

**Oyster River Cooperative School District  
REGULAR MEETING**

**December 3, 2014**

**ORHS – C124**

**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. PUBLIC COMMENTS**
- III. APPROVAL OF MINUTES**
  - Motion to approve: 11/19/14 regular minutes.
- IV. ANNOUNCEMENTS AND COMMENDATIONS**
  - A. District**
  - B. Board**
- V. DISTRICT REPORTS**
  - A. Assistant Superintendent/Curriculum & Instruction Report(s)**
  - B. Superintendent's Report**
  - C. Business Administrator**
    - Budget Update
  - D. Student Senate Report**
  - E. Other:**
- VI. DISCUSSION ITEMS**
  - Distinguished Service Award Recipient
  - Warrant Article Update
  - Mini Retirement Incentive Update and Approval
  - Mast Way Parking Lot Drainage Solution
  - Bus Lease/Purchase
- VII. ACTIONS**
  - A. Superintendent Actions**
  - B. Board Action Items**
    - Motion to approve increase of participants requesting approval for mini retirement incentive.
    - Motion to approve list of policies.
- VIII. SCHOOL BOARD COMMITTEE UPDATES**
- IX. PUBLIC COMMENTS**
- X. CLOSING ACTIONS**
  - A. Future meeting dates:** 12/17/14, 1/7/15 regular meetings
- XI. ADJOURNMENT**
- XII. NON-PUBLIC SESSION: RSA 91-A:3 II {If Needed}**  
**NON-MEETING SESSION: RSA 91-A:2 I {If Needed}**

**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 | Term on Board: 2013 - 2016 |
| • Sarah Farwell  | Term on Board: 2014 - 2017 |
| • Denise Day     | Term on Board: 2014 - 2017 |
| • 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 District

### Regular Meeting

November 19, 2014

DRAFT

SCHOOL MEMBERS PRESENT: Tom Newkirk, Maria Barth, Ed Charle, Al Howland, Kenny Rotner, Denise Day, Sarah Farwell

ADMINISTRATORS PRESENT: Superintendent Morse, Todd Allen, Sue Caswell, Jay Richard, Carrie Vaich, Dennis Harrington

There were twelve members of the public present

**I CALL TO ORDER:** By Tom Newkirk at 6:30 to review manifests

**II PUBLIC COMMENTS:** Jeannie Sowers discussed the working group about moving to later start times at the middle school. They will be coming to the Board in March.

The Oyster River Drama Club members from the upcoming fall play Almost Maine gave the Board a review of their play. It is this Thursday, Friday and Saturday at the High School.

**III APPROVAL OF MINUTES:** Motion to approve November 5<sup>th</sup> Minutes: **Denise Day moved to approve the November 5<sup>th</sup> minutes, 2<sup>nd</sup> by Al Howland.**

**Revision: Under Discussion Items: Remove 2<sup>nd</sup> paragraph "Shall the District...."**

**First Paragraph to Read: "Denise Day moved to move forward with a proposed warrant article and to move it into discussion with the community"**

**Page 6: 4<sup>th</sup> Paragraph Dean Rubine would like to see more in depth minutes.**

**Motion approved with the above revisions 6-1-0 with Ed Charle abstaining.**

#### **APPROVAL OF MANIFESTS:**

Payroll Manifest #10: \$887,538.50

Payroll Manifest #11: \$62,775.06

Vendor Manifest #11: \$190,241.99

**NONMEETING: Kenny Rotner moved to enter into a nonmeeting at 7:15 p.m. under RSA 91-A:2 I (a), Strategies with Respect to Collective Bargaining, 2nd by Al Howland. Upon roll call vote the motion passed 7-0.**

#### **IV ANNOUNCEMENTS AND COMMENDATIONS**

**A District:** Dennis Harrington of Moharimet described the morale as “astronomical” The staff at Moharimet is fully committed to each student and it is a healthy thriving environment.

Todd Allen of the high school mentioned the article in Fosters regarding their ranking in the United States. On December 1st, there will be a presentation on the Athletic Fields Upgrade Plan.

Carrie Vaich of Mast Way thanked the PTO for doing a great job in trying different ways to reach out to people They have an online form for ordering Mast Way apparel. This year there will be an online marketplace as well.

Doris Demers of the Nutrition Program announced that Mast Way and Moharimet was awarded the Bronze Award for the Healthier US School Challenge Bronze Award from the USDA.

**B Board:** Al Howland attended the French and Spanish Class performances at the High School of their plays last evening. It is a great opportunity for the students.

#### **V DISTRICT REPORTS**

##### **A Assistant Superintendent/Curriculum and Instruction Reports**

Carolyn Eastman updated their subscription to Survey Monkey. There is survey data on various surveys that have been compiled in the District.

**B Superintendent’s Report:** Superintendent Morse noted that the Full Kindergarten Committee has been meeting regularly and will be reporting to the Board in February. There was a Middle School Facilities Meeting last evening and there was great representation from staff. The purpose is to focus

on the Academic viability of the building. The goal is to have a report back to the Board on the Academic viability of the building in May. They are still working on the elementary strategic plan goals. They are continuing to meet and refine them.

**C Business Administrator:** None

**D Student Senate Report:** None

**E Other:**

**Long Range Planning Committee:** Lisa Allison

Long Range Planning Committee Members: Michael Goldberg, Tom Merrick, David Taylor, Robert Mohr, Lisa Allison, Lorna Jacobsen, Katrina Kasper

Enrollment Projections for ORCSD 2014 – 2024:

Summary of LRPC Goals:

Provide the School Board with enrollment projections for each of the next ten years

Make every effort to provide projections for the following school year in the fall when they can be used in the budgeting process

Continually improve and refine the model used to make enrollment projections.

