

**Oyster River Cooperative School District
REGULAR MEETING**

December 21, 2022**ORMS – Recital Hall****7:00 PM****o. CALL TO ORDER 7:00 PM****I. 5:30 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING****Ia. PUBLIC HEARING for Policies:**

- BBAA- School Board Member Authority Revision & Policy BDB–Board Officers for Deletion

II. APPROVAL OF AGENDA**III. PUBLIC COMMENTS (*Total allotted time for public comment is 30 minutes*)****IV. APPROVAL OF MINUTES**

- Motion to approve 11/17/22 Budget Workshop Notes and 12/7/22 Regular Meeting Minutes.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**A. District****B. Board****VI. DISTRICT REPORTS****A. Assistant Superintendent/Curriculum & Instruction Report(s)**

- DEIJ Semester in Review – Rachael Blansett

B Superintendent’s Report

- Communication/Website Update – Josh Olstad/Gen Brown

C. Business Administrator**D. Student Representative (Paige Burt)****E. Finance Committee Report****F. Other:****VII. UNANIMOUS CONSENT AGENDA {Requires unanimous approval. Individual items may be removed by any Board Member for separate discussion and vote}**

- List of Policies for Second Read/Adoption and Deletion: B.1 – Acknowledge School Board Candidates for Office, ICA – School Calendar, BBAA – School Board Member Authority, BBAB – Roles and Duties of the School Board Chairperson {Selection & Duties of Officers} and Policy for Deletion: BDB – Board Officers.
Motion to approve the List of Policies for Second Read /Adoption and Deletion: Policy B.1 – Acknowledge School Board Candidates for Office, ICA – School Calendar, BBAA – School Board Member Authority, BBAB – Roles and Duties of the School Board Chair {Selection & Duties of Officers} and Policy for Deletion: BDB – Board Officers.
- 2023-24 School Calendar for Second Read/Adoption. *Motion to approve the 2023-24 School Calendar for Second Read/Adoption.*

VIII. DISCUSSION & ACTION ITEMS

- Review FY24 Default Budget for Public Hearing
- Review 2023 Warrant Article for Public Hearing
- List of Policies for First Read: IHBA – Programs for Pupils with Disabilities, IHBAC – Developmental Delays as Qualifying Disabilities, IKFC – Alternative Diploma for Students with Significant Cognitive Disabilities, JICK – Bullying and Cyberbullying – Pupil Safety and Violence Prevention and Deletion of Current Policy IHBA – Programs for Pupils with Disabilities and ACE – Non-Discrimination on the Basis of Handicap/Disability. *Motion to approve the List of Policies for First Read IHBA – Programs for Pupils with Disabilities, IHBAC – Developmental Delays as Qualifying Disabilities, IKFC – Alternative Diploma for Students with Significant Cognitive Disabilities, JICK – Bullying and Cyberbullying – Pupil Safety and Violence Prevention and Current Policy for Deletion: IHBA – Programs for Pupils with Disabilities and ACE – Non-Discrimination on the Basis of Handicap/Disability {Current Version}*

IX. SCHOOL BOARD COMMITTEE UPDATES**X. PUBLIC COMMENTS (*Total allotted time for public comment is 30 minutes*)****XI. CLOSING ACTIONS**

- A. Future meeting dates:** January 4, 2023 – Regular Meeting – ORMS Recital Hall @ 7:00 PM
January 11, 2023 – Public Budget Hearing – ORMS Recital Hall @ 7:00 PM
January 18, 2023 – Regular Meeting – ORMS Recital Hall @ 7:00 PM

XII. NON-PUBLIC SESSION: RSA 91-A:3 II {If Needed}**NON-MEETING SESSION: RSA 91-A2 I {If Needed}****XIII. ADJOURNMENT:**

The School Board reserves the right to take action on any item on the agenda.

Respectfully submitted, Superintendent

Oyster River Cooperative School District
SAU #5

Welcome to the School Board meeting. If you wish to be heard by the Board, please note “Public Comment” at the beginning of the agenda (reverse side). During the comment section of the agenda each speaker may have up to three (3) minutes within the time frame allowed. Board Chair may limit time allotment as deemed necessary. Occasionally, the Board may “suspend its rules” to allow visitor participation at the time an issue of specific interest is being addressed. A speaker will not be recognized for a second time on a particular topic.

Visitors should not expect a Board response to their comments or questions under the above since the Board may not have discussed or taken a position on the matter. The Superintendent, without speaking for the Board, may offer clarification as appropriate.

Agendas and background information are available on the district website prior to meetings. Agendas and additional information are generally available at the entrance to the meeting room or distributed at the time the item is introduced for discussion.

The ORCSD School Board will meet in regular session on the first and third Wednesdays of the month with additional meetings when necessary. The School Board appreciates your attendance at these meetings and invites your continued interest in its work on behalf of the children and residents of the District.

Oyster River Cooperative School District Members:

- | | |
|---------------------------|----------------------------|
| • Michael Williams, Chair | Term on Board: 2020 - 2023 |
| • Denise Day, Vice-Chair | Term on Board: 2020 - 2023 |
| • Brian Cisneros | Term on Board: 2021 –2024 |
| • Daniel Klein | Term on Board: 2021 - 2024 |
| • Yusi Turell | Term on Board: 2021 - 2024 |
| • Matthew Bacon | Term on Board: 2022 - 2025 |
| • Heather Smith | Term on Board: 2022 - 2025 |

Information Regarding Nonpublic Session

On occasion, the Board agenda may include (or be adjusted to include) a Nonpublic Session. When a motion is made to do so, it will be done under the provisions of the NH State Law RSA 91-A:3 II, and one or more of the following reasons will be claimed for entering Nonpublic Session:

- The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request will be granted.
- The hiring of any person as a public employee.
- Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.
- Consideration of the acquisition, sale or lease of real property or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency of any sub-division thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.

Budget Workshop - November 17, 2022

Chair Michael Williams opened the meeting at 7pm.

Goal: Look at options for the budget, identify any follow up analysis that is needed and come to a general consensus.

Cuts

To get to 1.05% it will require early retirement incentive and not filling some unfilled para positions.

PR Firm money, could it be cut? I would not recommend this cut; it's \$8k and Gen uses it for publication.

Dr. Morse would like to keep NH Listens funding for the next year to support Rachael only and then discontinue.

Discussion Points

-Bond payment - need to plan to spend nearly \$600,000 for 2024-2025.

Current budget expenditures trending higher this year than past.

-For retirement, do we pay out the \$20k incentive in the current or next fiscal year? There is an option per Sue, but health insurance is not factored. Would it be difficult to hire for 12 positions in this market? We are a destination district. In the next few years, we'd have to replace them anyway since they are close to retirement, and the market will be similar, so the problem would be the same. There is range and variety across the district in the top 12. At least 8 are interested in the incentive this year.

Brian suggested we should do one time purchases this year so there is not a jump next year.

Brian stated that we could go up to 2% and put in money this year, buy a second bus, do a capital management project.

Michael Williams - Field Trips - Do an increase this year? It's a number that hasn't change in many years. Make it equitable K-8? K-12? Still a modest amount if it's K-12 app. \$18k.

-Software relating to integration for security is budgeted at \$25k. There will be a third round of grants. Suggestion is to increase capital, use the money for doors and the grant money for something else. **School safety is something explainable to the public.**

-Adding field trips 18k and school safety at \$100k is a little lower than 1.5%.

Suggestion to put \$60k into safety and \$40k into bus. \$74,182 would be left for security.

Board Consensus – No vote

-Board agrees with retirement incentive spread out over two years.

-Everyone wants to see a 1.5% budget version.

Priorities for 1.5% (Budget includes tapping into \$500,000 of retained fund balance)

1 additional bus (2 total), additional cost toward security \$40k, field trips K-12 at \$15 per student.

-There was a request to see calculations for 1.4% with slightly lower costs for the three priorities.

Brian Cisneros made a motion to adjourn at 8:10, 2nd by Heather Smith. Motion passed 7-0.

Oyster River Cooperative School Board
Regular Meeting Minutes

December 7, 2022

DRAFT

SCHOOL BOARD PRESENT: Michael Williams, Denise Day, Brian Cisneros, Dan Klein, Yusi Turell, Heather Smith, Matt Bacon

STUDENT REPRESENTATIVE: Paige Burt

ADMINISTRATORS PRESENT: Dr. Morse, Suzanne Filippone, Catherine Plourde, Sue Caswell, Misty Lowe, David Goldsmith, Jay Richard, Rebecca Noe

STAFF PRESENT:

GUEST PRESENT: Landon Wolph (student)

ABSENT:

I. CALLED TO ORDER at 7:00 PM by Michael Williams

II. APPROVAL OF AGENDA

Brian Cisneros moved to approve the agenda as written, 2nd by Denise Day. Motion passed 7-0 with the student representative voting in the affirmative.

III. PUBLIC COMMENTS – None provided

IV. APPROVAL OF MINUTES

Denise Day moved to approve the November 16th, 2022, Regular Meeting Minutes, 2nd by Brian Cisneros.

Denise Day submitted the following revisions:

On page 2 under Board Comments, it should say that community members can reach out to Shawn Kelly to subscribe to the Mouth of the River, not to suggest articles.

On page 3 under the Budget Discussion before the last sentence in the paragraph insert the following comment:

“Denise Day stated she was worried that if the Board cut the CIP too much, it would result in a bigger increase in 2024-2025 when the largest bond payment increase occurs.”

Michael Williams submitted the following revision:

On page 3 under the Budget Discussion strike the second sentence starting “This considerable loss in revenue...”

Motion passed with correction 7-0 with the student representative voting in the affirmative.

Denise Day moved to approve the Non-Public Meeting Minutes from November 16th, 2022, 2nd by Brian Cisneros. Motion passed 7-0 with the student representative voting in the affirmative.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District

David Goldsmith of Moharimet shared that in a recent “Year of the Forest” school-wide assembly the 3rd and 4th graders performed a play about all they’ve learned so far. He credited the teachers and Math & Science Specialist Ellen Ervin for all the work that went into the performance. Today’s Coding & Cocoa event, which was full of enrichment and interactive activities, was very well received by students. David commented on the amazing connection going on across the district with the addition of middle school and high school “tech support” through Teams calls. Elementary students talked to older students through Teams calls to troubleshoot their coding problems. Students can look forward to a 4th grade Chorus Concert at the ORMS Recital Hall on Dec. 15th, a Jazz

Festival Band and Chorus performance by middle and high school students on Dec. 20th, and an International Music & Dance Festival in February.

Misty Lowe of Mast Way shared they had a school-wide assembly around “Communication,” which nicely complemented their current work around Restorative Practices. Teacher training, classroom application and a parent information night have recently been centered around Open Circle. Misty gave a shout out to the parent volunteers, tech integrators and high school and middle school students that were involved in today’s Coding & Cocoa event. She gave a special thanks to Liberty Mutual and the Shipyard for giving each student a robot. Recently she enjoyed eating with families at the Clark’s fundraiser and thanked all the participants for their support. Students can look forward to the 3rd & 4th grade Chorus Concert on Dec. 14th. It will include a canned food collection for End 68 Hours of Hunger. Kindergarten & 1st graders are preparing to sing carols at long care facilities, and the middle school Jazz Festival Band and high school Band & Chorus will perform for the school on Dec. 17th.

Jay Richard of ORMS said the students had a blast with coding and were super engaged during today’s event. The grade 6 Strings Concert will take place tomorrow night and this Saturday ORMS will host a Robotics Tournament featuring 44 teams from 12 different programs. Jay gave a shout out to the high school Robotics team for their help refereeing and running a pizza fund raiser at the competition. Jay asked families to check the Lost & Found since it has acquired many items, and anything left unclaimed will be donated over break.

Rebecca Noe of ORHS congratulated the following students that were accepted into the NHMEA Classical All State Festival this year: Mary Jeong, Cole Norris, Elena Pavlik, Isaac Williams, Shashu Srivatsan, Siddhu Srivatsan, Peter Weirda, Courtney Giroux, Ella Higginson, and Micah Bessette. She gave a shout out to Celeste Best for working extremely hard getting the Coding & Cocoa event ready. The winter sports season has started, and a few teams participated in overnight team building. On Dec. 13th at 6pm a parent session on Vaping, Alcohol, Drugs and Teens will be presented by Resource Officer Nicolosi and LADC Britta Bartlett in the ORHS auditorium. Since teachers work extremely hard, Rebecca announced the last week before break as ORHS Teacher Appreciation Week.

B. Board

Denise Day attended the Open Circle parent presentation last night and she appreciated the simulated activities that allowed her to see what students are doing in the classroom. She gave a shout out to Felicia Sperry and all the other ELS members and teachers that were involved.

Heather Smith also enjoyed the Open Circle informative session and felt the lessons would have great application for parents in the home setting, and especially for students to see a transition from school to home.

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum & Instruction Report(s)

Suzanne Filippone announced changes to the state graduation requirements effective 2024. 1) All students will need to pass both a local civics assessment and the naturalization test given by U.S. Citizenship and Immigration Services. 2) A personal finance literacy requirement will need to be met in order to graduate. Suzanne said social studies departments and Principal Noe are working together on what these additions will look like in the classroom and how students will be prepared. These changes will begin with the 2024 graduating class and information will be sent home to families. Any questions should be directed to Principal Noe.

Student Report – HOBY Youth Leadership Program – Landon Wolph

High school student Landon Wolph was invited to share his HOBY Youth Leadership experience with the Board as part of a presentation series entitled “Imagine the Possibilities.”

