

JLCJA-EMERGENCY PLAN FOR SPORTS RELATED INJURIES and ADDITIONAL PROTOCOLS FOR ATHLETICS PARTICIPATION

Category: Priority/Required by Law

*Related Policies: EBBB, EBBC, EBCA,
JLCE/EBBC, JLCEA & JLCJ*

- A. **Creation of Plan.** No later than August 1, 2024, the Superintendent or his/her designee in consultation with each building Principal, the Athletic Director/Coordinator, district athletic trainer(s) and school nurse(s), shall establish a “Sports Injury Emergency Action Plan” (at times referred to in this policy as the “Plan”) for responding to serious or potentially life-threatening injuries sustained from sports or other school sponsored athletic activities. The Sports Injury Emergency Action Plan shall:
- Document the proper procedures to be followed when a student sustains a serious injury or illness while participating in school sponsored sports or other athletic activity;
 - List the employees, team coaches, and licensed athletic trainers in each school who are trained in first aid or cardiopulmonary resuscitation;
 - Identify the employees, team coaches, or licensed athletic trainers responsible for carrying out the emergency action plan;
 - Identify the activity location, address, or venue for the purpose of directing emergency personnel;
 - Identify the equipment and supplies and location thereof needed to respond to the emergency;
 - Identify the location of any automated external defibrillators and personnel trained in the use of the automated external defibrillator; and
 - Document policies related to cooling for an exertional heat stroke victim consistent with guidelines established by the American College of Sports Medicine and the National Athletic Trainers’ Association.
- B. **Dissemination of Sports Injury Emergency Action Plan.** The Sports Injury Emergency Action Plan shall be posted within each school and disseminated to, and coordinated with, pertinent emergency medical services, fire department, and law enforcement.
- C. **Additional Written Protocols and Procedures Required.** No later than August 1, 2024, the Superintendent or his/her designee in consultation with each building Principal, the Athletic Director/Coordinator, district athletic trainer(s) and school nurse(s), shall develop written procedures and protocols as described below:
- Hydration, Heat Acclimatization and Wet Globe Temperature – protocols relating to hydration, heat acclimatization and wet bulb globe temperature as established by the American College of Sports Medicine and the National Athletic Trainers’ Association;
 - Student Medical History – procedures for obtaining student-participant medical information for each student athlete prior to engaging in sports. Such information must include:

JLCJA-EMERGENCY PLAN FOR SPORTS RELATED INJURIES and ADDITIONAL PROTOCOLS FOR ATHLETICS PARTICIPATION

- a. injury or illness related to or involving any head, face, or cervical spine;
- b. cardiac injury or diagnosis;
- c. exertional heat stroke;
- d. sickle cell trait;
- e. asthma;
- f. allergies; or
- g. diabetes.

Access, filing, and confidentiality of student-participant medical information shall be managed in accordance with the Family Educational Rights and Privacy Act (FERPA), and the Health Insurance Portability and Accountability Act (HIPAA).

- 3. Student Return to Play - Procedures governing a student's to return to play after a sports or illness related injury pertaining to this policy are in addition to the return to play provisions specific to head injuries set forth in Board policy JLCJ, and copies of the procedures must be maintained at the SAU office and available to the Department of Education and public upon request.
- D. **Annual Review and Update.** The Superintendent and/or designee shall assure that the Sports Injury Emergency Action Plan, and all procedures and protocols adopted pursuant to this policy are reviewed no less than annually and updated as necessary. Copies of the updated Plan and procedures should be provided to the Board no later than the start of each school year.
- E. **Inclusion of Sports Injury Emergency Action Plan with Emergency Response Plan.** The Sports Injury Emergency Action Plan shall be included with each school's annual Emergency Response Plan (see Board policy *EBCA*).

District Policy History:

First reading:

Second reading/adopted:

District revision history:

Legal References:

20 U.S.C. §1232g, Family Educational Rights and Privacy Act (FERPA)

34 C.F.R. Part 99, Family Educational Rights and Privacy Act Regulations

JLCJA-EMERGENCY PLAN FOR SPORTS RELATED INJURIES and ADDITIONAL PROTOCOLS FOR ATHLETICS PARTICIPATION

RSA 200:40-c, Emergency Plan for Sports Related Injuries

Legal References Disclaimer: These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

DRAFT

JLCK-SPECIAL PHYSICAL HEALTH NEEDS OF STUDENTS

Category: Priority/Required By Law

The Wilton Lyndeborough Cooperative School District will meet the special physical health needs of all students, consistent with state and federal law. The Board recommends that all pupils participate in developmentally appropriate daily physical activity, exercise, or physical education as a way to minimize the health risks created by chronic inactivity, childhood obesity, and other related health problems. The School District will encourage developmentally appropriate daily physical activity, exercise, or physical education through curriculum, athletics, and other school programs.

