

**BEDB-R**

**Oyster River Cooperative School District  
REGULAR MEETING**

**August 14, 2013**

**Oyster River High School, Room C-124**

**6:30 PM**

- o. CALL TO ORDER (6:30 PM)**
- I. 6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING.**
- II. PLEDGE OF ALLEGIANCE (7:00 PM)**
- III. PUBLIC COMMENTS**
- IV. ACTIONS**
  - A. Superintendent Actions**
  - B. Board Action Items**
    - Motion to affirm the hiring of ORMS Special Education Teacher Position
    - Motion to affirm the hiring of ORHS Special Education Teacher Position
    - Motion to affirm the hiring of Mast Way .6 School Psychologist Position
    - Motion to approve ORMS Paraprofessional Maternity Leave of Absence (8/26/13-11/15/13)
    - Motion to approve ORHS Nominations for Department Heads and Advisors.
    - Motion to approve ORMS Coaches and Volunteers
    - Motion to consider new Agenda Format.
    - Motion to approve List of attached Policies.
- V. DISTRICT REPORTS**
  - A. Assistant Superintendent/Curriculum & Instruction Report(s)**
  - B. Superintendent’s Report**
    - Tuition Detailed Presentation
    - Enrollment Update
    - Strategic Plan Update
  - C. Business Administrator**
    - FY 2014-15 Budget Goals Discussion
    - FY 2014-15 Budget Calendar
  - D. Student Senate Report**
  - E. Other:**
    - Right-To-Know Presentation – Attorney Diane Gorrow
- VI. ANNOUNCEMENTS AND COMMENDATIONS**
  - A. District**
  - B. Board**
- VII. DISCUSSION ITEMS**
- VIII. SCHOOL BOARD COMMITTEE UPDATES**
- IX. BOARD APPROVALS**
  - A.** Motion to approve 7/17/13 regular and 7/31/13 regular –manifest minutes.
- X. PUBLIC COMMENT**
- XI. CLOSING ACTIONS**
  - A. Agenda Planning- Setting/Review of Future Agenda Item List**
  - B. Future meeting dates:** 8/28/13 Regular Meeting-Manifest and 9/4/13 Regular Meeting
- XII. NON-PUBLIC SESSION {RSA 91-A: II (c)}**
  - Negotiations
- XIII. ADJOURNMENT**

The School Board reserves the right to take action on any item on the agenda.

Respectfully submitted,

Superintendent

**If you require special communication aids, please notify us 48 hours in advance.**

**Oyster River Cooperative School District**  
**SAU #5**

Welcome to the School Board meeting. If you wish to be heard by the Board, please note "Public Comment" at the beginning of the agenda (reverse side). The comment section of the agenda should not exceed three (3) minutes unless extended by the Chair. Occasionally, the Board may "suspend its rules" to allow visitor participation at the time an issue of specific interest is being addressed.

Visitors should not expect a Board response to their comments or questions under the above since the Board may not have discussed or taken a position on the matter. The Superintendent, without speaking for the Board, may offer clarification as appropriate.

Agendas and background information are available on the district website prior to meetings. Agendas and additional information are generally available at the entrance to the meeting room or distributed at the time the item is introduced for discussion.

The ORCSD School Board will meet in regular session on the first and third Wednesdays of the month with special meetings when necessary. The School Board appreciates your attendance at these meetings and invites your continued interest in its work on behalf of the children and residents of the District.

**Oyster River Cooperative School District Members:**

• Maria S. Barth,	Term on Board: 2012 –2015
• Thomas Newkirk,	Term on Board: 2013 - 2016
• Kenneth Rotner, Member	Term on Board: 2013 - 2016
• Megan Turnbull	Term on Board: 2011 - 2014
• Ann Lamborghini Lane	Term on Board: 2011 - 2014
• Allan Howland	Term on Board: 2012 - 2015
• Edwin Charle	Term on Board: 2012–2015

**Information Regarding Nonpublic Session**

On occasion, the Board agenda may include (or be adjusted to include) a Nonpublic Session. When a motion is made to do so, it will be done under the provisions of the NH State Law RSA 91-A:3 II, and one or more of the following reasons will be claimed for entering Nonpublic Session:

- a. The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request will be granted.
- b. The hiring of any person as a public employee.
- c. Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.
- d. Consideration of the acquisition, sale or lease of real property or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- e. Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency of any sub-division thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.

Oyster River Cooperative School District  
Nomination Summary  
**Confidential**

Name:	Sara "Sally" Heuchling
Date:	7/16/13
Position:	Special Education Teacher
Person Replacing:	Susan Holak
Budgeted Amount:	\$76,107
Recommended Step/Salary:	Step 1 /Masters/ \$41,287
Interviewed By:	Jay Richard (Principal), Amy Whicher (SPED Coordinator), Andrea Biniszkiewicz (SPED Coordinator), Alexa Grout (SPED Teacher), Susan Mathison (Social Studies Teacher), Paula Roy (Grade 6 Guidance Counselor), Catherine Plourde (SPED Director), Dr. Morse
# Interviewed:	Six
Education:	Northwestern University BA, Sociology University of Southern California MS, Gerontology University of New Hampshire MS, Special Education
Certification: HQT Status	General Special Education (1900)  HQT (K-6 Math, LA, SS, Science)
Related Experience:	Sally has a significant amount of experience at the middle school level. Sally has also been a teacher at the collegiate level with a social work background.
Comments:	Sally was the clear top candidate through the selection process. References were exceptional and she did excellent when we had her teach a lesson with our summer school students. Our school community will be fortunate to have Sally join ORMS and our special education department.
Date: <u>7/16/13</u>	Authorized Signature: <u>Jay Richard</u>

**REQUIRED Attachments:**  
 Resume  3 Letters of Recommendation  Copy of Certification

**Oyster River Cooperative School District**  
**Nomination Summary**  
**Confidential**

Name:	Anne Golding
Date:	August 6, 2013
Position:	Special Education Teacher
Person Replacing:	Kim Cassamas
Budgeted Amount:	\$67,520.00
Recommended Step/Salary:	Step 1 BA + 30 / \$40,312
Interviewed By:	Dr. James Morse, Catherine Plourde, Todd Allen, Amy Whicher, Dagmar Lamberts, Kristen Wilson, Kim Cassamas, Jon Peterson, Nick Ricciardi, Karen van Dyke, Sandy Devins, Louise Stoddard
# Interviewed:	11
Education:	B.A. Psychology- Child and Adolescent Development: Southern New Hampshire University  Post Baccalaureate- General Special Education: Granite State College, New Hampshire
Certification:	Certification pending in General Special Education
HQT Status	Passed Praxis Exam; Additional exams taken in Math and Social Studies (not required)
Related Experience:	Ms. Golding has worked as a paraprofessional at Oyster River High School since 2011. She has a great understanding of the high school programs and has been a part of the special education department for the past two years. Ms. Golding has also coached field hockey at Exeter High School since 2010. In addition prior to her full time position at ORHS, she was a substitute teacher.
Comments:	Ms. Golding is bringing great work ethic and knowledge as a new case manager in the special education department at ORHS. She has been working with students with disabilities for the past two years and she has built a strong rapport with the staff and students. Ms. Golding is excited about working with students at the high school level; she's organized, articulate, professional, and intuitive.
Date: <u>8-7-13</u>	Authorized Signature: <u>Catherine Plourde</u>

