

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

Policy Committee Meeting

September 9, 2021 3:30 PM

SAU - Conference Room

Agenda

I. Call to Order

- FF - R- Naming of Facilities Procedure
- BEDH & R & R1- Public Participation at Board Meetings (Board Member edits)
- EBB – School Safety (New Required Policy)
- GADA – Employment References and Verification (New Required Policy)

Next Regular Meeting: October 14, 2021

NAMING OF FACILITIES - Procedure

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

Process

The name of the individual being considered in the naming of a building, space or field may be submitted to the Board for consideration by the Superintendent of Schools to the School Board, or a School Board member may suggest the naming of a facility, space or field. In either case, a majority vote of the Board will be required to name a building, space or field.

Criteria

Qualifying facilities, spaces or fields must be owned by the Oyster River Cooperative School District.

The criteria for naming items after an individual will require that at least one of the following requirements is fulfilled as determined solely by the School Board.

- A well-known community leader, either elected, appointed or volunteer;
- A person who has positively influenced a large population within the School District through a significant contribution of money, time, material or land;
- A person who has received state or national recognition for personal service and accomplishment above and beyond the call of duty with respect to the public good;
- An individual who had a major involvement in the acquisition or development of the facility;
- An individual whose civic leadership or volunteerism clearly contributed to the betterment of the District;

It is recognized that the naming of a building, space or field should only be undertaken after careful consideration and review by the ORCSD School Board.

Cross Reference:

Policy FF– Naming of Facilities

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BEDH
School Board/Superintendent Revisions: January 13, 2014 Reviewed by School Board: March 31, 2015 Policy Committee Review: April 13, 2016 – No Change Annual Policy Committee Review: April 19, 2017-No Change Annual Policy Committee Review: April 11, 2018 – No Change Board Annual Review 05 06 20, 5/5/21- No Change Policy Committee: September 9, 2021	Page 1 of 1 Category: Recommended

PUBLIC PARTICIPATION AT BOARD MEETINGS

The primary purpose of the Oyster River Cooperative School Board meetings is to conduct the business of the Board as it relates to school policies, programs and operations. The public is encouraged to attend all public meetings of the Board. However, the public is not allowed to participate in public Board meetings except during public comments. The Board will allow public comments at regular public meetings.

Public comments can be limited by the Chairperson in order to accomplish the agenda in a timely manner. For the School Board to conduct its meetings properly and efficiently, and in order to assure that persons who wish to appear before the Board may be heard, it is expected that the following will guide public comments at Board meetings:

1. Consistent with RSA 91-A:3, Policy BEDB, and the laws pertaining to student and family privacy rights, the Board will not place any matter on the public agenda that is to be properly discussed in a non-public session. Complaints regarding district staff will be directed to the Superintendent.
2. All speakers are to conduct themselves in a civil manner. Obscene, slanderous, defamatory or violent statements will be considered out of order and will not be tolerated. The Board Chairperson may terminate the speaker’s privilege of address if the speaker does not follow this rule of order.
3. [Non-residents who wish to speak on agenda items only will be required to receive authorization from the Board Chair prior to the meeting.](#)
4. [Speakers may not delegate others to speak on their behalf or “give” time to other speakers.](#)

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.

Legal Reference:

RSA 91-A:2, Meetings Open to Public
RSA 91-A:3, Non-Public Sessions

Cross Reference:

BEA – Regular Board Meetings
BEC – Non-Public Sessions
BEDB – Agenda Preparation and Format
KEB – Complaints about School Personnel

<u>OYSTER RIVER COOPERATIVE SCHOOL DISTRICT</u>	<u>BEDH-R</u>
<u>Policy Committee: September 9, 2021</u>	

PUBLIC PARTICIPATION AT BOARD MEETINGS - PROCEDURE

The Oyster River Cooperative School Board values public input to the School Board through public comment time during School Board meetings as well as communications by email, letter, and other means.

In Public Comments, the School Board seeks to:

1. Include comments from as many Oyster River community members (including tuition student families) as possible in the time allotted for public comments.
2. Ensure multiple positions are reflected in public comments.
3. Maintain respectful deliberation of school district matters.

To facilitate these goals, the following procedure is established:

Public Comments are included in the agenda of the Regular School Board meetings. Public Comments will generally not be included in the agenda for Workshop meetings of the School Board, additional meetings of the School Board (meetings outside of the usual twice monthly business meetings), nor for subcommittee meetings of the School Board. This procedure does not apply to Annual Meetings of the District (which are the responsibility of the Moderator), nor to Public Hearings.

Public Comments are generally expected to be Individual comments. Group presentations will generally not be permitted outside of the time afforded to each individual speaker during Public Comments.

Non-residents who wish to speak on agenda items only will be required to receive authorization from the Board Chair prior to the meeting.

Individuals who wish to speak at the School Board meeting may be required to indicate their interest in speaking by signing-in prior to the start of the meeting. Sign-in may require names, home address, and topic(s) for comments. Alternatively, the School Board Chair may solicit information in other ways based on attendance at the beginning of the meeting.

The School Board Chair is responsible for managing time during Public Comments. Public Comments will typically be limited to 3 minutes per person, though the Chair may reduce that time if the number of speakers is 10 or more. Generally, no more than 18 speakers will be accommodated in any 30-minute public comment period.

When speakers are limited in number, the Chair will call speakers in the order in which they signed in and will make an effort to have an equal number of speakers on each side of an issue.

As an agenda item, Public Comments may be extended or restricted by action of the Board in the modification and approval of the meeting Agenda. Restricting Public Comment time at Regular meetings should only happen in unusual circumstances.

Individuals speaking during Public Comments may not delegate or assign their time to another individual.

Speakers preventing others from speaking or being heard or disrupting the School Board meeting outside of their designated public comment time may be directed by the Chair to leave the meeting.

