

BEDB-R

**Oyster River Cooperative School District
REGULAR MEETING**

January 20, 2016

OR High School Library

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: 1/6/15 regular and non-public meeting 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**
 - D. Student Senate Report**
 - E. Other:**
 - Health Insurance Presentation – Lisa Duquette
- VI. DISCUSSION ITEMS**
 - Health Insurance
 - Start Time
 - Sabbatical Leave
 - Forming a Cooperative Football/Ice Hockey Team with Portsmouth
- VII. ACTIONS**
 - A. Superintendent Actions**
 - B. Board Action Items**
 - Motion to adopt FY17 Budget for Deliberative Session
 - Motion to approve Default Budget
 - Motion to Approve Warrant Articles for Deliberative Session
 - Motion to Approve MS26
 - Motion to approve ORHS Advisors and Winter Volunteer.
 - Motion to approve ORHS Overnight Field Trip – NHMEA Jazz All State 2/4/16-2/6/16
- VIII. SCHOOL BOARD COMMITTEE UPDATES**
- IX. PUBLIC COMMENTS**
- X. CLOSING ACTIONS**
 - A. Future meeting dates:** 2/3/16 – Annual Session I – Deliberative – 7:00 PM ORHS
2/10/16 - Regular School Board HS Library 7:00 PM
2/16/16 – Candidates Night – ORHS C-120
2/17/16 – Manifest Review – ORHS C-120
- XI. NON-PUBLIC SESSION: RSA 91-A:3 II {If needed}**
NON-MEETING SESSION: RSA 91-A:2 I {If needed}
- XII. 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. 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:

• 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: 2015 - 2018
• Maria S. Barth	Term on Board: 2015 - 2018
• Daniel Klein	Term on Board: 2015 - 2018

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

January 6, 2016

ORHS Library

6:30 p.m.

SCHOOL BOARD MEMBERS: Tom Newkirk, Al Howland, Kenny Rotner, Denise Day, Sarah Farwell, Maria Barth, Dan Klein and Student Representative: Caroline Wilson

ADMINISTRATORS: Superintendent Dr. James Morse, Sue Caswell, Todd Allen, Jay Richard, Mike McCann, Carrie Vaich, and Catherine Plourde

There were 5 members of the public present.

I. CALL TO ORDER by Tom Newkirk 6:30 – 7:00 Manifest Review

The Board thanked Alexander Taylor for the School Board's new set up for their meetings.

Tom Newkirk declared a public hearing on the new videotaping law. Superintendent Morse reported that it has been determined that they do not need a new policy on the new videotaping law. The public hearing to discuss the current practice which is not to videotape students in classrooms without permission. Tom Newkirk opening this hearing up for public comments. Hearing none this public hearing is now closed.

II. PUBLIC COMMENTS:

Dean Rubine of Lee talked about Madbury and that their valuation lowered by 3.6%

III. APPROVAL OF MINUTES:

December 16, 2015: Denise Day moved to approve the December 16th minutes, 2nd by Al Howland. Motion passed 7-0 with the Student Representative voting in the affirmative.

APPROVAL OF MANIFESTS:

Payroll Manifest# 14: \$1,230,258.70

Payroll Manifest 14A: \$3,498.69

Vendor Manifests #15: \$698,816.98

Payroll Manifests #15: \$862,282.69

IV. ANNOUNCEMENTS and COMMENDATIONS

A. District: Jay Richard of the Middle School commended Diane Marquis and Chris Ferry who organized the Middle School Ski Club. They do a great job. He is hoping to have a forum in February to talk about standards based and competency based learning.

Carrie Vaich of Mast Way announced that the PTO is holding a Vocabularyathon fund raiser for the playground. Information will be going home on January 11th in the school backpacks. January 16th 1-3 PM Safety Complex celebrating Lee's 250th birthday. There is a lot of things planned in the year for the town.

Mike McCann reported that the High School is wrapping up the semester and midterms will be January 19-22. The marketing students are working on the school store, The Bobcat Corner. This is allowing them to get hands on learning with business. On March 2nd, the SATs will be given to all Juniors. More information will be coming out as the time get closer.

B. Board: Denise Day was impressed with the student's holiday story and drawing contests.

Maria Barth was very impressed with Corey Parkers presentation on how the athletes are checked on. She is wondering if the other 25% of students who are not in athletics can be checked on as well.