**REQUIRED Attachments:**

Resume  3 Letters of Recommendation  Copy of Certification

**Oyster River Cooperative School District**  
**Nomination Summary**  
**Confidential**

Name:	Felicia Sperry
Date:	July 15, 2013
Position:	. 6 School Psychologist at Mast Way
Person Replacing:	Contracted Position for 2012-2013
Budgeted Amount:	\$59,150.82
Recommended Step/Salary:	Master's + 30 Step 11: \$40,028
Interviewed By:	Brenda Tirrell, Heather Buswell, Melisa Baker, Whitney Burke, Carrie Vaich, Andrea Biniszkiwicz, Catherine Plourde, Dr. James Morse
# Interviewed:	6
Education:	B.S. Biology, Bucknell University MS.Ed. School Psychology/Counseling, Bucknell University PhD Program Counseling Psychology, Seton Hall University (all coursework and exams completed)
Certification:	New Hampshire Certified School Psychologist and School Counselor
HQT Status	
Related Experience:	Ms. Sperry is the School Psychologist currently in East Kingston, Kensington, SAU #50 and Newfields. She has held positions at UNH as a staff counselor and as a specialist in learning disabilities. She also worked at Mast Way from 2007-09 as a part-time counselor.
Comments:	Ms. Sperry is an experienced school psychologist and school counselor. She has worked in a variety of educational settings and with varying ages. She recently worked in Mast Way until the part-time position was cut from the budget in 2009. Ms. Sperry has taught parenting seminars and provided professional development for staff throughout the Seacoast. She has also assisted schools with their emergency response and crisis teams.
Date: <u>7-15-13</u>	Authorized Signature: <u><i>Catherine Plourde</i></u>

<b>REQUIRED Attachments:</b>
<input checked="" type="checkbox"/> Resume <input checked="" type="checkbox"/> 3 Letters of Recommendation <input checked="" type="checkbox"/> Copy of Certification

To: Dr. James Morse

From: Principal Todd Allen

Date: August 1, 2013

Subject: Nominations of ORHS department heads and advisors for 2013-14

Please accept the nominations of the following people for department head and activity advisors at ORHS for the 2013-14 school year.

### Department Heads

Name	Department	Stipend
Jon Bromley	Science	\$2,500
Tom Hausman	World Language	\$2,500
Kara Sullivan(.5 time)	English	\$1,250
Shauna Horsley(.5 time)	English	\$1,250
Don Maynard	PE/Health	\$2,500
Pam Raiford	Social Studies	\$2,500
Pam Carr	Fine Arts/Business	\$2,500
Brendan Whalen	Math	\$2,500
Kristen Wilson	Special Education	\$2,500

### Advisors

Name	Activity	Years	Stipend	Longevity	Total
Nate Oxnard	SPARC/Project First/Robotics	2	\$3,070	\$0	\$3,070
Derek Cangelo	Senatè Advisor	1	\$3,070	\$0	\$3,070
Andrea Drake	Math Team Coach	5	\$3,070	\$150	\$3,220
Meredith Freeman-Caple	Fall/Spring Musical	5	\$3,070	\$150	\$3,220
Kathy Fink	Stage Management Spring Musical	5	\$1,995	\$150	\$2,145
Heather Healy	Senior Class Advisor	9	\$3,070	\$300	\$3,370
Stephen B. Lord	Junior Class Advisor	11	\$2,302	\$375	\$2,677
Matt Pappas	Sophomore Class Advisor	16	\$1,919	\$375	\$2,294
John Monahan	Freshmen Class Advisor	13	\$1,919	\$375	\$2,294
Corey Blais	Yearbook	0	\$3,453	\$0	\$3,453
Shawn Kelly	Journalism/Mouth of the River	2	\$1,919	\$0	\$1,919
Celeste Best	National Honor Society(.5 time)	8	\$1,151	\$113	\$1,264
Pam Carr	National Honor Society(.5 time)	8	\$1,151	\$113	\$1,264
Marc LaForce	Music Activities	3	\$2,302	\$75	\$2,377
Mike Troy	Fall Stage Management	16	\$1,496	\$375	\$1,871
Susan Wilkinson	Community Service Club	2	\$2,302	\$0	\$2,302



**ORHS  
ATHLETICS**

**55 Coe Drive  
Durham, NH 03824  
603-868-2375 x1105  
603-868-1355 Fax**

**OYSTER RIVER HIGH SCHOOL ATHLETICS DEPARTMENT**

**To:** Dr. Jim Morse, Superintendent  
**From:** Corey Parker  
**Date:** 8/6/13  
**Re:** Fall 2013 Coach Middle School Nominees

**Message:**

Please accept the following names for nomination to coach their selected sports this upcoming winter season.

**Volunteer Positions:**

Zach Daly	Golf Team
Emma Wilson	Cross Country

**Paid Positions:**

Name	Team	Stipend	Years	Longevity	Total
Dave Montgomery	MS Cross Country	\$2,302	1	0	\$2,302
Chris Hall	MS Cross Country	\$2,302	0	0	\$2,302
Kim Wesson	MS Cross Country	\$2,302	2	0	\$2,302
Nate Grove	MS Boys Soccer-Gr. 8	\$1,919	7	\$225	\$2,144
Sunpreet Sadana	MS Volleyball	\$1,919	0	0	\$1,919
Geoff Jablonski	JV Golf	\$1,247	0	0	\$1,247

Yours in sports,

Corey Parker  
Director of Athletics  
Oyster River Cooperative School District  
[cparker@orcscsd.org](mailto:cparker@orcscsd.org)

Oyster River Cooperative School District

**COACHING NOMINATION FORM**

Name of Candidate: <b>Chris Hall</b>	School: Oyster River High School
Position: <b>MS Cross Country Coach</b>	<input type="checkbox"/> Paid      or <input type="checkbox"/> Unpaid

**Athletic Director Narrative:**

Please accept this nomination for Chris Hall for middle school cross country coach. Chris, who has stepped away the past few years, is excited to return and work with the fellow XC coaches. He brings great enthusiasm that the kids will thrive off! Being a middle school staff member his familiarity with the kids and coaches will make this a smooth transition.

