

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

Policy Committee Meeting

July 9, 2014      3:30 – 5:00

Central Office

Agenda

- I. Call to Order
- II. Policy Changes for Review from Requested Feedback
  - JLCJ – Concussions and Head Injuries
  - LDA – Student Teaching and Internships
  - JICH – Student Tobacco, Alcohol and Drug Use
  - IJ – Instructional Materials
  - IA – Instructional Goals
  - ILBAA – High School Graduation Competencies
- III. Questions/Discussion

**Next Meeting:** September 10th

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JLCJ Category: Priority
Policy Committee: June 11, 2014 Back to Policy Committee: July 9, 2014/August 6, 2014	Page 1 of 2

## Concussions and Head Injuries

The Oyster River School Board recognizes that concussions and head injuries are commonly reported injuries in children and adolescents who participate in sports and other recreational activities. The Board acknowledges the risk of catastrophic injuries or death is significant when a concussion or head injury is not properly evaluated and managed. The Board recognizes that the majority of concussions will occur in "contact" or "collisions" sports. However, ~~in order to ensure this policy applies to the safety of all District students. -athletes, this policy will apply to all competitive athletic activities as identified by the board and administration~~

### Academic Issues in Concussed Students

In the event a student is concussed, regardless of whether the concussion was a result of a school-related or non-school-related activity, school District staff should be mindful that the concussion may affect the student's ability to learn. In the event a student has a concussion, that student's teachers and administrators should be notified. Teachers should report to the school nurse if the student appears to have any difficulty with academic tasks that the teacher believes may be related to the concussion. The school nurse will notify the student's parents and treating physician. Administrators and District staff will work to establish a protocol and course of action to ensure the student is able to maintain his/her academic responsibilities while recovering from the concussion.

Section 504 accommodations may be developed in accordance with applicable law and Board policies.

Consistent with the National Federation of High School (NFHS) and the New Hampshire Interscholastic Athletic Association (NHIAA), the District will utilize recommended guidelines, procedures and other pertinent information to inform and educate coaches, youth athletes, and parents/guardians of the nature and risk of concussions or head injuries, including the dangers associated with continuing to play after a concussion or head injury.

Annually, the district will distribute a head injury and concussion information sheet to all parents/guardians of student-athletes in competitive sport activities prior to the student-athlete's initial practice or competition.

For purposes of this policy, "student-athlete" means a student involved in any intramural ~~or competitive~~ sports program, sponsored by ORCSD conducted outside the regular teaching day between schools in grades 5 through 12, including all NHIAA sanctioned activities, or any other District-sponsored sports or activities as determined by the Board or administration. ~~or competitive student sports program between schools in grades 4 through 12.~~

~~For purposes of this policy, "student sports" means intramural sports programs conducted outside the regular teaching day for students in grades 4 through 12 or competitive athletic programs between schools for students in grades 4 through 12, including all NHIAA sanctioned activities, including cheer/dance squads, or any other district sponsored sports or activities as determined by the board or administration.~~

All coaches, including volunteers, will complete training as recommended and/or provided by NHIAA, New Hampshire Department of Education and/or other pertinent organizations. Additionally, all coaches of competitive sport activities will comply with NHIAA recommended procedures for the management of head injuries and concussions.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JLCJ Category: Priority
Policy Committee: June 11, 2014 Back to Policy Committee: July 9, 2014/August 6, 2014	Page 2 of 2

### **Athletic Director or Administrator in Charge of Athletic Duties**

**Updating:** Each spring, the athletic director or designee shall review any changes that have been made in procedures required for concussion and head injury management or other serious injury by consulting with the NHIAA or the District's on-call physician, if applicable. If there are any updated procedures, they will be adopted and used for the upcoming school year.

**Identified Sports:** Identified sports include all NHIAA-sanctioned activities, including cheer/dance squads, and any other district-sponsored sports or activities as determined by the district.

**Coach Training:** All coaches shall undergo training in head injury and concussion management at least once every two years by one of the following means: (1) through viewing the NHIAA sport-specific rules clinic; or (2) through viewing the NHIAA concussion clinic found on the MHSAA Sports Medicine page at [www.mhsa.org](http://www.mhsa.org).

**Parent Information Sheet:** On a yearly basis, a concussion and head injury information sheet shall be distributed to the student-athlete and the athlete's parent/guardian prior to the student-athlete's initial practice or competition. This information sheet may be incorporated into the parent permission sheet that allows students to participate in extracurricular athletics.