Landon explained that HOBY is a non-profit youth leadership organization founded in 1958 in honor of Hugh O’Brian. The purpose of the three-day seminar is to promote the development of leadership skills in young adults. One sophomore is nominated by students and faculty to attend the program each year. Landon shared

that during his three days he participated in seminars on individual leadership, group leadership and community application. Critical thinking concepts, unique team building opportunities as well as a challenge to participate in 100 hours of community service were part of his experience. Landon met students from around the state while helping to revitalize a NH Food Bank garden that had been neglected during COVID. Landon said that HOBY aims to pull students together to promote communication and collaboration across communities in the state, and he is still in contact with many students that he met. The seminar showed him the impact youth leadership can have on the local community and Landon said he looks forward to taking action to find new resources and ways to approach local issues.

B. Superintendent's Report

December 23rd Early Release Day

Dr. Morse congratulated ORMS Nurse Michael Hope as runner up for Health Care Hero.

Dr. Morse requested the Board make December 23rd an early release day for all District staff since it was overlooked for an early release day.

Denise Day made a motion to approve December 23rd Early Release Day, 2nd by Brian Cisneros. Motion passed 7-0 with the student representative voting in the affirmative.

C. Business Administrator - Sue Caswell presented during the budget discussion.

D. Student Representative Report

Paige Burt shared that it was cool having activities for the Coding & Cocoa event span across the buildings. The fall play *CLUE* was funny and a success, and she gave a shout out to all the actors and cast members that worked on and off the stage. She looks forward to the spring musical that already has preparations underway. The high school Music Concert will be held on Dec. 20th and the food drive for End 68 Hours of Hunger continues to take place among advisories.

E. Finance Committee Report – None provided

F. Other – None provided

VII. UNANIMOUS CONSENT AGENDA – Michael Williams asked if any items needed to be discussed separately and Denise Day asked to pull out the ORHS Maternity Leave of Absence from December 22 to March 31, 2023 for discussion.

- ORHS Maternity Leave of Absence from December 22, 2022 to March 31, 2023. -PULLED OUT
- Extension of ORMS previously approved Maternity Leave of Absence to end of the school year.

Michael Williams made a motion to approve the Extension of ORMS Previously Approved Maternity Leave of Absence to End of the School Year, 2nd by Brian Cisneros. Motion passed 7-0 with the student representative voting in the affirmative.

VIII. DISCUSSION & ACTION ITEMS

ORHS Maternity Leave of Absence from December 22, 2022 to March 31, 2023

Denise Day asked how the LADAC services will be provided during the absence. Dr. Morse and Rebecca have a call into last year's contracted LADAC to see if she would be interested in providing teletherapy.

Michael Williams made a motion to approve the ORHS Maternity Leave of Absence from December 22, 2022 to March 31, 2023, 2nd by Denise Day. Motion passed 7-0 with the student representative voting in the affirmative.

2023-24 School Calendar for First Review

Dr. Morse met with several area school communities to develop the 2023-24 School Calendar. Since OR students attend three CTE centers, he said it is impossible to align with all of them. Also, since all NH systems have

different start and end dates and contract language, they worked predominately off the state calendar. He noted that February break would be the last week of the month and pointed out the amount of CTE student days that conflict with ORCSD, including 4 at Dover & Rochester and 6 at Somersworth. Board members shared their appreciation for the efforts made to align with the state and felt the number of CTE that conflict was relatively low. Dr. Morse commended Wendy for providing the comparative information for the CTE locations. Brian Cisneros clarified with Dr. Morse that the Feb. 13th voting day is a “place holder” and may move when the actual voting day is confirmed.

Brian Cisneros made a motion to approve the 2023-24 School Calendar for First Review, 2nd by Matt Bacon. Motion passed 7-0 with the student representative voting in the affirmative.

ORHS Graduation Date

Rebecca Noe requested June 9th be the ORHS graduation date with a rain date of June 10th. The commencement will begin at 6pm. A start time for the rain date has not yet been determined since the Track & Field New England’s competition is on the 10th.

Denise Day made a motion to approve the ORHS Graduation Date as presented, 2nd by Brian Cisneros.

Heather Smith confirmed June 2nd as the last day of school for seniors.

Motion passed 7-0 with the student representative voting in the affirmative.

Finalize 2023-24 School Year Budget

Dr. Morse reviewed his 2023-24 school year budget memo to the Board. The following points were made: The board had requested a comparison of a 1.4% and 1.5% increase and the result would be a \$50,916 cut from the budget. An amount of \$35,000 for technology was overlooked at the budget workshop. The Superintendent Search, which had been budgeted at \$40,000, has been lowered to \$25,000. The cost has no impact to the 1.5% increase and will come from the Superintendent’s Contracted Service Account. Dr. Morse recommended the following allocation of \$132,347 if 1.5% is approved:

- Field Trips K-12 \$18,000
- Reinstate 2nd bus \$40,000
- Safety Funds \$39,347
- Tech Oversight \$35,000

Sue Caswell also provided cost scenarios ranging from a 1.05-3% increase.

Brian Cisneros made a motion to approve a 1.5% increase of the 2023-24 School Year Budget, 2nd by Yusi Turell.

Sue explained it is Option 6 – A Fund 10 operating budget total of \$51,679,884 including a 1.5% in the amount of \$132,347, the items noted in Dr. Morse’s memo, and the use of \$550,000 from the retain fund balance account.

Motion passed 7-0 with the student representative voting in the affirmative.

Retirement Incentive

Dr. Morse recommended the Board approve offering the retirement incentive to up to 12 members of the guild in the current fiscal school year. Board members wondered about offering it to non-guild individuals. Dr. Morse said he uses discretion since the situation would need to be mutually beneficial to the individual and the district. Board members discussed if there should be a cap on non-guild individuals. Dr. Morse estimated the number of qualifying professionals to be low, possibly 3-4.

Dan Klein made a motion to approve offering a retirement incentive to up to 12 guild members as presented and up to 4 non-guild members if it is mutually beneficial to the individual and district at the discretion of Dr. Morse, 2nd by Matt Bacon.

Yusi Turell made an amendment to increase the non-guild members to 6, 2nd by Denise Day. Motion passed 6-1-0 with the student representative voting in the affirmative

Motion to approve offering a retirement incentive to up to 12 guild members and up to 6 non-guild members as amended passed 7-0 with the student representative voting in the affirmative.

FY24' Default Budget

Sue Caswell presented the FY24' Default Budget to the Board.

Draft 2023 Warrant Articles

Sue Caswell presented a draft of the 2023 Warrant Articles to the Board.

List of Policies for First Read: B.1 – Acknowledge School Board Candidates for Office, ICA – School Calendar, BBAA – School Board Member Authority, BBAB – Roles and Duties of the School Board Chairperson

Denise Day let the Board know that BDB would consolidate into BBAA. For this reason, the language cross referencing BDB in policy BBAA would need to be removed.

Michael Williams proposed changing the title of policy BBAB from “Roles and Duties of the School Board Chairperson {Selection of Officers}” to “Selection & Duties of Officers.”

Denise Day made a motion to approve the Policy B.1 – Acknowledge School Board Candidates for Office, ICA – School Calendar, BBAA – School Board Member Authority, and BBAB with the new title “Selection & Duties of Officers” for first read, and for deletion Policy BDB – Board Officers, 2nd by Brian Cisneros. Motion passed 7-0 with the student representative voting in the affirmative.

State Delegation for Roundtable – Discussion.

Michael Williams let the Board know they will invite district delegates for a round table workshop discussion at 6pm on Dec. 21st. A regular board meeting will follow at 7pm. He went over a rough draft of topics to be discussed and asked board members to email topics of discussion to Wendy DiFruscio.

IX. SCHOOL BOARD COMMITTEE UPDATES

The Manifest Committee met and completed the following manifests.

Payroll Manifest #11 Total is \$1,530,634.54

Vendor Manifest #12 Total is \$733,145.64

Vendor Manifest #13 Total is \$198,543.05

Denise Day announced a Policy Committee meeting will take place tomorrow afternoon.

Heather Smith announced the Sustainability Committee was moved to Dec. 13th at 4:30 at ORMS.

Michael Williams shared that the Superintendent Search Committee will be seeking an approval in January.

X. PUBLIC COMMENTS - None provided

XI. CLOSING ACTIONS

- A. Future Meeting Dates:** December 21, 2022 – Regular Board Meeting – ORMS Recital Hall @ 7:00 PM
- January 4, 2023 – Regular Board Meeting – ORMS Recital Hall @ 7:00 PM
- January 11, 2023 – Public Budget Hearing – ORMS Recital Hall @ 7:00 PM

XII. NON-PUBLIC SESSION: RSA 91-A:3 II {If Needed}
NON-MEETING SESSION: RSA 91-A2 I {If Needed}

XIII. ADJOURNMENT:

The School Board reserves the right to take action on any item on the agenda.

Brian Cisneros made a motion to adjourn the meeting at 8:32 pm, 2nd by Heather Smith. Motion passed 7-0 with the student representative voting in the affirmative.

Respectfully Submitted,
Karyn Laird, Records Keeper

DEIJ Coordinator: Semester in Review



Fall 2022

Part I

Transition Plan Goals

Goal #1

Coordinate Superintendent's DEIJ Community Group and Steering Committee

Goal #2

Meet students and support student led groups

Goal #3

Introduce herself to the community

Goal #4

Meet with faculty regularly

Goal #5

Communicate, collaborate, learn, and grow with the community around this work

Goal #6

Identify needed professional development for staff, develop plans for this PD, and begin implementing PD plan

01

Coordinate
Superintendent's
DEIJ Community
Group and Steering
Committee

DEIJ Committee Group Meetings

- Steering Committee advised and informed upcoming meeting agendas
- **Meetings are on a monthly basis**
- Group activities that answered the following questions:
 - Where have we been? (*Reflection*)
 - Where do we want to go? (*Envision*)
 - How do we get there? (*Action*)
- **Meeting agendas and notes can be found on the district website**

02

Meet students and
support student
led groups

Connecting with Students

- Met with six middle school and high school advisory sections
- **Introduced self to all high school students**
- Introduced self to the 8th grade class
- Attended Mast Way's first all-school assembly and Open Circle
- **Read to kindergarteners**
- Connected with a high school student to become an advisor to a new student diversity club
- **Met with the high school JEDI group**
- Visiting the high school writing club
- Interviewed for a MOR profile piece
- Working with advisor to meet with the middle school Pride group

03

Introduce herself
to the community

School Community Introductions

- **Teacher Workshop day introductions at each school**
- Re-introduction to high school teachers
- Clarity of objectives, role, and priorities in principal and Superintendent newsletters
- Scheduled days in school buildings
- **Coffee & Conversations**

04

Meet with faculty
regularly

Faculty Outreach & Support

- Teachers have reached out >25 times this semester
- Connected in person with teachers 21 times
- Served as a thought partner for:
 - Addressing bias incidents and situations
 - Answering curriculum questions
 - Helping to facilitate and navigate difficult conversations
- Invited to attend classroom and lead guest lessons 5 times

05

Communicate,
collaborate, learn,
and grow with the
community around
this work

- **Elementary, MS & HS Professional Learning Communities (PLCs)**
- Counselors
- School Librarians
- **Principals**
- ESOL
- Dining
- Oyster River Equity & Justice
- HS Athletic Director
- **New Hampshire School Administrator Association (NHSAA)**

- **Statewide DEIJ Directors**
- **Oyster River Alumni Association**
- Local community members and parents
- **New Hampshire Listens**
- Black Lives Matter Seacoast
- Equity Leaders Fellowship
- YWCA NH Board of Directors
- **Seacoast Outright**
- **University of New Hampshire**
- Phillips Exeter Academy

06

Identify needed professional development for staff, develop plans for this PD, and begin implementing PD plan

Assessment Overview

**Ten questions in total*

***Multiple selection, open answer, and Likert scale ranking options*

****Questions adapted using BELE framework, Learning For Social Justice standards & Learning For Justice curriculum practices*

CORE QUESTIONS

- Which **broad areas of Diversity, Equity, Inclusion, and Justice (DEIJ)** are you interested in?
- Which **DEIJ topics and/or professional development** do you want to **explore**?
- Which professional development topics will be most useful for you focused on **Curriculum and Instruction** ?
- Which professional development topics will be most useful for you focused on **Educator Leadership**?
- Which professional development topics will be useful for you focused on **Learning Environment** ?
- What **models of professional development** would be useful for your work as an educator?

