written copy of their rights, protections, and support services available. RSA 193-F:4, II(i).
3. **Parental Notice of Bullying Report – RSA 193-F:4, II(h).** Within 48 hours of receiving a report of bullying, the Principal will notify the parents of any student reported as a victim of bullying, as well as the parents of any student who has been reported as a perpetrator of bullying. The notification to parent(s)/guardian(s) will include the measures being taken to ensure the safety of the victim (alleged) and to prevent further acts of bullying. Such notification may be made by telephone, writing or personal conference. The date, time, method, and location (if applicable) of such notification and communication shall be included in the investigative report. Notifications shall be consistent with the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA) relative to the student privacy rights of each student indicated in the report.

The Principal may request of the Superintendent designee a waiver of the parental notification requirement, which may be granted only if the Superintendent deems such a waiver to be in the best interest of either the alleged victim or alleged perpetrator. Details of any request for a waiver and any grant of such request will be included in the investigative report. However, notification to parents/guardians may not be waived for longer than 5 school days except for reports of bullying across multiple school districts (see Section E.1). RSA 193-F:4, II(j).

4. **Receipt of Report.** Upon receipt of a report of bullying, the Principal shall commence an investigation consistent with the provisions of Section F of this policy, shall assess:
 - a. the need for a plan to protect students against retaliation,
 - b. whether the conduct may be construed as illegal discrimination or harassment related to a protected class as set forth in Board policy **(**)** AC. If so, the Principal shall confer with the District staff member(s) charged with handling such discrimination or harassment to determine how to proceed (e.g., parallel or combined investigations); and
 - c. whether such conduct constitutes a safe schools violation requiring a report pursuant to RSA 193-D:4 and Ed 317.05.

F. Investigative Procedures - RSA 193-F:4, II(k).

1. Upon receipt of a report of bullying, the Principal shall, within 5 school days, initiate an investigation into the alleged act. If the Principal is directly and personally involved with a complaint or is closely related to a party to the complaint, then the Superintendent shall direct another district employee to conduct the investigation.
2. Under state law, when bullying is alleged to occur across multiple New Hampshire school districts, the

Principals/designees for each New Hampshire school involved, are expected to collaborate and cooperate in the investigation. The Principal who first learns of the incident(s) is required to initiate the investigation.

3. The investigation should include documented interviews with the alleged victim, alleged perpetrator and any witnesses. All interviews shall be conducted privately, and shall be confidential to the extent permitted by law. Each individual will be interviewed separately and at no time will the alleged victim and perpetrator be interviewed together during the investigation.
4. The investigation should include review of any available surveillance recordings subject to the provisions of Board policies **[**]ECAF** and **[**]EEAA**. As required under RSA 507-A:2, II(k), parents/guardians and students are notified that surveillance recordings with audio may occur on school buses if authorized under Board policy **[**]ECAF**.
5. If the alleged bullying was in whole or in part cyberbullying, the Principal may ask students and/or parents to provide the **District with printed copies of** e-mails, text messages, website pages, or other similar electronic communications, consistent with Board policy **[**]JIH** and **RSA 189:68RSA 189:6**. The Principal may not, however, require or request a student to disclose or to provide access to a personal social media account through the student's user credentials.
6. **Factors** the Principal or other investigator may consider all relevant facts and circumstances during the course of the investigation, including but not limited to:
 - a. Description of incident, including the nature of the behavior;
 - b. How often the conduct occurred;
 - c. Whether there were past incidents or past continuing patterns of behavior;
 - d. The characteristics of parties involved, (name, grade, age, etc.);
 - e. The identity and number of individuals who participated in bullying behavior;
 - f. Where the alleged incident(s) occurred;
 - g. Whether the conduct adversely affected any student's education or educational environment;
 - h. Whether the alleged victim felt or perceived an imbalance or power as a result of the reported incident; **and/or**
 - i. Whether the conduct violated any **other** District or school policies or rules; **and**
 - j. **The date, time and method by which parents or legal guardians of all parties involved were first contacted.**
7. **In most instances,** the Principal shall complete the investigation within 10 school days of receiving the initial report. **See RSA 193-F:4, II(o).** If the Principal needs more than 10 school days to complete the investigation, the Superintendent may grant an extension of up to 7 school days. In the event such extension is granted, the **Principal** Superintendent/designee shall notify in writing all parties involved of the granting of the extension and the reason for the extension. To the extent not previously communicated, the Superintendent shall ensure that the victim's parent(s) or guardian(s) are notified of the investigation, the extension, and the reason for the extension.