Enrollment Up This Year but Decline Will Resume:

Peak enrollment was 2,393 in 2000

2014-15 (excluding tuition) is 2008

Decline over 14 years was 385

Projected 2024-25 (excluding tuition) 1,647

Projected 2024-25 with Barrington tuition students 1,743 (1,772 with 125 tuition)

The Board and Superintendent thanked Lisa Allison and the LRPC for all their hard work in preparing these numbers.

**Confucius Institute – Chinese Program:**

Yusi Turell updated the Board on the UNH Confucius Institute Chinese Program.

The Information Session will be on December 1<sup>st</sup>.

Key Elements of Oyster River’s Proposed Afterschool Program:

Location: Oyster River Middle School

Day/Time: Tuesday and Thursday 3:45 – 4:45 p.m.

Since this program is envisioned as an intensive and cumulative group program, students will be expected to participate both days each week.

Add-Ons:

Community language workshops biweekly on Thursdays 5:00 – 6:30 p.m. geared towards parents who wish to support their children in Mandarin and build community around the program.

Quarterly field trips to regional Chinatowns

Students Served in 2014-15:

Eligible students for the elementary afterschool programs will be in grades 1-3 living in the District.

Our initial estimate is that 15-18 students will enroll.

**Kenny Rotner moved to accept the Chinese Program as presented with possible start in January or February 2015, 2<sup>nd</sup> by Al Howland. Motion passed 7-0.**

**VI DISCUSSION ITEMS**

**Denise Day moved to nominate Marie Nycz O’Neill and Rob McEwan to the Long Range Planning Committee, 2<sup>nd</sup> by Al Howland. Motion approved 7-0.**

**Draft 2015 Warrant Article:** Superintendent Morse presented the first draft 2015 Warrant Article.

There was a Board discussion on the wording with the Athletic Fields with the artificial turf. The Business Administrator will be looking to the District attorney for guiding on crafting the wording of the article.

**Superintendent Evaluation:** There will be a nonpublic meeting on December 17<sup>th</sup> where the Superintendent will present his self-evaluation. There will also be a survey from the staff to help engage in the process.

**2015-16 School Calendar: Al Howland moved to approve the 2015-16 school calendar, 2<sup>nd</sup> by Kenny Rotner.** Superintendent Morse detailed the start date of school with the Board. The first day of school will be September 2<sup>nd</sup>. Motion passed 7-0.

**ORPaSS Negotiation Update:**

Sue Caswell reported that they have reached a tentative agreement with The Oyster River Paraprofessionals and Support Staff Association. The changes to the agreement are as follows:

A three year agreement for school years 2015-16, 2016-17, and 2017-18

A change in the health insurance plan copay for prescription drugs to 10/20/45

Added two holidays to paraprofessional days, added two leave days to food service, reduced required workshop days for both making the total paid days equal for both groups

Deleted language from previous contract no longer relevant

Adjusted steps of existing wage schedule to correct unequal step progression, add three steps to each wage schedule, and gave existing employees two steps to make up for loss in last contract

Revised language for vacancies and added recall procedure due to reduction in force.

	Year 1	Year 2	Year 3
Salary and Benefit Costs	\$156,982	\$121,343	\$84,600
Savings for change in Health coverage	-21,358		
Total Cost:	\$135,624	\$121,343	\$84,600

**Al Howland moved to accept the ORPaSS Contract, 2<sup>nd</sup> by Kenny Rotner. Motion passed 7-0.**

**VII ACTIONS**

Proposed Tuition Rates:

Elementary Schools:	\$15,844
Middle School:	\$16,378
High School:	\$17,335

**Al Howland moved to approve the above proposed tuition rates, 2<sup>nd</sup> by Denise Day. Motion passed 7-0.**

**Al Howland moved to approve the following nominations of ORMS Activity Stipends, 2<sup>nd</sup> by Kenny Rotner. Motion passed 7-0.**

John Silverio	Robotics	\$582
John Silverio	Grade 5 Leadership	\$969
Jason Duff	Grade 7 Student Council	\$969

**Kenny Rotner moved to approve the following ORHS/ORMS Winter Volunteer and Coach Nominations, 2<sup>nc</sup> by Denise Day. Motion approved 7-0.**

Volunteer Positions:

Sam Kerrigan	Boys Basketball
Jason Nifong	Boys Basketball
Robert Fauci	Boys Basketball
Aaron Lacoss	Boys Hockey
Peter Harwood	Girls Hockey
Leslie Gelsomini	Girls Hockey
Ned Clarke	Ski Team
Trygg Engen	Ski Team

Paid Positions:

Megan Hinz	Girls 7 <sup>th</sup> Grade Basketball	\$1,938
Nate Grove	Girls 8 <sup>th</sup> Grade Basketball	\$2,238



Nicole Casimiro	Boys 7 <sup>th</sup> Grade Basketball	\$1,938
Jason Duff	Boys 8 <sup>th</sup> Grade Basketball	\$1,938
Paul Kerrigan	Boys JV Basketball	\$3,274
Nick Scuderi	Boys Reserve Basketball	\$2,594

**Policies:**

**Denise Day moved to approve Policies IFA Instructional Needs of Students with Different Talents, Policy IGAD Career Education, Policy IGD Curriculum Adoption, Policy IF Instructional Program, 2<sup>nd</sup> by Maria Barth. Motion approved 7-0.**

**SCHOOL BOARD COMMITTEE UPDATES:**

Maria Barth reported that the Policy Committee met today. Also, the End 68 Hours of Hunger Committee met yesterday. They had a lot of brainstorming on fundraising opportunities.