Kenny Rotner thanked everyone who put together Martin Brewer's Celebration of Life Gathering.

Tom Newkirk commended Superintendent Morse for a great job at the Town Budget Forum in Madbury on Monday evening.

V. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum and Instruction Report: Todd Allen reported that there is a lot of work taking place at the middle school on standards based reporting. Everyone has been very welcoming in the District as he begins his new position.

He gave a quick update on the fields committee. The work of the Fields Ad Hoc Committee is coming to a close. They are creating a fact brochure and some basic communications going into weekly updates. Once the awareness piece is done then the citizens group, "Go Vote" is taking over the political side of the process.

B. Superintendents Report: Superintendent Morse noted that there are two meetings next week: Full day Kindergarten Forum on January 12th. This has been a very comprehensive effort in getting out the information to the public.

This forum will be videotaped for parents who are unable to make the meeting so that it will be available to them.

January 13th Public Bond and Budget Hearing Presentation.

C. Business Administrator: None

D. Student Senate Report: Caroline Wilson reported that since midterms and finals are coming up Student Senate activities have been put on hold.

E. Other: Wellness Committee: Drug and Alcohol Presentation:

School Board Goal: Improve efforts related to Student Wellness and Mental Health

Mental Health Committee Members:

Todd Allen	Assistant Superintendent
Heather Machanoff	Counseling Director
Jason Baker	School Counselor
Rob Quaglieri	Health Teacher
Carina Dolcino	School Counselor
Brenda Tirrell	School Counselor
Felicia Sperry	School Psychologist
Dagmar Lamberts	Special Ed Counselor
Joe Saxe	School Psychologist
Jean Wons	School Counselor
JoAn Saxe	School Counselor
Paula Roy	School Counselor
David Geschwendt	School Psychologist
Holly Pirtle	Health Teacher

ORCSD: What We Know:

Youth Risk Behavior Survey 2013 Data:

Students reported using alcohol, marijuana and prescription medications at a similar rate to the state average.

Students reported feeling depressed and/or anxious at a similar rate to the state average.

Issues that warrant monitoring include:

Access to illegal substances

Heroin epidemic across the region

Synthetic drugs
Vaping
Binge drinking
Access to prescription medications

Grades K-4:

Decision Making
Self-Esteem
Feelings
Refusal Skills
Safety Rules
Problem Solving
Healthy Risk Taking
Healthy Choices
Special Programming: SASS, TIGER, Bucket, Filling etc.

Grades 5-8:

Tobacco, alcohol, marijuana, prescription drugs, synthetic drugs education
Refusal skills, role play, and strategies that fit your style
Benefits of being drug free
Stress management
Addiction, tolerance, and withdrawal
Dangers of binge drinking
Drug and alcohol laws
Substance abuse and sexual activity
Suicide awareness and prevention including how to help a friend ACT
Understanding feelings
Anger management/conflict resolution
Access to a peer mediation programming
Bullyproofing/power of the bystander
Cyber safety
Fostering a sense of belonging
Understanding diversity and practicing tolerance
Building mentoring relationships.

Grades 9-12:

Decision making and choices of using drugs
Physical, social and emotional effects
Drug use and pregnancy, effect on the fetus
Effects of drug use on the body

Cost of drug use
Dependency vs Addiction
How to seek help for oneself and advocate for others
Support groups
Driving impaired
Dating and alcohol
Prescription and over the counter
Heroin education
Marijuana and legality issues
Vaping and spice education
Discussion based courses: Psychology, Sociology, Debate, Anatomy etc.

NH Commissioner of Education

Top Five Recommendations to Prevent Alcohol and Drug Abuse:

1. Talk about the issue clearly and consistently
2. Provide formal, effective prevention education early and often
3. Gather information about substance use and perceptions and behaviors regularly
4. Provide early identification, referral and support services
5. Implement an effective alcohol, tobacco and other drug policy

The Board asked about what intervention is in place for students who are not in athletics to help them with academic support. Heather responded that School Counselors will meet with the students to help provide them with the tools and support that they need.

Katherine Moore from the Wellness Committee reviewed the federal mandates with the Board.

Maria Barth moved to Approve the Wellness Committee Report and the charges contained therein, 2nd by Dan Klein. Motion approved 7-0 with the Student Representative voting in the affirmative.

