

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

Policy Committee Meeting

September 14, 2023 3:30 PM

SAU - Conference Room

Agenda

- I. Call to Order
 - IHAM – Health Education and Exemption From Instruction
 - IHAM-R – Health Education Exempt – Opt-Out-Form
 - IHAMA-R – Teaching About Substance Use – Procedure
 - JJIB – Interscholastic Athletics
 - TBD – Draft – Spectator and Parent Expectations {Stand Alone or Attach to JJIB}
 - GCBD – Sabbatical Leave {Guild Language Included}
 - GCBD-R – Sabbatical Proposal
- II. Review of suggested policies and procedures.

Next Regular Meeting: October 12, 2023

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IHAM
Policy Committee Review: May 9, 2018 School Board First Read: May 16, 2018 School Board Second Read: June 6, 2018 Policy Committee Review: September 14, 2023	Page 1 of 1 Category: Priority

HEALTH EDUCATION AND EXEMPTION FROM INSTRUCTION

Consistent with Department of Education requirements, health education, including instruction about ~~parts of the body~~ [anatomy](#), reproduction, and related topics, will be included in the ~~instructional program~~ [curriculum](#).

Instruction must be appropriate to grade level, ~~or~~ [course of study](#), and development of students and must occur in a systematic manner. Parents/guardians will have the right ~~to inspect~~ and review health ~~instruction materials~~ [curriculum](#) which will be made reasonably accessible to parents/guardians and others to the extent practicable.

Parents/guardians who wish to review ~~or inspection health and physical education~~ [curriculum](#) materials may arrange a meeting with the Principal to review the materials.

Parents and legal guardians shall be notified by e-mail, ~~or~~ [other written means](#), ~~website/social media postings or phone call~~, not less than two (2) weeks in advance of use of the curriculum course material to be used for instruction of human ~~sexuality or human growth and development or~~ [sexual health](#) education, that the material is available for ~~inspection~~ [review](#) at the school. The notice will identify and provide contact information for the member of staff or faculty whom a parent or guardian should contact to arrange an opportunity to ~~inspect~~ [review](#) the curriculum course material.

Opt-Out Procedure and Form

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

Parents/guardians who wish to have their child opt-out of such instruction are required to complete the district opt-out form and state the ~~particular~~ [unit](#) of curriculum in which the student is not to participate. Any student who is exempted by request of the parent/guardian under this policy may be given an alternative assignment ~~sufficient to meet state requirements for health education~~. The alternative assignment will be provided by the health education teacher in conjunction with ~~the~~ [Principal](#).

Opt-Out-Forms are available from either the Principal or the District ~~Online~~ [Web Site](#).

Opt-out requests must be submitted annually and are valid only for the school year in which they are submitted.

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

Cross Reference:

IHAM-R – Health and Sex Education Exemption: Opt-Out Form

Legal References:

NH Code of Administrative Rules, Section Ed 306.40, Health Education Program

RSA 186:11, IX-b, Health and Sex Education

RSA 186:11, IX-c & IX-e – Notice to Parents/Guardian Required

[Appendix IHAM-R, Health Education Opt-Out Form](#)

HEALTH AND SEX EDUCATION EXEMPTION: OPT-OUT FORM

I, _____ (parent/guardian) request that ~~my child,~~
_____ (Student) be excused from participating in certain units of health ~~or sex-~~
education ~~instruction~~ based on religious reasons, ~~and/or personal value~~ objections, or personal
values.

~~I request that the District waive the class attendance of my child in a class or courses on:~~

Please identify the curriculum topic(s) you are requesting your student to be exempt from:

- ~~Comprehensive sex education, including in grades 6-12, instruction on the~~
~~— prevention, transmission, and spread of AIDS.~~
- ~~Family life instruction, including in grades 6-12, instruction on the prevention,~~
~~— transmission, and spread of AIDS.~~
- ~~Instruction on diseases.~~
- ~~Recognizing and avoiding sexual abuse.~~
- ~~Instruction on donor programs for organ/tissue, blood donor, and transplantation.~~
- ~~Other: _____~~

Please identify the grade level, ~~class~~, and building. _____

I understand that I am requesting ~~the school to excuse my~~ child student to be exempt from the
above listed class topic(s) from certain units of curriculum that are required by state law. I
further understand that in lieu of receiving this instruction ~~in this unit of health education~~, my
~~child_ student~~ may be required to receive an alternative learning opportunity to allow my student
~~in health education that is sufficient to enable my child~~ to meet state requirements for health
education. I further understand that this opt-out exemption is only valid for the school year in
which it is signed and subsequent waivers may be necessary.

