

Subject: Establishing Policy for Minimum Standards

School Approval Standard:
ED 306.04

This is the fifteenth in a series of Technical Advisories issued by the Department to clarify the new School Approval Standards.

Ed 306.04 Policy Development.

(a) In accordance with Ed 303.01, the local school board shall adopt and implement written policies and procedures relative to:

(1) **Absenteeism and attendance;**

Please see law
RSA 189:a
RSA 189:35 a
RSA 193:1

(2) **Promoting school safety;**

RSA 193-B
RSA 193-D
 Particularly RSA 193-D:4
RSA 193-F
 Particularly RSA 193-F:3
RSA 200:40 Emergency Care
Reference RSA 281-A: 64, II, III, Worker's Compensation: Safety Provisions;
Administrative Penalty

(3) **Discipline;**

RSA 193:13 and RSA193 –F: 3, I

*In addition, the District shall comply with the provisions of the Individual with Disabilities Education Act (IDEA) when disciplining students.
The relevant statutory citation is 20 USC 1415 (k) and the parallel regulation can be found at 34 CFR 300.530- 300.536.*

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(4) Records retention, including electronic files;

RSA 189:27
RSA 189:27-a
RSA 189:27-b
RSA 91-A
20 USC § 1232 g (FERPA)

(5) Character and Citizenship;

RSA 193-E: 2, IV

(6) Meeting the instructional needs of each student with different talents;

(7) Student hazing;

RSA 631:7 pertaining to high school

(8) Student harassment, including bullying;

RSA 193-F: 2

(9) Sexual harassment, as detailed in Ed 303.01(j) and (k);

(10) Reporting of suspected abuse or neglect;

RSA 169-C:29

RSA 169-C:29
Ed 510:01 (b)

(11) Promotion of a school environment that is conducive to learning and supports strong family and community partnerships;

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(12) Distance education, if the district chooses to offer distance education as provided in Ed 306.22;

*A policy that states whether the districts **does or does not** offer distance learning and clearly outlines what a student must do in order to participate in the program if offered*

(13) Extended learning opportunities, if the district chooses to offer extended learning opportunities as provided in Ed 306.26(f) or Ed 306.27(b)(4)

*This rule provides the flexibility and opportunity to meet the diverse instructional needs of students with different talents, interests, and development. The opportunities must align with the educational goals and objectives of the school's instructional program. The policy may provide credit if the proper regulations are followed. A policy should state whether the district **does or does not** offer extended learning opportunities.*

(14) How a credit can be earned, as provided in Ed 306.27(d);

*Districts decide what they wish to provide regarding this student opportunity and develop policy that reflects that decision. Whether districts **offer it or not** (the community's decision) the district must have a policy stating that decision.*

(15) Recommending developmentally appropriate daily physical activity and exercise;

RSA 189:11-a (V)
Ed 310

(16) Behavior management and intervention for students; and

RSA 189:59, I (c),
RSA 193:34, II
ED 1119.07 (b) (4)
ED 1119.11

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(17) Homeless students.

*Federal law requires that homeless children be provided educational opportunities. Policy should reflect procedures for accomplishing that goal. Please see: US Dept. of Education (McKinney-Vento Homeless Education Act) <http://www.ed.gov/policy/elsec/leg/esea02/pg116.html>
Citation for McKinney Vento Act is 42 USC § 11431*

Second, the NHDOE, Homeless Education page that has (among other resources) the state homeless education dispute process (policy). <http://www.ed.state.nh.us/education/doe/organization/instruction/boip/TitleX.htm>

Department Discussion:

In accordance with ED 303.01, the local school board shall adopt and implement written policies and procedures relative to the above listed issues. These written policies are one element necessary to secure school approval from the State Board of Education. These policies must be available to the public. While you must have these policies in place in order to be an approved school, these policies also provide a valuable method of managing a school district.

There are at least two resources available to assist school board members in developing these policies. One is the attorney, who represents the district. The other is the New Hampshire School Boards Association (NHSBA). The NHSBA has written a model school policy handbook. They can be reached by calling 228-2061 or on the web at www.nhsba.org.

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