District Policy History:

First reading:

Second reading/adopted:

District revision history:

Legal References:

RSA 189:11-a, V

NH Department of Education Administrative Rule Ed 306.04(a)(2022), Meeting the Special Physical Health Needs of Students

JLDBB - SUICIDE PREVENTION AND RESPONSE

Category: Priority/Required by Law

Related Policies: JLD

The Wilton School Board is committed to protecting the health, safety and welfare of its students and school community. This policy supports federal, state and local efforts to provide education on youth suicide awareness and prevention; to establish methods of prevention, intervention, and response to suicide or suicide attempt ("postvention"); and to promote access to suicide awareness, prevention and postvention resources.

A. District Suicide Prevention Plan and Biennial Review. The District shall maintain a coordinated written District Suicide Prevention Plan (the "Plan") to include guidelines, protocols and procedures with the objectives of prevention, risk assessment, intervention and response to youth suicides and suicide attempts.

1. Specific Requirements for Plan Terms: The District Suicide Prevention Plan shall include terms relating to:
 - a. Suicide prevention (risk factors, warning signs, protective factors, referrals);
 - b. Response to in-or-out-of-school student suicides or suicide attempts (postvention, suicide contagion);
 - c. Student education regarding safe and healthy choices, coping strategies, recognition of risk factors and warning signs of mental disorders and suicide; and help seeking strategies;
 - d. Training of staff, designated volunteers, and contracted personnel on the issues of youth suicide risk factors, warning signs, protective factors, response procedures, referrals, post-intervention and resources available within the school and community;
 - e. Confidentiality considerations;
 - f. Designation of any personnel, in addition to the District Suicide Prevention Coordinator and Building Suicide Prevention Liaisons, to act as points of contact when students are believed to be at an elevated risk of suicide;
 - g. Information regarding state and community resources for referral, crisis intervention, and other related information;
 - h. Dissemination of the Plan or information about the Plan to students, parents, faculty, staff, and school volunteers;
 - i. Promotion of cooperative efforts between the District and its schools and community suicide prevention program personnel;
 - j. Such include such other provisions deemed appropriate to meet the objectives of this Policy (e.g., student handbook language, reporting processes, "postvention" strategies, memorial parameters, etc.).

JLDBB - SUICIDE PREVENTION AND RESPONSE

2. Biennial Review: No less than once every two years, the Superintendent, in consultation with the District Suicide Prevention Coordinator with input and evidence from community health or suicide prevention organizations, and District health and guidance personnel, shall update the District Suicide Prevention Plan, and present the same to the Board for review. Such Plan updates shall be submitted to the Board in time for appropriate budget consideration.

B. Suicide Prevention Coordinator and Liaisons.

1. District Suicide Prevention Coordinator. The Superintendent shall appoint a District Suicide Prevention Coordinator, who, under the direction of the Superintendent shall be responsible for:
 - a. developing and maintaining cooperative relationships with and coordination efforts between the District and community suicide prevention programs and personnel;
 - b. annual updating of (i) State and community crisis or intervention referral intervention information, and (ii) names and contact information of Building Suicide Prevention Liaisons, for inclusion in student handbooks and on the District's website;
 - c. developing - or assisting individual teachers with the development - of age appropriate student educational programing, such that all students receive information in the importance of safe and healthy choices and coping strategies, recognizing risk factors and warning signs of mental disorders and suicide in oneself and others, and providing help-seeking strategies for oneself or others, including how to engage school resources and refer friends for help;
 - d. developing or assisting in the development of the annual staff training required under section C of this policy;
 - e. Such other duties as referenced in this Policy or as assigned by the Superintendent.
2. Building Suicide Prevention Liaison. The School Counselor or, in his/her absence, the building principal, shall be designated as the Building Suicide Prevention Liaison, and shall serve as the in building point-of-contact person when a student is believed to be at an elevated risk for suicide. Employees who have reason to believe a student is at risk of suicide, or is exhibiting risk factors for suicide, shall report that information to the Building Liaison, who shall, immediately or as soon as possible, establish and implement a response plan with the District Suicide Prevention Coordinator.