Parent/Guardian Signature

Administrator Signature

Date Received _____

TEACHING ABOUT ~~ALCOHOL, DRUGS, TOBACCO,~~
~~AND OTHER ABUSED SUBSTANCES USE~~- PROCEDURE

Objectives of ~~drug education curriculum~~ substance use education can include but are not limited to the following:

1. To ~~create an awareness of the total drug problem – prevention, education, treatment, rehabilitation, and law enforcement on local, State, national, and international levels. Educate students about substance use – knowledge, advocacy, refusal skills, resources, and applicable laws.~~
2. To ~~inform the educate~~ students of the effects of substance use as it relates to the physical, mental, social, and emotional wellbeing of individuals on the body of narcotics, sedatives, hallucinogens, and stimulants.
3. To relate the use of drugs and alcohol to physical, mental, social and emotional practices. Encourage students to make positive choices based on current and factual information.
4. To encourage the individual to adopt an appropriate attitude toward pain, stress, and discomfort. Educate students on how and when to access appropriate resources as it relates to substance use.
5. ~~To develop the student's ability to make intelligent choices based on facts and to develop the courage to stand by one's own convictions.~~
- 6-5. To understand the ~~need for seeking professional advice in dealing with problems related to physical and mental health~~ influence that personal, social, and economic circumstances have on substance use.
7. ~~To understand the personal, social, and economic problems causing the misuse of drugs and alcohol.~~
8. ~~To develop an interest in preventing illegal use of drugs in the community.~~

Cross Reference: Policy IHAMA – Teaching About Alcohol, Drugs, Tobacco and Other Abuse Substances Youth Risk Behavior Survey (YRBS)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JJIB
Date of Adoption: October 19, 1988 Previously: JJJ Date of Revision: August 25, 1999, March 7, 2007 Code Change Adoption School Board: May 2, 2012 Policy Committee: September 14, 2023	Page 1 of 21

INTERSCHOLASTIC ATHLETICS

The [Oyster River School Board](#) will offer interscholastic athletics subject to budgetary considerations. The purpose of interscholastic athletics is both educational and recreational. The athletic program should encourage participation by as many pupils as reasonably possible and should be carried on with the best interests of the participants as the first consideration. This should be done in conjunction with the academic program.

Participation in interscholastic athletics is subject to the rules adopted by the New Hampshire Interscholastic Athletic Association and other rules adopted by the superintendent and principal.

The school board believes individual students will benefit through opportunities to grow physically and intellectually through their experience in self-discipline and their contribution to team effort made possible through competitive interschool and intramural team and individual sports activities.

It is the board's policy to provide interscholastic athletic competition in a variety of sports. Students shall be allowed to participate in school sponsored sports on the basis of their physical condition and desire. Qualified personnel should be provided for coaching and supervising such programs. In addition, it is the policy of the board to provide intramural athletic activities as an outgrowth of class instruction in physical education and commensurate with the grade level of the students involved.

It is recognized that a well-organized and well-conducted athletic program is a potent factor in the morale of a school student body and an important phase of good community-school relations. Too great an emphasis on winning contests and too consistent a record of losing them are both harmful to the development of good attitudes among students and the public.