Findings

151 Teachers

Completed the survey

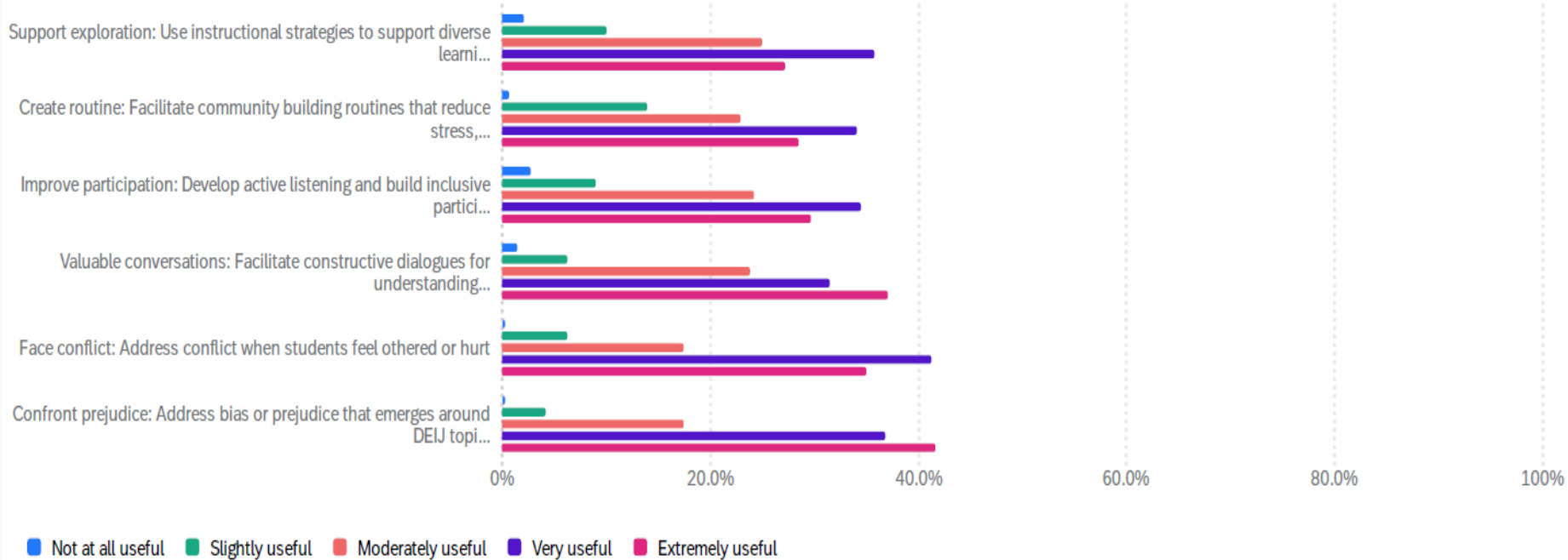
48 High School Teachers

The largest amount of educators to fill out the survey

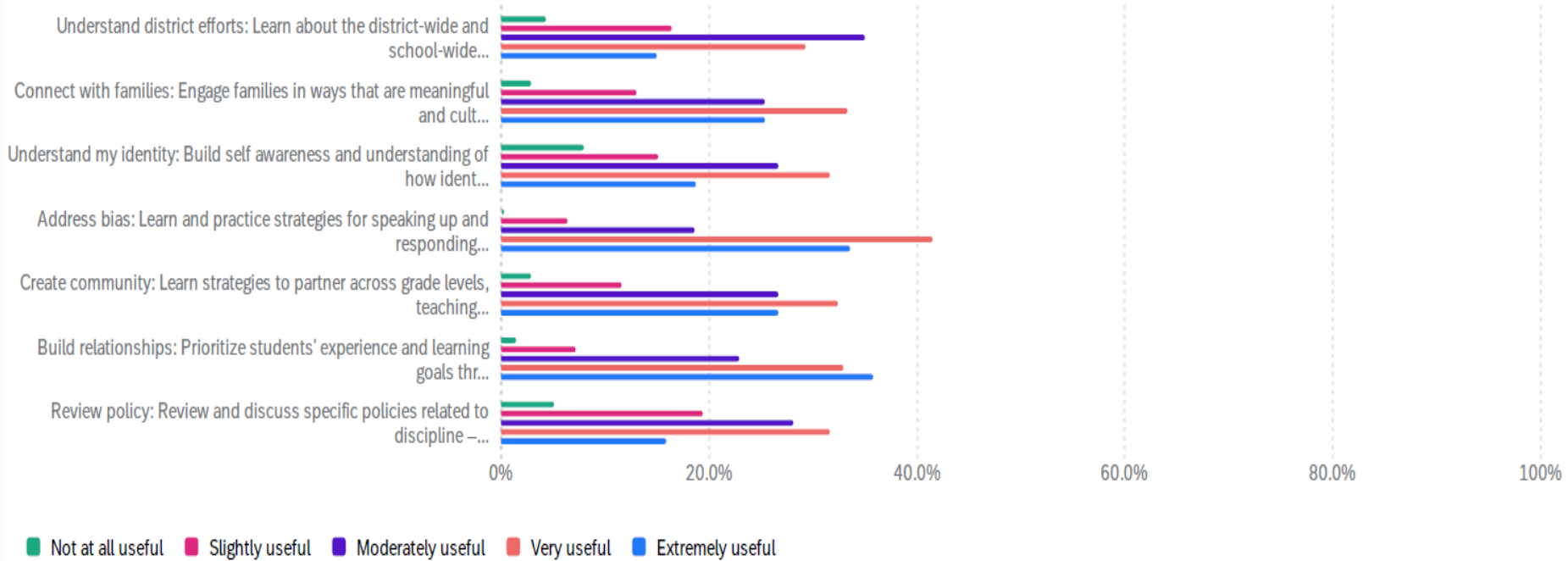
3 Highest Ranked Topics

Race, Disability and Gender

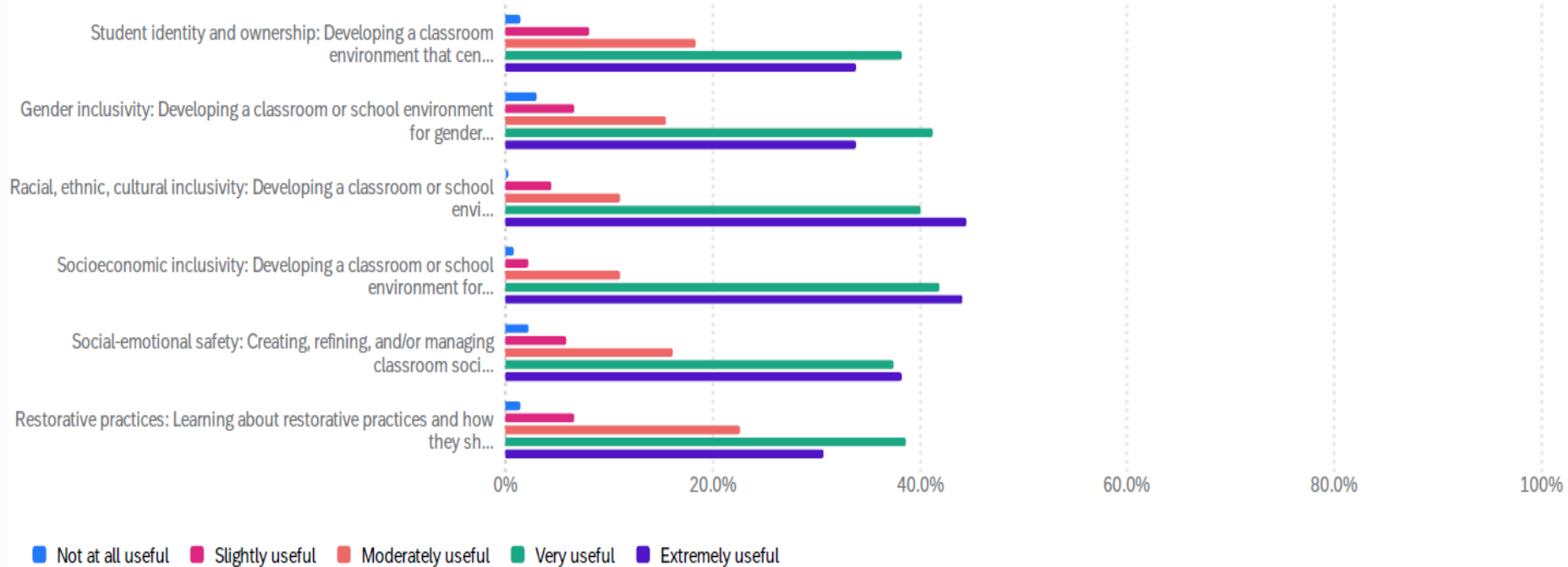
TOPIC AREA	TOTAL	
RACE	57	#1
DISABILITY	49	#2
GENDER	46	#3
ENVIRONMENTALISM / SUSTAINABILITY	30	#4
CLASSISM	27	#5
CITIZENSHIP	24	#6
SEXISM	24	#6
AGEISM	9	#7



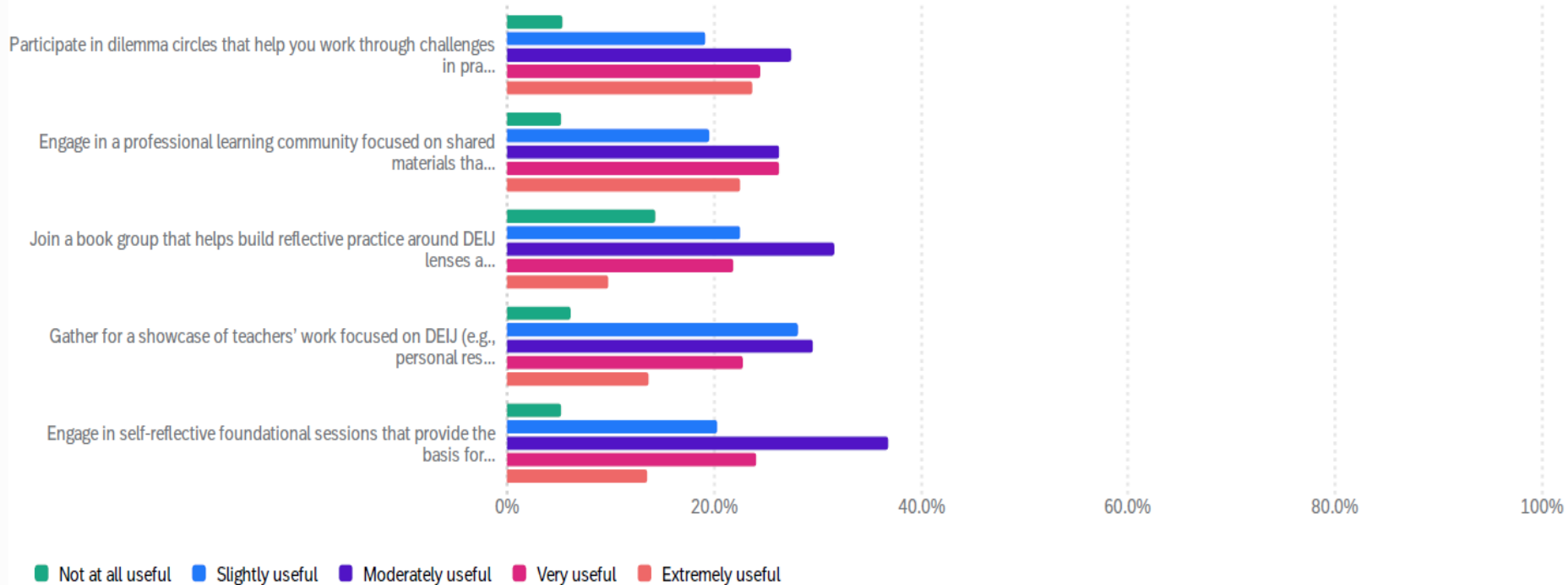
Which professional development topics will be most useful for you focused on **Curriculum and Instruction**?
 Overall, these options are focused on opportunities to learn and talk about classroom practices and strategies with colleagues.



Which professional development topics will be most useful for you focused on **Educator Leadership**?
 Overall these options are focused on learning and growing with fellow educators to build your reflective practice and ability to use frames and practices that reflect DEI values in terms of self, group, community awareness and action.



Which professional development topics will be useful for you focused Learning Environment?
 Overall these options reflect opportunities to learn and talk about school and classroom spaces to make them more engaging and inviting for diverse learning styles and backgrounds.



Which of the following models of professional development would be useful for your work as an educator?

Overview of Themes

- Need a stronger knowledge base and facilitation strategies for classroom conversations
- Age and Classroom appropriate approaches and resources
- Making learning environments and curriculum/lessons more inclusive to all
- How to address bias and microaggressions in the classroom; learning about bias
- Diversifying curriculum and resources to be more representative of various identities, backgrounds, and cultures
- Talking about topics of race, gender, disability, and class (**in particular - talking about gender identity, pronouns, and the LGBTQIA+ community in legal, inclusive, and developmentally appropriate ways*)
- Less time spent on theory and more on actionable and tangible approaches
- Finding more time to connect and talk with one another across school grades and classrooms

School-based Themes



Mast Way

Age appropriate tools and resources, help with curriculum topics, incorporating more diversity in music lessons



Moharimet

Increasing diversity in classroom library, discussing topics at appropriate developmental levels



Middle School

Gender identity and pronouns, supporting transgender and non binary students



High School

Curriculum representation and discussion, helping students understand systems of discrimination, talking about race and racism

Next Time



Part II of this presentation **will take place on Wednesday, January 18th** and include:

- Draft of the professional development plan for teachers
- Updated goals for next semester
- Evaluation Tool



Website Update

December 21, 2022

A collaborative approach

- ORCSD Community (2021 survey)
- Communication Committee Report
- Amy Sterndale
- Digital Learning Specialists
- Principals
- Director of IT
- Assistant Superintendent
- Superintendent