Attachments:      Application      References

(Already a staff member)

  
\_\_\_\_\_  
Signature of Athletic Director

8/6/13  
Date



Oyster River Cooperative School District

**COACHING NOMINATION FORM**

Name of Candidate: <b>Geoff Jablonski</b>	School: Oyster River High School
Position: <b>Junior Varsity Golf Coach</b>	<input checked="" type="checkbox"/> Paid      or      Unpaid

Athletic Director Narrative:

Please accept this nomination for Geoff Jablonski as the Junior Varsity Golf Coach. Geoff, who has been working in the building as a paraprofessional the past 2 years has a great report with the students and has earned their respect in the classroom and also as the volunteer assistant with the varsity baseball team. Geoff an avid golfer appreciates the game of golf and will be able to provide instruction, teach the etiquette of the game and make it enjoyable for the students involved.

Attachments:       Application       References  
*(Already on file with district)*

  
Signature of Athletic Director

8/6/13  
Date

Oyster River Cooperative School District

**COACHING NOMINATION FORM**

Name of Candidate: <b>Zach Daly</b>	School: Oyster River High School
Position: <b>Volunteer Golf Coach</b>	Paid      or <input type="checkbox"/> Unpaid

Athletic Director Narrative:

Please accept this nomination for Zach Daly as volunteer coach for the JV and Varsity Golf teams. Zach who student-taught with Matt Pappas last year here at the high school has a great passion for teaching the game of golf and working with students who are learning the game. He has coached youth football and high school basketball and I feel confident he will be a great teacher of the game to the students.  
He will be of great value to assist Coach Foster and Coach Jablonski.

Attachments:       Application       References

  
\_\_\_\_\_  
Signature of Athletic Director

8/6/13  
Date

Oyster River Cooperative School District  
REGULAR MEETING

Date Oyster River High School, Room C-124 Time

- o. CALL TO ORDER (6:30 PM)**
- I. 6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING**
- II. PLEDGE OF ALLEGIANCE (7:00 pm)**
- III. PUBLIC COMMENTS**
- IV. APPROVAL OF MINUTES**
- V. ANNOUNCEMENTS AND COMMENDATIONS**
  - A. District**
  - B. Board**
- VI. DISTRICT REPORTS**
  - A. Assistant Superintendent/Curriculum & Instruction Report(s)**
  - B. Superintendent's Report**
  - C. Business Administrator**
  - D. Student Senate Report**
  - C. Other:**
- VII. DISCUSSION ITEMS**
- VIII. ACTIONS**
  - A. Superintendent Actions**
  - B. Board Action Items**
- IX. SCHOOL BOARD COMMITTEE UPDATES**
- X. PUBLIC COMMENTS**
- XI. CLOSING ACTIONS**
  - A. Future meeting dates:**
- XII. NON-PUBLIC SESSION (RSA 91-A:3 ){If Required}**
- XIII. ADJOURNMENT**

The School Board reserves the right to take action on any item on the agenda.

Respectfully submitted,

Superintendent

If you require special communication aids, please notify us 48 hours in advance.

Policies for  
 First/Second Read/Adoption/Deletion  
**SB Meeting of**  
**August 14, 2013**

Title	Code
<b>Policies for First Read</b>	
Annual Reports	CM
Safety Program	EB
<b>Policy for 2nd Read/Adoption</b>	
Establishing Criteria for Special Education Evaluations	To Be Determined
Complaints About School Personnel	KEB
Reconsiderations of Instrustional Materials & Procedure	KEC & R
Public Conduct on School Property	KFA
Visitors to the Schools	KI
<b>Policy for Deletion</b>	
Distinguished Service Award	AEB
Distinguished Service Award - Procedure	AEB-R
Buildings and Grounds Security	ECA

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CM
Date of Adoption: June 15, 1988 Date of Revision: May 5, 1999 School Board First Read: August 14, 2013	Page 1 of 1

## ANNUAL REPORTS

The Oyster River Cooperative School District Annual reports covering the diversified activities of the school system and the administration's recommendations for their improvement shall be prepared by the superintendent and presented to the board annually on a timely basis. Between the deliberative session and the ballot vote, the report shall be made available to the public and used as one means for informing parents and citizens, the state education agency, and other school districts in the area of the programs and conditions of the schools.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EB
(JLI - Same language also required) Date to School Board for First Read: May 25, 2011 School Board Second Read/Adoption: June 15, 2011	Page 1 of 1

## SAFETY PROGRAM

The **Oyster River Cooperative School District** Superintendent will cause the formation of the Joint Loss Management Committee as required by RSA 281-A:64, III, and a Crisis Management Plan that conforms to the National Incident Management System.

The practice of safety shall also be considered a facet of the instructional plan of the District schools by incorporating educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, and others, appropriately geared to students at different grade levels.

Each Principal shall be responsible for the supervision and implementation of a safety program for his/her school. 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. The principal shall be responsible for developing student safety procedures to be used on 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 safety plan will be on file in each district building and in the SAU office. **Safety plan is reviewed with staff annually and as needed.**

### Legal References:

RSA 200:40, Emergency Care  
 RSA 281-A:64, III, Worker's Compensation, Safety Provisions; Administrative Penalty  
 NH Code of Administrative Rules, Section Ed 306.04(a)(2), School Safety  
 NH Code of Administrative Rules, Section Ed 306.04(d), School Safety Procedures

### Cross Reference:

JLI - Safety Program

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code:
To Policy Committee: July 10, 2013 School Board First Read: July 17, 2013 School Board Second Read/Adoption: August 14, 2013	Page 1 of 2

## SCHOOL BOARD POLICY

### ESTABLISHING CRITERIA FOR SPECIAL EDUCATION EVALUATIONS

#### IN THE OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

The State and Federal special education laws require that the Oyster River Cooperative School District evaluate children with disabilities who are in need of special education and related services. The district evaluates children upon referral for special education and reevaluates educationally disabled children at least once every three years or when conditions warrant a re-evaluation.

The district is committed to ensuring that each child's IEP team bases its decision on high quality, reliable and educationally sound special education evaluations.

The district has established the following criteria for all special education evaluations: These criteria consequently apply to all evaluations conducted by school district personnel, all evaluations the district asks outside contractors to conduct, and all independent evaluations parents expect the school district to review, consider, and/or fund.