VI. DISCUSSION ITEMS

Corrected Warrant Articles

Article 7: It was moved and seconded at the previous meeting.

Article 7 explanation: The Board had a discussion on how the wording of this Article should read.

Kenny Rotner moved to have the article read: "This article asks voters to approve establishing a fund to provide the District with a way to assist students who live at or below poverty level as defined by the free and reduced price lunch program. It is recognized that there are currently students in our District who are unable to afford the purchase of important technology. Funds from the proceeds of the sale of unused or outdated technology equipment will be utilized to provide this needed technology. The amount in this fund is to be capped at \$2,000, 2nd by Maria Barth. Motion approved 7-0 with the Student Representative voting in the affirmative.

Assign Presentation of Warrant Articles: The Board members will present the following Warrant Articles:

Warrant Article 3 - Al Howland
Warrant Article 4 - Dan Klein
Warrant Article 5 - Kenny Rotner
Warrant Article 6 - Sarah Farwell
Warrant Article 7 - Maria Barth
Warrant Article 8 - Tom Newkirk
Denise Day will present the Distinguished Service Award

Maria Barth moved to approve the above presentation of Warrant Articles, 2nd by Dan Klein. Motion passed 7-0 with the Student Representative voting in the affirmative.

VII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

The Board had a discussion on the proposed resolutions to NHSBA at the upcoming meeting. No motion is necessary.

Nomination of Coaches:

Volunteer Coaches:

Scott Masi	Ski Team
Derek Hubbard	Boys Hockey
Andrea Biniszkievicz	MS Cheer Club
Sue Jackson	MS Cheer Club

Leslie Gelsomini	Girls Hockey
Scott Barton	Girls Hockey
Kim Strout	Wrestling

Paid Positions:

Sunny Sadana	Boys 7 th Grade Basketball	\$1,957
Dave Geschwendt	Girls 7 th Grade Basketball	\$1,957
Nate Grove	Girls 8 th Grade Basketball	\$2,332
Jason Duff	Boys 8 th Grade Basketball	\$1,957

Denise Day moved to approve the above slate of Coaches and volunteers, 2nd by Al Howland. Motion approved 7-0 with the Student Representative voting in the affirmative.

Motion to approve Policy JLCF: Denise Day moved to approve Policy JLCF for adoption, 2nd by Maria Barth. Motion approved 7-0 with the Student Representative voting in the affirmative.

VIII. School Board Committee Updates:

Al Howland reported that the Communications Committee reviewed updates of the power point presentation for all-day kindergarten. There was also a discussion on the start times. This will be placed on the agenda at the next Board meeting to develop a plan on how to proceed.

Dan Klein reported that the Sustainability Committee met. Tomorrow evening there will be a dinner and a movie "Bag It Is Your Life Too Plastic". In this documentary film, Jeb Berrier takes a closer look at our cultural love affair with plastic. This will be in the high school auditorium.

IX. PUBLIC COMMENTS:

David Taylor of Durham noted that there was discussion on how authorization of the funds will be expended on Article 7.

Sue Caswell will be working with the attorneys and DRA on the wording of Article 7 and will be ready for the next meeting.

X. CLOSING ACTIONS

Future Meeting Dates: 1/4/16 Town Budget Forum – Madbury Town Hall
1/20/16 Regular School Board HS Library
1/11/16 Town Budget Forum – Durham Town Hall
1/12/16 Full Day Kindergarten Forum ORHS
1/13/16 Public Bond and Budget Hearing
1/19/20 Town Budget Forum – Lee Safety Complex

XI. NONPUBLIC SESSION RSA 91-A:3 II (a) – Superintendent Evaluation

Kenny Rotner made a motion to enter nonpublic session at 9:09 PM, 2nd by Denise Day under RSA 91-A:3 II (a) to discuss the Superintendent's Evaluation. Upon Roll Call motion approved 7-0.

Maria Barth made a motion to re-enter public session at 9:50 PM, 2nd by Denise Day. Motion approved 7-0.

XII. ADJOURNMENT

Maria Barth made a motion to adjourn at 9:51 PM, 2nd by Sarah Farwell. Motion approved 7-0.

