

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

Policy Committee Meeting

May 9, 2018 3:30 – 5:00

Central Office

Agenda

I. Call to Order

- JICJ – High School Cell Phone/Personal Technology Devices
 - JICJ-R – HS Cell Phone/Personal Technology Devices – Procedure
- JICJ(A) – Technology Devices – K-8 Cell Phone/Personal Devices
 - JICJ(A)-R – Technology Devices – K-8 Cell Phone... - Procedure
- Addendum to Policies JICK – Bullying & AC – Nondiscrimination
- IGE – Parental Objections to Specific Course Material
- IHAM – Health Education & Exemption from Instruction
- IMDA – Patriotic Exercises

Next Meeting: June 13, 2018

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICJ
Date of Adoption: August 6, 2008 Previously: JFCK Title/Code Change Adopted School Board May 2, 2012 School Board First Read: June 15, 2016 School Board Second Read/Adoption: July 13, 2016 Review Policy Committee: 2/12/18 & 3/14/18 -No Change Back to Policy for Review: May 9, 2018	Page 1 of 1 Category: Recommended

[HIGH SCHOOL CELL PHONE/PERSONAL TECHNOLOGY DEVICES](#)

The Oyster River School Board recognizes that many students possess cellular telephones and other electronic devices. These devices may not be used in any manner that disrupts the educational process or violates Board policies or school rules. The Oyster River Cooperative School District is not responsible for damage, loss or theft of such devices. The Superintendent is authorized to develop, with input from administrators, any school rules necessary to implement this policy.

Cross Reference: JICJ–R Unauthorized Communication Devices

JICK – Bullying and Cyberbullying – Pupil Safety and Violence Prevention

JICL & R – Student Computer & Internet Use and Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICJ-R
Date of Adoption: August 6, 2008 Revision to Policy Committee 1/14/10 Second Read & Adoption 4/7/2010 Code and Title Change Adopted School Board: 5/2/12 Previously: JFCK-R Reviewed 07 13 16 Review Policy Committee: 2/12/18 & 3/14/18 – No Change Back to Policy for Review – May 9, 2018	Page 1 of 1

HIGH SCHOOL CELL PHONE/
PERSONAL TECHNOLOGY DEVICES - SCHOOL RULES

1. Students are prohibited from using privately-owned electronic devices, including but not limited to cellular telephones, Blackberries, handheld computers, MP3 players and electronic games during classes and school activities, including study halls, field trips and extracurricular activities.
 - a. During classes and school activities, all such devices must be turned off.
 - b. The only exception to this rule is when a teacher or supervising employee specifically authorizes students to use such a personal electronic device for a specific purpose (such as entering an assignment in a PDA).
 - c. If this rule is violated, the teacher will immediately confiscate the device for the remainder of the school day, and discipline may be imposed as provided below.
2. Students may use electronic devices between class periods, during lunch periods, and while riding school buses. Cellular telephones must be kept on "vibrate" mode to avoid disrupting others.
3. The use of cameras, including camera phones, is strictly prohibited in locker rooms, restrooms and classrooms. In other school locations, students are required to obtain permission before photographing or video taping any individual and before posting on any social networking site or other Internet site such as YouTube.
4. Any use of cellular telephones and other electronic devices that violates any Board policy, administrative procedure or school rule is strictly prohibited. This includes, but is not limited to, violations of the Student Code of Conduct, cheating, or accessing, viewing, posting, forwarding, downloading or displaying any materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal.
5. Such devices may be subject to search if there is reasonable suspicion that a student is violating Board policies, procedures or school rules, or engaging in other misconduct.
6. Students violating these rules will be subject to discipline, which may include:
 - a. Exclusion of the device from school for an extended period;
 - b. Sanctions ranging from detention to expulsion from school depending upon the nature of the offense and the student's disciplinary record.

Cross References: JICJ- Technology Devices
JFC - Student Code of Conduct,
JBC – Pupil Safety & Violence (Bullying)
JICL & R - Student Computer & Internet Use and Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICJ (A)
Draft to Policy Committee: April 11, 2018	Page 1 of 1
Draft to School Board for Discussion: 04/18/18 & 05/02/18	
Draft Back to Policy for Review: May 9, 2018	

TECHNOLOGY DEVICES - K-8 CELL PHONES/PERSONAL DEVICES

Based upon Portsmouth, Rye, Greenland, Lebanon and Hanover.