2021 Communication Survey

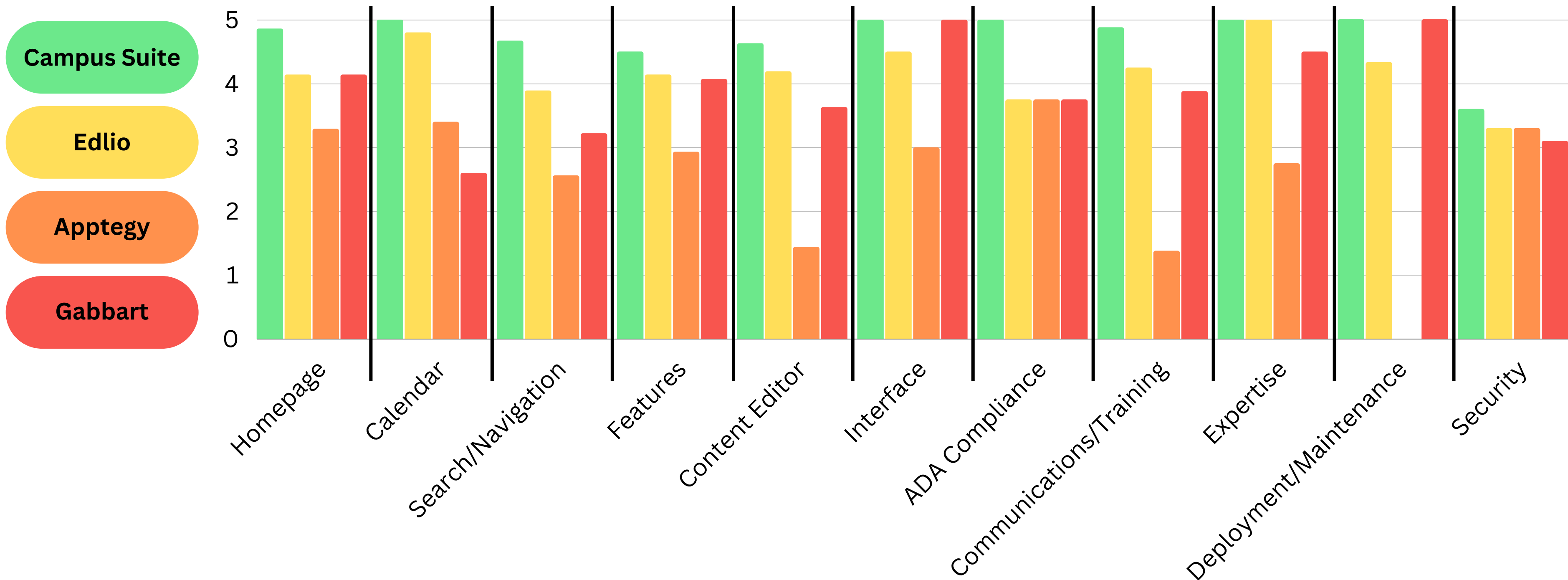
The University of New Hampshire Survey Center - December 2021

Pain points:

- Confusing organization & navigation (contact information, lunch menu, bus routes, and COVID-19 updates).
- Unable to search website and PDF documents (school board minutes).
- Missing content (general updates, calendar, news, clubs, sports, and after school activities).

Evaluation Rubric

Itemized list of 84 "must have" and "would be nice to have" features and functionalities ranked for each service provider on a scale of 1 (poor) to 5 (excellent)



Timeline: Migration & Launch

December 23, 2022

June 9, 2023

Sign contract
service provider

January

February

March

April

Refine & review

May

Launch
campaign

June

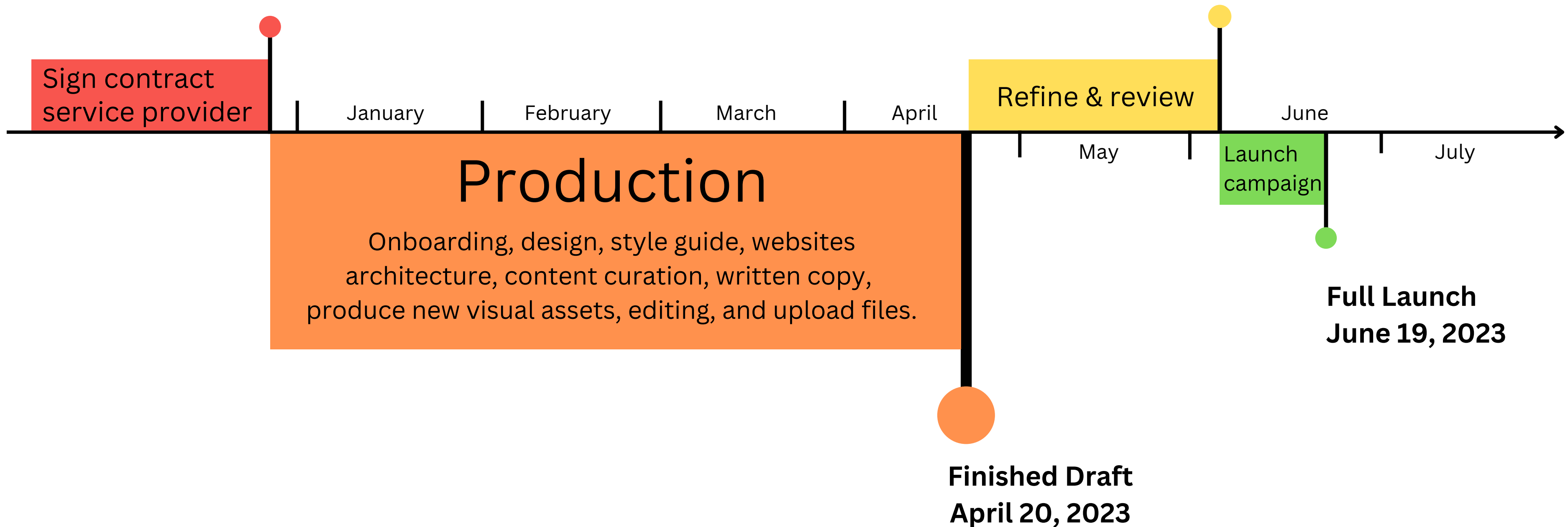
July

Production

Onboarding, design, style guide, websites architecture, content curation, written copy, produce new visual assets, editing, and upload files.

Finished Draft
April 20, 2023

Full Launch
June 19, 2023



Website: Scope of Responsibilities

Digital Learning Specialists

Webpage Editors

Communications Specialist

Director of IT

Communications Specialist (CS)

- **Website owner:** create, edit, upload, and publish scheduled/recurring content for district and school websites.
- Create new pages, graphic design, and videos.
- Training and technical support to DLS.

NEW!

- Monitor principals' newsletters and send weekly requests to DLS for content updates.
- Branding and marketing.
- Analytics and dynamic enhancements.
- File management.
- Remove outdated and stale content.

Digital Learning Specialists (DLS)

- **Website collaborator (stipend):** Identify, collect, and send building-specific content updates requests to CS.
- Edit and publish time-sensitive content.
- In-school technical assistance for webpage owners and users.

Monthly time commitment: 8 - 15 hours

Webpage Editors

- Send content updates to CS.
- Maintain login & access to their content.

Director of IT

- Technical support.
- Security/data protection.

Website Update Summary

- Service provider selected offers the best solutions for the largest number of current issues.
- A cost-effective option.
- Among many features available, a centralized and customizable calendar.
- Enhanced search features.
- Next school board update: February 1st, 2023.

Demo: www.d64.org



PARK RIDGE-NILES
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Questions?



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ORCSD Website Vendor Selection Rubric

Score each vendor on a scale from 1 (poor) to 5 (excellent) on each item.

"0" scores are due to data not provided by vendor.

	Campus Suite	Edlio	Apptegy	Gabbart	NOTES
Homepage (7)					
User can easily register to the district and school newsletters.	5	5	5	5	
Ability to feature and update good news.	4	4	5	5	
Beautiful design that sets ORCSD apart.	5	5	5	4	
Quick links can be updated and/or modified.	5	5	3	5	
Emergency banner alert (with pop-up) is available.	5	5	0	5	
Athletics information easily found on district and school homepages.	5	5	5	5	
RSS Feed is available.	5	0	0	0	
SUBTOTAL	34	29	23	29	
Scoring 1 to 5	4.86	4.14	3.29	4.14	
Calendar (5)					
A centralized school district calendar is available on homepage (includes all schools and district events).	5	5	2	5	Not clear if Apptegy syncs.
Calendar easily updated and found on homepage.	5	5	5	5	
Website allows for parents and community members to add calendar event to their personal calendar.	5	5	5	3	Gabbart does but mainly through the app.
Website allow for parents and community members to be notified.	5	5	5	0	Gabbart through the app.
Possibility to limit calendar view to topic of interest.	5	4	0	0	
SUBTOTAL	25	24	17	13	
Scoring 1 to 5	5	4.8	3.4	2.6	
Search (9)					
Board minutes and other PDF documents are easily accessible and searchable within website.	4	0	1	0	News section and stats "at a glance". Campus Suite says PDF can be searched as long as not image scans.
Search feature will search PDF and other documents posted on the website.	4	1	1	0	Edlio: pending response. Edlio's sandbox site has no search feature.
Easy to find directory for district.	5	5	5	5	
Easy to find contact information for each school.	5	5	3	5	
Easy to find COVID updates and guidelines.	5	5	4	5	
Easy to find school board information.	5	5	2	5	
Section dedicated to clubs and and after school programs.	5	5	5	5	
Possibility to limit search results to website content.	4	4	0	0	
Website is easy to navigate and critical information can be found intuitively.	5	5	2	4	
SUBTOTAL	42	35	23	29	
Scoring 1 to 5	4.67	3.89	2.56	3.22	
Additional Features (14)					
Data can be imported from the website.	0	0	0	0	
Content and attachment can be edited and/or removed.	5	4	2	4	Edlio offers limited editing access. Some things they have to do.

Possibility to create a parent portal.	5	4	4	5	Campus Suite and Gabbart offers intranet.
User can easily register to the district and school newsletters.	5	4	2	4	Thrillshare, can push notifications.
Easy to update information.	5	3	4	3	Gabbart UX seemed less intuitive and flexible.
Each school website can be maintained by different administrators.	5	5	5	5	
Page editing is intuitive and provides spell check.	5	4	0	5	Edlio does not allow editing directly on the webpage being viewed.
Proposed website is responsive and loads quickly.	5	5	5	5	
Design is responsive and mobile-friendly (scale to fit).	5	5	5	5	
Custom alert per webpage are available.	5	5	4	2	Gabbart: through the app.
Performs well on major browser (Safari, Chrome, Firefox, Edge, etc.)	5	5	0	5	
Ability to process payments.	4	4	4	4	Edlio 4%. Campus Suite through links does not offer to process payments.
Possible to evaluate webpage performance and/or analytics available.	5	5	4	5	Google Analytics.
Analytics are available and back-end reporting.	4	5	2	5	Apptegy limited in-app due to privacy. Others use Google Analytics.
SUBTOTAL	63	58	41	57	
Scoring 1 to 5	4.50	4.14	2.93	4.07	
Content Editor (16)					
There is a way to identify old content.	4	4	0	5	Gabbart offers their own analytics and relevance tools, older content.
Photo editor (ex. Crop, Alt text).	5	5	0	5	
Ability to upload or link videos and view videos directly on the website.	5	5	0	5	
Links can be opened in a different window.	5	0	0	0	
Friendly and/or shortened URLs are available	5	5	0	0	Campus Suite: Redirect Manager allows to fix links that have changed, removed, and can set up vanity URL.
Scheduled content publishing and expiration.	5	5	0	5	
Form builder is available.	4	5	1	4	All but Edlio use external form service.
Custom e-Newsletters.	3	5	3	2	Gabbart through app only.
Faculty/Staff profiles.	5	5	5	5	Campus Suite Teacher pages available. Edlio too.
Videos embedded.	5	5		5	
Social media integration	5	5	5	5	Publication of news directly from the website to linked social media accounts.
Can create different designs for district and schools.	5	5	0	5	
ORCSD and schools can easily build or add new features.	4	4	0	4	
Templates and content can be customized.	5	3	5	4	
Possibility to add podcast.	4	4	4	4	All can link to external source such as YouTube.
Can update webpage directly on the page.	5	2	0	0	
SUBTOTAL	74	67	23	58	
Scoring 1 to 5	4.63	4.19	1.44	3.63	

Interface/Esthetics (4)					
Vendor provides a variety of different designs and templates to choose from.	5	5	5	5	Can customize as desired / Edlio: limited layout.
Ease of navigation.	5	5	4	5	
Information can be found intuitively.	5	3	3	5	Edlio: challenging to navigate when edits are required (can't do it through usual navigation).
Design can be refreshed and/or updated yearly.	5	5	0	5	Edlio: available with 3 year sign-up.
Subtotal	20	18	12	20	
Scoring 1 to 5	5	4.5	3	5	
ADA Compliance (4)					
Proposed website offers tools to ensure ADA compliancy.	5	4	5	5	
Proposed website design(s) is accessible and ADA compliant.	5	5	5	5	Campus Suite offers monthly monitoring services and report at no additional cost.
Language translator available.	5	5	5	5	Apptegy auto translated to phone settings. Other providers use Google Translation or Weglot.
Vendor offers ADA monitoring services.	5	1	0	0	Edlio not offering monitoring but blocks most non compliant content from being posted.
SUBTOTAL	20	15	15	15	
Scoring 1 to 5	5	3.75	3.75	3.75	
Communications/Training (8)					
Vendor clearly communicates capabilities and limitations of their platform.	5	5	3	4	
A comprehensive training program is available for ORCSD internal stakeholders.	5	4	0	4	
Robust user-friendly and self-service support provided by service provider.	5	3	0	4	Campus Suite offers tickets, webinars, tutorials and FAQ articles (unlimited).
Additional training can be provided.	5	5	0	5	
Platform is compatible with communication software enabling notifications.	5	5	4	0	
Possibility to integrate ParentSquare.	4	4	0	5	Gabbart: Yes, and also have their own ap with language translation (Campus Life).
Training is offered to multiple users.	5	5	0	5	Edlio as webinars, seasonal training, etc.
Customer service: reports for NSPRA online forums.	5	3	4	4	Some report that it can be difficult to work with Edlio after signature.
SUBTOTAL	39	34	11	31	
Scoring 1 to 5	4.88	4.25	1.38	3.88	
Expertise/Qualifications (4)					
Vendor offered a comprehensive demo session.	5	5	2	4	
Vendor is responsive to inquiries.	5	5	4	4	
1:1 support is provided.	5	5	0	5	
Vendor has provided quality samples websites.	5	5	5	5	
Subtotal	20	20	11	18	
Scoring 1 to 5	5	5	2.75	4.5	
Deployment/Maintenance (3)					
Staff directory updates automatically and/or syncs daily (Active Directory).	5	3	0	5	Edlio forces user to authenticate before sending email (email itself not shown on site).
Integrates with Microsoft 365 and OneDrive.	5	5	0	5	