Respectfully submitted,

Laura Grasso Dobson
Recording Secretary

Oyster River Cooperative School Board

January 6, 2016 ORHS C-120

Non Public Meeting Minutes
School Board Attendees:

Maria Barth
Tom Newkirk
Kenny Rotner
Al Howland
Denise Day
Sarah Farwell
Dan Klein

Administrators Present: 0

The Board reviewed a rough draft of the superintendent's evaluation and made suggestions.

Respectfully Submitted,

Dr. James C. Morse, Sr.
Allan Howland, Vice-Chair

Narrative Survey Results

All,

As you know the late start discussion impacts the entire District which is why I surveyed the entire K-12 staff. I chose a narrative approach to the survey because I wanted staff comments and a Survey Monkey type of approach minimizes comments.

Survey results are as follows:

Total Number of respondents: 70

Two options were presented for staff input:

- Option A was to maintain the current order, ORHS and ORMS first but start 60 minutes later.
- Option B was to reverse the order, Elementary 1st/ORHS & ORMS 2nd with starting time 70 minutes later.

MOH had 23 responses	1 - Option A	13 - Option B		9 - Neither Option
MW had 11 responses	1- Option A	10 - Option B		
ORMS had 25 responses	10 - Option A	8 - Option B	3-Either A or B	4 - Neither Option
ORHS had 11 responses	1 - Option A	5 - Option B	1-Either A or B	4 - Neither Option
TOTAL	13	36	4	17

Of those that responded, 53 staff were favorable to a change (13 + 36 + 4) and 17 were not, almost a 3:1 ratio with Option B the dominant choice.

Staff comments were interesting. The most consistent K-12 concern, yes even at the elementary level, was the impact on ORHS after school athletics. Other concerns noted were:

- staff and family child care,
- starting the elementary at 7 am, and
- a variety of others issues.

I thought the staff did a great job articulating the range of issues we might face.

These results and this issue will be presented to the School Board at their December 16, 2015 meeting.

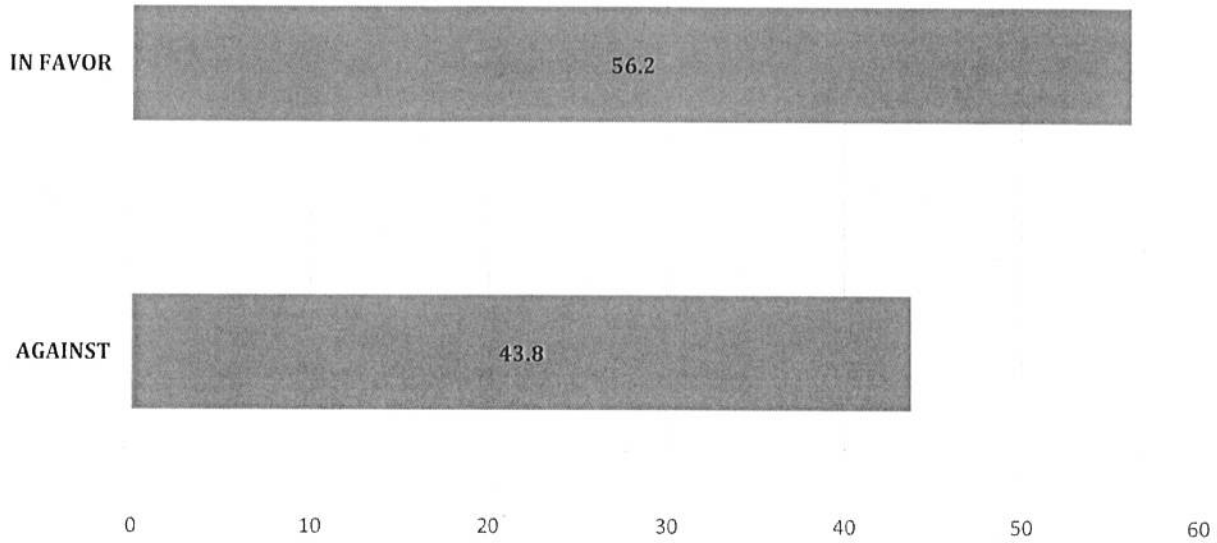
Corey, high school athletics is the most consistent concern addressed.

I'm pleased with the time staff took to address this issue. We will discuss this issue collectively at our next Leadership Team meeting. The ultimate decision lies with the School Board. I'm confident they will want a forum to collect community input which will likely be in January.