Cell phones or personally owned technology devices may not be used during the academic day, defined as the 1st bell in the morning to the last bell in the afternoon. These devices may not be used in any manner that disrupts the educational process or violates Board policies or school rules.

Cell phones may be used before the school day begins and after the school day ends. The District assumes no responsibility for damage to such devices.

Cross Reference:

JICJ (A)-R - K-8 Cell Phone Procedure
JICJ & R - [High School Cell Phone/Personal Technology Devices](#)
JICK - Bullying and Cyberbullying - Pupil Safety and Violence Prevention
JICL & R - Student Computer & Internet Use and Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICJ (A)-R
Draft to Policy Committee: April 11, 2018	Page 1 of 1
Draft to School Board for Discussion: 04/18/18 & 05/02/18	
Draft back to Policy for Review: May 9, 2018	

TECHNOLOGY DEVICES - K-8 CELL PHONES/PERSONAL DEVICES - PROCEDURE

Students who carry cell phones and other personal devices must keep them turned off during the school day. [Students may access personal devices before and at the end of the school day.](#)

Any use of cellular telephones and other electronic devices that violates any Board policy, administrative procedure or school rule is strictly prohibited. This includes, but is not limited to, violations of the Student Code of Conduct, cheating, or accessing, viewing, posting, forwarding, downloading or displaying any materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal.

In particular, the use of cameras, including camera phones, is strictly prohibited in locker rooms, restrooms and classrooms. In other school locations, students are required to obtain permission before photographing or videotaping any individual and using district provided devices before posting on any social networking site or other Internet site such as YouTube.

Personal devices may be subject to search if there is reasonable suspicion that a student is violating Board policies, procedures or school rules, or engaging in other misconduct.

Students who violate the K-8 Cell Phone policy:

- 1st Offense – Will have the device taken away by the teacher for the day and returned at the end of the day
- 2nd Offense – The device will be confiscated by administration and returned to the parent.
- 3rd Offense – The student will not be able to possess the device during the school day for an extended period of time defined by the principal and upon entrance to the school at the beginning of the day will leave the cell phone/technical device with the principal.

[Parent/Child Communication Procedure](#)

[Between the hours of 8:15 – 3:05](#) parents/guardians who need to talk to their child during the school day must call the school office [and leave a message. If the message requires immediate attention, the front office will inform the child's teacher.](#) Their child will be given the message to call home. [In an emergency the child will be allowed to return the call immediately, either in the](#) ~~Students will be allowed to use the classroom or in the front office phone to return calls to parents/guardians.~~

Exceptions if school devices cannot accomplish a student's needs include:

- IEP that requires a personal device
- 504 that requires a personal device
- Medical reason that requires a personal device
- ~~Educational purposes defined by the teacher:~~
 - ~~Exeter AUP – “the use of electronic devices should be consistent with the District’s educational objectives, mission and curriculum.~~
 - ~~Stratham Middle School Handbook – devices are intended to enhance education with adult permission.~~
 - ~~Lebanon – Procedure – other devices are allowed on a class by class bases in discretion of the teacher.~~
 - ~~Hanover Middle School Handbook – the use of personal devices in the classes are at the personal discretion of the teacher.~~
 - ~~Students who do not have the appropriate technology, will be provided a device.~~

Cross Reference:

JICJ (A) – Technology Devices - K-8 Cell Phone/Personal Devices

JICJ & R – [High School Cell Phone/Personal](#) Technology Devices

JICK – Bullying and Cyberbullying – Pupil Safety and Violence Prevention

JICL & R – Student Computer & Internet Use and Procedure

ORCSD Racism Policy Addendum - Referenced Policies JICK, AC

The ORCSD School Board adopts this stand-alone racism policy addendum specifically to denounce racism and in effort to work towards ending racism and fostering an appreciation for all within the ORCSD community, this addendum is supported by policies JICK and AC.