Without limiting what might constitute sufficient cause for an extension under this paragraph, the Superintendent may consider the interests of the victim or alleged perpetrator related to any investigation into some or all of the same alleged conduct which other investigation includes procedures and timelines mandated by a regulation or statute other than RSA 193-F (e.g., Title IX, criminal investigations, etc.). Before waiving the time requirement on account of such other investigation, the Superintendent should confer with counsel and or the District's **[Human Rights/Non-Discrimination Officer [check title used in the District's anti-discrimination policy] _____]**.

8. In cases involving reports of bullying across multiple districts or states, the Principal(s) of any and all districts in New Hampshire involved SHALL collaborate with any other principals or districts involved.

G. Completion of Investigation and Report.

1. Investigative Determination and Report. Whether a particular action or incident constitutes bullying/cyberbullying, retaliation or other violation of this policy – requires review and consideration of available evidence of all facts and surrounding circumstances. The investigative determination along with a summary of the investigation, shall be included in a comprehensive report. If the determination is that the bullying allegation is substantiated, the report shall include provisions describing any disciplinary consequences, interventions, supportive measures or other assistance for the victim or perpetrator, and, when indicated, any steps appropriate to protect all students from retaliation of any kind. The report may also include policy, training or other recommendations for preventing future bullying conduct within the school.
2. Communication with Students and Parents Upon Completion of Investigation - RSA 193-F:4, II(m) and (o).
 - a. The Principal will meet promptly with each student directly involved in the incident(s) and communicate the general investigative determination as to whether the allegations of bullying/cyberbullying were substantiated, and any initial consequences or interventions appropriate to the determination.
 - b. Within 10 school days, the Principal will notify the parents of the alleged victim and of the alleged perpetrator regarding the school's remedies and assistance, within the boundaries of applicable state and federal law. The initial communication may be in writing, in person or by telephone, but if verbally, the Principal will also send a letter confirming earlier determination to the parents within 2 school days confirming the earlier notification.
 - c. The Principal/Designee shall conduct a conference with each perpetrator, and the perpetrator's parents/guardians and applicable school personnel for age-appropriate discussion that includes at a minimum the impacts of bullying. The conference shall occur even if the parent or parents or guardian or guardians decline to participate or fail to attend. Information concerning the date, time, place and attendees of the conference, and any other information from the conference deemed pertinent by the Principal/designee shall be appended to the investigative report provided to the Superintendent.
 - d. If the victim's parents request, the Principal shall schedule a meeting with them to further explain the investigative determination.
 - e. In accordance with the Family Educational Rights and Privacy Act (FERPA) and other laws concerning student privacy, the District will not disclose educational records of other students, including the disciplinary consequences and remedial action assigned to the perpetrator(s). Those students and the parents of other students involved in a bullying incident.
3. Appeals. ⁱⁱ delete note A parent aggrieved by the investigative determination of the Principal may appeal the determination in accordance with the standards and procedures set forth for Level II and Level III appeals in Board policy ^(**) ACA.
4. Additional Reporting Requirements.
 - a. Reporting Substantiated Incidents - RSA 193-F:4, II(n). The Principal shall forward all substantiated reports of bullying or retaliation to the Superintendent upon completion of the Principal's investigation.
 - b. Department of Education Reports - RSA 193-F:64, II(g). The Principal shall be responsible for completing such reports/forms as required by the New Hampshire Department of Education (NHED) for all substantiated incidents of bullying. Irrespective of the time/date a form/report is due to be filed with NHED, the report/form or the information required for the report/form shall

be completed/compiled within 10 school days following an investigative finding of a substantiated bullying/cyberbullying report. The Principal or designee shall retain a copy and shall forward one copy to the Superintendent. Hard copies are not necessary if the digital form/data is retained and accessible to both the building administration and SAU.