Product Maintenance, Upgrade, Consultancy.	5	5	0	5	
SUBTOTAL	15	13	0	15	
Scoring 1 to 5	5	4.33	0	5	
Security (10)					
Does the website encrypt and protects user data?	5	5	5	5	
Unlimited storage.	5	5	5	5	
Unlimited bandwidth.	5	5	4	5	
Can it hosts video content to avoid relying on YouTube?	1	5	3	0	
Website allows for secure login.	5	5	5	5	
Can PDF and documents be securely downloaded from the website.	0	0	0	0	
Website offers multi factor authentication.	5	5	5	5	All support authentication through Microsoft so we can enable MFA this way.
SSL Security Managment	5	2	5	5	Edlio does not do this by default.
Website offers login for staff and faculty intranet (private site).	5	1	1	1	
Granular permission is available for different webpages and/or content.	5	5	5	5	
SUBTOTAL	36	33	33	31	
Scoring 1 to 5	3.6	3.3	3.3	3.1	
Scoring	393	351	214	321	

Maximum possible score: 420

Policies for
 First/Second Read/Adoption/Deletion
SB Meeting of
December 21, 2022 – Second Read – Unanimous Consent

Title	Code
Policies for First Read	
Policies for Second Read/Adoption – Unanimous Consent	
Acknowledge School Board Candidates for Office	B.1
School Calendar	ICA
School Board Member Authority	BBAA
Roles and Duties of the School Board Chairperson {Selection of Officers}	BBAB
Policies for Deletion/Replacement	
Board Officers	BDB
Policies in Process	
Policy Development System/Policy Adoption/Policy Review and Evaluation	BGA/BGB/BGC
Discipline Polices to be reviewed	JIDD

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: B.1
Policy Committee Discussion: September 8, 2022 & 10/13/22 School Board Discussion: September 21, 2022 Policy Committee Review: November 10, 2022 School Board First Read: November 16, 2022-Tabled Policy Committee Review: November 22, 2022 School Board First Read: December 7, 2023 <u>School Board Second Read/Adoption: December 21, 2022</u>	Page 1 of 1

ACKNOWLEDGE SCHOOL BOARD CANDIDATES FOR OFFICE

The Oyster River Cooperative School District is committed to sharing limited information of candidates running for School Board. The district and Board policy shall be to not endorse any single candidate. Therefore, the information shared shall be limited to demographic information found on the Declaration of Candidacy for Elective Office (Form B.1-R). ~~to avoid the appearance of favoritism of any candidate.~~ Beyond the information provided, community members are encouraged to seek out additional information that a candidate puts forth on their own.

Should a school affiliated group ~~such as a school PTO~~ wish to sponsor a Candidate Forum, space **and technical support** will be made available in accordance with Policy KF (Use of School Buildings and Facilities).

Cross Reference B.1-R ~ Declaration of Candidacy

Policy KF – Use of School Buildings and Facilities

Policy GBI – Staff Participation in Political Activities

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ICA
Date of Adoption: August 17, 1988 Date of Revision: 10/20/99, 8/17/10 SB First Read: October 6, 2010 SB Second Read & Adoption: October 20, 2010 Reviewed First Read: February 6, 2012 School Board Second Read/Adoption: March 13, 2013 Policy Committee Review: November 10, 2022 School Board First Read: December 7, 2022 School Board Second Read/Adoption: December 21, 2022	Page 1 of 1 Category: Recommended

SCHOOL CALENDAR

The Oyster River Cooperative school district calendar shall be adopted annually ~~in the winter~~ by the Board and will shall provide for at least the minimum days/hours required by law.

The Superintendent shall submit to the Board a proposed calendar which has been reviewed by teacher guild representatives and other representatives at the discretion of the Superintendent or his-their designee. The Board shall adopt the school calendar for the ensuing school year. To the extent possible, the calendar will be coordinated with the school calendars of the area vocational schools and regional special education programs.

Cross Reference:

Policy IMBA – Distance Education

Legal Reference:

NH Code of Administrative Rules, Section Ed. 306.18, School Year

NH Code of Administrative Rules, Section Ed. 306.19, School Calendar

NH Code of Administrative Rules, Section Ed. 306.22, Distance Education

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAA
School Board First Read: May 20, 2015 School Board June 17, 2015 - Request for Public Hearing School Board (Public Hearing): August 19, 2015 School Board Second Read/Adoption: October 7, 2015 Policy Committee Reviewed: 4/13/16, 4/19/17, 4/11/18, 5/6/20 – No Change Policy Committee Review: April 2, 2021 School Board First Read/2 nd Read/Adoption: 4/7/21 & 4/21/21 School Board Annual Review: April 6, 2022 Policy Committee Review: 9/8/22, 10/13/22, & 11/10/22 School Board First Read: December 7, 2022 School Board Second Read Adoption: December 21 2022	Page 1 of 2 Category: Recommended

SCHOOL BOARD MEMBER AUTHORITY

The authority of individual Oyster River Cooperative School Board members is limited to participating in actions taken by the School Board as a whole when legally in session. School Board members shall not assume responsibilities of administrators or other staff members. The School Board or staff shall not be bound in any way by any action taken or statement made by any individual School Board member or group of School Board members except when such statement or action is pursuant to specific instructions and official action taken by the School Board consistent with policies [BDB](#), ~~and~~ [BDF](#), ~~and~~ [BBAB](#).

Delegation

A Board member may be delegated authority by the Board to take action outside a proper Board meeting only as one of the following: 1) an officer of the Board, 2) a member of a Board subcommittee, 3) a member of an advisory committee. 4) a Board Liaison to another committee or organization, or 5) for a specific task. Except for officers, all other delegations shall be appointed by the Chairperson of the Board and approved by proper vote of the Board.

Subcommittees:

The Board may form subcommittees from its own membership to facilitate the work of the Board. Subcommittees may be standing committees that serve continuously for a specific topic, or they may be special or ad hoc committees that serve for a specific task and are then dissolved. Such subcommittees will be comprised of up to three Board members. All Board subcommittees are subservient to the Board as a whole and will have study and review functions as assigned to them by proper motion of the Board. Subcommittees will report their findings and recommendations to the full Board which will take action as a whole. Subcommittees may also take action that have been previously authorized by the full Board or are inherent in their Board approved charge. It is not the intent of any sub-committee to ever have the authority to work outside or instead of the authority of the full Board. The Board retains the right to dissolve a subcommittee at any time.

The standing committees of the ORCSD School Board are Negotiations, Policy and Finance.

All Board subcommittees are themselves public bodies under the Right-to-Know law and must comply fully with that law and all related policies equally as the Board itself.

Liaison

Board members may **occasionally** serve as Board liaison to other committees or organizations, both school and community based, for the purpose of reciprocal communication and reporting back to the Board. ~~No more than two Board members may be delegated as liaison to the same committee or organization.~~ **The number of Board members delegated to a committee may never equal a quorum of the Board.** Public access to the meetings and records of such committees or organizations is determined by how the Right-to-Know law applies to that committee or organization. Communications and reports involving the liaison with the Board shall be consistent with the Right-to-Know law and all related policies.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAA
School Board First Read: May 20, 2015 School Board June 17, 2015 Request for Public Hearing School Board (Public Hearing): August 19, 2015 School Board Second Read/Adoption: October 7, 2015 Policy Committee Reviewed: 4/13/16, 4/19/17, 4/11/18, 5/6/20 – No Change Policy Committee Review: April 2, 2021 School Board First Read/2nd Read/Adoption: 4/7/21 & 4/21/21 School Board Annual Review: April 6, 2022 Policy Committee Review: 9/8/22, 10/13/22, & 11/10/22 School Board First Read: December 7, 2022 School Board Second Read/Adoption: December 22, 2022	Page 2 of 2 Category: Recommended

Specific Task

An individual Board member may occasionally be delegated by the Board to perform a specific task. The motion to delegate a task to a Board member must include detailed instructions and be for a specific and limited time so that administrators, staff, other Board members and the public are fully aware of when a Board member is performing a task. If an original timeline is not met no new motion will be required but the Board member so tasked must keep the Board informed. All communications or actions related to the delegated task involving any other Board member must be at a proper Board meeting. A delegated task must not be used to circumvent the spirit of the Right-to-Know law.

This policy affects public access to the Board and the public’s Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right-to-Know law that may not be suspended. This policy will be reviewed by the Board annually.

Cross References:

- Policy BBAB – ~~Roles and Duties of the School Board Chairperson~~[Selection of Officers](#)
- Policy BDF – [Advisory Committees to the Board](#)

Legal references:

- RSA 91-A:2, Meetings Open to Public
- RSA 91-A:2-a, Communication Outside Meetings
- N.H. Code of Administrative Rules-Section Ed. 303.01, Substantive Duties of School Boards

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAB
Draft to Policy Committee: March 8, 2017 School Board First Read: April 5, 2017 School Board Second Read/Adoption: April 19, 2017 Board Reviewed: May 6, 2020 – No Change Policy Committee Review: 9/8/22, 10/13/22, & 11/10/22 School Board First Read: December 7, 2022 School Board Second Read/Adoption: December 21, 2022	Page 1 of 1 Category: Optional

ROLES AND DUTIES OF THE SCHOOL BOARD SELECTION AND DUTIES OF OFFICERS

[Board officers will include a chairperson and vice-chairperson. Officers will be elected at the board's re-organizational meeting following the school district annual meeting. Board officers will serve a one-year term, concluding at the re-organizational meeting the following year, at which time a new election of officers will occur.](#)

Duties of the Chairperson

The Oyster River Cooperative School Board Chairperson shall preside at all meetings of the Board and shall perform other duties as directed by law, New Hampshire Department of Education rules, and by this Board. In carrying out these responsibilities, the Chairperson shall:

1. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent and Vice-Chair in the planning of the Board meeting agendas;
3. Confer with the Superintendent on crucial matters that may occur between Board meetings;
4. Appoint members to serve on specific committees, subject to full Board approval;
5. Call emergency meetings of the Board as necessary;
6. Be the public spokesperson for the Board at all times except as this responsibility is specifically delegated to others; and
7. Preside at and be responsible for the orderly conduct of all Board meetings.

As presiding officer at all meetings of the Board, the Chairperson shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Put motions to a vote and announce the vote result.

The Chairperson shall have the right, as other Board members have, to offer motions, discuss questions, and vote.

Duties of the Vice-Chairperson

The Vice-Chair will have the powers and duties of the Chairperson in ~~his/her~~ their absence or for the duration of the disability, and such powers and duties as the Board may from time to time determine.

[If the chairperson resigns for the School Board or resigns from the office of the chair, the vice-chairperson will become chair of the Board. If the vice-chairperson resigns from the School Board or from the respective office, the Board will hold new elections for those offices.](#)

[The Superintendent is the chief executive officer and an ex-officio member of the Board and shall be the Executive Secretary ex-officio, and non-voting member of the Board.](#)

Cross Reference: ~~BDB—Board Officers~~
BBAA – School Board Member Authority
BDF – Advisory Committees to the Board

Legal Reference: RSA 91-A:2 Meetings Open to the Public

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BDB
Second Read/Adoption School Board: October 3, 2012 School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: April 13, 2016 School Board Public Hearing/First Read: April 20, 2016 School Board Second Read/Adoption: May 4, 2016 Policy Committee Annual Review: April 19, 2017 – No Change Policy Committee Annual Review: April 11, 2018 – No Change School Board Review: May 6, 2020, May 5, 2021 – No Change School Board Annual Review: April 6, 2022 Policy Committee Review: September 8, 2022 & 10/13/22- for deletion. School Board for Deletion: 12/7/22 and 12/21/22	Page 1 of 1 Category: Recommended

BOARD OFFICERS

~~Board officers will include a chairperson, vice chairperson. Officers will be elected at the board's re-organizational meeting following the school district annual meeting. Board officers will serve a one-year term, concluding at the re-organizational meeting the following year, at which time a new election of officers will occur.~~

~~If the chairperson resigns from the school Board or resigns from the office of chair, the vice chairperson will become chair of the Board. If the vice chairperson resigns from the School Board or from the respective office, the Board will hold new elections for those offices.~~

~~The Superintendent is the chief executive officer and an ex-officio member of the Board and shall be the Executive Secretary ex-officio, and non-voting member of the Board.~~

Chairperson:

~~The chairperson shall preside at all meetings. The chairperson will have the right to vote on all matters before the Board. The chairperson will consult with the Superintendent on the preparation of the agenda for each meeting, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may from time to time determine.~~

~~Additionally, roles and duties of the chairperson are found in Board Policy BBAB.~~

Vice-chairperson:

~~The Vice-Chairperson will have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may from time to time determine.~~

~~This policy affects public access to the Board and the public's Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right to Know law, that may not be suspended. This policy will be reviewed by the Board and all standing advisory committees annually before the end of April to ensure full awareness and compliance.~~