***Unique circumstances may justify deviation from these criteria. If a parent or district staff member is aware of such unique circumstances, it is expected that they should inform the student's case manager or the district's special education director immediately.***

1. The evaluation must comply with the relevant provisions of the State and Federal special education laws, including 34 C.F.R. §§ 300.301-300.311, and N.H. Code of Administrative Rules Ed 1107.
2. The evaluation must be conducted in New Hampshire, by an evaluator whose principal office is located in New Hampshire, unless there is no qualified evaluator in New Hampshire.
3. The evaluator must hold a valid license from the State of New Hampshire in the field related to the known or suspected disability. The evaluator must have extensive training and experience in evaluation in the area(s) of concern and be able to interpret the instructional implications of the evaluation results. In instances where no "applicable license" exists, the district must be satisfied that the evaluator has extensive training and experience related to the known or suspected disability.
4. The cost of the evaluation shall not exceed the usual and customary rate for such evaluations.
5. The school district will not pay for the evaluation until it receives the evaluator's report.

6. The evaluator must review relevant educational records.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code:
To Policy Committee: July 10, 2013 School Board First Read: July 17, 2013 School Board Second Read Adoption: August 14, 2013	Page 2 of 2

7. Unless otherwise determined by the members of the child's IEP team, the evaluator must either: a) observe the child in one or more educational settings; or b) make at least one contact with the child's general education teacher for the purpose of determining how the student is progressing in the general curriculum. In addition, evaluators are encouraged to make additional contacts with other involved general and special education teachers and related service providers.

8. The evaluator must be permitted to directly communicate and share information with members of the IEP team, the district's special education director, and the director's designees. The evaluator must also release the assessments and results, including any parent and teacher questionnaires, to members of the IEP team, the district's special education director, and the director's designees.

9. The district shall be entitled to inspect and obtain copies of the evaluator's records, including any records created by third parties. However, for purposes of the federal Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g(a)(4)(B)(i), records will not be deemed accessible to any school district personnel other than the evaluator, unless and until the district exercises its right to inspect or obtain copies of those records from the evaluator.

**Cross Reference:**

NH Rules for the Education of Children with Disabilities

ACE: New Hampshire Rules for the Education of Children with Disabilities



OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KEB
School Board First Read: July 17, 2013 School Board Second Read/Adoption: August 14, 2013	Page 1 of 2 Category: Recommended

PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL, EMPLOYEES, STUDENTS OR  
ADMINISTRATION TO THE SCHOOL BOARD

Any complaint presented to the [Oyster River Cooperative School](#) Board about school personnel, employees, students or administration, will be referred back to the Superintendent. The Board will not hear or review complaints until such complaints have first been brought forth through the appropriate and applicable administrative procedures and the Superintendent or his/her designee has had a reasonable opportunity to seek to resolve the complaint.

~~The Board may decline to hear any complaint, which will interfere with its ability to serve as an impartial trier of fact in any related student or personnel matter. This complaint procedure shall not supersede or modify any right held by employees of the District under federal law, state law, contract, or collective bargaining agreement.~~

~~To the extent it is deemed appropriate by the Superintendent, the individual who is the subject of the complaint may be advised of the nature of the complaint and may be given an opportunity for explanation, comment, and presentation of the facts. The Superintendent shall seek to resolve the matter and report to the Board.~~

~~Complaints about the Superintendent may be made directly to the Board through the Clerk, but only after reasonable efforts have been made by the complaining party to resolve their complaint directly with the Superintendent. The Board may, to the extent it is appropriate, advise the Superintendent of the nature of the complaint and may give the Superintendent an opportunity for explanation, comment, and presentation of facts.~~

~~In the event a complaint is made directly to an individual Board member, the procedure outlined below shall be followed:~~

- ~~1. The Board member shall refer the person making the complaint to the Superintendent or for investigation. The Superintendent may delegate the investigation to a Principal or other administrator.~~
- ~~2. If the member of the public will not personally present the complaint to the Superintendent or Principal, the Board member shall then ask that the complaint be written and signed. The Board member will then refer the complaint to the Superintendent for investigation.~~
- ~~3. If the person making a complaint believes that a satisfactory reply has not been received from the Superintendent, he or she may request that the Board hear the complaint. The Board will hear and act upon the complaint only by majority vote. The Board may decline to act on any complaint which, in its sole judgment, would interfere with the Superintendent's ability to properly administer the district. If the Board does hear and act upon the complaint, all Board decisions shall be final.~~
- ~~4. If the Board decides, in accord with Paragraph Three, to hear and act upon a complaint that pertains to personnel, employee, student or administrative matters, it shall determine whether the complaint shall be heard in public or non-public session in accord~~

~~with RSA 91-A:3 and the laws pertaining to student and family privacy rights. The Board shall also determine whether it is appropriate to inform the individual who is the subject of the complaint of the meeting and to provide said individual with further opportunity for explanation, comment, and presentation of the facts to the Board.~~

~~5. If the Superintendent is the subject of the complaint, the Board shall determine whether the complaint should be heard in public or non-public session in accord with RSA 91-A:3. The Board may, to the extent it is appropriate, advise the Superintendent of the nature of the complaint and may give the Superintendent an opportunity for explanation, comment, and presentation of the facts.~~

Cross Reference: CHCA – Handbooks and Directives

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KEC
School Board First Read: January 18, 2012 School Board Second Read/Adoption: February 1, 2012 School Board First Read: July 17, 2013 School Board Second Read/Adoption: August 14, 2013	Page 1 of 1 Category: Recommended

### Reconsideration of Instructional Materials

Persons not in agreement with the Oyster River Cooperative School District on its selection of books or other instructional material and who wish a particular book or material to be reviewed must submit to the Principal a "Request for Reconsideration of Instructional Materials." The request forms are available at the school office.

The Principal, upon receipt of a "Request for Reconsideration" will acknowledge receipt to the complainant and list anticipated steps to be taken. The Principal will then notify the Book Review Committee and schedule meetings necessary to review the complaint and to write a report.

The final report will be forwarded to the complainant and the Superintendent of Schools **whose decision is final.** ~~If the complainant is dissatisfied, the next step is to submit the request to the Superintendent of Schools for action. If the complainant does not accept the Superintendent's decision, the complainant may request a review by the School Board, whose decision will be final.~~

~~During the investigation the instructional material will remain in use unless a Selection Committee votes to remove or restrict the material until a final decision is made.~~

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

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KEC-R
School Board First Read: January 18, 2011 School Board Second Read/Adoption: February 1, 2012	Page 1 of 2

**RECONSIDERATION OF INSTRUCTIONAL MATERIALS**

Persons not in agreement with the Oyster River Cooperative School on its selection of books and who wish a particular book to be reviewed must submit to the Principal a "Request for Reconsideration of Instructional Materials." The request forms are available at the school office.