- c. Reporting to NH Department of Education - RSA 193-F:6, I. The Superintendent shall annually report the District's substantiated incidents of bullying to the New Hampshire Department of Education. Pursuant to FERPA, such reports shall not contain any personally identifiable information pertaining to any student.

H. **Substantiated Instances of Bullying or Retaliation: Interventions, Remedial Measures and Disciplinary Consequences** – ~~RSA 193-F:4, II(k).~~

While students who have been found to have committed an act of bullying/cyberbullying (i.e. perpetrators) shall ~~can~~ face disciplinary consequences as provided in Paragraph H.2.a below, the Board encourages the administration and school district staff to explore ~~alternative or~~ additional measures, remedies and interventions to address the substantiated instances of bullying/cyberbullying, and prevent their reoccurrence. See also Paragraph H.3, below.

1. Interventions and Other Remedial Measures. Examples of interventions and remedial measures include, but are not limited to:
 - a. Restitution,
 - b. Parent conferences,
 - c. Student counseling,
 - d. Behavior assessment,
 - e. Corrective instruction or other relevant learning experience,
 - f. Peer support group, and
 - g. Mediation (but only after the investigation has been completed).

Interventions and other remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim, and take corrective action for documented systematic problems related to bullying.

2. Disciplinary Consequences - RSA 193-F:4, II(d), VI & VIII.

- a. Students found to have committed one or more acts of bullying or retaliation shall receive disciplinary consequences. Such consequences for students shall be consistent with the [Student Code of Conduct _____] for the conduct that constituted bullying/cyberbullying. Disciplinary consequences should be varied according to specific circumstances such as: the nature of the behavior, the developmental age of the student, the student's prior disciplinary history, or performance. Students will be afforded any due process applicable to the level of consequences as provided in Board policy ~~{**}~~ JICD, RSA 193:13 and Ed 317. ~~Disciplinary consequences for students shall be consistent with the [Student Code of Conduct _____] for the conduct that constituted bullying/cyberbullying. Disciplinary consequences should be varied according to specific circumstances such as: the nature of the behavior, the developmental age of the student, the student's prior disciplinary history, performance. Students will be afforded any due process applicable to the level of consequences as provided in Board policy {**} JICD, RSA 193:13 and Ed 317.~~
- b. Staff (see definition above) who fail to report bullying or retaliation as required by this policy, fail to adhere to the timelines described above, submit inaccurate or false information with respect to reports or investigations under this policy, or commit an act of retaliation against a reporter of bullying or any parent will be disciplined up to and including dismissal. Additionally, under RSA

193-F:4, VI, any such violation by an "educator" as defined by state law or regulation will constitute a violation of the Code of Conduct for New Hampshire Educators. Consequences and appropriate remedial actions for a staff member who commits one or more acts of bullying/cyberbullying, or retaliation, failure to report as required by this policy, failure to adhere to the may range from up to and including dismissal from employment for staff members, with additional reports, if appropriate, in accordance with the Code of Conduct for New Hampshire Educators.

3. **Additional Requirement of Principal(s)/Designee(s)** - RSA 193-F:4, II(I). Upon a determination that a bullying report is substantiated, the Principal or designee will, in addition to the specific interventions and disciplinary responses described above, will, in appropriate circumstances, make recommendations to the Superintendent strategies for "protecting all pupils from retaliation of any kind."