~~Cross Reference: ——— BBAA — School Board Member Authority
 ——— BDF — Advisory Committees to the Board
 ——— BDB & R — District Clerk/District Treasurer Job Descriptions~~

~~Legal Reference: ——— RSA 91A:2 — Public Records and Meetings: Meetings Open to the Public~~

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

DRAFT

2023-2024 SCHOOL CALENDAR

DRAFT

School Board Approved –

Deliberative Session: February 6, 2024*

Voting Day: March 12, 2024

*Subject to Change

AUGUST/ SEPTEMBER 2023				
M	T	W	Th	F
TW	TW	▲	31	X
X	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

S(21)
T(23)

OCTOBER 2023				
M	T	W	Th	F
2	3	4	5	TW
X	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

S(20)
T(21)

NOVEMBER 2023				
M	T	W	Th	F
		1	2	3
6	TW	8	9	X
13	14	15	16	17
20	21	X	X	X
27	28	29	30	

S(17)
T(18)

DECEMBER 2023				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	ER
X	X	X	X	X

S(16)
T(16)

JANUARY 2024				
M	T	W	Th	F
X	2	3	4	5
8	9	10	11	12
X	16	17	18	*19
TW	23	24	25	26
29	30	31		

S(20)
T(21)

8/28, 8/29..... Teacher Workshop Days
 8/30 1st Day for All Students
 8/31..... 1st Day Preschool
 9/1 – 9/4..... Labor Day Observance
 10/6..... Teacher Workshop
 10/9..... Indigenous Peoples' Day

11/7 Teacher Workshop -
 (Parent/Teacher Conference Gr K-8)
 (Due to Election)

11/10..... Veterans' Day Observed
 11/22 - 11/24... Thanksgiving Break

12/23/23..... Early Release
 12/25 - 1/1..... Winter Break

1/15..... Martin Luther King Day
 1/22 Teacher Workshop

2/13 Teacher Workshop (Due to
 Presidential Primary) Tentative
 2/26 - 3/1..... February Break

4/22 – 4/26..... April Break

5/24 Teacher Workshop
 5/27..... Memorial Day

TBD..... ORHS Graduation
 6/21..... With 5 Built In - Snow Days

▲ First Day of School for Students
 ▲ Last Day of School - **Early Release**
 (unless more than 5 make-up days are required)

TW Teacher District Workshop Days
 (no school for students)

X School Closed – Holiday/Vacation

* End of Semester One

SD Snow Days (5 Built in)

Anticipated last day for students is 6/21. The calendar allows for five school cancellation days. If less or more than five days are needed to cover cancellations, the schedule will be adjusted accordingly.

FEBRUARY 2024				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	TW	14	15	16
19	20	21	22	23
X	X	X	X	

S(16)
T(17)

MARCH 2024				
M	T	W	Th	F
				X
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

S(20)
T(20)

APRIL 2024				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
X	X	X	X	X
29	30			

S(17)
T(17)

MAY 2024				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	TW
X	28	29	30	31

S(21)
T(22)

JUNE 2024				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
SD	SD	SD	SD	SD/▲

S(10)
T(10)

November 7, 2023 – General Election

178 Student Days

185 Teacher Days

OTHER RECOGNIZED 2023-24 HOLIDAY

Independence Day	July 4, 2023
Muharram [Al Hijrah New Year] (Islamic)	July 7 – August 5
Janmashtami (Hindu)	August 26
Labor Day	September 4
Rosh Hashanah [New Year] (Jewish) <i>Designated non-workday for observers</i>	September 16-17*
Yom Kippur [Day of Atonement] (Jewish) <i>Designated non-workday for observers</i>	September 25*
Mawlid al-Nabi [birthday of Mahammad] (Islamic)	September 27#
Sukkot [Feast of Tabernacles] (Jewish) 9/30 & 10/1 <i>Designated non-workday for observers</i>	September 30-October 6*
Shemini Atzeret (Jewish) <i>Designated non-workday for observers</i>	October 7*
Simchat Torah (Jewish) <i>Designated non-workday for observers</i>	October 8*
Indigenous Peoples Day	October 9
Navaratri/Dussehra (Hindu)	October 16-24
Veterans Day <i>Observed November 10</i>	November 11
Diwali (Hindu)	November 12
Thanksgiving Day	November 23
Native American Heritage Day	November 24
Hanukkah [Chanukah] (Jewish)	December 8-15
Christmas	December 25
New Year's Day	January 1, 2024
Orthodox Christmas (Christian Orthodox)	January 8
Martin Luther King Day	January 15
Lunar New Year	February 10
Beginning of Lent (Christian Orthodox)	February 14
Ash Wednesday (Christian)	February 14
President's Day	February 19
Maha Shivaratri (Hindu)	March 8
Beginning of Ramadan (Islamic)- <i>evening of March 11 – April 9</i>	March 11#
Purim (Jewish)	March 24
Holi (Hindu)	March 25
Good Friday (Christian)	March 29
Easter (Christian)	March 31
Lailat al-Qadr (Islamic)	April 6#
Eid al-Fitr [End of Ramadan] (Islamic)	April 10#
Ramanavami (Hindu)	April 17
Passover [Pesach] (Jewish) <i>April 23-24, 29-30 Primary obligation days</i>	April 23-30*
Orthodox Good Friday (Christian Orthodox)	May 3
Orthodox Easter (Christian Orthodox)	May 5
Memorial Day	May 27
Shavuot (Jewish) <i>Designated non-workday for observers</i>	June 12-13*
Eid al-Adha (Islamic)	June 17#
Juneteenth	June 19

* These holidays (or dates within holidays) are designated non-work (observance) days.

Some of these dates are not fixed to a calendar but based on the actual sighting of the moon & therefore there may be some variance by day.



Default Budget of the Regional School
Oyster River

For the period beginning July 1, 2023 and ending June 30, 2024

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on: _____

SCHOOL BOARD OR BUDGET COMMITTEE CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature

DRAFT

THIS IS A DRAFT REPORT FOR REVIEW PURPOSES ONLY
THE DFFAUL BUDGET PROCESS MUST BE COMPLETED IN THE TAX RATE
SETTING PORTAL BEFORE A FINAL REPORT CAN BE GENERATED FOR THE
PURPOSES OF CERTIFICATION AND PUBLIC POSTING

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Instruction					
1100-1199	Regular Programs	\$21,016,045	\$356,204	\$0	\$21,372,249
1200-1299	Special Programs	\$7,151,823	\$161,495	\$0	\$7,313,318
1300-1399	Vocational Programs	\$70,000	\$0	\$0	\$70,000
1400-1499	Other Programs	\$801,887	\$29,235	\$0	\$831,122
1500-1599	Non-Public Programs	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs	\$0	\$0	\$0	\$0
Instruction Subtotal		\$29,039,755	\$546,934	\$0	\$29,586,689
Support Services					
2000-2199	Student Support Services	\$4,825,086	\$359,147	\$0	\$5,184,233
2200-2299	Instructional Staff Services	\$1,034,269	(\$4,786)	\$0	\$1,029,483
Support Services Subtotal		\$5,859,355	\$354,361	\$0	\$6,213,716
General Administration					
2310 (840)	School Board Contingency	\$0	\$0	\$0	\$0
2310-2319	Other School Board	\$196,837	\$20	\$0	\$196,857
General Administration Subtotal		\$196,837	\$20	\$0	\$196,857
Executive Administration					
2320 (310)	SAU Management Services	\$0	\$0	\$0	\$0
2320-2399	All Other Administration	\$1,509,042	(\$2,324)	\$0	\$1,506,718
2400-2499	School Administration Service	\$2,119,127	\$2,237	\$0	\$2,121,364
2500-2599	Business	\$627,511	\$7,771	\$0	\$635,282
2600-2699	Plant Operations and Maintenance	\$4,656,653	(\$61,936)	\$0	\$4,594,717
2700-2799	Student Transportation	\$2,252,002	\$35,653	\$0	\$2,287,655
2800-2999	Support Service, Central and Other	\$1,592,632	\$84,517	\$0	\$1,677,149
Executive Administration Subtotal		\$12,756,967	\$65,918	\$0	\$12,822,885
Non-Instructional Services					
3100	Food Service Operations	\$0	\$0	\$0	\$0
3200	Enterprise Operations	\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal		\$0	\$0	\$0	\$0



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Facilities Acquisition and Construction					
4100	Site Acquisition	\$1	\$0	\$0	\$1
4200	Site Improvement	\$1	\$0	\$0	\$1
4300	Architectural/Engineering	\$1	\$0	\$0	\$1
4400	Educational Specification Development	\$1	\$0	\$0	\$1
4500	Building Acquisition/Construction	\$1	\$0	\$0	\$1
4600	Building Improvement Services	\$418,852	\$0	\$0	\$418,852
4900	Other Facilities Acquisition and Construction	\$1	\$0	\$0	\$1
Facilities Acquisition and Construction Subtotal		\$418,858	\$0	\$0	\$418,858
Other Outlays					
5110	Debt Service - Principal	\$1,170,000	(\$373,200)	\$0	\$796,800
5120	Debt Service - Interest	\$1,474,370	(\$43,438)	\$0	\$1,430,932
Other Outlays Subtotal		\$2,644,370	(\$416,638)	\$0	\$2,227,732
Fund Transfers					
5220-5221	To Food Service	\$846,173	\$0	\$0	\$846,173
5222-5229	To Other Special Revenue	\$641,000	\$0	\$0	\$641,000
5230-5239	To Capital Projects	\$0	\$0	\$0	\$0
5251	To Capital Reserve Fund	\$0	\$0	\$0	\$0
5252	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
5254	To Agency Funds	\$0	\$0	\$0	\$0
5310	To Charter Schools	\$0	\$0	\$0	\$0
5390	To Other Agencies	\$0	\$0	\$0	\$0
9990	Supplemental Appropriation	\$0	\$0	\$0	\$0
9992	Deficit Appropriation	\$0	\$0	\$0	\$0
Fund Transfers Subtotal		\$1,487,173	\$0	\$0	\$1,487,173
Total Operating Budget Appropriations		\$52,403,315	\$550,595	\$0	\$52,953,910



Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
5120	HS Bond paid off
5110	HS Bond paid off
1100-1199	Contractual obligations
1200-1299	Contractual obligations
2000-2199	Contractual obligations

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT THE STATE
OF NEW HAMPSHIRE
2023
SCHOOL WARRANT**

To the Inhabitants of the Oyster River Cooperative School District of Durham, Lee, and Madbury qualified to vote upon District affairs:

You are hereby notified to meet at the Oyster River Middle School in said district on the 7th day of February 2023, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 and 4 and for any amendments thereto. Warrant articles whose wording is prescribed by law shall not be amended and no warrant article shall be amended to eliminate the subject matter of the article at Session I.

Official ballot voting for school district officers (articles 1 and 2) and on articles 3 and 4 will occur at town polling locations on Tuesday, March 7, 2023:

Town of Durham	Oyster River High School	7:00 am to 7:00 pm
Town of Lee	Lee Public Safety Complex	7:00 am to 7:00 pm
Town of Madbury	Madbury Town Hall	11:00 am to 7:00 pm

ARTICLE 1: To choose a Moderator for the coming year.

ARTICLE 2: To choose two At-Large School Board members for the ensuing three years.

ARTICLE 3: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$53,211,098. Should this article be defeated, the operating budget shall be \$52,953,910 (Default Budget) which is the same as last year with certain adjustments required by previous action of the District or by law; or the District may hold one special meeting in accordance with RSA 40:13, X, and XVI to take up the issue of the revised operating budget only. *The School Board recommends this appropriation. (Majority vote required)*

Note:

Fund 10 = \$51,679,884(regular operating budget); Fund 21 = \$890,214 (expenditures from food service revenues); Fund 22 = \$600,000 (expenditures from federal/special revenues); Fund 23 = \$41,000 (expenditures from pass through funds).

ARTICLE 4: Shall the District vote to raise and appropriate the sum of \$125,000 to be added to the Facilities Development, Maintenance, and Replacement Trust which was established in March of 2017. This sum to come from June 30 fund balance available for transfer on July 1. *The School Board recommends this appropriation. (Majority vote required)* No amounts to be raised from taxation.

Given under our hands at said Durham NH this ____ day of January 2023:

Michael Williams, Chairperson

Denise Day, Vice-chair

Brian Cisneros

Daniel Klein

Yusi Turell

Heather Smith

Matthew Bacon

Policies for
 First/Second Read/Adoption/Deletion
SB Meeting of
December 21, 2022 - First Read

Title	Code
Policies for First Read	
Programs for Pupils with Disabilities	IHBA
Developmental Delays as Qualifying Disabilities	IHBAC
Alternative Diploma for Students with Significant Cognitive Disabilities	IKFC
Bullying & Cyberbullying – Pupil Safety and Violence Prevention	JICK
Policies for Second Read/Adoption - Unanimous Consent	
Policies for Deletion/Replacement	
Programs for Pupils with Disabilities	IHBA - Current
Non-Discrimination on the Basis of Handicap/Disability	ACE - Current
Policies in Process	
Policy Development System/Policy Adoption/Policy Review and Evaluation	BGA/BGB/BGC
Discipline Policies to be reviewed	JIDD

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IHBA
Policy Committee Review to replace current: 12/8/22 School Board First Read: December 21, 2022	Page 1 of 1 Recommended

PROGRAMS FOR PUPILS WITH DISABILITIES

The Oyster River Cooperative School District shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the district, required under the Individuals With Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act, and New Hampshire Law.

