

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

Policy Committee Meeting

June 10, 2021 3:30 PM

SAU - Conference Room

Agenda

I. Call to Order

- IMBA - Distance Education
- FF & R- Naming of Facilities/Procedure
- EBCA - Emergency Plans
- GBGA - Staff Health
- GBJ - Personnel Records
- GCF - Professional Staff Hiring

Next Regular Meeting: TBD

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IMBA
Review by Policy Committee: December 10, 2020 Returned to Policy Committee: May 13, 2021 School Board First Read: May 19, 2021 & June 10, 2021	Page 1 of 1 Category: Priority

Distance Education

The [Oyster River Cooperative School](#) Board encourages students to take full advantage of distance education opportunities as a means of enhancing and supporting their education. Distance education means correspondence, video-based, internet/online-based or other similar media that provides educational courses ~~as a means~~ to fulfill curriculum requirements. ~~Such opportunities will be implemented under the provisions set forth in Policy IHBH, Extended Learning Opportunities and Policy IHBI, Alternative Learning Plans.~~ Distance education courses other than VLACS, offered by Oyster River High School will require students to meet similar district and graduation competencies as required by the school for students enrolled in courses offered by the school. VLACS is an approved high school by the State of NH over which VLACS courses require prior approval but are independent self-paced courses that the student is responsible for completing.

If the course is to be taken for credit, then Policy IMBC, Alternative Credit Options, [IHBI, Alternative Learning Plans, and IFK, Graduation](#), will apply. Students must have distance education courses approved by the school principal or designee ahead of time in order to receive credit.

~~The written approval of the building principal is required before a district student enrolls in an online or virtual course that is intended to become part of their educational program. — Students applying for permission to take an online course must complete prerequisites and provide teacher/counselor recommendations to confirm the student possesses the maturity level needed to function effectively in a distance education learning environment.—~~

Approved distance education courses must satisfy both state and local standards; be delivered by staff licensed in the state where the course originates; and contain provisions for feedback and monitoring of student progress. ~~Educators may supervise the learning and progress, grading of assignments, and assessment and testing of no more than the ORCSD School Board advised in-person class size. The district requires that a syllabus, including prerequisites, specific learning goals/activities, student evaluation criteria, and teacher responsibilities be submitted for review before the course is approved.~~

~~Students taking approved online courses must be enrolled in the district and must take the courses during the regular school day at the school site, unless the administration has granted approval for remote access based on special circumstances. — Online courses may be taken in the summer under the same conditions as during the school year.~~

~~The principal will assign a teacher to monitor student progress, grading of assignments, and testing. One teacher may supervise no more than ten students participating in distance education courses.~~

Approved distance education courses must comply with all federal and state statutes pertaining to student privacy and to public broadcasting of audio and video. Confidentiality of student record information will be maintained throughout the process. This includes information shared between school district representatives and the virtual school or online teacher, information shared between the school district or online teacher with students and parents, and information shared between school district representatives, the virtual school or online teacher and others.

The school district will provide safeguards for students participating in online instruction activities, and Policy IJNDB, School District Internet Access for Students, will apply.

Students earning credit for distance education courses shall participate in all assessments required by the statewide education improvement and assessment program. Credit courses will require students to meet ~~similar~~ academic standards as required by the District.

Credit for the course is not recognized until an official record of the final grade has been submitted to the principal or designee with feedback from the online teacher.

Students who violate any part of the policy or engage in any other activity that school authorities consider inappropriate are subject to disciplinary action consistent with Board policies and the student handbook.

Cross Reference:

[IHBI – Alternative Learning Plans](#)

[IMBC – Alternative Credit Options](#)

[IFK - Graduation](#)

Legal References:

Ed 306.04(a)(12), Distance Education

Ed 306.22, Distance Education.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: FF
Reviewed by Policy Committee: 2/4/14 School Board First Read: March 5, 2014 School Board Second Read/Adoption: April 2, 2014 Policy Committee Review: September 10, 2020 School Board First Read: September 16, 2020 School Board Second Read/Adoption: October 7, 2020 Policy Committee Review: May 13, 2021 & June 10, 2021	Page 1 of 1 Category: Optional

NAMING OF FACILITIES

District Buildings/Facilities:

In the naming of Oyster River Cooperative School District buildings/facilities, the board ~~will~~ [may](#) receive a recommendation from the superintendent, [and the school Board may initiate its own recommendation](#). The source of funding will be a consideration and the School Board will have final approval.

[Cross Reference: FF-R – Naming of Facility Procedure](#)

NAMING OF FACILITIES - Procedure

Oyster River Cooperative School District criteria for Naming of Facilities includes:

1. A connection between the recommendation and what is being named.
2. The recommendation speaks to the contribution.
3. The recommendation could be a person who works for the district or a person who has contributed to the betterment of the district.