I. Dissemination of Policy and Bullying Prevention Education - RSA 193-F:4, II(e) and 193-F:5.

1. **Staff, Coaches, Bus Drivers, Designated Volunteers, Employees of Contracted Companies/Contracted Consultants, Staff and Volunteers.** All staff (see definition section above) will be provided with a copy of this policy annually. The Superintendent may determine the method of providing the policy (employee handbook, hard copy, website, workshops, etc.). The Superintendent will ensure that all school employees and volunteers receive **annual** training on bullying and related Board policies, consistent with RSA 193-F:5.
2. **Students Students and Parents, and Student Handbooks.** RSA 193-E:4, II(e) and (f). The Superintendent may determine the method of providing information about this policy to students and parents. Methods may include student handbooks, mailing, hard copy, website, etc. At the very least, all student/parent handbooks will include a summary of the prohibitions and other provisions of Sections A.1-3, the definitions of bullying, cyberbullying and retaliation in Sections B.1, 2 and 3, and the verbatim language relating to the procedures found in Section D.1 for students and parents to report bullying/cyberbullying or retaliation. Additionally, that provision of the student handbook(s) will include information as to where the entirety of this policy may be found on the District's website.

All students will be provided with a copy of this policy annually. The Superintendent may determine the method of providing the policy (student handbook, mailing, hard copy, website, etc.).

Each year, all students will participate in programming that includes anti-bullying/cyberbullying materials presented in age-appropriate language. The materials and information should, among other things, describe expectations for student behavior, emphasize an understanding of what bullying/cyberbullying, harassment and intimidation is and looks like, the District's prohibition of such conduct and the reasons why the conduct is destructive, unacceptable, and how and when the conduct can lead to disciplinary consequences.

The Superintendent, in consultation with staff, will, to the extent reasonably possible, integrate student anti-bullying training and education into the district's curriculum, behavior programs and other violence prevention efforts.

Parents. he Superintendent will ensure that all parents are annually provided with a copy of this policy or informed in writing where a copy of the policy may be located on the District and/or school's website. Student/family handbooks will include information of the District/school's anti-bullying program, as well as the means for students to report bullying acts either experienced or witnessed, and how parents, themselves, may inform/report to the school when they believe their child is being bullied or is bullying other students and encourage their children to report bullying when it occurs.

3. **Curriculum.** Each year, all students will participate in programming that includes anti-bullying/cyberbullying materials presented in age-appropriate language. The materials and information should, among other things, describe expectations for student behavior, emphasize an understanding of what bullying/cyberbullying, harassment and intimidation is and looks like, the District's prohibition of such conduct and the reasons why the conduct is destructive, unacceptable, and how and when the conduct can lead to disciplinary consequences.

The Superintendent, in consultation with staff, will, to the extent reasonably possible, integrate student anti-bullying training and education into the district's curriculum, behavior programs and other violence

prevention efforts.

The following two sentences may be deleted from this policy any time after March 15, 2027 without further action of the School Board. No later than December 15 2026, the Superintendent shall cause a report or a link to a report on how the District's policy has been integrated into the school's curriculum, discipline policies, behavior programs, and other violence prevention efforts. Such report or link shall be provided to the office of the Commissioner of Education, the Chair of the State Board of Education, the President of the New Hampshire Senate, the Speaker of the New Hampshire House of Representatives, and to members of the New Hampshire House and Senate education committees.

4. **Additional Notice and School District Programs.** The Board may, from time to time, host or schedule public forums in which it will address this anti-bullying policy, discuss bullying in the schools, and consult with a variety of individuals, including teachers, administrators, guidance counselors, school psychologists and other interested persons.

J. **Summary of School Officials' Duties to Implement Policy** - RSA 193-F:4, II(p~~n~~).

The Superintendent, as the person charged with supervision of all employees of the District, is responsible for the implementation of this policy and the provisions of RSA 193-F. The School Principal(s) are expected and required by statute to implement this policy within their respective school buildings and ensure the procedures are followed.