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

For students eligible for services under IDEA, the district shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in federal and state statutes which govern special education. For those students who are not eligible for services under IDEA, but, because of a qualifying disability as defined by Section 504 of the Rehabilitation Act of 1973, need or are believed to need educational or related services (i.e. accommodations), the district shall establish and implement a system of procedural safeguards. The safeguards shall cover students' identification, evaluation, educational safeguards, and educational placement.

The district recognizes its obligation to provide an education for all students determined to be educationally disabled and in need of special education and related services. This obligation shall begin when a student reaches three years of age and shall continue until the student's 22nd birthday or until such time as they receive a high school diploma, whichever occurs first, or until the child's Individualized Education Program (IEP) Team determines that the child no longer requires special education in accordance with federal and state law.

Legal References:

20 U.S.C. § 1400 et seq., Individuals with Disabilities Education Act

34 C.F.R. § 300 et seq., Assistance to the States for the Education of Children with Disabilities

RSA 186-C, Special Education

N.H. Code of Administrative Rules, Section Ed. 1100, Standards for the Education of Students With Disabilities

NHSBA VERSION – POLICY IHBAC

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IHBAC
Policy Committee Review: December 8, 2022 School Board First Read: December 21, 2022	Page 1 of 1 Category: Optional

DEVELOPMENTAL DELAY AS QUALIFYING DISABILITY

Pursuant to 20 U.S.C. 1401(3)(B), the Oyster River Cooperative School District adopts “developmental delay” as one of the disabilities that may qualify a child as disabled under the federal Individuals with Disabilities Education Act (IDEA) and New Hampshire’s special education statute.

In order to qualify for special education based on developmental delay, the student must:

1. Be at least 3 years of age and less than 10 years of age;
2. Be experiencing delays in one or more of the following areas:
 - a. Physical development;
 - b. Cognitive development;
 - c. Communication development;
 - d. Social or emotional development; or
 - e. Adaptive development.
3. If conditions in #1 and #2 are met by reason thereof, need special education and related services, as measured by appropriate diagnostic instruments and procedures consistent with State and federal laws and regulations.

Legal References:

20 U.S.C. 1401(3)(B) – Child with a Disability, Child Aged 3 through 9

RSA 186-C:2, I and I-a – definitions of “child with a disability, and “developmentally delayed” respectively

N.H. Dept. of Ed. Admin. Rule – Ed. 1102.01(s),

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IKFC
Revised Draft to Policy Committee: November 7, 2018 School Board First Read: November 14, 2018 School Board Second Read/Adoption: December 5, 2018 Policy Committee Review: December 8, 2022 School Board First Read: December 21, 2022	Page 1 of 2 Category: Recommended

ALTERNATE DIPLOMA FOR STUDENTS WITH SIGNIFICANT COGNITIVE DISABILITIES

Certificate of Completion

A. PURPOSE. The purpose of this policy is to meet the requirements of the federal Every Student Succeeds Act ("ESSA") to establish and allow the awarding of a District Alternate Diploma to certain students with the most significant cognitive disabilities. [Oyster River Cooperative School District uses a Certificate of Completion as an Alternative Diploma.](#)

B. INTRODUCTION. Under ESSA, states may adopt alternate content standards and alternate assessments for students with the most significant cognitive disabilities. In states that have adopted such alternative content standards, ESSA allows local school boards to adopt policies allowing certain students with significant cognitive disabilities the ability to earn an Alternate Diploma based on the alternative content standards.

An Alternate Diploma provides students who may have ordinarily earned certificates of attendance, or completion under New Hampshire Administrative Rule Ed. 306.27(q), with the option to earn a diploma.

New Hampshire has adopted Dynamic Learning Maps (DLM) as an alternate assessment tool. The DLM assessment measures yearly student progress and provides independent standards which align with the NH Statewide Assessment.

Accordingly, this policy authorizes the Oyster River Cooperative School District to award an Alternate Diploma in accordance with the below requirements and conditions.

C. ELIGIBILITY.

Consistent with ESSA, the Alternate Diploma may be awarded to students who:

1. Have significant cognitive disabilities;
2. Have a current Individualized Education Program ("IEP"); and
3. Participate in the state authorized alternate assessment (currently DLM).

The Alternate Diploma is NOT available to students without IEP's, including students with Section 504 plans.

D. DETERMINATION OF AWARD.

The determination to award an Alternate Diploma is the responsibility of the student's IEP team, including the student's parent(s)/guardian(s). The IEP team's consideration of the appropriateness of an Alternate Diploma should be included in transition planning beginning at age sixteen (16). Details of this decision shall be included in the student's IEP transition plan in accordance with Ed. 1109.03.

E. TIME OF ~~RECOGNITION~~ and AWARD.

[The student may choose \(individually or through the IEP team\) to receive the Alternative Diploma at one \(1\) of three \(3\) times:](#)

- ~~1. Recognition a~~At graduation with common age peers;
- ~~2. Award a~~At the conclusion of the student's IEP; or
- ~~3. Award u~~Upon reaching age twenty-~~one~~-two (~~21-22~~).

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IKFC
Revised Draft to Policy Committee: November 7, 2018 School Board First Read: November 14, 2018 School Board Second Read/Adoption: December 5, 2018 Policy Committee Review: December 8, 2022 School Board First Read: December 21, 2022	Page 2 of 2 Category: Recommended

If the student participates in the traditional graduation ceremony, the student will be included in the graduation program with no difference in listing from ~~his/her~~ their peers awarded a regular diploma.

F. EFFECT OF AWARD AND CONTINUED ELIGIBILITY.

1. Under 34 CFR 300.102 (a)(3), the awarding of any document other than regular high school diploma shall not terminate a child's eligibility for a free and appropriate public education ("FAPE"). Accordingly, earning an Alternate Diploma does not end a student's eligibility for special education services. Rather, students who have earned the Alternate Diploma, and are otherwise eligible for special education services, may continue to receive such services and may continue working towards meeting the requirements for the regular high school diploma.
2. Alternate Diplomas awarded under this policy are counted in the state graduation rate, while certificates of attendance or equivalency are not. The Oyster River School District counts them as a completer.

G. IMPLEMENTATION.

The Superintendent, with the assistance of the Director of [Special Student](#) Services is directed to establish and make [procedures](#) available ~~procedures and administrative rules~~ to implement this policy.

Cross Reference:

- IHBA – Programs for Pupils with Disabilities
- IHBI – Alternative Learning Plans
- IKF - Graduation

Legal References:

- 20 U.S.C. §7801 (23) - Every Student Succeeds Act (§ 8101(a)(23))
- 34 CFR 300.102 (a)(3); 300.43; and 300.320(b)
- RSA 193-E - Adequate Public Education
- Ed 306.27(q)(4)- Minimum Standards/High School Requirements/Equivalency Diplomas
- Ed 1109.03- When and IEP is in Effect...Transition Services

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICK
Policy Committee Review: November 8, 2017 School Board First Read: November 15, 2017 School Board Second Read/Adoption: December 6, 2017 Policy Committee Review: December 8, 2022 School Board First Read: December 21, 2022	Page 1 of 6 Category: Priority

BULLYING AND CYBERBULLYING
PUPIL SAFETY AND VIOLENCE PREVENTION

I. GENERAL STATEMENT OF POLICY

It is the policy of the Oyster River Cooperative School District that its students have an educational setting that is safe, secure, peaceful, and free from student harassment, also known as bullying or cyberbullying. The School District will not tolerate unlawful harassment of any type and conduct that constitutes bullying or cyberbullying as defined herein is prohibited. Retaliation or false accusations against a victim, witness, or anyone else who in good faith provides information about an act of bullying or cyberbullying is prohibited. All students are protected regardless of their status under the law. Any person violating this Policy may be subject to disciplinary action up to and including expulsion. Each building Principal is responsible for the implementation of this Policy.

II. BULLYING AND CYBERBULLYING DEFINED

1. "Bullying" is 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 another student which:
 - (a) physically harms a student or damages the student's property;
 - (b) causes emotional distress to a student. For the purposes of this policy, the term "emotional distress" means distress that impairs the student's participation in academic or other school-sponsored activities. The term "emotional distress" does not include the unpleasantness or discomfort that accompanies an unpopular viewpoint;
 - (c) interferes with a student's educational opportunities;
 - (d) creates a hostile educational environment; or
 - (e) substantially disrupts the orderly operation of the school.

"Bullying" includes 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.

2. "Cyberbullying" is any conduct defined in paragraph 1 of this Section undertaken through the use of electronic devices which include, but are not limited to, telephones, cellular phones, computers, pagers, electronic mail, instant messaging, text messaging, and websites. Cyberbullying includes, but is not limited to, the following actions: harassing, teasing, intimidation, threatening, stalking or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures or images, or web site postings, including blogs or other use of technology.
3. Bullying or cyberbullying occurs when an action or communication defined in paragraphs 1 or 2 of this Section:
 - (a) occurs on, or is delivered to, school property or a school-sponsored activity or event on or off school property; or
 - (b) occurs off of 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 school sponsored activity or event.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICK
Policy Committee Review: November 8, 2017 School Board First Read: November 15, 2017 School Board Second Read/Adoption: December 6, 2017 Policy Committee Review: December 8, 2022 School Board First Read: December 21, 2022	Page 2 of 6 Category: Priority

4. "Parent" means parent, parents, or legal guardians.
5. "Perpetrator" is a student who engages in bullying or cyberbullying.
6. "School property" is all real property and all physical plant and equipment used for school purposes, including public or private school buses or vans.
7. "Victim" is a student against whom bullying, or cyberbullying has been perpetrated.
8. Bullying in violation of this Policy need not rise to the level of unlawful harassment under Title IX of the Education Acts of 1972, the Americans With Disabilities Act, Title VI, or the Rehabilitation Act of 1974.

III. REPORTING PROCEDURE

1. Any student who believes ~~he/she/they~~ [has](#) been a victim of bullying or cyberbullying shall report the alleged act to the building Principal. If a student is more comfortable reporting the alleged act to a person other than the building Principal, the student may contact any School District employee. The School District will respect the confidentiality of the victim and the perpetrator(s) as much as possible, consistent with the School District's legal obligations and the necessity to investigate allegations of alleged bullying and cyberbullying and to take appropriate remedial disciplinary action when such conduct has been substantiated. However, no disciplinary action can be taken against a perpetrator solely on the basis of a confidential report.
2. Any school employee, volunteer, or employee of a company under contract with the school or School District, who has witnessed or has reliable information that a student has been subjected to bullying or cyberbullying shall report the incident to the student's Principal. "Reliable information" shall include a parent's or student's claim that a student is the victim of bullying or cyberbullying.
3. All reports must be documented on the School District's Bullying/Cyberbullying Reporting Form. The victim or reporter shall provide copies of documents relating to the bullying or cyberbullying and/or save those documents so that the documents can be provided to the investigator. If a victim or reporter is either unwilling or unable to complete the School District's Bullying/Cyberbullying Reporting Form, the school employee who receives the oral report will promptly fill out the School District's Bullying/Cyberbullying Reporting Form, using, to the extent practicable, the reporter's or victim's own words to describe the alleged bullying or cyberbullying.
4. Upon receipt of a report of bullying or cyberbullying, the Principal shall within twenty-four (24) hours forward a written report to the Superintendent of the incident and the Principal or [his/her/their](#) designee's response to the initial report.
5. The Principal shall by telephone and in writing by first-class mail, notify the parent of the victim and perpetrator within forty-eight (48) hours of receiving the School District's Bullying/Cyberbullying Reporting Form that a report of alleged bullying or cyberbullying was received and is being investigated in accordance with this Policy. The content of the notice shall comply with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICK
Policy Committee Review: November 8, 2017 School Board First Read: November 15, 2017 School Board Second Read/Adoption: December 6, 2017 Policy Committee Review: December 8, 2022 School Board First Read: December 21, 2022	Page 3 of 6 Category: Priority

6. The Superintendent may, within the forty-eight (48) hour time period in paragraph 5 of this Section, grant the Principal a written waiver from the notification requirement if the Superintendent deems such waiver to be in the best interest of the victim or perpetrator. The waiver shall not negate the school's responsibilities to comply with the remainder of this Policy.
7. The Principal or ~~his/her~~ their designee shall notify the Superintendent of all substantiated instances of bullying or cyberbullying. ~~Reporting of individual cases of bullying and cyberbullying to the School Board will be at the discretion of the Superintendent. shall report to the School Board all substantiated instances of bullying and cyberbullying.~~ Reporting of individual cases of bullying and cyberbullying to the School Board will be at the discretion of the Superintendent.
8. Within ten (10) school days of completion of the investigation, the Principal shall notify the parents of the victim and perpetrator of the school's remedial action. In accordance with FERPA, the School District may not disclose to the parents of victims the educational records of perpetrators which include but are not limited to the discipline and remedial action assigned to the perpetrators.