Cross Reference:

Policy FF- Naming of Facilities

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EBCA
Draft to Policy Committee: September 13, 2017 School Board First Read: October 4, 2017 School Board Second Read/Adoption: October 18, 2017 Policy Committee Review: June 10, 2021	Page 1 of 1 Category: Recommended

EMERGENCY PLANS

The Oyster River Cooperative School District Superintendent is responsible for ensuring the District’s Emergency Response Plan conforms with the requirements of RSA 189:64 and addresses hazards including, but not limited to: acts of violence, threats, natural disasters, fire, hazardous materials, medical emergencies, and other hazards deemed necessary by the School Board or local emergency authorities. The emergency response plans will be based on and conform to the Incident Command System and the National Incident Management System.

The School Board directs the Superintendent to develop site-specific emergency response plans for each school building, to have each plan reviewed annually prior to September 1, and to submit the emergency response plans or if the annual review does not change the plan, notice that the review has been completed to the Department of Education no later than September 1st each year.

The Superintendent is authorized to provide a current building schematic floor plan in digital format to the Division of Homeland Security and Emergency Management of the Department of Safety.

The Superintendent is responsible for ensuring that at least two times per year, the District conducts emergency response drills. The Superintendent will establish a relationship with local and state emergency and law enforcement authorities. The Superintendent or his/her designee will serve as a coordinator/liaison with these authorities.

Legal References:

RSA 189:64, Emergency Response Plans

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GBGA
Date of Adoption: June 30, 1993 Previously: GBE Code and Title Change-Adopted School Board: May 2, 2012 Policy Committee Review: June 8, 2016 School Board First Read: June 15, 2016 School Board Second Read/Adoption: July 13, 2016 Policy Committee Review: June 10, 2021	Page 1 of 1 Category: Recommended

STAFF HEALTH

All Oyster River Cooperative school personnel shall be required to submit a pre-employment medical examination by a licensed physician, with a written recommendation indicating that the individual is medically capable of performing his/her designated assignments within thirty (30) days of such employment. If the results are not received by the 30th day of employment, the employee may be subject to suspension without pay until the results are received.

In addition, prior to employing any person as a school bus operator, a certificate shall be required setting forth the results of a D.O.T. physical examination conducted within thirty (30) days of such employment, and a like certificate shall be required each year thereafter.

[Cross Reference: EEAEA – CDL School Bus Certified Driver](#)

Legal Reference: [NH RSA 1971](#)
[RSA: 200:36 & 200:37 - Medical Examinations of School Bus Drivers](#)
[RSA: 263:29 – School Bus Driver Certificate](#)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GBJ
Date of Adoption: September 1971 <small>Previously: GBL</small> Code Change-Adopted School Board: May 2, 2012 School Board First Read: March 20, 2013 School Board Second Read/Adoption: September 18, 2013 Policy Committee: May 11, 2016 School Board First Read: May 18, 2016 School Board Second Read/Adoption: June 1, 2016 Policy Committee Review: June 10, 2021	Page 1 of 1 Category: Recommended

PERSONNEL RECORDS

The Oyster River Cooperative School District Superintendent is authorized and directed to develop and implement a comprehensive, confidential and efficient system of personnel records that is in full compliance with all state and federal requirements.

The District will not disclose any teacher's personally identifiable data or information to any person, except as may be required by law without a signed written consent by employee. Such data or information may be shared to District employees, as appropriate and necessary.

Cross Reference:

GBJ-R – Personnel Records

Legal Reference:

RSA 91-A:5 – Access to Public Records

RSA 189:65 – Student, Teacher Information Protection and Privacy

RSA 189:67 – Limits on Disclosure of Information

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GCF
Date of Adoption: April 14, 1981 Previously: GCC Dates of Revision: October 16, 1996; April 7, 1999 Code and Title Change Adopted School Board: May 2, 2012 Review School Board First Read: March 13, 2013 School Board Second Read/Adoption: April 3, 2013 Policy Committee Review: June 10, 2021	Page 1 of 1 Category: Recommended

PROFESSIONAL STAFF HIRING

In accordance with RSA 189:39, the Oyster River Cooperative School District Superintendent will present to the Board a listing of teacher nominations for the coming school year. Such presentation will occur on or before April 15th of each school year. The Board shall then elect teachers to be employed in the District for the coming school year.

The Superintendent will establish guidelines to ensure that state certification, educational credentials, past employment history, and references are validated; and that a criminal records check is completed. Falsification of any information on the application or in the interview process will be grounds for termination.

Legal Reference: NH RSA 189:39
 NH Code of Administrative Rules ED 302.02

Cross Reference: GCF-R Professional Staff Hiring Procedure