Jim

Survey Monkey
12/11/15

% OF START TIME SURVEY RESULTS



Options A + B + C = 56.2% - In Favor
Option D = 43.8% - Against

School Start Time Survey

Sorry to ask your opinion again, but some felt the last survey was vague given that it did not clearly have the "maintain current schedule" option

1. Please choose your Building Location

- Mast Way
- Moharimet
- Middle School
- High School
- Other (please specify)

2. Which Option Do You Prefer?

- Option A - HS/MS School Day 8:35 - 3:30 ~ Elementary 9:45 - 4:10
- Option B - HS/MS School Day 8:45 - 3:40 ~ Elementary 7:45 - 2:10
- Option C - Either Option A or B
- Option D - Schedule stays the same

Comments

Done

Powered by



SCHOOL START TIME IMPACT ON ATHLETICS

Wednesday, December 16, 2015

STUDENT FIRST PHILOSOPHY

WAYS WE MINIMIZE DISRUPTION FOR MISSED CLASS TIME

- INFORM ALL STAFF OF ROSTERS
 - WEEKLY GRADE CHECKS
 - DEVELOP INDIVIDUAL PLANS

CURRENT STUDENT-ATHLETE EXPECTATIONS

STUDENT FIRST PHILOSOPHY

- OF THE 222 FALL STUDENT ATHLETES ONLY 10 STUDENTS HAD A GRADE BELOW C- IN A CLASS

3.24- STUDENT BODY CUMULATIVE GPA AVERAGE

3.44- FALL STUDENT-ATHLETE CUMULATIVE GPA AVERAGE

CURRENT STUDENT-ATHLETE EXPECTATIONS

	Minutes Missed		
	2:30PM	3:15PM	3:45PM
Fall			
Cross Country	210	255	285
Varsity Golf	165	210	240
JV Golf	120	165	195
B JV/V Soccer	150	195	225
G JV/V Soccer	165	210	240
JV/V Field Hockey	240	285	315
JV/V Volleyball	105	150	180
Unified Soccer	90	135	165
Winter			
B JV/V Basketball	0	45	75
B Res Basketball	60	105	135
Swim and Dive	0	45	75
Indoor Track	0	45	75
B/G Varsity Hockey	0	45	75
B JV Hockey	30	75	105
Unified Basketball	30	75	105
Ski Team	465	510	540
Spring			
Varsity Baseball	345	390	420
JV Baseball	265	310	340
Softball	345	390	420
Girls JV/V Lax	45	90	120
Boys JV/V Lax	180	225	255
Track and Field	205	250	280
Unified Track	285	330	360
Boys Tennis	435	480	510
Girls Tennis	285	330	360

CURRENT STUDENT-ATHLETE EXPECTATIONS



CURRENT STUDENT-ATHLETE EXPECTATIONS

UNAVOIDABLE FACTORS TO CONSIDER

- SUNSET
- DISTANCE TO AWAY EVENTS

FACTORS TO HELP WITH LATER START

- MORE WEEKEND GAMES/MATCHES
- COMPETE ON VACATIONS AND HOLIDAYS
- SCHEDULE MINIMUM AMOUNT OF REQUIRED GAMES

H. *Sabbatical Leave*

1. A professional who has completed six (6) consecutive (authorized leaves of absence will be permitted without penalty) years of service with the School District shall be eligible for a sabbatical leave. The term of sabbatical leave shall coincide with the regular school year (July 1 - June 30) or a period up to one-half school year acceptable to the Superintendent. The selection committee and Superintendent will consider applications for one of the two sabbatical plans: one full school year at one-half salary or a period up to one-half school year at full salary.
2. The recommendations of the Selection Committee shall be made known to the School Board and, at the sole discretion of the School Board; up to two (2) members of the professional staff may be approved to take sabbatical leaves for the purpose of approved full-time graduate study at an accredited college or university, or other approved educational activities of benefit to the school children. Applicants whose proposals are recommended but denied leave by the Board shall receive letters explaining the reason for said denial.
3. Application for sabbatical leave must be submitted to the Superintendent not later than December 15 for sabbatical leaves commencing the following September or thereafter during the school year. The application shall be in the form of a detailed summary of the project to be undertaken, including a procedure for evaluation and request for either a full year or partial year sabbatical leave. The selection committee and the Superintendent shall make their recommendations to the School Board by January 15. Notification will be made in writing to the applicant by February 15, and professionals selected for sabbatical leave must accept or reject this appointment by March 1.
4. The professional on sabbatical leave shall advance one step on the salary schedule in effect during the term of his/her leave and receive one-half that amount for a full sabbatical year or the full amount during a partial sabbatical year. Salary will be paid in the usual installments (26 biweekly payments). Supplementary salary will not be included.
5. Insurance benefits (health, life, dental, and disability) will continue at full value during sabbatical leave, subject to acceptance by the insurers.
6. If, at the end of the sabbatical, the written report and evaluation of the work for which the sabbatical is granted are approved by the selection committee, the committee will recommend to the Superintendent that the School Board advance the professional to the salary step on which the professional would have been placed had the leave not been taken.