**PUBLIC COMMENTS**

None

**CLOSING ACTIONS:**

Future Meeting Dates: December 3 and December 17

**ADJOURNMENT:**

**Denise Day moved to adjourn the meeting at 9:15 p.m., 2<sup>nd</sup> by Maria Barth. Motion approved 7-0.**

Respectfully yours,

Laura Grasso Dobson  
Recording Secretary

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT					
FISCAL YEAR 2014-2015					
FINANCIAL STATUS AS OF:					
11/25/2014					
	Budgeted	Expended	Encumbrances	Amount Remaining	Percentage Spent
	2014-2015	2014-2015	2014-2015	2014-2015	2014-2015
<b>SALARIES:</b>					
Administrator	1,301,715	556,114	758,338	(12,737)	101%
Teacher	14,207,423	4,012,740	10,059,926	134,757	99%
Para	2,019,395	708,843	1,403,728	(93,176)	105%
Tutor	179,021	58,549	125,159	(4,687)	103%
Custodian	689,634	286,160	405,592	(2,118)	100%
Secretary	351,434	134,234	216,771	429	100%
District Hourly	598,653	251,411	347,185	57	100%
Maintenance	196,661	90,524	87,776	18,361	91%
Drivers	760,290	344,991	387,278	28,021	96%
Media Assistant	8,100	2,411	2,603	3,086	62%
Misc & Summer	204,544	98,476	68,998	37,070	82%
Subs - Professional	248,027	85,393	55,091	107,543	57%
Subs - Para	22,300	15,210	14,783	(7,693)	134%
Subs - Secretary	3,000	2,380	0	620	79%
O/T	36,577	80	0	36,497	0%
Med & Dent Payback	537,292	201,047	292,665	43,580	92%
<b>TOTAL SALARIES</b>	<b>21,364,066</b>	<b>6,848,563</b>	<b>14,225,893</b>	<b>289,610</b>	<b>98.6%</b>
<b>BENEFITS:</b>					
Health Ins	4,308,627	1,233,856	3,101,577	(26,806)	101%
Dental Ins	126,717	35,721	89,398	1,598	99%
Life Ins	51,270	15,090	37,736	(1,556)	103%
LTD Ins	49,039	14,128	36,093	(1,182)	102%
FICA	1,630,188	505,433	1,094,394	30,361	98%
Retirement - Non Professional	321,390	126,426	195,500	(536)	100%
Retirement - Professional	2,099,479	585,946	1,477,385	36,148	98%
Annuity	105,050	28,911	80,251	(4,112)	104%
Tuition Reimb	0	1,551	0	(1,551)	
Unemployment Comp	24,065	51	0	24,014	0%
Workers Com	102,177	0	55,832	46,345	55%
<b>TOTAL BENEFITS</b>	<b>8,818,002</b>	<b>2,547,113</b>	<b>6,168,166</b>	<b>102,723</b>	<b>98.8%</b>
<b>ALL OTHER OPERATING EXPENSES:</b>					
Mast Way	148,802	82,759	8,551	57,492	61%
Moharimet	161,818	82,786	9,830	69,202	57%
Middle School	280,926	127,206	24,732	128,988	54%
High School	543,222	227,759	37,828	277,635	49%
District	2,023,591	2,051,320	8,263	(35,992)	102%
Transportation	710,942	363,945	12,665	334,332	53%
Technology	432,256	220,323	69,408	142,525	67%
Facilities	1,977,560	1,146,403	119,603	711,554	64%
SPED	1,920,266	741,737	1,171,964	6,565	100%
<b>TOTAL OPERATING</b>	<b>8,199,383</b>	<b>5,044,238</b>	<b>1,462,844</b>	<b>1,692,301</b>	<b>79.4%</b>
<b>GRAND TOTAL</b>	<b>38,381,451</b>	<b>14,439,914</b>	<b>21,856,903</b>	<b>2,084,634</b>	<b>94.6%</b>

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT  
THE STATE OF NEW HAMPSHIRE  
**2015**  
**SCHOOL WARRANT**

To the Inhabitants of the Oyster River Cooperative School District of Durham, Lee, and Madbury qualified to vote upon District affairs:

You are hereby notified to meet at the Oyster River High School in said district on the 3rd day of February 2015, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 7 and for any amendments thereto. Warrant articles whose wording is prescribed by law shall not be amended and no warrant article shall be amended to eliminate the subject matter of the article at Session I.

Official ballot voting for school district officers (articles 1 and 2) and on articles 3-7 will occur at town polling locations on Tuesday, March 10, 2015:

Town of Durham	Oyster River High School	7:00 am to 7:00 pm
Town of Lee	Lee Safety Complex	7:00 am to 7:00 pm
Town of Madbury	Madbury Town Hall	11:00 am to 7:30 pm

ARTICLE 1: To choose a Moderator for the coming year.

ARTICLE 2: To choose three School Board members, one each from Durham, Lee and Madbury for the ensuing three years.