Throughout the Procedure, references to the Chair shall refer to the presiding officer of the School Board meeting.

Legal Reference:

RSA 91-A:2, Meetings Open to Public
RSA 91-A:3, Non-Public Sessions

Cross Reference:

BEDH – Public Participation at a Board Meeting
BEDH-R1
BEA – Regular Board Meetings
BEC – Non-Public Sessions
BEDB – Agenda Preparation and Format
KEB – Complaints about School Personnel

Oyster River Cooperative School Board – School Board Meeting Public Comment Speaker Sign-In

- 30 minutes are allocated for public comment near the beginning of the school board meeting.
- Speakers must be residents of Durham, Lee, Madbury, or Barrington.
- Speakers typically have 3 minutes for their comments.
- If more than 9 speakers sign up, each speaker may be limited to less than 3 minutes.
- Generally no more than 18 speakers can be accommodated in each 30-minute public comment period. The Chair may call speakers alternating between different positions in order to increase the breadth of opinions presented during Public Comments.
- An additional public comment period is normally on the agenda at the end of the meeting. Speakers who are signed up but not allowed to speak at the beginning of the meeting will be invited to speak first at the end of the meeting as time allows.
- Refer to Policy BEDB and Procedure BEDB-R1 at https://orcsd.org/school_board/policies for details on public comment policy and procedures.



First Name	Last Name	Street Address	Town	Describe topic and position (for/against/other)

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT	Policy Code: EBB
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SCHOOL SAFETY

The Oyster River Cooperative School Board recognizes that effective learning and teaching takes place in a safe, secure and welcoming environment and that safe schools contribute to improved attendance, increased student achievement and community support. The practice of safety shall be considered a facet of the instructional programming of the District schools by incorporating concepts of safety appropriately geared to students at different grade levels.

The Superintendent shall be responsible for developing and maintaining a comprehensive safety plan for the District, taking into account applicable laws, regulations, Board policies, and best practices. The general safety plan will include the District-wide Crisis Prevention and Response Plan, and site-specific Emergency Response Plan for each school required under Board policy EBCA. General areas of emphasis shall include, but not be limited to: in-service training; accident recordkeeping; plant inspection; driver and vehicle safety programs; fire prevention; catastrophe planning; and emergency procedures and traffic safety problems relevant to students and employees.

Each Principal shall be responsible for the supervision and implementation of safety programs in his/her school, inclusive of school buses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

The Board directs the Superintendent to develop a safe schools plan consistent with applicable law and school Board policies. While the plan need not be a single consolidated document, it should include:

1. Procedures that address the supervision and security of school buildings and grounds.
2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities.
4. Training programs for staff and students in crisis prevention and management.
5. Training programs for staff and students in emergency response procedures that include practice fire and all hazard drills as required by law.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.
7. Procedures and training to implement employee and work-place safety.
8. Training and support for students that aims to relieve the fear, embarrassment and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
9. Procedures for safe, confidential reporting of security and safety concerns at each school building.
10. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary.

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SCHOOL SAFETY

11. Procedures for periodic assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.
12. Procedures for managing the behavior of children, including, proper training and protocols relative to restraint and seclusions consistent with RSA 126-U and Board policy JKAA.
13. Procedures to provide for regular communications between district officials, law enforcement officers, fire department officials, city and county officials and local medical personnel to discuss crisis prevention and management strategies, including involvement by these parties in the development and revision of the District Crisis Prevention and Response Plan, and site-specific Emergency Response Plans per Board policy EBCA.
14. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
15. District and building level procedures to assure timely safe schools reporting to law enforcement the N.H. Department. of Education and the School Board as required under RSA 193-D:4.

Cross Reference:

Policy EBCA – Emergency Plans
Policy JKAA – Use of Child Restraint & Seclusion

Legal References:

RSA 193-D, Safe School Zones
RSA 193-F, Pupil Safety and Violence Prevention
RSA 281-A:64, Safety Provisions
N.H. Dept. of Education Administrative Rule – Ed. 306.04(a)(2), and 306.04(d), Promoting School Safety

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GADA
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**EMPLOYMENT REFERENCES AND VERIFICATION
(Prohibiting Aiding and Abetting of Sexual Abuse)**

The Oyster River Cooperative School District shall act in good faith when providing employment references and verification of employment for current and former employees.

The School District, and its employees, contractors, and agents, are prohibited from providing a recommendation of employment, and/or from otherwise assisting any school employee, contractor, or agent in obtaining a new position or other employment if he/she or the District has knowledge of, or probable cause to believe that the other employee, contractor, or agent ("alleged perpetrator") engaged in illegal sexual misconduct with a minor or student. This prohibition does not include the routine transmission of administrative and personnel files.

In addition, this prohibition does not apply if:

1. The information giving rise to probable cause has been properly reported to a law enforcement agency with jurisdiction.
2. The information giving rise to probably cause has been reported to any other authorities as required by local, state or federal law (for instance New Hampshire Division of Children, Youth and Families "DCYF"), and
3. At least one of the following conditions applies:
 - a. The matter has been officially closed.
 - b. The District officials have been notified by the prosecutor or police after an investigation that there is insufficient information for them to proceed.
 - c. The school employee, contractor, or agent has been charged with, and acquitted or otherwise exonerated; or
 - d. The case or investigation remains open and there have been no charges filed against or indictment of the school employee, contractor, or agent within four years of the date on which the information was reported to a law enforcement agency.

Cross References:

GBCD – Background Investigation & Criminal Records Check
GBJ – Personnel Records
GCF – Professional Staff Hiring

Legal References:

20 U.S.C. 7926(a) (§8546(a) of the Elementary and Secondary Education Act/Every Student Succeeds Act