The Principal, upon receipt of a "Request for Reconsideration" will acknowledge receipt to the complainant and list anticipated steps to be taken. The Principal will then notify the Book Review Committee, and schedule meetings necessary to review the complaint and write a report.

The final report will be forwarded to the complainant and the Superintendent of Schools. If the complainant is dissatisfied, the next step is to submit their request to the Superintendent of Schools for action. If the complainant does not accept the Superintendent's decision, the complainant may request a review by the School Board, whose decision will be final.

During the investigation the book will remain in use unless the Book Selection Committee desires to remove or restrict the book until a final decision is made.

**Required Reading**

Author _____	Textbook _____
Title _____	Hardcover _____
Publisher _____	Paperback _____
Request initiated by _____	Selected Reading _____
Address _____	Hardcover _____
Telephone _____	Paperback _____
Complainant represents _____	

**Media Presentation**

Himself _____	Record _____
Organization _____	
Film name _____	
Film Strip _____	
Other group _____	
Slides name _____	

1. To what particular contents do you object? Please be specific; cite pages if possible. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KEC-R
School Board First Read: January 18, 2011 School Board Second Read/Adoption: February 1, 2012	Page 2 of 2

2. What of value is there in this work? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. What do you feel might be the result of reading (viewing) this work?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. For what age group would you recommend this work?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Did you read (view) the entire work? \_\_\_\_\_

If not, what pages or sections? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. Are you aware of the judgment of this work by critics? \_\_\_\_\_

\_\_\_\_\_

7. Are you aware of the instructional purpose for using this work?

\_\_\_\_\_

\_\_\_\_\_

8. What do you believe is the theme or purpose of this work?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. What would you prefer the school do about this work?

\_\_\_\_\_ Do not assign or recommend it to my child.

\_\_\_\_\_ Withdraw it from all students.

\_\_\_\_\_ Re-evaluate it.

10. What work of equal value would you recommend to replace the one you question?

\_\_\_\_\_

\_\_\_\_\_

(Signature of Complainant) \_\_\_\_\_ Date: \_\_\_\_\_

Cross Reference: *KEC Reconsideration of Instructional Materials*

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KFA
School Board First Read: July 17, 2013	Page 1 of 1
School Board Second Read/Adoption: August 14, 2013	Category: Recommended

## PUBLIC CONDUCT ON SCHOOL PROPERTY

For purposes of this policy, "school property" means any buildings, vehicles, property, land, or facilities used for school purposes or school-sponsored events, whether public or private.

The [Oyster River Cooperative](#) School District expects mutual respect, civility, and orderly conduct among all individuals on school property or at a school event. No person on school property or at a school event shall:

1. Injure, threaten, harass, or intimidate a staff member, a School Board member, sports official or coach, or any other person;
2. Damage or threaten to damage another's property;
3. Damage or deface School District property;
4. Violate any New Hampshire law, or town or county ordinance;
5. Smoke or otherwise use tobacco products;
6. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs, or possess dangerous devices or weapons;
7. Impede, delay, disrupt, or otherwise interfere with any school activity or function ~~(including using cellular phones in a disruptive manner);~~
8. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the School Board ~~principal~~;
9. Operate a motor vehicle ~~in violation of an authorized District employee's directive or posted road signs. unlawfully;~~
10. Violate other District policies or regulations, ~~or an authorized District employee's directive.~~

Any person who violates this policy ~~or any other acceptable standard of behavior~~ may be ordered to leave school grounds. Law enforcement officials may be contacted at the discretion of the supervising district employee if such employee believes it necessary.

Additionally, the District reserves the right to issue "no trespass" letters to any person whose conduct violates this policy, ~~acceptable standards of conduct,~~ or creates a disruption to the school district's educational purpose.

### Legal References:

- RSA 193:11, Disturbance*
- RSA 635:2, Criminal Trespass*
- RSA 265, Rules of the Road*

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KI
School Board First Read: July 17, 2013 School Board Second Read/Adoption: August 14, 2013	Page 1 of 1 Category: Recommended

### VISITORS TO THE SCHOOLS

All persons, other than staff and pupils enrolled in the [Oyster River Cooperative](#) schools, who may come to the school for any reason during the school day are considered visitors and must report and sign in at the school office. Employees of the school system (directors, coordinators, maintenance staff members, and others) are to advise the school Principal or Secretary that they are in the building. A visitor (a person not employed by the school system) must report to the school office and receive permission to be on the school grounds.

~~Persons wishing to meet with a teacher for the purpose of discussing a particular problem shall do so only at a time when it does not interrupt the normal school program. Persons wishing to make such arrangements may do so by securing an appointment with the teacher through the office of the Principal or by direct contact with the teacher.~~

~~No person shall visit a school without first reporting to the office of the Principal as to the purpose and place of the visit.~~

#### Cross Reference:

[CHCA – Handbooks and Directives](#)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: AEB
Date of Adoption: June 9, 1982 Date of Revision: March 19, 1997 Code Revision: November 18, 2009 – Previously AGA <b>DELETED BY SCHOOL BOARD – August 14, 2013</b>	Page 1 of 1

*DISTINGUISHED SERVICE AWARD*

The board may give distinguished service awards each year to citizens of the Oyster River community in recognition of outstanding service to the school system. Each award will be in the form of a plaque and citation to be presented at the annual school district meeting.

These awards are not intended for employees of the school system or current board members but rather for those individuals whose service to the schools has been largely voluntary in nature. Nominations for distinguished service awards may be made only by school board members. It is anticipated that school personnel and community people will suggest citizens worthy of nomination to school board members. A two-thirds vote of the board is required for a nominee to be selected to receive an award.

Examples for criteria for nominating are:

Continued outstanding service over an extended period of time to the board, district, or the schools.

An extraordinary one-time service to the above.



OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: AEB-R
Date: April 30, 1987 Date of Review: March 1997 Code Revision: November 18, 2009 – previously AGA-R DELETED BY SCHOOL BOARD – August 14, 2013	Page 1 of 1

*DISTINGUISHED SERVICE AWARD*

1. A record of award recipients will be maintained in the superintendent's office.
2. Each year the board will conclude its nomination and election of award winners by January 30.
3. Board discussion of nominees will be held in nonpublic session.
4. No citizen may receive an award more than once.
5. All nominations should be in writing, with supporting documentation, which can include information from school personnel and committee members, from the board member making the nomination.
6. A nominee may not be related to any current board member.
7. The meritorious service performed by the nominee must be essentially completed at the time of the award.
8. The plaque will read:

Oyster River Cooperative School District

Distinguished Service Award

presented to

[ N a m e ]

in recognition of outstanding service

to the Oyster River School District

[ date of presentation ]

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ECA
Date of Adoption: June 29, 1988 DELETED BY SCHOOL BOARD – August 14, 2013	Page 1 of 1

*BUILDINGS AND GROUNDS SECURITY*

School district buildings constitute one of the greatest investments of the school district. It is deemed in the best interest of the district to protect the investment adequately.