ARTICLE 3: Shall the District raise and appropriate the sum of \$3,000,000 for the renovation and construction of athletic fields and tracks at Oyster River High School, and to authorize the issuance of not more than \$1,700,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the term and rate of interest thereon; and \$300,000 to come from an expendable trust fund for this purpose; and in addition to raise and appropriate the additional sum of \$36,833 for the first year's principal and interest payment on the bonds or notes, and authorize the School Board to apply for, accept and expend federal, state or other aid which may be available for the project and to comply with all laws applicable to the project and take any other action necessary to carry out this vote. *The School Board recommends this appropriation with a three-fifths (3/5) ballot vote of those in attendance and voting at the annual meeting.*

Explanation: Warrant article 5 asks Oyster River taxpayers to approve a bond of up to \$1.7M over a (10 or 15) year period to fund the costs for an athletic facility upgrade project at the high school. This project will include an 8 lane all-weather track, an artificial turf rectangular playing field and reconfigured baseball and softball fields. The total cost of the project is \$2.5 million. Assuming the \$1.7 million bond is approved by the voters the remaining \$800,000 for the project has/will be privately fundraised. The Friends of Oyster River Track (FORT) have already fundraised \$300,000 which will be used to fund the construction of the 8 lane all-weather track. An additional \$500,000 will need to be raised to fund lights, bleachers and dug-outs for the baseball and softball fields. An artificial turf field will improve drainage and the reconfiguration of our baseball and softball fields will allow for multi-use play.

ARTICLE 4: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargaining agreement reached between the Oyster River Bus Driver's Association (ORBDA) and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

2015-2016	\$	57,147
2016-2017	\$	21,726
2017-2018	\$	21,274

and further to raise and appropriate the sum of \$57,147 for the 2015-2016 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 5: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargaining agreement reached between the Oyster River Paraprofessionals and Support Staff (ORPaSS) and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

2015-2016	\$	135,624
2016-2017	\$	121,343
2017-2018	\$	84,600

and further to raise and appropriate the sum of \$135,624 for the 2015-2016 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 6: Shall the District vote to create an expendable trust fund under the provisions of RSA 198:20-c, to be known as the benefit stabilization fund, for the purpose of offsetting unexpected increases in various benefits in which the principal and interest may be appropriated and expended. Furthermore, to raise and appropriate a sum up to \$ 200,000 to be added to the benefit expendable trust fund, with such amount to be funded from the year-end undesignated fund balance surplus and to name the School Board as agents to expend from this fund. *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 7: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ xx,xxx,xxx distributed as follows: Fund 10 = \$ xx,xxx,xxx (regular operating budget); Fund 21 = \$ xxx,xxx (expenditures from food service revenues); Fund 22 = \$ xxx,xxx (expenditures from federal/special revenues); Fund 23 = \$ x,xxx (expenditures from pass through funds)? Should this article be defeated, the operating budget shall be \$ xx,xxx,xxx (Default Budget) which is the same as last year with certain adjustments required by previous action of the district or by law; or the district may hold one special meeting in accordance with RSA 40:13, X, and XVI to take up the issue of the revised operating budget only. *The School Board recommends this appropriation. (Majority vote required)*

Given under our hands at said Durham NH this \_\_\_\_ day of January 2015:

\_\_\_\_\_  
Thomas Newkirk, Chairperson

\_\_\_\_\_  
Allan Howland, Vice-chair

\_\_\_\_\_  
Kenneth Rotner

\_\_\_\_\_  
Maria Barth

\_\_\_\_\_  
Edwin Charle

\_\_\_\_\_  
Denise Day

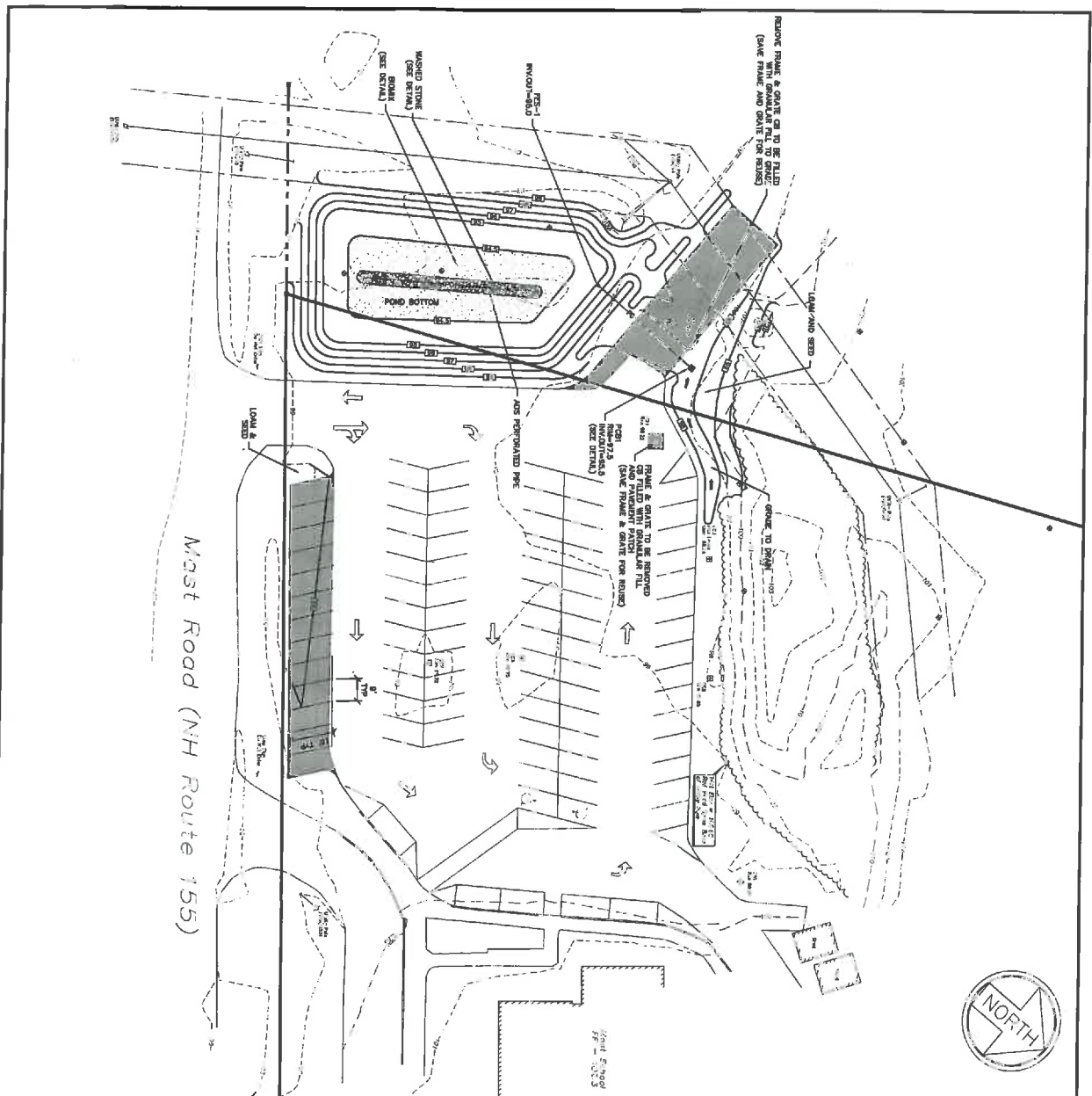
\_\_\_\_\_  
Sarah Farwell

**Budget Analysis**

		<b>Tax Impact per \$1,000</b>		
		<b>Durham</b>	<b>Lee</b>	<b>Madbury</b>
<b>Proposed Budget</b>	\$39,454,621	\$0.40	\$0.60	\$0.25
<b>ORBDA Warrant</b>	\$69,147	\$0.04	\$0.05	\$0.05
<b>ORPASS Warrant</b>	\$135,624	\$0.08	\$0.11	\$0.09
<b>Total General Fund</b>	\$39,659,392	\$0.52	\$0.76	\$0.39

<b>Field Upgrade Warrant</b>	<b>1.7 M Bond- 10 year</b>	<b>3.746%</b>		
Year 1	\$36,833	\$0.02	\$0.03	\$0.03
Year 2	\$230,563	\$0.14	\$0.18	\$0.15
Year 3	\$224,188	\$0.13	\$0.17	\$0.15
Year 4	\$217,813	\$0.13	\$0.17	\$0.14
Year 5	\$211,438	\$0.12	\$0.16	\$0.14
<b>Total</b>	<b>\$2,055,583</b>			

	<b>1.7M Bond- 15 year</b>	<b>3.998%</b>		
Year 1	\$39,289	\$0.03	\$0.03	\$0.03
Year 2	\$180,700	\$0.11	\$0.14	\$0.12
Year 3	\$176,100	\$0.10	\$0.14	\$0.12
Year 4	\$171,500	\$0.10	\$0.13	\$0.11
Year 5	\$166,900	\$0.10	\$0.13	\$0.11
<b>Total</b>	<b>\$2,244,289</b>			



**LEGEND**

- EXISTING DRAINAGE
- EXISTING UTILITY POLE
- EXISTING SOIL
- PROPOSED CURBS
- HANDICAP PARKING
- TRAFFIC APPROX.
- EXISTING CURBLINE
- TEST PIT
- PROPOSED PAVED DRIVE
- PROPOSED NEW PAVEMENT
- PROPOSED FIN BRICK
- PROPOSED WASHED STONE