If the advancement is not approved by the Board, the professional shall remain on the salary step on which the professional was placed during the sabbatical year.

Upon return to the District, the professional will be assigned to the same position, or at least an equivalent position, in his/her area of certification. The administration will consult with the professional prior to any change in the assignment.

7. As a condition of the sabbatical and in consideration of the payments made by the School District to the professional during his/her leave, the professional must file with the Superintendent an agreement which stipulates that he/she will return to the School District for at least one full year at the conclusion of his/her sabbatical leave or reimburse the School District the full amount received as salary and other economic benefits during the sabbatical leave.



To: School Board
From: Corey Parker
Date: January 15, 2016
RE: Coopertative Agreements

Through the fall of 2015 and into 2016 the Oyster River High School Administration and Portsmouth High School Administration have been in discussion regarding the potential for joining and creating cooperative teams in the sports of Football and Girls Ice Hockey. The intentions for these cooperative agreements is to provide student athletes from both schools a chance to be a part of an athletic team that their school does not currently provide.

To start the process for application presented to the NHIAA requires both school districts School Boards to approve the agreement. As the talks continue with both parties, it is worth noting the applications to the NHIAA must be presented at least 1 year prior to approval. The timeline would indicate at the earliest we would enter in the cooperative would be the fall of 2017 for Football and the winter of 2016 for Girls Ice Hockey.

Over the next few weeks both administrations plan to present this topic at the School Board level to answer any questions or concerns each district may have.

Thank you.



DEFAULT BUDGET OF THE SCHOOL

Default Budget for the Fiscal Year from **July 1, 2016 to June 30, 2017**

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on:

Instructions

1. Use this form to list the default budget calculation in the appropriate columns.
2. Post this form or any amended version with proposed operating budget (MS-26 or MS-27) and the warrant.
3. Per RSA 40:13, XI, (a), the default budget shall be disclosed at the first budget hearing.

For Assistance Please Contact:

NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

ENTITY'S INFORMATION ?

School District:

Municipalities Served:



SCHOOL BOARD OR BUDGET COMMITTEE MEMBERS ?

-	First Name:	Thomas	Last Name:	Newkirk
-	First Name:	Allan	Last Name:	Howland
-	First Name:	Kenneth	Last Name:	Rotner
-	First Name:	Denise	Last Name:	Day
-	First Name:	Sarah	Last Name:	Farwell
-	First Name:	Maria	Last Name:	Barth
-	First Name:	Daniel	Last Name:	Klein



APPROPRIATIONS

INSTRUCTION ?	Purpose of Appropriations (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
1100-1199	Regular Programs ?	\$16,227,146	\$608,699		\$16,835,845
1200-1299	Special Programs ?	\$6,314,359	\$217,093		\$6,531,452
1300-1399	Vocational Programs ?	\$31,000			\$31,000
1400-1499	Other Programs ?	\$778,319	\$13,741		\$792,060
1500-1599	Non-Public Programs ?				
1600-1699	Adult/Continuing Ed. Programs ?				
1700-1799	Community/Jr.College Ed. Programs ?				
1800-1899	Community Service Programs ?				
	Instruction Subtotal	\$23,350,824	\$839,533		\$24,190,357

SUPPORT SERVICES ?	Purpose of Appropriations (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
2000-2199	Student Support Services ?	\$3,257,736	\$162,933		\$3,420,669
2200-2299	Instructional Staff Services ?	\$952,642	\$46,728		\$999,370
	Support Services Subtotal	\$4,210,378	\$209,661		\$4,420,039