- ### **C. Annual Staff Training.**
- The Superintendent shall assure that beginning with the 2020-21 school year, all school building faculty and staff, designated volunteers, and any other personnel who have regular contact with students, including contracted personnel or third-party employees, receive at least two hours of training in suicide awareness and prevention. Such training may include such matters as youth suicide risk factors, warning signs, protective factors, intervention, response procedures, referrals, and postvention and local resources.

JLDBB - SUICIDE PREVENTION AND RESPONSE

- D. Dissemination.** Student handbooks and the District's website will be updated each year with the contact information for the Building Suicide Prevention Liaisons, State and community crisis or intervention referral intervention resources. The District Suicide Prevention Plan will be made available on the District's, and each school's respective websites.
- E. Student Identification Cards.** The National Suicide Prevention Lifeline shall be labeled on student identification cards and include the telephone number; National Suicide Prevention Lifeline 988. Prior to the start of each school year, the Superintendent shall certify that the contact information for the National Suicide Prevention Lifeline is accurate and up to date.

District Policy History:

First reading:

Second reading/adopted:

District revision history:

Legal References:

RSA 193-J: Suicide Prevention Education

RSA 193-J:2-a: Suicide Prevention; Public School Identification Cards

Other Resources:

The New Hampshire Department of Education's Bureau of Student Wellness, Office of Social and Emotional Wellness (OSEW), provides resources and technical assistance to school districts to work collaboratively with their community to respond to the needs of students through a multi-tiered system of support for behavioral health and wellness. For further information see: www.nhstudentwellness.org

American Foundation for Suicide Prevention (AFSP) - <https://www.afsp.org>

Suicide Prevention Resource Center - <http://www.sprc.org>

The National Suicide Prevention Lifeline - <https://www.suicidepreventionlifeline.org>

The Trevor Project - <https://www.thetrevorproject.org>

Legal References Disclaimer: *These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

GBEBA - STAFF DRESS CODE

The Wilton Lyndeborough Cooperative School Board understands that professional dress in the classroom and workplace will promote a more positive learning environment, allow teachers to serve as role models for students, and promote respect for our professional staff.

The Board recognizes that "professional" work attire will vary depending on the position held by the individual. Employees should wear attire suitable for the type of work they perform. Administration retains the authority to evaluate attire. Clothing is considered professionally appropriate if it does not disrupt the educational or workplace environment. While individual style will be recognized, there are minimum standards of grooming and attire to which employees must abide. The following minimum standards, within law, apply to staff when present within the schools.

Minimum Standards

- All employees shall be neat and clean when reporting to work.
- Clothing will be “business-casual,” while being free from frays, holes, or tears, and should not expose undergarments, buttocks, chests, or midriffs.
- Clothing and exposed body art shall be free from
 - profanity
 - obscene gestures
 - sexually graphic pictures
 - supportive references to alcohol, cigarettes, drugs or sexual activity
 - messages degrading others on the basis of race, color, religion, ancestry, national origin, gender, sexual orientation or disability
 - **Jewelry may be prohibited or limited in certain learning spaces for safety reasons or to preserve the quality of school materials.**
- Staff may wear themed clothing on days that are designated for school spirit or fund raising as approved by the Superintendent of Schools.
- No gang related apparel or items are permitted
- ~~Dresses, skirts and shorts should be mid-thigh or longer~~
- Caps, hats, and sunglasses may be worn outside only
- Shoes or sandals must be worn
- All employees will abide by all health and safety rules relating to their specific assignment.
Example: hairnets for food services workers or close-toed shoes for custodial staff

The Board recognizes that all employees enjoy full rights of citizenship and liberty as guaranteed by the Constitutions of the United States and New Hampshire. However, individual freedom of expression of employees must be balanced with the impressionability of students. Accordingly,

- Religious symbols or emblems are permissible as long as they do not proselytize or disparage religion, and
- Clothing should be free of non-neutral political messages.
For Example "VOTE" is permissible; "VOTE FOR SMITH!" is not

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

Reviewed: October 28, 2014, November 18, 2014

Revised: November 18, 2014

Reviewed: March 5, 2019, March 19, 2019

Revised: March 19, 2019

Policy Suspended: August 25, 2020

Policy Reinstated: August 1, 2023

**WILTON-LYNDEBOROUGH COOPERATIVE
POLICY COMMITTEE MEETING MINUTES
Tuesday August 15, 2023
Wilton-Lyndeborough Cooperative MS/HS-Admin Conference Room
5:30 p.m.**

I. CALL TO ORDER at 5:42pm

Present: Jonathan Lavoie, Tiffany Cloutier-Cabral, and Brianne Lavallee Dennis Golding online.

II. REVIEW MEETING MINUTES

a.5/25/2023

A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to accept the minutes as written. Voting: via roll call vote, three ayes, motion carried.