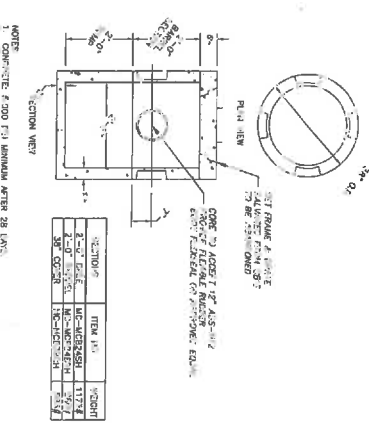
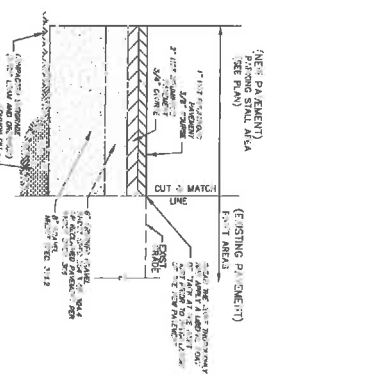
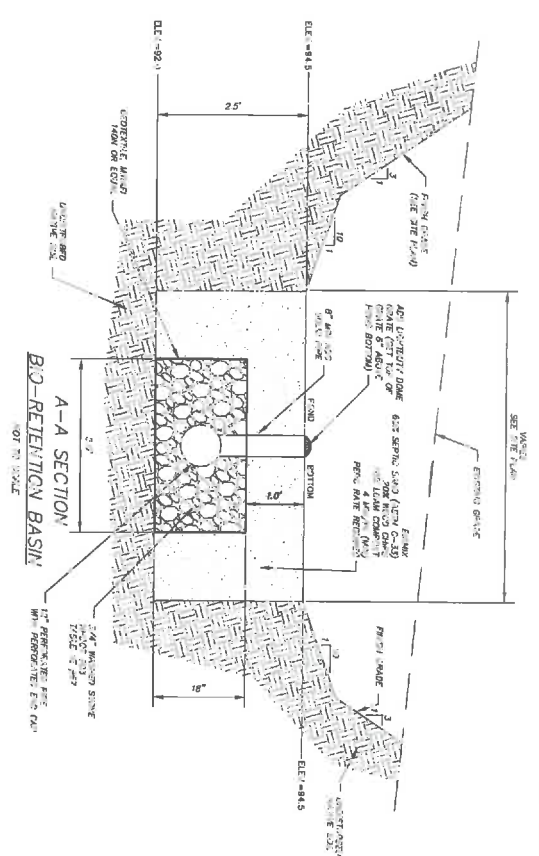
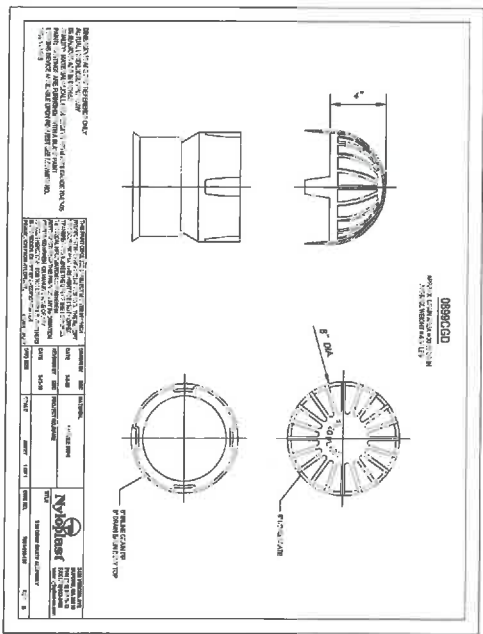
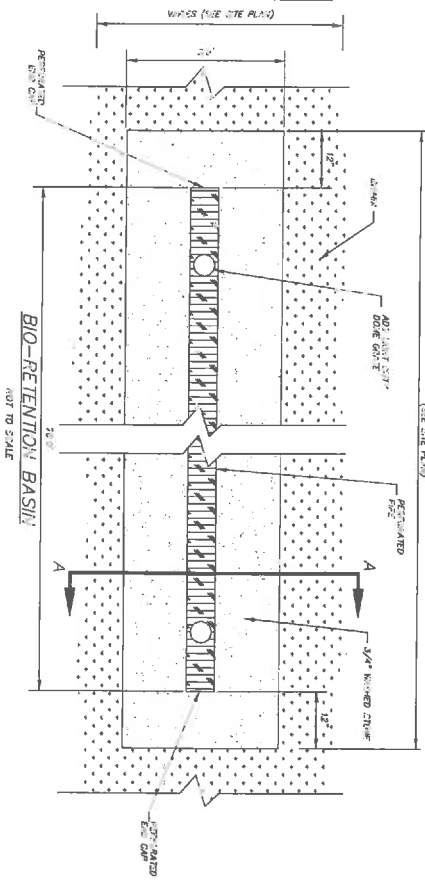
**NOTE:**  
CONTRACTOR IS REQUIRED TO CALL THE UTILITY SERVICE LOCATIONS OF ALL UTILITIES PRIOR TO STARTING ANY WORK ON SITE.

**GRAPHIC SCALE**  
( IN FEET )

**DIG-SAFE**  
1-888-364-7223

<b>C-1</b>	<b>SITE DRAINAGE IMPROVEMENTS MASTWAY SCHOOL MAST SCHOOL (NH RTE 155) LEB, NH</b>	<b>OYSTER RIVER COOPERATIVE SCHOOL DISTRICT SAU #5 33 COE DRIVE DURHAM, NH</b>	<b>DATE:</b> 11-7-14			
			<b>SCALE:</b> 1"=20'			
			<b>DRAWN BY:</b> SPD			
			<b>DESIGN BY:</b> SPD			
			<b>APPROVED BY:</b> SM			
			<b>PROJECT:</b> M2-1403			
			<b>FILE:</b> SITE.DWG	<b>NO.</b>	<b>REVISION</b>	<b>APP'D</b>
						<b>DATE</b>

**HAIGHT ENGINEERING, PLLC**  
 CIVIL ENGINEERS  
 P.O. BOX 1166, 181 RATSON ROAD  
 DOWRY, NEW HAMPSHIRE  
 603.706.6966 FAX 603.749.1348



NOTE: THE MAHWILE 30" DIA H-20 MINI CATCH BASIN SHALL BE INSTALLED IN THE EXISTING PAVEMENT AND SHALL BE SET TO THE FINISH GRADE OF THE EXISTING PAVEMENT. THE MAHWILE 30" DIA H-20 MINI CATCH BASIN SHALL BE SET TO THE FINISH GRADE OF THE EXISTING PAVEMENT. THE MAHWILE 30" DIA H-20 MINI CATCH BASIN SHALL BE SET TO THE FINISH GRADE OF THE EXISTING PAVEMENT.

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**DETAIL SHEET**

C-2

**SITE DRAINAGE IMPROVEMENTS  
MAHWILE SCHOOL DISTRICT  
MAHWILE SCHOOL (NE RTE 155)  
LEE, NE**

**OYSTER RIVER COOPERATIVE  
SCHOOL DISTRICT  
SAU #5  
33 COE DRIVE  
DURHAM, NH**

DATE 11-7-14					
SCALE N/A					
DRAWN BY: SRD					
DESIGN BY: SRD					
APPROVED BY: VAS					
PROJECT NO: 1403					
FILE: SITE.DWG					
NO.		REVISION	APPD	DATE	

**HAYST ENGINEERING, PLLC  
CIVIL ENGINEERS  
P.O. BOX 1108, 101 WATSON ROAD  
DURHAM, NEW HAMPSHIRE  
903.750.4822, FAX 903.749.1348**

Oyster River Cooperative School District  
Business Administrator's Office

SAU #5  
36 Coe Drive  
Durham, NH 03824

(603) 868-5100 x2003  
FAX (603) 868-6668  
[scaswell@orcisd.org](mailto:scaswell@orcisd.org)