Consistent with this Policy, the Principal(s) shall receive reports of alleged bullying or retaliation, investigate the alleged conduct, and communicate with the parties involved (including their parents) consistent with privacy laws, and communicate/report to the Superintendent. The Superintendent shall oversee the Principal(s) in their duties relative to this policy and shall ensure each school is compliant with this policy. Additionally, the Superintendent, will receive reports of substantiated incidents, review waivers and time extension requests, and communicate with the Principal(s), the School Board, and the NH Department of Education, all as provided in this policy.

K. **Immunity and Liability** – RSA 193-F:7 & 9.

Under 193-F:7, employees, volunteers, students, parents and any other person covered by this policy will be immune from civil liability for **good faith** conduct arising from or pertaining to the reporting, investigation, findings, recommended response, or implementation of a recommended response under this policy or RSA 193-F. (Note – civil liability could arise, (including for attorneys fees) in the event of gross negligence or willful misconduct for violations of this policy.)

District Policy History: [Unnecessary for districts using Simbli platform.]

First reading: _____

Second reading/adopted: _____

District revision history: [Not legally required, but may include notes similar to the NHSBA revision notes that appear in the sample manual for most samples but specific to changes made to the district's own policy. Should NOT include NHSBA notes as the same may include notes that are only pertinent to the NHSBA sample.]

[i] [Delete endnote from final version of policy.] This language was formerly in the statutory definition of "bullying" found at RSA 193-F:3, I(b), but was removed with the passage of HB131.

[ii] [Delete endnote from final version of policy.] Review of appeals made to the School Board is at the discretion of the Board. There is no legal requirement that aggrieved parents have a right to appeal to the Board, but could be helpful to show the Board has given careful consideration to the decision, and perhaps additional defenses if the parent fails to follow the administrative process included in the policy. Discuss with

local counsel in considering not having an appeals opportunity to the Board. The reference in this section to ACA to sample policy ACA released by NHSBA in July 2024. In the interest of preserving, to the extent possible a uniform process, NHSBA redirects bullying appeals to the uniform process of ACA. Districts which have not adopted ACA, should replace the reference to ACA and instead incorporate the Level II and III appeal provisions

Legal References Disclaimer: These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

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NH Statutes

RSA 189:70	Educational Institution Policies on Social Media
RSA 193-D:4	Written Report Required (Safe School Zones)
RSA 193-F	Pupil Safety and Violence Prevention
RSA 193-F:3	Definitions (Pupil Safety and Violence Prevention)
RSA 193-F:4	Policy Requirements (Pupil Safety and Violence Prevention)
RSA 193-F:7	Immunity (Pupil Safety and Violence Prevention)
RSA 570-A:2	Capture of Audio Recordings on School Buses Allowed

NH Dept of Ed Regulation

N.H. Code Admin Rules Ed 317.05	Reporting Procedures for Acts of Theft, Violence, or Destruction
N.H. Code Admin. Rules Ed 204.01	Board Hearings
N.H. Code Admin. Rules Ed 306.04(b)(7)	Student Harassment
N.H. Code Admin. Rules Ed 317	Standards and Procedures for Suspension and Expulsion of Pupils Including Procedures Assuring Due Process
N.H. Code Admin. Rules Ed 317.04	Suspension and Expulsion of Pupils Assuring Due Process Disciplinary Procedures

Cross References

AC	Nondiscrimination, Equal Opportunity Employment, and Anti-Discrimination Plan
AC-R(2)	Nondiscrimination, Equal Opportunity Employment, and Anti-Discrimination Plan - Annual Notice of Contact Information
ACAC	Prohibition of Sexual Harassment: Policy and Grievance Procedures
EBCA	Crisis Prevention and Emergency Response Plans
ECAF	Surveillance and Other Audio or Video Recording by the District or District Personnel
EHAG	Use of Generative Artificial Intelligence
GBEAB	Mandatory Code of Conduct Reporting - All Employees
IHBA	Programs for Pupils with Disabilities
IHBA-R(1)	Programs for Pupils with Disabilities - Section 504 - Notice of Parent & Student Rights

Cross References

JIC

JICD

JICD-R(1)