III. OLD BUSINESS

- a. JLDBB - Suicide Prevention and Response:** *Discussion was had that Peter provided feedback on Friday that "Policy JLDBB Suicide Prevention and Plan is fine. Our School Counselors are working to have an updated/thorough plan completed by the beginning of the school year. " It was noted that we need clarification because no draft policy was provided, we currently do not have a policy, we are required to have a policy. Ms.Lavallee shared a copy of the sample policy from NHSBA with the committee at the meeting for reference. Kristina to reformat and bring to the next meeting.*
- b. EBCA-Emergency Plans:** *Discussion was had regarding we still need follow up from Administration regarding their current procedures and what they recommend in regards to all the safety policies. Currently Policy **EBB-School Safety** and **EBBC** is the only REQUIRED policy; we currently do not have this policy but have a number of related policies that are NOT required.*
 - i. EB-Safety Program:** *Discussed above potential withdrawal, add any important info into **EBB** Peter needs to follow up on this, make sure that all emergency plans are ready and up to date, he needs to create policy **EBB** and **EBBC** to reflect what we are doing and provide a list of policies for withdrawal, all committee members in agreement.*

IV. NEW BUSINESS

- a.Updated Required Policies List** *Discussion was had regarding the list, the list was cross referenced with our policy list and all missing policies were identified; it was noted that some policies appear simple and the committee unanimously decided to go through the list and complete reviews on simple ones, assign the more complex ones for follow up.*
 - i. IMBD:** *Review completed of sample policy from NHSBA and another district in Southern NH, discussion was had that the policy just needs to be updated with our SAU name and can be completed tonight.*

A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to accept the updated policy as written and send it to the board for review. Voting: via roll call vote, three ayes, motion carried.

- ii. IKFA** *Review completed of sample policy from NHSBA and another district in Southern NH, discussion was had that the policy just needs to be updated with our SAU name and can be completed tonight.*

A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to accept the updated policy as written and send it to the board for review. Voting: via roll call vote, three ayes, motion carried.

- iii. **EBB & EBBC** Peter to complete, discussion was had earlier in the meeting regarding the need.
- iv. **JJJ** Review completed of sample policy from NHSBA and another district in Southern NH, discussion was had that the policy just needs to be updated with our SAU name and can be completed tonight.

A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to accept the updated policy as written and send it to the board for review. Voting: via roll call vote, three ayes, motion carried.

- v. **JLCJ, JLCJA, JLCK** Brianne to complete
- vi. **EFA** Review completed of sample policy from NHSBA and another district in Southern NH, discussion was had that the policy just needs to be updated with our SAU name and can be completed tonight.

A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to accept the updated policy as written and send it to the board for review. Voting: via roll call vote, three ayes, motion carried.

- vii. **EFAA** Jon to complete

b. Proposed Policies

- i. **JLCF-Wellness Policy:** Discussion was had regarding the shared new draft, there are significant changes from the current WLC version adopted in 2010, edited in 2014. Some changes are just format and language however in 2020 there were significant changes made to comply with federal regulations and NH department of ED guidelines. The most recent changes from 2022 are related to SB233 in relation to the use of water bottles. Discussion was had regarding the need for input from the Food Service Director, committee then decided to send to Kristie Laplant Business Office Manager to review with Food Services and then bring a final draft for future meeting. Related policies were then discussed

- i. **EF** we last updated this in 2010; NHSBA was 2016 discussion was had that this is not a required policy therefore we can either update it or recommend withdrawal

A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to recommend withdrawal of EF and send it to the board for review. Voting: via roll call vote, three ayes, motion carried.

- ii. **IMAH** is Required by law, we last updated it in 2014, NHSBA has not made any other changes, currently no changes recommended add committee review date;
 - iii. **JLC** is a required policy, last updated by us in 2010, NHSBA updated it in 2020, we should look into updating this through the District Nurse Brianne offered to review and bring updated draft to future meeting;
 - iv. **JLCI** is not a required policy, we currently do not have this policy it is a Coordinated School Health Program, discussion was had regarding just removing it from the draft policy vs. possibly adopting it. Committee then agreed to not recommend adoption at this time.

- ii. **GBCD- Criminal Record Checks:** Discussion has had that this policy has been updated in 2021, 2022, and now there are new changes. Ms.Lavallee recommended we hold off on this and make sure no new changes are coming in September before revising it. In practice we are in compliance with the current requirements.