**Coach's Responsibility:** A student-athlete who is suspected of sustaining a concussion or head injury or other serious injury in a practice or game shall be immediately removed from play.

**Administrative Responsibilities:** The Superintendent or his/her designee will keep abreast of changes in standards regarding concussion, explore staff professional development programs relative to concussions, and will explore other areas of education, training and programs.

### **Removal From Play and Protocol For Return To Play**

Any coach, official, licensed athletic trainer, or health care provider who suspects that a student-athlete has sustained a concussion or head injury in a practice or game shall immediately remove the student-athlete from play. A student-athlete who has been removed from play shall not return to play on the same day or until he/she is evaluated by a ~~health care provider~~ physician, physicians' assistant, in consultation with a physician, or nurse practitioner and receives medical clearance and written authorization from ~~that health care provider~~ the aforementioned health professionals to return to play. The student-athlete shall also present written permission from a parent/guardian to return to play. The athletic director will then review and make the final decision if the athletic student can return to play. In the event of multiple concussions, the athletic trainer will speak with previous medical provider to ensure family and students understand all risks for continuation.

~~The District may limit a student-athlete's participation as determined by the student's treating health care provider.~~

### **Concussion Awareness and Education**

To the extent possible, the Board encourages the administration to implement concussion awareness and education into the District's physical education and/or health education curriculum. The administrative decision will take into account all relevant considerations, including time, resources, access to materials, and other pertinent factors.

### **Academic Issues in Concussed Students**

~~In the event a student is concussed, regardless of whether the concussion was a result of a school-related or non-school-related activity, school district staff should be mindful that the~~

~~concussion may affect the student's ability to learn. — In the event a student has a concussion, that student's teachers will be notified. — Teachers should report to the school nurse if the student appears to have any difficulty with academic tasks that the teacher believes may be related to the concussion. — The school nurse will notify the student's parents and treating physician. — Administrators and district staff will work to establish a protocol and course of action to ensure the student is able to maintain his/her academic responsibilities while recovering from the concussion.~~

Section 504 accommodations may be developed in accordance with applicable law and board policies.

**Legal References**

- RSA 200:49, Head Injury Policies for Student Sports
- RSA 200:50, Removal of Student-Athlete
- RSA 205:51, School Districts; Limitation of Liability
- RSA 200:52, Definitions

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: LDA Category: Recommended
Date of Adoption: 9/71 Previously LEA Review/First Read School Board: December 5, 2012 Second Read/Adoption: December 19, 2012 <a href="#">Policy Committee Review: February 11, 2014</a>	Page 1 of 1

## STUDENT TEACHING AND INTERNSHIPS.

UNH provides an invaluable resource to the ORCSD. In order to provide the best intern experience, equity in distribution and appropriate placement, UNH will make first contact with the assistant superintendent before commitments to interns are made. Other institutes of higher learning, who would like to place interns, may do so using the same criteria.

Classroom instruction remains the responsibility of the classroom teacher. The Oyster River School Board recognizes the student teacher program as an important aspect of a future teacher's education. Therefore, the Board will cooperate with institutions of higher education in training student teachers.

All persons involved in this program must recognize that the first and primary responsibility of the District is to the students within its schools. If at any time a student teacher becomes unacceptable, the District reserves the right to refuse that student teacher further teaching experience within the District.

Student teachers who work in the District shall be accepted only after approval of the Superintendent and the Principal of the building in which the person is to teach.

Student teachers are restricted to not more than three non-consecutive days of substitute teaching, except in emergency situations.

Student teachers shall be subject to a Criminal History Records Check prior to working in the District. The cost of the Criminal History Records Check is to be paid by the student teacher.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICH <i>CATEGORY: Recommended</i>
First Reading School Board: 3/18/09 Second Reading & Adoption 5/6/09 <a href="#">Review by Policy Committee: August 6, 2014</a>	Page 1 of 2

## STUDENT TOBACCO, ALCOHOL AND DRUG USE

The Oyster River School District is committed to maintaining schools that are free of tobacco, alcohol and drug use. In order to promote the highest possible standards of learning, as well as the physical, social and emotional well-being of students, this policy is designed to: aid students in abstaining from the unlawful use of tobacco, alcohol and drugs; provide for early intervention when use is detected; and provide disciplinary action when necessary. Compliance with this policy is mandatory.