IV. INVESTIGATION AND REMEDIAL ACTION

1. The Principal or ~~his/her~~ their designee shall begin an investigation of the alleged acts of bullying or cyberbullying within five (5) school days of receiving the School District's Bullying/Cyberbullying Reporting Form. The goal of an investigation is to obtain an accurate and complete account of all incidents and circumstances deemed relevant to the allegations, to determine whether bullying or cyberbullying occurred, and to identify the student(s) responsible for the acts. These procedures are intended to protect the rights of a victim and perpetrator.
 - (a) The alleged perpetrator(s) will be provided the opportunity to be heard as part of the investigation.
 - (b) Privacy rights of all parties shall be maintained in accordance with applicable laws.
 - (c) The building principal/assistant principal shall keep a written record of the investigation process.
 - (d) The building principal/assistant principal may take interim remedial measures to reduce the risk of further bullying/cyberbullying, retaliation and/or to provide assistance to the alleged victim while the investigation is pending.
 - (e) The building principal/assistant principal shall consult with the Superintendent as appropriate concerning the investigation and any remedial measures or assistance provided.
 - (f) Consistent with applicable law, students may not be required to disclose or provide to the District the student's user name, password or other authenticating information to a student's personal social media account. However, District investigators may request a student or a student's parent/guardian voluntarily share printed copies of specific information from a student's personal social media account if such information is relevant to an ongoing investigation.
2. The Principal or ~~his/her~~ designee will complete the investigation within seven (7) school days after they ~~Principal receives the School District's Bullying/Cyberbullying Reporting Form, receive verbal or written notification,~~ Principal receives the School District's Bullying/Cyberbullying Reporting Form, receive verbal or written notification, except in cases where the Superintendent grants a written extension. The Superintendent, if necessary, may grant an extension of the time period for the completion of the investigation for up to an additional seven (7) school days. The ~~Superintendent Principal or designee~~ Superintendent shall notify all parties in writing of the granting of an extension. ~~The Principal or his/her designee will expedite the investigation of any claim involving physical violence or serious threats of harm.~~

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3. To end bullying or cyberbullying and prevent its recurrence, the Principal or ~~his/her~~ designee will take such disciplinary action deemed necessary and appropriate, including but not limited to detention, in-house suspension, out-of-school suspension or referral to the Superintendent to consider long-term suspension or expulsion, and/or referral to law enforcement. Any discipline imposed will be in accordance with and consistent with the School Board's policies on student discipline.
4. Administrators have the discretion within the requirements of district policies on student discipline, to determine appropriate disciplinary consequences and/or interventions for violations of this policy based upon the relevant facts and circumstances in a particular case, including but not limited to the age and maturity of the students involved; the type and frequency of the behavior; a student's willingness to cooperate in the investigation and correct behavior; and the student's prior disciplinary record.
5. Besides initiating disciplinary action, the Principal or ~~his/her~~ designee may also take other remedial action deemed necessary and appropriate to end bullying or cyberbullying and prevent its recurrence including but not limited to requiring participation in peer mentoring, or other life skills groups; reassigning student's classes, lunch periods or transportation; and/or offering appropriate assistance to the victim or perpetrator.
6. At the time a bullying or cyberbullying report is made, the Principal or ~~his/her~~ their designee in consultation with the Superintendent, shall develop a strategy to protect all students from any kind of retaliation.
7. The Principal or ~~his/her~~ designee must document ~~his/her~~ their investigation results in a written report. The investigation report shall include documentation of the statements/interviews of the victim, perpetrator, and witnesses. Copies of any documents or other evidence (e.g., electronic communications) obtained during the investigation shall be attached to the report. The Principal or ~~his/her~~ designee's investigation report shall also include the Principal or ~~his/her~~ designee's findings of whether the report of bullying or cyberbullying was substantiated and the reasons why the report was or was not substantiated. If the report is substantiated, the Principal or ~~his/her~~ designee shall include in the investigation report recommendations for remediating the bullying or cyberbullying and shall, when appropriate, recommend a strategy to protect students from retaliation. If the report is not substantiated as bullying or cyberbullying but the conduct violates school rules or policies, the Principal or ~~his/her~~ designee shall specify the school rules or policies violated and make appropriate recommendations to address the violations.
- ~~8. Since bullying or cyberbullying may begin again after several weeks or months have lapsed, the perpetrator in substantiated cases should be closely supervised. The victim should be encouraged to report any new problems to the Principal or his/her designee. The Principal or his/her designee should interview the victim regularly to make sure that there is no recurrence of bullying, cyberbullying, or retaliation. The Principal or his/her designee shall document all follow-up with the victim.~~

V. FILE RETENTION

The Principal will maintain in a separate confidential file the original completed School District's Bullying/Cyberbullying Reporting Form, investigatory interview notes and reports, findings made, the investigation report, including any decision for action, and other relevant investigatory materials, and maintain a copy of the file in the perpetrator's education record. The Principal shall also provide a copy of the file to the Superintendent or designee.

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VI. APPEAL

- ~~1. For non-disciplinary remedial actions where no other review procedures govern, the parents of the perpetrator and victim shall have the right to appeal the Principal or his/her designee's decision regarding their student to the Superintendent in writing within five (5) school days. The Superintendent shall review the Principal or his/her designee's decision and issue a written decision within ten (10) school days. If the aggrieved party is still not satisfied with the outcome, then the aggrieved party may file a written request for review by the School Board within ten (10) school days of the Superintendent's decision. The appeal shall state in writing why the appealing party is aggrieved, and the specific relief they are requesting.~~

The procedures in RSA 193:13, Ed 317, and the School District's discipline policies establish the due process and appeal rights for students disciplined for acts of bullying, cyberbullying, or retaliation.

VII. RETALIATION OR FALSE ACCUSATIONS

No person shall retaliate or make false accusations against a victim, witness, or anyone else who in good faith provides information about an act of bullying or cyberbullying. The School District will discipline any individual who retaliates or makes a false accusation or encourages others to retaliate or make a false accusation against a victim, witness, or anyone else who in good faith provides information, testifies, assists, or participates in an investigation, proceeding or hearing relating to an act of bullying or cyberbullying.

If a complaint or report is not made in good faith, the School District will take such disciplinary action deemed necessary and appropriate including but not limited to suspension, expulsion, or dismissal.

VIII. POLICY NOTIFICATION/DISSEMINATION

- Copies of this Policy shall be given to all employees, students and parents annually by publishing in the applicable handbook. Whenever new School District employees or students begin during the school year, they shall receive a copy of the appropriate handbook before commencing work or school attendance. The Superintendent or ~~his/her~~ designee shall also make all volunteers, and contractors who have contact with students and chartered public schools aware of this Policy.
- The School District will post this Policy and a summary of the Policy on the School District's website and conspicuously in each school building in areas easily accessible to students and staff.

IX. TRAINING OF STAFF AND EDUCATING PARENTS AND STUDENTS

- The School Administration shall develop age-appropriate methods of discussing the meaning, substance, and application of this Policy with parents and students in order to minimize the occurrence of bullying and cyberbullying and to identify, respond to, and report incidents of bullying or cyberbullying. In support of this policy, the Board promotes preventative educational measures to promote greater awareness of aggressive behavior, including bullying.
- The School Administration shall provide training annually for employees, school volunteers, and contractors who have contact with students for the purpose of preventing, identifying, responding to, reporting incidents of bullying or cyberbullying, and implementing this Policy.

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X. RECORDINGS IN STUDENT DISCIPLINE MATTERS

1. ~~Recordings on School Buses. Pursuant to RSA 570-A:2, notice is hereby given that the School Board authorizes audio recordings to be made in conjunction with video recordings of the interior of school buses while students are being transported to and from school or school activities. A sign informing the occupants of school buses that such recordings may occur shall be posted on all buses.~~

Use of Recordings. The District reserves the right to use audio/video ~~on buses and video~~ recording devices on District property to ensure the health, safety and welfare of all staff, students and visitors. Placement and location of such devices will be established ~~in accordance with the provisions of Policy ECAF.~~ by the District
~~In the event a recording is used as part of a student discipline proceeding, such recording may become part of a student's education record. If a recording does become part of a student's educational record, the provisions of Policy JRA shall apply.~~

~~The Superintendent is authorized to contact the District's attorney for a full legal opinion in the event of such an occurrence.~~

XI. BULLYING AS ABUSE AND CRIMINAL CONDUCT

~~Under certain circumstances (e.g., physical harm/touching, or damage to property) bullying or cyberbullying may constitute a violation of the Safe School Zones Act or abuse under RSA 169-C, the Child Abuse Reporting Act. In such situations, employees, volunteers and contractors shall comply with provisions of the School District's Policy concerning the Safe School Zones Act and the law which in part requires reporting to the Principal and requires the Principal to file a written report with the police within 48 hours and to notify the victim's parents/guardian that a report has been filed.~~

XII. SEXUAL HARASSMENT

~~Bullying or cyberbullying may constitute sexual harassment in which case it shall be subject to and be handled in accordance with the School District's Sexual Harassment and Sexual Violence Policy, not this Policy.~~

XIII. ANNUAL REPORT

The Superintendent shall prepare and submit an annual report of substantiated bullying/cyberbullying incidents on the form provided by the New Hampshire Department of Education. Such reports shall not contain personally identifiable information regarding students.

XIV. IMMUNITY

~~A School Administrative Unit employee, School District employee, school volunteer, student, parent, legal guardian, or employee of a company under contract to the School District, School Administrative Unit, or chartered public school, shall 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 RSA 193-F.~~

Cross Reference: JRB: Confidential Student Information

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Date of Adoption: August 17, 1988 Date of Revision: May 1, 1996 Title/Code Change Second Read School Board May 2, 2012 Previously: IGBA Policy Committee for Replacement by NHSBA Version 12/08/22 School Board for Deletion: 12/21/22	Page 1 of 1

~~PROGRAMS FOR PUPILS WITH DISABILITIES~~

~~The Board believes all special needs students may benefit from receiving a free and appropriate public education according to the instructional needs of each student. In compliance with applicable federal and state laws, it shall be the policy of the board of education to provide all special needs students between the ages of 3 and 21 a free and appropriate education.~~

~~Special needs students are those who, because of certain atypical characteristics, have been identified by professionally qualified personnel as requiring special education planning and services. Such students will be identified on the basis of a physical, healthy or sensory disability, emotional disability, or behavioral problem, or observable exceptionality in mental ability, such as mentally retarded. Some special needs students may have more than one type of disability.~~

~~Students who are determined through professionally administered tests to have special needs will be eligible for due process with regard to identification, evaluation, and placement procedures. A written individualized educational program will be developed for each student with special educational needs. Educational placement decisions for each special needs student will place the student in the least restrictive environment appropriate to the student's learning needs whenever possible. Each special needs student's learning will be reviewed periodically for evaluation and reestablishment of the educational plan, if necessary. Graduation requirement for special needs students shall be determined according to the special needs student's completion of the individual program.~~

~~The facilities in which special education programs are provided will maximize the integration of special needs students into the life of the school and minimize the separation of such students. Students with limited mobility should have access to those areas of school facilities where they can be educated in the least restrictive setting. Provisions will be made for equipment and physical adaptations in public school facilities, where necessary, to comply with appropriate laws.~~

~~When required by the individual education plan, transportation arrangements for transportation of a special needs student to and from the educational facility will be provided in regular vehicles or, if necessary, specially adapted vehicles. When applicable, parents shall be responsible for getting the special needs students to the vehicles at curbside or driveway. However, parents may provide transportation for their own students to and from the educational facility.~~

~~Personnel who may be required to work with special needs students will be provided direct inservice training by the appropriate curriculum and instruction staff. Agents or employees of the board are responsible for locating students who may be in need of special educational services.~~

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ACE Category: Required
Review/First Read School Board: December 5, 2012 Second Read/Adoption: December 19, 2012 School Board For Deletion: December 21, 2022	Page 1 of 1 Replaced by Policy ACAA

~~NON-DISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY~~

~~The Oyster River Cooperative School District provides the following Notice of Procedural Safeguards to parents/guardians and handicapped persons, as required by 34 C.F.R. Sections 104.7, 104.8, 104.22(4)(f), and 104.36 of the Regulations implementing Section 504 of The Rehabilitation Act of 1973.~~

~~The District does not discriminate on the basis of disability in admission or access to, or treatment of or employment in, its programs and activities.~~

~~The District provides a grievance process with appropriate due process rights. The Superintendent and/or his designee is charged with coordinating efforts to comply with Section 504. The parent/guardian of handicapped students or any handicapped person may use the grievance process established by the Board.~~

~~Grievance Process~~

~~Parents/guardians of a student with a disability have the right to notify the above-designated employee with their complaint. — Additionally, any disabled individual also has the right to notify the above-designated employee with their complaint.~~

~~The designated employee will provide an initial response within ten (10) days of receipt of the complaint. The parties will attempt to work out their differences informally in a prompt and equitable manner. A written record of the complaint resolution should be made within ten (10) working days of completion. Both parties will receive a copy of the written record. Additionally, the Superintendent will keep a copy on file.~~

~~If the issue is not resolved after the informal resolution process, the complainant may request that the Board places this matter on its agenda. This request may be made through the Superintendent.~~

~~If the Board schedules the matter for a hearing, the complainant may be represented by any person the complainant chooses, including legal counsel. The complainant may present information through documents and other evidence and witnesses, and may examine witnesses presented by the School District.~~

~~Within ten (10) working days of either of the above options, a written record should be made of the decision. Both parties will receive a copy of the written record. Additionally, the Superintendent will keep a copy on file.~~

~~Procedural Safeguards~~

~~As required by 34 C.F.R. Section 104.36, parents/guardians of a student who needs or is believed to need special instruction and related services have the right, with respect to any action regarding identification, evaluation, and placement to:~~

- ~~1. — Notice of referral/identification, evaluation, and placement process, with appropriate — consent form.~~
- ~~2. — Examine all relevant records.~~
- ~~3. — An impartial hearing, at any time, with respect to any actions regarding identification, — evaluation, or placement of persons who need or are believed to need special education — and related services; an opportunity for participation by the parent/guardian and — representation of counsel as provided under the Individuals with Disabilities Education — Act.~~
- ~~4. — A process for reviewing complaints raised under these Procedural Safeguards. Such — review process need not be formal.~~

~~Legal References:~~

~~34 C.F.R. Part 104, Nondiscrimination on the Basis of Handicap
Section 504 of The Rehabilitation Act of 1973~~