Racism in any form is not acceptable nor will it be tolerated in the ORCSD. Racism can take many forms:

1. Personal racism is an expression of racist attitudes and or behaviors directed at an individual based on that person's perceived physical traits, ancestry, genetics and social or cultural traits such as: the use of derogatory language, racist jokes, names calling, mistreatment, deliberate avoidance, threats, and or acts of physical violence to a person.
2. Cultural racism is the willful acceptance of cultural stereotypes of different ethnic groups or population groups that manifest in an expression or personal racism inflicted on members of those groups.
3. Institutional racism is systemic racism that occurs in covert and subconscious ways across institutions and which adversely impacts specific ethnic groups through targeted discrimination based solely upon race.

The ORCSD is committed to battling racism from K-12 and to effectively addressing racism that may occur in and on any facility or school property.

The ORCSD has identified ways to battle the three identified forms of racism. They include, but are not limited to, the following:

- a. Educate and bring awareness to all members of the ORCSD about the role of all people and their cultures as contributors to global citizenship extended beyond food and festivities.
- b. Educate and instill appreciation in the students of ORCSD of the contributions of all people to the building of the United States, and about racism, its history and its negative effects on society and individuals.
- c. Educate and teach about stereotyping. Stereotypes can be destructive to and undermine the learning environment that ORCSD seeks to foster for all students. Inform ORCSD students about stereotyping and the negative consequences that can occur by participating in or perpetuating stereotypical jokes.
- d. Educate and remind all students to "Think before you speak." The old adage: "sticks and stones may break my bones, but words can never hurt me" - Do Not always hold true. Words Can Hurt - especially racially charged words.
- e. Encourage students to be role models against hate language and speech in any form.
- f. Educate and Teach how culture and race enhance and enrich life. Encourage all citizens in the ORCSD community not to be passive if they witness discriminatory language or behavior. Encourage them to: Be an Ally of Change - Dare to Make a Difference. Speak up and speak out.

This is an Addendum to Policy JICK – Bullying/Cyberbullying-Pupil Safety and Violence Prevention, and Policy AC – Nondiscrimination/Equal Opportunity. All procedures to handle any violations of - JICK and AC and this addendum are addressed in Policies JICK and AC and will be followed accordingly.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IGE
School Board First Read: January 18, 2012 School Board Second Read/Adoption: February 1, 2012 Reviewed Policy Committee-No Changes: October 23, 2014 Policy Committee Review: May 9, 2018	Page 1 of 1 Category: Required

Parental Objections to Specific Course Material

The Oyster River School Board recognizes that there may be specific course materials which some parents/guardians find objectionable.

In the event a parent/guardian finds specific course material objectionable, the parent/guardian may notify the building principal of the specific material to which they object and request that the student receive alternative instruction, sufficient to enable the child to meet state requirements for education in the particular subject area. This notification and request shall be in writing.

The building principal and the parent must mutually agree to the alternative instruction. The alternative instruction agreed upon must meet state minimum standards.

Oyster River School district staff will make reasonable efforts, within the scope of existing time, schedules, resources and other duties, to accommodate alternative instruction for the student. Alternative instruction may be provided by the school, through approved independent study, or through other method agreed to by the parent/guardian and the building principal. Any cost associated with the alternative instruction shall be borne by the parent.

Nothing in this policy shall be construed as giving parents/guardians the right to appeal to the School Board.

Parents who wish for particular instructional material be reviewed for appropriateness may submit a request to review in accordance with School Board policy KEC.

Legal Reference: RSA 186:11, IX-c, State Board of Education, Duties.

Cross Reference: KEC & KEC-R Reconsideration of Instructional Materials

NHSBA - UPDATED POLICY

IGE - Parental Objections to Specific Course Material

(Download policy)

Sample Policy

Category: Priority/Required By Law

The Board recognizes that there may be specific course materials which some parents/guardians find objectionable.

New
Parents and legal guardians shall be notified by e-mail, other written means, website/social media posting, 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 sexual education, that the material is available for inspection at the school. The notice will identify and provide contact information for the member of staff or faculty a parent or guardian should contact to arrange an opportunity to inspect the curriculum course material.