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INTEROFFICE MEMORANDUM

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TO: School Board

FROM: Sue Caswell,  
Business Administrator

DATE: December 3, 2014

RE: Bus Lease

Attached you will find data pertaining to options for leasing 2-3 buses. We are looking at this as a way to upgrade the status of our fleet within the next few months. This year we have experienced numerous breakdowns with vehicles making it difficult to cover routes. We have managed to get by, but not without disrupting the schedules for our students. Adding these buses will hopefully assure we have enough working vehicles and spares to meet all district demands. We will be bringing you the details of the lease for approval once we confirm them. Our budget has funding to support this in the repair account. We anticipate a balance in this account since we are holding off on expensive repairs to several older buses. Lisa Huppe, Transportation Director, will be available to answer any questions you may have in regards to this proposal.



**Requested specs - ORCSD**

	<b>BlueBird</b>	<b>Thomas</b>	<b>International</b>
	<b>\$ 80,255.00</b>	<b>\$ 81,600.00</b>	<b>\$ 81,288.00</b>
Driver seat – high back, adj, tilt back	YES	YES	YES
Built in 5 pt harness' in both front seats	YES	YES	YES
Seatbelts installed in 2 <sup>nd</sup> row of seats	YES	YES	YES
AM/FM Radios with interior PA	YES	YES	YES
Push button/electric entrance door control	YES	YES	YES
Heated Mirrors	YES	YES	YES
Reflective strobing stop arm	YES	NO	YES
Crossing Gate; front bumper	YES	YES	YES
Interior lock for emergency door(s)	YES	YES	YES
Exterior vandal lock and key; front door	YES	YES	YES
Tinted Windows	YES	YES	YES
Maximized luggage comp	28.4/16/22.7 CU FT	8/8/5FT	11/13.5/22.5 CU FT
Webasto Heater	YES	YES	YES
750 watt engine block heater	YES	YES	YES
Glow plug system	YES	intake heater	YES
Fuel Tank Capacity	60 gal	60 gal	65 gal
Hydraulic Brakes	YES	YES	YES
Chassis: 5 yr warranty/75000 mi	5 YR/UNL MILE	5 yr/100,000 mi	5 yr/100,000 mi
Engine: 5 yr/unl mileage	5 YR/100,000 MI	5 yr/100,000 mi	5 yr/100,000 mi
Allison transmission: 5 yr/unl mileage	5 YR/ UNL MILE	5 yr/unl mi	5 yr/unl mi
body		3 yr/unl mi	5 yr/100,000 mi
paint	5 yr full paint	5 yr full paint	5 yr/unl mi
3 year lease/no balloon pmt	\$ 27,298.97	\$ 27,695.78	\$ 27,579.79
5 year lease/no balloon pmt	\$ 16,859.61	\$ 17,044.17	\$ 16,995.51
fixed int rate	no	YES/higher	no
current build turnover	2-3 mos	2-3 mos	2-3 mos

Policies for  
First/Second Read/Adoption/Deletion  
**SB Meeting of  
December 3, 2014**

<b>Title</b>	<b>Code</b>
<b>Policies for First Read</b>	
World Language Program	IHAH
Character and Citizenship Education	IHAK
<b>Policies for Second Read/Adoption</b>	
Curriculum Development	IGA
<b>Policies for Deletion</b>	
Buildings and Grounds Maintenance	ECB

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IHAH
New Policy School Board Adoption: September 22, 2010 Policy Committee: October 22, 2014 <u>School Board First Read: December 3, 2014</u>	Page 1 of 1 Category: <a href="#">Priority</a>

## WORLD LANGUAGES PROGRAM

~~It is the policy of the Oyster River Cooperative School Board to provide students with opportunities to explore a broad range of academic fields.~~ In keeping with the Oyster River Cooperative School Districts mission to provide broad academic opportunities developmental needs of to students, a world language program will be offered to students in the ~~elementary~~, middle school and high school and when possible at the elementary.

Content will include basic vocabulary as well as an introduction to the culture of countries speaking the studied languages. Instruction will include speaking and listening skills with some writing skills. The world languages teacher(s) and the building principal will develop other curriculum components.

Students who demonstrate content mastery at the exploratory level may be offered the opportunity to participate in a full year instructional program in 7<sup>th</sup> and 8<sup>th</sup> grades with the expectation that they will continue to study world language at the high school level.

### **Legal Reference:**

NH Code of Administrative Rules, Section Ed. 306.26(c), World Languages, Middle School  
 NH Code of Administrative Rules, Section Ed. 306.27(e)(16), High School Curriculum,  
 World Languages,  
 NH Code of Administrative Rules, Section Ed. 306.48, World Languages Program

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IHAK
Date of Adoption: August 17, 1988      Previously - IGAK Date of Revision: June 21, 2006 Date of Code Revision Adoption: June 16, 2010 <u>Policy Committee: November 19, 2014</u> <u>School Board First Read: December 3, 2014</u>	Page 1 of 1 <u>Category: Priority</u>

## CHARACTER AND CITIZENSHIP EDUCATION

The Oyster River Cooperative School Board assumes its leadership role in the development of ethical values among young people by endorsing and modeling character and citizenship education.