Policy Conditions

1. No student may start practice for any athletic team until written consent has been obtained from the parent/[guardian](#) and ~~he/she~~ has met the physical examination requirements as outlined within policy JLCA. Any injured/ill student out for three or more days under a physician's care must provide written authorization from the physician to resume athletic practice and play.
2. The athletic program comes under the authority of the principal.
3. Those teachers having direct responsibility for the conduct of the athletic program of the school are required to conform in all ways to the general education program as laid down by the board and administration, including such matters as schedules, financial expenditures, relationships with other schools, and health and safety regulations.
4. Expenditures for the athletic program are incorporated as part of the general budget of the board. Coaches of each sport will submit their budgetary needs to the athletic director for the next school year and the latter will present the total athletic budget request to the principal for approval and inclusion in the general budget. No expenditures for athletic purposes may be made in excess of those approved in the budget without approval of the superintendent.
5. District participation in interscholastic athletics shall be subject to approval by the board. This shall include approval of membership in any leagues, associations, or conferences and rules for student participation.
6. Insurance against accident or injury shall be provided by the parents for students engaging in interscholastic athletics.

Spectator and Parent Expectations

The public is invited to attend Oyster River Cooperative School District athletic contests for the purpose of supporting all participants (athlete's and coaches) regardless of the school they represent. In particular, spectators are expected to be role models for students and to provide positive model of behavior that contribute to the value of the athletic experience.

Should school administrators observe behaviors that is contrary to the language above they have the authority and discretion to remove any spectator who do not comply with expected rules of conduct.

Therefore, when attending competitive events, spectators are expected to:

1. Respect the purpose of the competition and act in the role of support for all of the athletes, coaches and officials;
2. Refrain from angry or abusive language or actions toward any adult or student participant or other spectators;
3. Refrain from coaching or giving instructions from the stands to players participating in the game. Positive encouragement and praise for good play is always welcome;
4. Refrain from any act that creates a danger for participants or spectators;
5. Refrain from any act that could be considered taunting, heckling or berating of participants, officials, or coaches;
6. Refrain from approaching any member of the coaching staff or game personnel before, during or after the game for the purpose of issuing a complaint, voicing of concerns or to make negative comments. Please wait 24 hours before making any contact with the coaching staff. This includes in person conversations, phone calls or email communication.

Cross Reference:

JJA – Student Activities, Clubs and Organizations
JJIB – Interscholastic Athletics

Legal Reference:

Title IX Guidelines
NHIAA Rules and Regulations

Spectator and Parent Expectations – Procedure

Oyster River Cooperative School District options for athletic spectator and parent expectations for addressing misbehavior:

1. Verbal warning
2. Second verbal warning
3. Request that spectator leave that game:
 - a. If spectator refuses - police will be called to remove spectator
4. If same spectator misbehaves at any other game:
 - a. They will immediately be asked to leave
 - b. If police are called – spectator will lose privilege to attend all games for the remainder of the season
5. If, at the administrators' discretion misbehavior is significant enough they may implement 4b.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GCBD
Policy Committee: September 14, 2016 School Board Second Read/Adoption: September 21, 2016 Policy Committee Review: March 13, 2019 School Board First Read: March 20, 2019 School Board Second Read/Adoption: April 3, 2019 Policy Committee Review: September 14, 2023	Page 1 of 1

SABBATICAL LEAVE

Purpose:

Sabbatical Leaves will be granted at the sole discretion of the Board for the purpose of enabling staff members to develop professionally in a manner consistent with the Individuals job assignment or Building and District goals. Proposals for sabbatical leave should be educational activities which would benefit the students of our District. Applications for one of the two sabbatical plans: one full school year at one-half salary or a period up to one-half school year at full salary. In no case will more than one partial sabbatical leave request be approved per year.

As a condition of the sabbatical and in consideration of the payments made by the School District to the professional during his/her leave, the professional must file with the Superintendent an agreement which stipulates that he/she will return to the School District for at least one full year at the conclusion of his/her sabbatical leave or reimburse the School District the full amount received as salary and other economic benefits during the sabbatical leave.

Selection Committee:

Applicants will be selected by a selection committee consisting of: the superintendent (or assistant superintendent), a principal (or his/her representative) from each school, a School Board member, and one teacher from each school. Teachers will serve for three-year terms, staggered so that at least one term expires each year. Any teachers on the committee who submit an application for sabbatical leave must resign from the committee and a replacement will be chosen. Teachers will be eligible to serve on the committee after serving three years in the District. Teacher representatives to the committee will be elected by peers from their own school.