JICDD

JLF

JLF-F(1)

KFA

KFA-R(1)

Description[Student Conduct](#)[Student Discipline and Due Process](#)[Student Discipline and Due Process - Memorandum of Understanding](#)[Student Discipline/Out-of-School Actions](#)[Reporting Child Abuse or Neglect](#)[Reporting Child Abuse or Neglect - Report Form](#)[Conduct on School Property](#)[Conduct on School Property - Assaults](#)

NEWPORT SCHOOL DISTRICT

TITLE: Budget Calendar

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION ___X___ CONSENT: INFORMATION:

Ms. O'Connor will present the FY 2027-2028 Budget Calendar for approval.

FISCAL IMPACT: None

FISCAL VERIFICATION:

RECOMMENDATION:

*Updated 7/23/26				
Date or parameters	Time	Action	Responsible-Who will attend	Where
8/13/2026	5:30 PM	Draft Budget Calendar for FY-27-28 Presented for Approval	Administration - Newport School Board	1st School Board Meeting in August
8/17/2026		School District's Budget Calendar Presented to BAC - Meeting Dates Set for Presentation of School Budget by Superintendent & BA, Public Hearing, and Final BAC meeting	BAC/Superintendent and BA	Email
9/1/2026		Complete the DOE-25 and MS-24 Revenue Estimate	Prepared by the BA, Signed by Board and Supt.	SAU
8/24/2026-9/18/26		Principals and Directors Input Budget into Tyler	Administration	SAU
9/21/26-9/30/26		Superintendent, BA, Principal/Director Budget Review meetings	SAU 43 Administration	SAU
10/1/2026	5:30 PM	Budget review Facilities/Transportation/Technology	Coordinator/BA/Superintendent/Board - BAC Invited	Lou Thompson Room
10/8/2026	5:30 PM	Budget review with Curriculum/Special Education/SAU	Coordinator/BA/Superintendent/Board - BAC Invited	Lou Thompson Room
10/15/2026	5:30 PM	Budget review with Richards/Middle School	Coordinator/BA/Superintendent/Board - BAC Invited	Lou Thompson Room
10/22/2026	5:30 PM	Budget review with NHS/SRVRTC	Coordinator/BA/Superintendent/Board - BAC Invited	Lou Thompson Room
10/29/2026	5:30 PM	Summary of changes in budget delivered to School Board	Newport School Board	SAU Board Meeting
10/29/2026	5:30 PM	Preliminary Default Budget Summery delivered to School Board	Newport School Board	SAU Board Meeting
10/29/2026	5:30 PM	FY-27-28 Budget Presentation to Board	Newport School Board/Administration	SAU Board Meeting
10/29/2026		FY 27-28 Budget to BAC		Via Meeting or Email
10/29/2026		Preliminary Budgets Available on Website for Public	Public	
11/2/26-11/12/26		BAC Budget Workshops	Superintendent, BA, Administration and BAC	Collaboration Room
11/13/26	By 12 PM	BAC reviews/gives Superintendent/BA recommendations for Board Packet	Superintendent, BA, Administration and BAC Representative	SAU Office
11/19/26	5:30 PM	BAC Presents Budget Recommendations to the School Board	BAC, Board, Superintendent, BA, Administration	SAU Board Meeting
11/19/2026	5:30 PM	Public Input Forum	Newport School Board/Admin/Public	SAU Board Meeting
11/20/26		BAC Budget Available to Public on the Website	Public	
11/21/26 Snow Date 12/5/26	8:00am to 1:00pm	Newport School Board Budget Workshop	Newport School Board/Admin/Public	SAU Board Meeting
12/3/2026	5:30 PM	Budget Preliminary Approval	Newport School Board/Administration	SAU Board Meeting
12/4/26		Budget Available to Public On Website and at Meeting with changes from Board Budget Workshop	Public	