Those in charge of curriculum development will have the responsibility for integrating into the curriculum, as appropriate, the following principles:

- ~~1. Each individual has dignity and worth.~~
- ~~2. A free society requires respect for persons, property, principles, and for self.~~
- ~~3. Each individual has a right to learn and freedom to achieve.~~
- ~~4. Each individual, regardless of race, creed, color, sex, sexual orientation, ethnic background, or economic status, has the right to equal opportunity.~~
- ~~5. Each individual has the right to personal liberties.~~
- ~~6. Each individual is responsible for his/her own actions, and should exercise self-discipline where and when appropriate.~~
- ~~7. Each individual has a responsibility to the group as well as to the total society.~~
- ~~8. A democratic government is established by majority vote, subject to individual rights guaranteed by the Constitution.~~
- ~~9. Democratic societies are based on law.~~
- ~~10. Problems are solved through reason and orderly processes.~~
- ~~11. An individual should be tolerant of another's beliefs and should have freedom to express his/her own.~~
- ~~12. Each individual has the right to work, to pursue an occupation, and to gain satisfaction from personal efforts.~~

Teaching in the area of character and citizenship values will take place throughout the K-12 program.

### Legal References:

- NH Code of Administrative Rules, Section Ed 306:04(a)(5), Character and Citizenship
- NH Code of Administrative Rules, Section ED 306:04(i), Character and Citizenship

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IGA
Date of Adoption: August 17, 1988 - Code Change from IF SB First Read: August 17, 2011 SB Second Read/Adoption: September 7, 2011 <u>School Board First Read: November 5, 2014</u> <u>Back to Policy Committee: November 19, 2014</u> <u>School Board Second Read/Adoption: December 3, 2014</u>	Page 1 of 2 <u>Category: Priority</u>

## CURRICULUM DEVELOPMENT

The Oyster River Cooperative school board will encourage and support the professional staff in its efforts to investigate new curricular ideas, develop and improve programs, and evaluate results.

The superintendent will direct and/or delegate curriculum development for the school system. The superintendent will establish curriculum committees for the study of curriculum improvements, including the selection of new instructional materials, as found necessary and desirable.

Teacher obligations to the school beyond regular classroom duties include work on curriculum committees. It is expected that all teachers will make contributions to curriculum development.

The superintendent will submit to the board recommendations developed by the curriculum committees and the professional staff. Recommendations will be submitted to the board for its consideration and adoption, as appropriate.

### Curriculum ~~Maps & Scope & Sequences~~ Guides

Curriculum guides shall be ~~provided~~ developed for ~~the various~~ all subject areas. These guides shall present at least a minimal outline for instruction which will include the scope and sequence and a basis for future development of the particular course.

The guides shall be designed to assist all users in strengthening and in clarifying their philosophy regarding the teaching of a subject and will, when possible, suggest a variety of possibilities for instruction, patterns of individualization, and variations of approaches and materials.

#### 1) Development of Guides:

- a) Curriculum guides should be initially developed by the staff and teachers who are to use them.
- b) Where entire staff participation is not feasible, a system of representatives of staff and/or departments concerned shall form committees for study, creation, and revision of any particular guide.
- c) When work is completed on a guide, the committee responsible for its development shall present it to the appropriate staff and then through the office of the superintendent.

#### 2) Use of the Guides Curriculum Maps:

- a) Curriculum guides are to serve as a framework from which a teacher will develop units of study, individual lesson plans, and approaches to instruction which will serve the pupils' particular needs at a particular time. The guides shall be used to map the logical sequence of instruction.
- b) The principal is responsible for monitoring optimum use of available curriculum guides.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IGA
Date of Adoption: August 17, 1988 First Read to SB: August 17, 2011 Second Read to SB: September 7, 2011 <u>School Board First Read: November 5, 2014</u> <u>Back to Policy Committee: November 19, 2014</u> <u>School Board Second Read/Adoption: December 3, 2014</u>	Page 2 of 2 <u>Category: Priority</u>

## CURRICULUM DEVELOPMENT

Curriculum Guides ~~Maps~~ will be developed for all courses and will contain the following three parts:

- 1) A listing of the instructional standards and/or competencies of the course consistent with the goal of continuous progress and stated as far as possible in measurable behavior.
- 2) A suggested method of assessment for stated instructional standards/competences in order to measure when and to what degree learning has been accomplished.
- 3) Suggested learning activities such as workbook pages, selected readings, activity cards, games, etc. to accompany each objective.

The board recognizes that curriculum is not static and, therefore, expects that curriculum guides will be updated on a regular basis ensuring alignment with standards adopted by the New Hampshire Department of Education.

Copies of all relevant guidelines will be on file in the Central office, District web-site, principal's office, and as appropriate the school library.

### Cross Reference:

IL – Evaluation of Curricular Programs  
IGD – Curriculum Adoption

### Legal Reference:

NH Code of Administrative Rules, Section Ed. 302.02(f), Substantive Duties of Superintendents  
NH Code of Administrative Rules, Section Ed. 303.01(g), Substantive Duties of School Boards

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ECB
Date of Adoption: June 29, 1988 <u>TO BE DELETED SCHOOL BOARD: 11/5/14</u> <u>Back to Policy Committee: November 19, 2014</u> <u>TO BE DELETED SCHOOL BOARD: December 3, 2014</u> <u>This policy is covered under Policy EC – Buildings and Grounds Management</u>	Page 1 of 1

*BUILDINGS AND GROUNDS MAINTENANCE*

The board will develop and execute a continuing program of maintenance of all district-owned buildings and grounds. This program of maintenance will be administered in such a manner as to preserve the capital investment of the district and to prevent deterioration due to lack of proper care.

The Superintendent will carry out the above policy through providing for:

1. Buildings and ground improvements and additions as established by capital outlay line items approved by the board.
2. An adequate custodial program for all schools.
3. Improvement and maintenance of school grounds and fields.
4. Repairs, including repairs of equipment, and painting.
5. Determination of obsolete equipment.