At the end of the sabbatical a written report and evaluation of the work for which the sabbatical is granted should be submitted to the committee for approval. Once approved, the committee will recommend to the Superintendent that the School Board advance the professional to the salary step on which the professional would have been placed had the leave not been taken. Post-sabbatical presentations to the committee will occur within 45 days of returning to school.

Cross Reference:

GCBD-R – Sabbatical Proposal

GUILD CONTRACT LANGUAGE FOR SABBATICAL POLICY

H. *Sabbatical Leave*

1. A professional who has completed six (6) consecutive (authorized leaves of absence will be permitted without penalty) years of service with the School District shall be eligible for a sabbatical leave. The term of sabbatical leave shall coincide with the regular school year (July 1 – June 30) or a period up to one-half school year acceptable to the Superintendent. The selection committee and Superintendent will consider applications for one of the two sabbatical plans: one full school year at one-half salary or a period up to one-half school year at full salary.
2. The recommendations of the Selection Committee shall be made known to the School Board and, at the sole discretion of the School Board; up to two (2) members of the professional staff may be approved to take sabbatical leaves for the purpose of approved full-time graduate study at an accredited college or university, or other approved educational activities of benefit to the school children. Applicants whose proposals are recommended but denied leave by the Board shall receive letters explaining the reason for said denial.
3. Any staff member who “intend” to go through the formal sabbatical application process must inform the Superintendent by October 1st.

Application for sabbatical leave must be submitted to the Superintendent not later than January 15 for sabbatical leaves commencing the following September or thereafter during the school year. The application shall be in the form of a detailed summary of the project to be undertaken, including a procedure for evaluation and request for either a full year or partial year sabbatical leave. In no case will more than one partial sabbatical leave request be approved per year. The selection committee and the Superintendent shall make their recommendations to the School Board by February 15. Notification will be made in writing to the applicant by March 15, and professionals selected for sabbatical leave must accept or reject this appointment by April 1.

4. The professional on sabbatical leave shall advance one step on the salary schedule in effect during the term of his/her leave and receive one-half that amount for a full sabbatical year or the full amount during a partial sabbatical year. Salary will be paid in the usual installments (26 biweekly payments). Supplementary salary will not be included.
5. Insurance benefits (health, life, dental, and disability) will continue at full value during sabbatical leave, subject to acceptance by the insurers.
6. If, at the end of the sabbatical, the written report and evaluation of the work for which the sabbatical is granted are approved by the selection committee, the committee will recommend to the Superintendent that the School Board advance the professional to the salary step on which the professional would have been placed had the leave not been taken.

If the advancement is not approved by the Board, the professional shall remain on the salary step on which the professional was placed during the sabbatical year.

Upon return to the District, the professional will be assigned to the same position, or at least an equivalent position, in his/her area of certification. The administration will consult with the professional prior to any change in the assignment.

7. As a condition of the sabbatical and in consideration of the payments made by the School District to the professional during his/her leave, the professional must file with the Superintendent an agreement which stipulates that he/she will return to the School District for at least one full year at the conclusion of his/her sabbatical leave or reimburse the School District the full amount received as salary and other economic benefits during the sabbatical leave.



SABBATICAL PROPOSAL

(This sheet must be the cover to your sabbatical proposal)

NAME: _____

SABBATICAL TITLE: _____

SCHOOL: _____

YEARS TAUGHT IN DISTRICT: _____ GRADE LEVEL/SUBJECT _____
(Minimum 6 years)

HAVE YOU RECEIVED SABBATICAL BEFORE? _____ IF SO, WHEN? _____

Discuss your proposal with your principal and obtain their signature:

 Principal's Signature

Length of sabbatical: ____ FULL YEAR ____ HALF YEAR

According to Board policy, "Sabbatical leaves will be granted at the sole discretion of the Board for the purpose of enabling staff members to develop professionally in a manner consistent with Individual, Building and District goals. Proposals for sabbatical leave should be either graduate study at an accredited college or university or other approved educational activities which would benefit the students of our District."