In the event a parent/guardian finds specific course material objectionable, the parent/guardian may notify the building principal of the specific material to which they object and request that the student receive alternative instruction, sufficient to enable the child to meet state requirements for education in the particular subject area. This notification and request shall be in writing.

The building Principal and the parent must mutually agree to the alternative instruction. The alternative instruction agreed upon must meet state minimum standards.

School District staff will make reasonable efforts, within the scope of existing time, schedules, resources and other duties, to accommodate alternative instruction for the student. Alternative instruction may be provided by the school, through approved independent study, or through other method agreed to by the parent/guardian and the building principal. Any cost associated with the alternative instruction shall be borne by the parent.

Nothing in this policy shall be construed as giving parents/guardians the right to appeal to the School Board.

Parents who wish for particular instructional material be reviewed for appropriateness may submit a request for review in accordance with Board Policy KEC or IHAM.

New
In accordance with the 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 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.

Legal References:

RSA 186:11, IX-c & IX-e State Board of Education; Duties.

20 U.S.C §1232h, (c)(1)(C), Protection of pupil rights

Revised: September 2017

New Sample Policy: January 2012

NHSBA note, September 2017: The 2017 update adds new second paragraph requiring notice

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to parents and guardians in response to 2017 House Bill 103, Laws of 2017 Chapter 9 which added a requirement that advance notice of no less than two (2) weeks be given of curriculum course material to be used for instruction of human sexuality or human sexual education. The last paragraph applies only for School Districts that receive federal funds administered by the federal Department of Education. It addresses a requirement in the Protection of Pupil Rights Amendment (PPRA), that Local Education Agencies adopt a policy that permits parents to inspect instructional material.

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OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IHAM
School Board First Read: October 6, 2010 School Board Second Read/Adoption: October 20, 2010 Policy Committee: November 19, 2014 & January 7, 2015 School Board First Read: March 4, 2015 School Board Second Read/Adoption: March 18, 2015 Policy Committee Review: May 9, 2018	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, reproduction, and related topics, will be included in the instructional program.

Instruction must be appropriate to grade level, 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 which will be made reasonably accessible to parents/guardians and others to the extent practicable.

Parents/guardians who wish to review or inspection health education materials may arrange a meeting with the Principal to review the materials.

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 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.

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

Appendix IHAM-R, Health Education Opt-Out Form

NHSBA - UPDATED POLICY

IHAM - HEALTH EDUCATION AND EXEMPTION FROM INSTRUCTION

Sample Policy

Category: Priority/Required By Law

Consistent with Department of Education requirements, health and physical education, including instruction about parts of the body, reproduction, and related topics, will be included in the instructional program.

Instruction must be appropriate to grade level, course of study, and development of students and must occur in a systematic manner. The Superintendent will require that faculty members who present this instruction receive continuing in-service training, which includes appropriate teaching strategies and techniques.

Parents/guardians will have the right to inspect health and physical instruction materials which will be made reasonably accessible to parents/guardians and others to the extent practicable.

New { Parents and legal guardians shall be notified by e-mail, 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 sexual education, that the material is available for inspection 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 the curriculum course material.

Parents/guardians who wish to review or inspect health and physical education materials may arrange a meeting with the Principal to review the materials.

Opt-Out Procedure and Form

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

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 or physical education teacher in conjunction with the Principal.

Parents/guardians who do not want their child to participate in a particular unit of health or physical education for religious reasons must complete a Health or Physical Education Opt-Out Form.

Opt-Out Forms are available from either the health education teacher or the Principal.

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

New In accordance with the federal Protection of Pupil Rights statute, as a School District that receives federal Department of Education funds, the Superintendent shall develop procedures to

New

allow parent/guardian of a student to inspect 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.