- iii. **BEDH-Public Participation In Board meetings:** Discussion was had regarding our current policy vs. the new NHSBA policy. It was noted that with the most recent update adopted in May

- we are in fact in compliance with the law. The additional language in the NHSBA sample policy is not required but reflects optional specifics for public comment. no changes have Kristina fix the website format*
- iv. **IKFC-Alternative Diploma for Students with Significant Cognitive Disabilities** Discussion was had regarding this is not a required policy and we currently do not have this policy in our district. Our options would be to adopt it or not, pros and cons of adoption were discussed, content of policy is currently covered within the legal requirements under the ESSA (Every Student Succeeds Act) which we are required to follow under law. We will not move forward with a policy at this time.
 - v. **IHBA-Programs for People with Disabilities** Discussion was had regarding updates, a revised policy was adopted by the NHSBA in August 2022. ours hasn't been updated since 2010. This new policy has many related policies, **AC**, and **JICD.IHAA**, **IHBAB**, and **IHBAM**. Tiffany discussed the possibility that **IHBA-R** was withdrawn in 2016 because **IHAA-R** was adopted at that time, and that policy had the Procedural Safeguards title. There is no existing **IHBA-R** policy there now and **IHAA-R** was withdrawn in August 2022, because the revised **IHAA** has that language contained within already. We don't currently have an **IHAA**, **IHBAB**, or **IHAM**. Discussion continued regarding the related policies, we don't have to adopt **IHBAA**, **IHBAB**, and **IHAM**, since they are not required and we should withdraw **IHBA-R**. These are required policies. Discussion was had that the policy was revised to reflect 2022's SB 394 and HB 1513 which both amend the definition in RSA 186-C:2 of "child with a disability" to include such children until they reach the age of 22, this is not a required policy but if we are going to have it the policy should reflect the age included in the legally definition.

*A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to accept the updated policy **IHBA** after removing the policies **IHBAA**, **IHBAB**, and **IHAM** from the related policies in the title and send it to the board for review. Voting: via roll call vote, three ayes, motion carried.*

*A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to recommend withdrawal of **IHBA-R** and send it to the board for review. Voting: via roll call vote, three ayes, motion carried.*

- vi. **JFAM- Education of Military Children & Military Connected Students** Discussion was had regarding this was not a required policy, NHSBA has a new sample policy, this is not a required policy and we do not have a large population of students that would be serviced by this so we can wait and golf off on adopting at his time.
- vii. **GBEBA-Staff Dress Code** Discussion was had regarding the proposed changes, additional wording added. Discussion was had that we can format this into a final draft and have Administration review it, cross reference the CBA and get back to the committee with feedback from the Union reps.

V. PUBLIC COMMENT

- VI. SETTING NEXT MEETING DATE AND AGENDA** Discussion regarding Policy **KFA** which had been discussed at our last meeting as well as during the SRO discussion at the board level. Ms.Lavallee had completed some preliminary research and noted that some language could be added in response to the passage of HB1178. Among other things, that statute precludes state or local public agencies, subdivisions, or their employees from enforcing any federal law, regulation, or executive order that is inconsistent with New Hampshire state law pertaining to firearms, ammunition, or knives. New Hampshire does not have a law that specifically prohibits nonstudents from carrying firearms on school property, the policy required revision to the previous prohibition against "weapons" on school grounds. Instead, this policy prohibits the use, as well as the

*reckless, attempted or threatened use of any object, etc. to injure, intimidate, harass or coerce another person. **KFA-R** has not been changed at all. **JICI** has also been reviewed and appears to contain all the language required by law under the Safe Schools Act, no changes to this policy are recommended at this time. Students are still prohibited from possessing or using firearms on school property by virtue of RSA 193:13. The changes recommended by the NHSBA while more clear they are not required by law so the committee agrees to table it at this time, we can add review date.*

*a. **IJOC-R** was discussed regarding adding it to a future agenda for review, discussion was had regarding it was not a required policy and is currently outdated, discussion was had regarding potential withdrawal.*

*A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to recommend withdrawal of **IJOC-R** and send it to the board for review. Voting: via roll call vote, three ayes, motion carried.*

b. Next meeting September 19th at 5:30pm

VII. ADJOURNMENT

A MOTION was made by Tiffany Cloutier-Cabral and SECONDED by Brianne Lavallee to adjourn. Voting: via roll call vote, three ayes, motion carried; meeting adjourned at 7:20pm

The Wilton-Lyndeborough Cooperative School District does not discriminate on the basis of race, color, religion, national origin, age, sex, handicap, veteran status, sexual orientation, gender identity or marital status in its administration of educational programs, activities or employment practice.