Security should mean not only maintenance of a secure (locked) building but protection from fire hazards and faulty equipment and safe practices in the use of electrical, plumbing, and heating equipment. The board requires and encourages close cooperation with local police and fire departments and with insurance company inspectors.

Records and funds shall be kept in a safe place and under lock and key when required.

Access to school buildings and grounds outside of regular school hours shall be limited to personnel whose work requires it. An adequate key control system shall be established which will limit access to buildings to authorized personnel and will safeguard against the potential of entrance to buildings by keys in the hands of unauthorized persons.

School buildings shall be closed and locked after the last school activity has concluded in the afternoon except in those instances when there is continuous activity into the evening, in which case securing of the building shall be accomplished at the conclusion of such activity.

A building being used by an authorized school or community group in the evening, or on nonschool days, shall be opened for such activity and secured again after its conclusion.

No unauthorized person or group shall be granted access to a secured building by any employee. Authorization may be granted only by the school board, by the superintendent of Schools and his/her staff, and by the principal of the school.

Protective devices designed to be used as safeguards against illegal entry and vandalism shall be installed when appropriate to the individual situation.

The building principal is responsible for enforcing this policy.

# Mast Way 2013-14 Registration

	Possible Placement	Aug 7 Reg	Total
K	2	42	
1st	3	58	
2nd	0	50	
3rd	0	77	
4th	1	59	
<b>Total 2013-14</b>	<b>6</b>	<b>286</b>	<b>292</b>

Kindergarten	Total	Boys	Girls
Parsons AM	14	7	7
Parsons PM	15	6	9
Korjolbsen AM	13	5	8
Needs placement	2	1	1
	<b>44</b>	<b>19</b>	<b>25</b>
<b>1st Grade</b>			
Burke	19	10	9
Desroches	19	10	9
Handwork	20	9	11
Needs placement	3	0	3
	<b>61</b>	<b>29</b>	<b>32</b>
<b>2nd Grade</b>			
Jones	17	7	10
Moulton	16	7	9
Yerkes	17	9	8
Needs placement	0		
	<b>50</b>	<b>23</b>	<b>27</b>
<b>3rd Grade</b>			
Drew	20	12	8
George	21	11	10
Paquette	19	11	8
McCormick 3rd	8	4	4
Webb 3rd	9	6	3
Needs placment	0		
	<b>77</b>	<b>44</b>	<b>33</b>
<b>4th Grade</b>			
Buswell	19	7	12
Bowden-Gerard	18	8	10
McCormick 4th	10	6	4
Webb 4th	12	5	7
Needs placment	1		1
	<b>60</b>	<b>26</b>	<b>34</b>

# Moharimet 2013-14 Registration

	12-Jun	26-Jun	10-Jul	6-Aug
K	59	59	55	56
1st	86	84	86	87
2nd	89	88	89	90
3rd	74	76	78	77
4th	87	88	87	90
<b>Total 2013-14</b>	<b>395</b>	<b>395</b>	<b>395</b>	<b>400</b>

Kindergarten	Total	Boys	Girls
Chartrand AM	14	7	7
Chartand PM	13	6	7
Raspa AM	16	9	7
Lapierre PM	13	6	7
Needs Placement	0	0	0
	<b>56</b>	<b>28</b>	<b>28</b>
<b>1st Grade</b>			
Hall	22	10	12
Bradley	22	12	10
Dolcino	21	11	10
Torr	22	12	10
Needs placement	0	0	0
	<b>87</b>	<b>45</b>	<b>42</b>
<b>2nd Grade</b>			
Hoff	22	13	9
Nadeau	23	9	14
Reilly	23	13	10
Winsor	22	13	9
Needs placement	0	0	0
	<b>90</b>	<b>48</b>	<b>42</b>
<b>3rd Grade</b>			
McManus	18	7	11
O'Byrne	20	8	12
Schmitt	18	9	9
Needs placment	0	0	0
	<b>77</b>	<b>35</b>	<b>42</b>
<b>3rd/4th Grade</b>			
Lee 3rd	11	7	4
4th	11	4	7
Swift 3rd	10	4	6
4th	12	7	5
<b>4th Grade</b>			
Curtin	22	9	13
Larson-Dennen	23	9	14
Van Ledtje	22	10	12
Needs Placement	0	0	0
	<b>90</b>	<b>39</b>	<b>51</b>

# ORMS ENROLLMENT UPDATE

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**From:** Jay Richard  
**Sent:** Tuesday, August 06, 2013 2:21 PM  
**To:** Wendy DiFruscio  
**Subject:** RE: current enrollment

Hi Wendy,  
Grade 5 -167  
Grade 6- 176  
Grade 7- 158  
Grade 8-169

Total-670

Of note, we have had 31 new students register.

Jay

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# ORHS ENROLLMENT UPDATE

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**From:** Todd Allen  
**Sent:** Tuesday, August 06, 2013 2:16 PM  
**To:** Wendy DiFruscio  
**Subject:** RE: current enrollment

Here is what I have as of today.

9<sup>th</sup> = 191(30 tuition)  
10<sup>th</sup>=150(21 tuition)  
11<sup>th</sup>=180(20 tuition)  
12<sup>th</sup>= 161(12 tuition)  
Total=682(83 tuition)

---

Office of the Superintendent  
Oyster River School District  
36 Coe Drive, Durham, NH 03824

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INTEROFFICE MEMORANDUM

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TO: School Board  
FROM: Dr. James Morse, Sr.  
DATE: August 7, 2013  
RE: Strategic Plan Update

Below listed please find the individual Future Search Committee meeting dates.