Any school staff member who has reason to suspect that a student has violated this policy is expected to report the incident to the appropriate administrator immediately.

### A. Prevention

The Oyster River Cooperative School District ("ORCSD") will provide students with information and activities focused on abstaining from the use of tobacco, alcohol and drugs. Such information and activities will address the legal, social and health consequences of tobacco, alcohol and drugs and will provide information about effective techniques for resisting peer pressure to use tobacco, alcohol and drugs. ORCSD will work in partnership with students, parents/guardians, local law enforcement officials, and other organizations as appropriate to eliminate these risks for students.

### B. Intervention

ORCSD has Licensed Drug and Alcohol Counselors to provide substance abuse assessments and referrals, assist students in addressing their harmful involvement with tobacco, alcohol and/or drugs, and in continuing their educational program. Information will be provided, as appropriate, about tobacco, alcohol and drug counseling and treatment programs available to students.

### C. Rules and Sanctions

Students are prohibited from consuming, smoking, possessing, furnishing, selling, receiving, buying, manufacturing, administering, dispensing or being under the influence of prohibited substances before, during and after school hours; at school in any school building, on school property or within 1,000 feet of any school property; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event or function (such as a field trip or athletic event) where students are under the jurisdiction of ORCSD; or at any time or place if the conduct directly interferes with the operation, discipline or welfare of the schools.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICH
First Reading School Board: 3/18/09 Second Reading & Adoption 5/6/09 <a href="#">Review by Policy Committee: August 6, 2014</a>	Page 2 of 2

The term “prohibited substance” shall include, but not be limited to:

1. ~~Cigarettes or any product containing tobacco~~ **Tobacco products mean cigarettes, cigars, snuff, smokeless tobacco, smokeless cigarettes, e-cigarettes, liquid nicotine, products containing tobacco and tobacco in any other form;**
2. Alcohol;
3. Controlled drugs or their analogs (as defined in RSA 318-B:1);
4. Controlled substances (as defined the federal Controlled Substances Act, 21 USC § 812);
5. Prescription drugs not prescribed for the student and/or not in compliance with the Board’s policy on student medications (see Policy JLCD);
6. Any substance which can affect or change a student’s mental, physical or behavioral condition, including but not limited to volatile materials such as glue, paint or aerosols (when possessed for the purpose of inhalation);
7. Steroids or other performance-enhancing substances;
8. Paraphernalia – implements used for production, distribution or consumption of a prohibited substance; or
9. Any look-alike or counterfeit drug or substance that is described as or is purported to be a prohibited substance.

Any violation of the terms of this policy shall constitute sufficient grounds for student discipline, including suspension or expulsion from school, at the appropriate discretion of the administration and the Board. The School Resource Officer or other appropriate law enforcement authority shall also be notified of violations of this policy.

**D. Additional Sanctions and Rules for Students Participating in Extra-Curricular and Co-Curricular Activities**

Students participating in extra-curricular and co-curricular activities carry a responsibility to themselves, their fellow students, coaches/advisors, parents and school to set the highest possible example of conduct, sportsmanship and training, which includes avoiding any involvement with tobacco, alcohol and drugs. Therefore, students engaging in these activities are subject to additional rules and sanctions as described in Policy JICI – Extra-Curricular and Co-Curricular Activities Code of Conduct for Middle and High School Students.

Legal References: 21 USC § 812 (Controlled Substances Act); 21CFR Part 1300.11-15  
20 USC § 7101 et seq. (Safe Drug-Free Schools and Communities Act)  
42 USC § 290dd-2; 42 CFR 2.1 et seq.  
RSA [126k:2](#), [126k:6](#), [126k:7](#), 175:1; 318-B:1; 193:13; 193-B; 193-D

Cross References:

- JICH-R – Student Tobacco, Alcohol and Drug Use Administrative Procedure
- ~~JICI – Extra-Curricular and Co-Curricular Code of Conduct for Middle and High School Students~~
- JLCD – ~~Student Medications~~ [Administering Medication to Students](#)

# NHSBA - VERSION

## JICH - DRUG AND ALCOHOL USE BY STUDENTS

(Download policy)

### Category R

The School Board is concerned with the health, welfare and safety of its students. Therefore, the use, sale, transfer, distribution, possession or being under the influence of unauthorized prescription drugs, alcohol, narcotics, unauthorized inhalants, controlled substances, illegal drugs is prohibited on any school district property, in any district-owned vehicle, or in any other district-approved vehicle used to transport students to and from school or district activities. This prohibition also applies to any district-sponsored or district-approved activity, event or function. The use, sale, transfer or possession of drug-related paraphernalia is also prohibited.