*Updated 7/23/26				
Date or parameters	Time	Action	Responsible-Who will attend	Where
12/7/26-12/18/26	6:30 PM	BAC Public Hearing for School District's Budget - followed by a BAC Meeting	BAC/Superintendent and BA	
December 30, 2026		Post for Public Budget Hearing being held on January 7, 2027	Superintendent and Executive Assistant	The ad should be in the paper as well as advertised else where
on or before January 1, 2026		Last day to post for budget hearing held on January 7 2027	SAU	
January 7, 2027	5:30 PM	Public Budget Hearing & Budget Adoption	Newport School	SAU Board Meeting Waiting on
January 9, 2027 - Snow date for Public Hearing & Adoption if Needed	9:00 AM	Public Budget Hearing & Budget Adoption	Newport School Board/Administration/Public	SAU Board Meeting Waiting on Document from the DRA
N/A (Friday, January 8, 2027)		Last day for petitioned bond articles over \$100,000	NSB	
on or before January 12, 2027	N/A	Last day for notice of bond hearing	Administration	
on or before January 12, 2027		Last day for petitioned warrant articles		
on or before January 12, 2027		Last day for negotiated cost items to be finalized	School Board and Administration	
on or before January 19, 2027		Last day to hold at least one budget hearing	School Board and Administration	
on or before January 19, 2027		Last day for bond hearing	School Board and Administration	
January 20 2027		First day of the filing period for school district offices		SAU Office In the newspaper on 1/7, 1/14 & 1/22
on or before January 22, 2027		Last day BAC can make recommendations to budget	BAC	
January 25 2027		Last day to post warrant/budget/default MS-26,	School Board and Administration	
January 30 (Between Jan 30 and February 6, 2027)	9:00 AM	First Deliberative Session	Public	GYM doors open at 8:30am/ Snow date will be on 2/6/27 if needed
Jan 30, 2027	Immediately after deliberative	Board needs to vote accept budget/Last day for Board to change Budget Recommendations	School Board	SAU Board Meeting Waiting

*Updated 7/23/26				
Date or parameters	Time	Action	Responsible-Who will attend	Where
After deliberative and before Feb. 8, 2027		Board must approve ballot draft from Clerk	Clerk works with board on draft for vote to send to print	Dr. Scott
3/2/27 (one wk before vote)		Annual Report Book with final budget and ballot questions made available to the community	Administration	Put Annual Report Books in local business, town office, and library
3/9/27 (2nd Tuesday in March)	8:00am to 7:00pm (set up at 6:30am)	Second Session Ballot Voting	Public	POLLS at the Middle/High School
Before March 31 and within 20 days of vote		Submit signed DRA forms through MTRSP MS-22, MS-26, MS-DSB, Warrant, Minutes	BA	
6/10/2027		Balance accounts for end of year	Newport School Board/Administration/Public	2nd Monday in June
Key:				
Green = School Board Meeting Dates				
Orange = BAC Meetings				
Yellow = Change in time and/or date				
White = Informational				
Purple = Waiting for Official Dates				

NEWPORT SCHOOL DISTRICT

TITLE: Richards Handbook

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION X CONSENT: INFORMATION:

Michelle Overhoff will present the Richards Handbook for approval.

FISCAL IMPACT: None

FISCAL VERIFICATION:

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: Newport Middle High CTE Handbook

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION X CONSENT: INFORMATION:

Shannon Martin and Sarah Fischer will present the Newport Middle High CTE Handbook for approval.

FISCAL IMPACT: None

FISCAL VERIFICATION:

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: PD Committee

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION X CONSENT: INFORMATION:

FISCAL IMPACT: None

FISCAL VERIFICATION:

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: Superintendent Hiring Committee

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION X CONSENT: INFORMATION:

FISCAL IMPACT: None

FISCAL VERIFICATION:

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: Superintendent Goals

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION X CONSENT: INFORMATION:

FISCAL IMPACT: None

FISCAL VERIFICATION:

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: Finance Report

SCHOOL BOARD MEETING OF: 8/13/2026

ACTION _____ CONSENT: _____ INFORMATION: X

Ms. O'Connor will share her finance report.