Academic Engagement Committee:

- Monday, August 5<sup>th</sup>

Communication Committee

- Wednesday, June 12<sup>th</sup>
- Tuesday, July 9<sup>th</sup>
- Tuesday, July 30<sup>th</sup>
- Tuesday, August 6<sup>th</sup>

Finance Committee:

- Wednesday, June 12<sup>th</sup>
- Thursday, June 27<sup>th</sup>
- Thursday, July 11<sup>th</sup>
- Monday, July 30<sup>th</sup>

Review Meeting Committee and Subcommittee Members

- Tuesday, September 17<sup>th</sup> 5 – 7 PM – ORHS – MPR (Waiting for confirmation)

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT**

**36 Coe Drive**

**Durham, New Hampshire 03824**

**Telephone: 603-868-5100**

**Facsimile # 603-868-6668**

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**Fiscal Year 2015 Budget Goals**

1. The ORCSD 2014-15 Budget will not exceed the cost of living as established by U.S. Government for 2013. Health Insurance, negotiated contracts and State cost shifts/mandate not subject to COLA.
2. Class size will be in accordance to Policy IIB in order to meet the needs of students both for acceleration and remediation.
3. Program growth/staff growth will be analyzed before adding new staff or programs to the the 2014-15 proposed budget to determine if needs can be met by reassignment of staff, reassignment of funds, and/or retirement savings.
4. Tuition funds will be used to maintain and enhance programs, offset capital costs and to lower tax impact on District taxpayers.
5. The ORCSD will standardize curriculum and assessment materials in order to minimize cost, provide quality staff support, and enter into a predictable cycle of resource acquisitions.
6. The proposed 2014-15 budget will account for unique costs associated with the implementation of common core, the draft strategic plan and proposed technology plan.

Oyster River Cooperative School District  
School Administrative Unit #5  
36 Coe Drive  
Durham, New Hampshire 03824

Budget Process Calendar  
Budget Year 2014-15

July 31 Summer Leadership Budget Discussions

August 14 School Board Goals FY15 Budget

Superintendent Department Reviews:

Sept 23-Facilities, Technology Sept 24-Transportation, Food Service Sept 30 -MOH, MW Oct 1 - MS, HS  
Oct 2 – Special Ed, Oct 3 – SAU, District

October 18 Draft Budget Distribution

October 24 Workshop session with Board 8:00 – 4:00 Lee Town Safety Complex  
First overview of 2014-15 Budgets by each Principal and Departments of District:  
Mast Way  
Moharimet  
Oyster River Middle School  
Oyster River High School  
District/SAU  
Information Technology  
Special Education/Grants  
Facilities  
Transportation  
Food Service

October 30 Budget Workshop with Board 7:00 HS C124

November 6 Regular Board Meeting Budget Discussion

November 13 Budget Workshop with Board 7:00 HS C124

November 20 Regular Board Meeting Budget Discussion

December 4 Regular Board Meeting Set Budget, Approval of Warrant Articles 7:00 PM  
High School C124

December 10,11,12 Town Budget Forums on Budget

January 7, 2014 Public Hearing 7:00 High School Auditorium

February 4, 2014 First Session /Deliberative Session 7:00 High School Auditorium

March 11, 2014 Second Session /Voting by Ballot

7/30/2013



# Oyster River Cooperative School District

## Regular Meeting

July 17, 2013

6:30 p.m.

**DRAFT**

BOARD MEMBERS PRESENT: Chair Maria Barth, Tom Newkirk, Kenny Rotner, Megan Turnbull, Ed Charle, Ann Lane

ADMINISTRATORS PRESENT: Superintendent James Morse, Susan Caswell, Todd Allen, Jay Richard

There were 8 members of the public present.

**I CALL TO ORDER:** By Chair Maria Barth at 6:45 for Manifest Review/Approval

### **II PLEDGE OF ALLEGIANCE**

Maria Barth addressed the Right to Know Law. It is always good to get feedback from the community. She apologized and noted that they are looking into it and there will be a training session at the next meeting.

### **III PUBLIC COMMENTS:**

Dean Rubine of Lee congratulated Dr. Morse on his first successful year in the District.

The Board will move Section VIII to this portion of the meeting.

### **VIII SCHOOL BOARD COMMITTEE UPDATES**

**Sustainability Coordinators "Green Team" Committee Members:** Dennis Harrington introduced the members to the Board. He feels that this will help to continue diminishing their ecological foot print.

#### **Motion to approve Sustainability "Green Team" Nominees:**

Emily Spognardi	Green Team Coordinator	Up to \$4,000
Emily Spognardi	Green Team Leader	Up to \$2,000
Kathleen Hanlon	Green Team Leader	Up to \$2,000
Maggie Morrison	Green Team Leader	Up to \$4,000

Mary Caulfield	Green Team Leader	Up to \$4,000
Cydney Scarano	Green Team Ladder	Up to \$4,000
Total		Up to \$20,000

**Kenny Rotner moved to approve the above Green Team nominees, 2<sup>nd</sup> by Tom Newkirk. Motion approved 6-0.**

#### **IV ACTIONS**

##### **Superintendent and Board Actions:**

**Motion to Approve ORHS Guidance Teacher Resignation: Ann Lane moved to approve the ORHS Guidance Teacher Resignation with regret and thanks, 2<sup>nd</sup> by Tom Newkirk. Motion approved 6-0.**

**Motion to affirm the hiring of ORHS Science Teacher Position: Tracey Benkoski Ann Lane moved to approve the Superintendent's affirmation to hire Tracey Benkoski to an ORHS Science Teacher Position, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**Motion to affirm the hiring of ORHS .4 Math Teacher Position: Robert Reynolds Ann Lane moved to approve the Superintendent's affirmation to hire Robert Reynolds as a .4 Math Teacher Position, 2<sup>nd</sup> by Kenny Rotner. Motion approved 7-0.**

**Motion to affirm the hiring of ORMS Technology Integrator Specialist Position: Kathy Bonoccorsi. Ann Lane moved to approve the Superintendent's affirmation to hire Kathy Bonoccorsi as the ORMS Technology Integrator Specialist, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**Motion to affirm the hiring of two ORHS Guidance Counselors: Jason Baker and Kim Cassamass. Ann Lane moved to affirm the hiring of Jason Baker as an ORHS Guidance Counselor, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**Ann Lane moved to affirm the hiring of Kim Cassaass as an ORHS Guidance Counselor, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**Motion to approve an ORMS Paraprofessional Maternity Leave of Absence 9/18/13-12/12/13. Ann Lane moved to approve the ORMS Paraprofessional Maternity Leave of Absence, 2<sup>nd</sup> by Tom Newkirk. Motion approved 6-0.**

**Motion to approve a Moharimet Paraprofessional Leave of Absence BOY – January 2014. Ann Lane moved to approve the Moharimet Paraprofessional Leave of Absence, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**Motion to approve ORHS Coach/Volunteer Positions**