For the purposes of this policy, a controlled substance shall include any controlled substance as defined in the Controlled Substances Act, 21 U.S.C. § 812(c), or RSA 318-B, Controlled Drug Act.

Students may only be in possession of medication as detailed in Board Policy JLCD. Searches of persons reasonably suspected to be in violation of this policy will be conducted in accordance with Board Policy JIH.

Any student who is found by the administration to be in violation of this policy shall be referred for prosecution and subject to disciplinary action up to and including suspension, expulsion or other discipline in accordance with the district's disciplinary policy. Strict compliance is mandatory. The school principal shall immediately report all incidents involving a controlled substance to the appropriate local law enforcement agency and the superintendent. All controlled substances shall be turned over to local law enforcement.

Students with disabilities who violate this policy will be disciplined in accordance with the student's Individual Education Program (IEP.)

### Legal References:

*21 U.S.C. § 812(c), Controlled Substances Act*

*RSA 318-C, Controlled Drug Act*

*RSA 571-C:2, Intoxicating Beverages at Interscholastic Athletic Contests*

Revised: May 2006

Reviewed: October 2004

Revised: November 1999

Revised: July 1998

DISCLAIMER: This sample policy manual is copyrighted to the New Hampshire School Boards Association and is intended for the sole and exclusive use of NHSBA Policy Service Subscribers. No portion of this manual may be reproduced, copied, transmitted, distributed, in any form, except as needed for the development of policy by a subscribing district. The materials contained in the manual are provided for general information only and as a resource to assist subscribing districts with policy development. School districts and boards of education should consult with legal counsel and revise all sample policies and regulations to address local facts and circumstances prior to adoption. NHSBA continually makes revisions based on school districts' needs and local, state and federal laws, regulations and court decisions, and other relevant education activity.

<b>OYSTER RIVER COOPERATIVE SCHOOL BOARD</b>	<b>Policy Code: IJ</b> <i>CATEGORY: PRIORITY</i>
<b>Date of Adoption: September 21, 1988</b> <b>Date of Revision: May 1, 1996, June 21, 2006</b> <b>Date of Code Revision Adoption: June 16, 2010</b>	<b>Page 1 of 1</b>

## INSTRUCTIONAL MATERIALS

The board is responsible for approving and providing all instructional materials used in the Oyster River Cooperative School District. All instructional materials will be selected based on their ability to provide quality learning experiences for students in that they:

- Enrich and support the curriculum;
- Stimulate growth in knowledge, literary appreciation, aesthetic value, and ethical standards;
- Provide background information to enable students to make intelligent judgments;
- Present opposing sides of controversial issues;
- Represent the many religious, ethnic, and cultural groups that contribute to our American heritage;
- Depict in an accurate and unbiased way the cultural diversity and pluralistic nature of the American society; and
- Match the appropriate skill levels of pupils.

Administrators and teachers may select instructional materials from a variety of media, including, but not limited to, books, online/internet materials, equipment, newspapers, other media, and instructional technologies. Selection of such materials should be made only after a determination that such materials are age appropriate, provide quality learning experiences, and fit within the District's educational goals and philosophies.

Basic instructional course material in the fundamental skill areas of language arts, mathematics, science and social studies shall be reviewed at intervals not exceeding five (5) years. All instructional materials must be sequential, and must be compatible with previous and future offerings.

### **Legal References:**

NH Code of Administrative Rules, Section Ed 306.08, Instructional Resources  
 NH Code of Administrative Rules, Section Ed 306.14(e), Basic Instructional Standards

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IA
Date of Adoption: June 20, 1990 Date of Revision: May 1, 1996 Reviewed: September 1999 Replace with NHSAB –Policy IF – Instructional Program	Page 1 of 1

*INSTRUCTIONAL GOALS*

The philosophy of individualized instruction is accepted at all grades levels. Large group, small group, and independent study grouping are encouraged.

Heterogeneous class grouping shall be the predominant mode at the elementary level, and shall be used when appropriate at the secondary level.