FISCAL IMPACT: None

FISCAL VERIFICATION: _____

RECOMMENDATION:

Newport General Fund 25-26 Unaudited EOY Fiscal Report
SY Ending 6.30.26

Newport Revenues

<u>Function</u>	<u>Type</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Proj Addit Receipts</u>	<u>Proj Variance</u>
111x	District Assessment	10,201,289	10,201,289	-	0
13xx	Tuition/Spec Ed Cost Recovery	937,000	1,027,967	- 90,967	0
15xx, 17xxx, 19xx	Other Local Revenue (Int, Rental, etc)	64,000	68,678	- 4,678	0
31xx/32xx	NH State Reimbursements	8,830,001	8,971,156	- 141,155	0
4xxx	Federal Reimbursements/Grants	207,562	168,761	38,801	0
51xx/52xx	Sale Bonds Note/Fund Transfers	1,501,000	1,501,000	-	0
Total		21,740,852	21,938,851	- 197,999	-

2025 Fund Balance 407,938

Total Avail Revenue 22,148,790

PROJECTED FUND BALANCE (from Operations)

POTENTIAL REVENUE VARIANCE

197,999

POTENTIAL EXPENDITURE BUDGET BALANCE

921,356

TOTAL

1,119,355

POTENTIAL ADDTL UNRESERVED FUND BALANCE/RETAINAGE

1,119,355

CRF 859,355

Food Service 809,355

Summer Proj. 716,614

Est. URF 716,614

Newport Expenditures by Function (Department)

<u>Function</u>	<u>Description</u>	<u>Budget Adopted</u>	<u>YTD Expended</u>	<u>Encumbrances & Projections</u>	<u>Budget Balance</u>
1100	Regular Instructional Programming	5,041,012	4,659,421	0	381,591
1200	Special Education Programming	4,034,935	3,591,705	0	443,230
1260	English Second Language Learning Program	92,930	76,414	0	16,516
1300	Vocational Programming	1,012,311	943,397	0	68,914
1410/1420/1490	Co-Curricular/Athletics/Field Trip	532,881	480,942	0	51,939
2112	School Resource Officer	80,000	77,325	0	2,675
2120	Guidance Programming	411,709	417,047	0	(5,338)
2130	Health Programming	189,228	154,060	0	35,168
2140	Psych Services	317,781	295,811	0	21,970
2150	Speech Services	420,869	570,204	0	(149,335)
2162/2163	OT/PT Services	444,600	503,695	0	(59,095)
2200-2213	Staff Development	566,440	518,126	30,000	18,314
2222	Media/Library	162,525	175,104	0	(12,579)
2225	Technology Services	397,046	362,153	34,021	871
2310/2321/2332	School Board/Superintendent Services	908,831	992,254	0	(83,423)
2400/2490	School Administration/Principals Office	1,601,435	1,570,570	0	30,865
2510	Business Services	463,971	427,785	0	36,186
2610	Building Maintenance	108,036	101,564	0	6,472
2620	Custodial Services	2,128,343	2,118,003	28,720	(18,380)
2721	Student Transportation (to/from)	560,023	523,296	0	36,727
2722	Special Ed Transportation	196,028	173,071	0	22,957
2723	Vocational Transportation	2,896	0	0	2,896
2724	Athletic Transportation	25,780	12,928	0	12,852
2725	Field Trip Transportation	4,891	2,041	0	2,850
2800	Technology Director	120,223	121,002	0	(779)
2900	Support Services	100,292	74,239	0	26,053
4000	Construction Services	0	0	0	0
5100	Debt Service	722,774	691,536	0	31,238
5200	Reserve Fund Transfers-Federal Proj.	1,001,000	1,001,000	0	0
5220	F&R Food Service Transfer	500,000	500,000	0	0
Expenditure Totals		\$22,148,790	\$21,134,693	\$92,741	\$921,356