**Volunteer Positions:**

Cyd Scarano	Girls Varsity Soccer	No Stipend
Eric Travis	Cross Country	No Stipend
Greg Tucker	Boys Soccer	No Stipend
Bev Cole	Girls Soccer	No Stipend
Sean Stewart	Girls Volleyball	No Stipend
Nicholas Ricciardi	Boys Soccer	No Stipend
Stacia Hogle	Girls Volleyball	No Stipend
Greg Tucker	Boys Soccer	No Stipend

**Paid Positions:**

Greg Gephart	Boys Cross Country	\$3,828
Fergus Cullen	Girls Cross Country	\$3,453
Charles Crull	Boys Varsity Soccer	\$4,308
Jacob Baver	Boys Reserve Soccer	\$2,494
James Thibault	Boys JV Soccer	\$2,856
Dan Brodeur	Girls Varsity Volleyball	\$3,528
Cassandra Sweatt	Girls JV Volleyball	\$2,320
Lynda Nelson	Girls Varsity Soccer	\$4,308
Megan Wiley	Girls JV Soccer	\$2,556
Eric Foster	Varsity Golf	\$1,991
Mark Smallwood	Varsity Field Hockey	\$4,308
David Burrows	Girls Varsity Basketball	\$4,988

**Ann Lane moved to approve the slate of volunteer and paid coach positions for the winter season, 2<sup>nd</sup> by Tom Newkirk. Motion approved 6-0.**

**Motion to amend Superintendents Contract for Cell Phone Usage: \$45.00 per month to compensate use of personal cell phone for school business. Ann Lane moved to amend the Superintendent's Contract for Cell Phone Usage, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**Motion to consider a new Agenda Format:**

**0 CALL TO ORDER (6:30PM)**

**I 6:30-7:00 MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING**

**II PLEDGE OF ALLEGIANCE (7:00PM)**

**III PUBLIC COMMENTS**

**IV APPROVAL OF MINUTES**

**V ANNOUNCEMENTS AND COMMENDATIONS**

**A DISTRICT**

**B BOARD**

**VI DISTRICT REPORTS**

**A Assistant Superintendent/Curriculum and Instruction Report**

**B Superintendent's Report**

**C Business Administrator**

**D Student Senate Report**

**E Other**

**VII DISCUSSION ITEMS**

**VIII ACTIONS**

**A Superintendent's Actions**

**B Board Action Items**

**IX SCHOOL BOARD COMMITTEE UPDATES**

**X PUBLIC COMMENTS**

**XI CLOSING ACTIONS**

**A Future Meeting Dates**

**XII NON-PUBLIC SESSION (RSA 91-A:3) (If required)**

**XIII ADJOURNMENT**

**Ann Lane moved to consider the new Agenda Format, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**Motion to approve Board Priorities:**

Continuing Discussion on equitable distribution of elementary students  
Continuing Discussion regarding Tuition Students  
Development and adoption of a Strategic Plan  
Establish the ABC charge for the upcoming year  
Establish the Sustainability charge for the upcoming year  
Continued Dialogue with community

**Tom Newkirk moved to approve the Board Policies, 2<sup>nd</sup> by Kenny Rotner. Motion passed 6-0.**

**Motion to approve List of attached Policies:**

**Policies for a First Read:**

Establishing Criteria for Special Education Evaluations	TBD
Complaints about School Personnel	KEB
Reconsiderations of Instructional Materials & Procedure	KEC&R
Public Conduct on School Property	KFA
Visitors to the School	KI

**Tom Newkirk moved to approve the above Policies for a First Read, 2<sup>nd</sup> by Ann Lane. Motion approved 6-0.**

**Policy for 2<sup>nd</sup> Read/Adoption**

Approval of Handbooks and Directives	CHCA
--------------------------------------	------

Page 6  
July 17, 2013

DRAFT

School, Community, and Home Relations  
Public Information Program  
Use of Students in Public Information Program

KA  
KDA  
KDCA

**Tom Newkirk moved to approve the above Policies for a 2<sup>nd</sup> Read/Adoption, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**Policy for Deletion**

Communication with Parents

KFB

**Tom Newkirk moved to approve Policy KFB for deletion, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

**DISTRICT REPORTS:**

**Assistant Superintendent/Curriculum and Instruction Report:** None

**Superintendent's Report:**

**Update on Tuition:** Superintendent Morse would like a detailed discussion at the Board meeting in August to outline a tuition update. A full-fledged presentation with detail is timely.

**Update on Strategic Plan:** Two of the components will be ready for the Board's consideration in the fall. The academic piece will be available for the budget season.

**Update on 2014 Redistricting for elementary schools:** Superintendent Morse discussed the possibility of having Mast Way become the "Kindergarten Center". Students would then go to their appropriate school for Grade One. Lisa Huppe, the Transportation Director, is working on the implications of this possibility.

**Business Administrator:**

**FY14 Budget Goals Discussion:** Superintendent Morse discussed taking the initiative with Sue Caswell and presenting a budget initiative to the Board at

the next meeting. This would organize the conversation around the budget for the Board to provide critique, add, modify and delete. The Board agreed by consensus to review a budget initiative prepared by the Superintendent and Sue Caswell.

**Student Senate Report:** None

## **VI ANNOUNCEMENTS AND COMMENDATIONS**

Caroline Eastman commended teachers on their call for proposals. Their unique ideas and thoughts have been outstanding.

### **DISCUSSION ITEMS**

None

### **BOARD APPROVALS**

**Motion to approve 7/10 minutes: Kenny Rotner moved to approve the July 10<sup>th</sup> minutes, 2<sup>nd</sup> by Ann Lane. Motion approved 5-1-0 with Ann Lane abstaining.**

The 6/19 minutes will be approved at the next meeting.

### **Approval of Manifests:**

Payroll Manifest #26 \$2,882,258.21

Payroll Manifest #27 \$976,919.49

Payroll Manifest #1 \$391,720.90

Vendor Manifest #26 \$103,747.43

Vendor Manifest #1 \$236,990.34

### **PUBLIC COMMENTS**

David Taylor of Durham appreciates the apology from the Chair at the beginning of the meeting on the right to know law.

**CLOSING ACTIONS:**

**Tom Newkirk moved to adjourn the meeting at 8:30 p.m., 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0.**

Respectfully yours,

Laura Grasso Dobson  
Recording Secretary



Oyster River Cooperative School Board  
July 31, 2013 ORHS-C-124  
Regular Manifest Meeting Minutes

Attendees:  
Ed Charle  
Maria Barth  
Tom Newkirk  
Kenny Rotner  
Susan Caswell

Meeting called to order at 5:55 PM

Manifest signed.

Meeting adjourned at 5:59 PM – all in favor. Vote 4-0

Respectfully submitted,  
Maria Barth  
ORCSD School Board