Because education is a lifelong process, the educational program will provide both formal studies to meet the general academic needs of all students, and opportunities for individual students to develop specific talents and interests in vocational and other specialized fields, and grow toward independent learning.

The various instructional programs will be developed utilizing gender neutral language with the view toward maintaining balance, integrated, and sequentially articulated curricula which will serve the educational needs of all school-aged children in the district.

Well-developed reading and basic skills, including the ability to spell, speak, and write intelligently, are essential in our society. Specific requirements will be identified to ensure that our high school graduates are sufficiently competent in these essential skills.

At all levels provisions will be made for a wide range of individual differences in student abilities and learning rate through uses of a variety of materials, adjustments in program, and courses adapted to special needs of students.

The curriculum will meet those requirements established by state law and by the State Department of Education.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IF
Review by Policy Committee: August 6, 2014	Page 1 of 1 Recommended

## INSTRUCTIONAL PROGRAM

It is the policy of the [Oyster River Cooperative School](#) Board that instruction will be aligned with the goals, mission and policies of the School District. Additionally, the District's instructional program will comply with the rules of the NH Department of Education and all applicable state statutes and federal law.

Instruction will be focused on meeting the instructional needs of students with different talents, interests, and development.

The instructional program will include:

1. Procedures for diagnosing learner needs
2. Methods and strategies for teaching that incorporate learner needs
3. Resource-based learning opportunities
4. Techniques for evaluating student outcomes
5. The provision of remedial instruction as needed

Instruction will also include, where possible, consideration of all available community resources, including but not limited to organizations, businesses, talented individuals, natural resources, and technology to engage each student in achieving the necessary skill and knowledge.

### **Legal References:**

*Ed 306.14(b), Instructional Program (July 1, 2015)*

*Ed 306.141(a), Instructional Program (after July 1, 2015)*

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ILBAA
Review Policy Committee: August 6, 2014	Page 1 of 1 Priority

## HIGH SCHOOL GRADUATION COMPETENCIES

For the purposes of assessment of ~~Oyster River High School~~ high school course work through the demonstration of student mastery of course competencies, the following definitions are established:

1. "Competencies" means student learning targets that represent key content-specific concepts, skills, and knowledge applied within or across content domains. Specific and required types of competencies include district competencies and graduation competencies.
2. "District competencies" mean specific types of competencies that are common across the district and organized in developmental progressions that lead to achievement of graduation competencies.
3. "Graduation competencies" means specific types of competencies that are common across the district and define learning expectations for each student for graduation from high school.
4. "Mastery" means a high level of demonstrated proficiency with regard to a competency.

Course credit will be awarded through the demonstration of a student's mastery of the competencies of the course. Course credit granted through demonstration of mastery will be counted through traditional methods. Grades and credit granted through demonstration of mastery will be included in the student's grade point average. Students must be enrolled in the particular course in order to receive course credit.

Students who are involved in an approved extended learning opportunity to satisfy course requirements in whole or in part shall demonstrate mastery through a method or methods as approved by the course instructor, as specified in Policy IHBH.

Credit may be used to fulfill prerequisites for other courses and/or subject area credit requirements for graduation. Credit will not be granted, however, for a course in a subject area lower in course sequence than one for which the student has already earned credit.

The Superintendent shall establish rules for implementing this policy in cooperation with the high school Principal, and shall be responsible for ensuring that all high school courses include appropriate competency assessments. Competency Assessments will be selected, conducted, and reviewed in conjunction with the provisions of Policy ILBA.

Assessments shall be aligned with clearly defined educational standards that specify what students should know and be able to do. The assessment items and tasks shall be valid and appropriate representations of the standards students are expected to achieve. Assessment standards, tasks, procedures, and uses shall be fair to all students.

### Legal References:

- Ed 306.02(d), Competencies
- Ed 306.02(g) District competencies
- Ed 306.02(j) Graduation competencies
- Ed 306.04(l) Mastery
- Ed 306.04(a)(16) Tracking Achievement of Graduation Competencies

Ed 306.04(a)(25)(26) Graduation competencies  
Ed306.141(a)(6) Achievement of District and Graduation Competencies

**Cross References:**

IHBH – Extended Learning Opportunities  
IL – Evaluation of Curricular Programs  
ILBA – Assessment of Educational Programs  
IMBC – Alternative Credit Options