Legal References:

- 20 U.S.C §1232h, (c)(1)(C), Protection of Pupil Rights*
- RSA 186:11, IX-c & IX-e Notice to Parents/Guardian Required*
- NH Code of Administrative Rules, Section Ed 306.40, Health Education Program*
- NH Code of Administrative Rules, Section Ed 306.41, Physical Education Program*
- RSA 186:11, IX-b, Health and Sex Education*
- Appendix IHAM-R, Health or Physical Education Opt-Out Form*
- Revised: September 2017
- New Policy: September 2008

NHSBA note, September 2017: The 2017 update adds a new fourth paragraph requiring notice to parents and guardians in response to 2017 House Bill 103, Laws of 2017 Chapter 9, which added a requirement that advance notice of no less than two (2) weeks be given of curriculum course material to be used for instruction of human sexuality or human sexual education. The last paragraph applies only for School Districts that receive federal funds administered by the federal Department of Education. It addresses a requirement in the Protection of Pupil Rights Amendment (PPRA), that Local Education Agencies adopt a policy that permits parents to inspect instructional material.

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OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IMDA
Date of Adoption: September 12, 1990 Previously INDB Date of Revision: May 1, 1996 Code/Title Revision to PC: 8/17/10 SB First Read: October 6, 2010 SB Second Read & Adoption: October 20, 2010 Policy Committee Review: May 9, 2018	Page 1 of 1 Category: Recommended

PATRIOTIC EXERCISES

The United States shall be flown during school hours each day and on election days when the school may be closed to pupils. The flags shall be handled with proper respect at all times.

Pledge of Allegiance

There will be regular observance of the Pledge of Allegiance. The administration shall determine the times and places of the observances.

Any person choosing not to participate in full or in part may be excused by whatever process the administration establishes. Those not participating in the exercise may be included in any ensuing discussion.

It is clearly a part of our national heritage that no student or staff member should ever be coerced into participation in the pledge to the flag if contrary to personal values, religious, or philosophical beliefs. Equally as much a part of our national heritage is the concept that an individual has the right to pay traditional courtesies to the flag. The exercise of choice shall be mutually respected.

Other Patriotic Exercises

In accordance with New Hampshire Law 189:18, one session, or portion thereof, during the weeks in which Memorial Day and Veterans Day fall shall be devoted to exercises of patriotic nature.

In accordance with federal law, the District shall offer an education program(s) each year on Constitution Day to commemorate the September 17, 1787 signing of the United States Constitution.

The Pledge of Allegiance, other patriotic exercises, and documents of national, historic importance shall be used as teaching tools in order that the students of each generation might better understand how our form of democracy has grown

Legal Reference:

Section 111 of Division J of Public Law 108-447 (2004)
RSA 194:15-C NH School Patriot Act

NHSBA POLICY

IMDA - PATRIOTIC EXERCISES

(Download policy)

Sample Policy

Category: Recommended

In accordance with federal law, the District shall offer an education program(s) each year on Constitution Day and Citizenship Day to commemorate the September 17, 1787 signing of the United States Constitution and recognize all who, by coming of age or by naturalization, have become citizens. The Superintendent or his/her designee shall establish administrative guidelines ensuring that the District observes Constitution Day and Citizenship Day properly and in a manner befitting the importance of the event.

During the weeks of Memorial Day and Veterans Day, the District will devote time for exercises of a patriotic nature, including a discussion of the words, meaning, and history of the Pledge of Allegiance and the Star Spangled Banner.

New Hampshire observes General John Stark day on the second Monday in April. Schools in the District shall commemorate the day with appropriate educational activities.

NHSBA note, September 2017: House Bill 91, Laws of 2017, Chapter 8, changes the date of General John Stark Day to the second Monday in April. That statute encourages schools to commemorate the day with appropriate educational activities. The policy is further updated to reflect a change to federal law which added "Citizenship Day" to the September 17th observation of Constitution Day.

NHSBA note, September 2016: Amendments to this Sample Policy are necessary due to the passage of HB 1300, which amends RSA 189:18. These legislative amendments require School Districts to engage in certain patriotic exercises. This Sample Policy remains categorized as "Recommended".

Legal References:

RSA 4:13-l, General John Stark Day

RSA 189:18, Patriotic Exercises

36 U.S.C. § 106, Constitution Day and Citizenship Day

Section 111 of Division J of Public Law 108-447 (2004)

Revised: September 2017

Revised: September 2016

Revised: July 1998, November 1999, July 2004, September 2006

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