To that end, applicants for sabbatical leave must answer the following questions and submit their responses to the questions along with this cover document to the Superintendent's Office by the contractual date. The sabbatical questions are:

1. What essential question is guiding this sabbatical proposal?
2. Provide a detailed summary of the project to be undertaken.
3. Why do you believe this proposal will be of value to the Oyster River School District?
4. What evidence do you have that supports the need for this work?
5. How is this proposal aligned with Individual, Building and/or District goals?
6. What is the expected impact on students and/or school community?
7. How will you evaluate the success of your work?
8. How is this proposal unique and beyond the normal scope of your school role?
9. Describe how you intend to share the results of your work during the sabbatical leave with the professional staff.

Note: Board policy states that at the end of the sabbatical a written report and evaluation of the work for which the sabbatical was granted should be submitted to the committee for approval. Once approved the committee will recommend to the Superintendent that the School Board advance the professional to the salary step on which the professional would have been placed had the leave not been taken. Post-sabbatical presentations to the committee will occur within 45 days of returning to school. The School Board reserves the right to have the sabbatical recipient report out to them.



Sabbatical Proposal Process

Name _____ Date _____

Sabbatical Title _____

“Sabbatical leaves will be granted at the sole discretion of the Board for the purpose of enabling staff members to develop professionally in a manner consistent with Individual, Building and District goals.”

Sabbatical Application Process

- Determine eligibility: members of the ORCSD Teachers Guild with six consecutive years of teaching at ORCSD.
- Review School Board Policy GCBD and Teachers Guild Contract *Sabbatical Leave*.
- Complete the application form (see page 2).
 - Please remember to consult with your building principal at the beginning of the application process.
 - As a reminder, building principal signatures are part of the application process.
- Return completed application to Wendy DiFruscio by January 15th.
- The selection committee will meet and discuss all applications. Follow-up interviews or presentations may be requested.
- The selection committee and superintendent shall make recommendations to the School Board by February 15th.
- Notification of approved sabbaticals will be made by March 15 and professionals selected must accept or reject by April 1st.



Sabbatical Application

Name _____ Date _____

Sabbatical Title _____

Length of Sabbatical _____ Full Year _____ Half Year (If half year which half? _____)

School _____

Grade Level/Subject _____ Years Taught in District _____

Have you received a sabbatical before? _____ If so when? _____

Building Principal Signature: _____

This application will be reviewed by the Sabbatical Committee but are discoverable under Right to Know.

Using this page as your cover please complete the application in a Word document and return to Wendy DiFruscio by January 15th.

Sabbatical leave projects should be both specific and reasonable for the duration of the leave.

Please explain any preliminary work that you engaged in to determine the focus of your project. What evidence is there to support the need for this work?

1. What is the essential question or problem of practice that your project is centered around?
 - a. What is the essential question or problem of practice that your project is centered around?
 - b. Was there any preliminary work to determine the project?
 - c. How is it relevant to Oyster River?
 - d. Does it have the potential to present collaboration and discourse with others?
 - e. Does it reflect "big ideas" occurring at ORCSD and/or in education?
 2. Project Overview and Timeline (Summarize the project)
 - a. Scope of the work.
 - b. What is the timeline for actions?
 - c. Who will be engaged in the project?
 - d. How does the work align with the scope of your role? Is it unique and beyond the scope of their role?
 3. Benefits to ORCSD - Explains the potential short term and long-term benefits for the ORCSD.
 - a. What needs does this project address for Oyster River?
 - b. Who will be impacted?
 - c. How will they be impacted?

**Scope of impact will be considered of both students and staff.*
 4. Aligned with Goals – Explain how this proposal is aligned with district, building, or individual goals.
 5. Evaluation of Project – Explain how you will determine/measure the success of the work.
 6. Longevity of Impact - Describe possible long-term impacts that the project could have on the district (students, staff, community, etc.).
 7. Sharing – Describe the process to share your work with others once completed.
- Note: Board policy states that at the end of the sabbatical a written report and evaluation of the work for which the sabbatical was granted should be submitted to the committee for approval. Once approved, the committee will recommend to the Superintendent that the School Board advance the professional to the salary step on which the professional would have been placed had the leave not been taken. Post-sabbatical presentations to the committee will occur within 45 days of returning to school.*