GENERAL ADMINISTRATION ?	Purpose of Appropriations (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
2310 (840)	School Board Contingency ?				
2310-2319	Other School Board ?	\$118,056			\$118,056
	General Administration Subtotal	\$118,056			\$118,056



APPROPRIATIONS

EXECUTIVE ADMINISTRATION

Account #	Purpose of Appropriations (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
2320 (310)	SAU Management Services				
2320-2399	All Other Administration	\$1,058,347	\$21,562		\$1,079,909
2400-2499	School Administration Service	\$1,649,945	\$51,024		\$1,700,969
2500-2599	Business	\$606,705	\$2,530		\$609,235
2600-2699	Operation and Maintenance of Plan	\$3,790,665	\$33,570		\$3,824,235
2700-2799	Student Transportation	\$2,145,727	\$94,731		\$2,240,458
2800-2999	Support Service Central & Other	\$1,123,809	\$26,511		\$1,150,320
	<i>Executive Administration Subtotal</i>	\$10,375,198	\$229,928		\$10,605,126

NON-INSTRUCTIONAL SERVICES

Account #	Purpose of Appropriations (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
3100	Food Service Operations	\$102,500			\$102,500
3200	Enterprise Operations				
	<i>Non-Instructional Services Subtotal</i>	\$102,500			\$102,500



APPROPRIATIONS

FACILITIES ACQUISITION AND CONSTRUCTION ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
4100	Site Acquisition ?				
4200	Site Improvement ?				
4300	Architectural/Engineering ?				
4400	Educational Specification Develop. ?				
4500	Building Acquisition/Construction ?				
4600	Building Improvement Services ?				
4900	Other Facilities Acquisition and Construction Services ?				
<i>Water Distribution and Treatment Subtotal</i>					

OTHER OUTLAYS ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
5110	Debt Service - Principal ?	\$1,135,000			\$1,135,000
5120	Debt Service - Interest ?	\$367,436	(\$45,745)		\$321,691
<i>Other Outlays Subtotal</i>		\$1,502,436	(\$45,745)		\$1,456,691



APPROPRIATIONS

FUND TRANSFERS ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
5220-5221	To Food Service ?				
5222-5229	To Other Special Revenue ?				
5230-5239	To Capital Projects ?				
5254	To Agency Funds ?				
5300-5399	Intergovernmental Agency Allocations ?				
	Supplemental Appropriation ?				
	Deficit Appropriation				
Fund Transfers-Subtotal					

Operating Budget Total	Prior Year Adopted Operating Budget	Reductions or Increases	One-Time Appropriations	DEFAULT BUDGET
	\$39,659,392	\$1,233,377		\$40,892,769

EXPLANATION FOR INCREASES AND REDUCTIONS

Use this section of the form to explain why any increase of reduction was applied to the estimated appropriation for an account code. Supply an explanation for each individual increase or reduction on its own line. You can use the "Add New Line" button to insert a new line. The "Remove Line" button will remove that line from the form.

Account #	Explanation for Increase or Reduction	Add New Line	Remove Line



Oyster River Cooperative (22R)

1. CERTIFY THIS FORM

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name	Preparer's Last Name	Date
Susan P.	Caswell	Jan 20, 2016

2. SAVE AND EMAIL THIS FORM

Please save and e-mail the completed PDF form to your Municipal Advisor.

3. PRINT, SIGN, AND UPLOAD THIS FORM

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Bureau Advisor.

SCHOOL BOARD (OR BUDGET COMMITTEE PER RSA 40:14-B) CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

_____ School Board or Committee Member's Signature and Title	_____ School Board or Committee Member's Signature and Title
_____ School Board or Committee Member's Signature and Title	_____ School Board or Committee Member's Signature and Title
_____ School Board or Committee Member's Signature and Title	_____ School Board or Committee Member's Signature and Title
_____ School Board or Committee Member's Signature and Title	_____ School Board or Committee Member's Signature and Title
_____ School Board or Committee Member's Signature and Title	_____ School Board or Committee Member's Signature and Title
_____ School Board or Committee Member's Signature and Title	_____ School Board or Committee Member's Signature and Title
_____ School Board or Committee Member's Signature and Title	_____ School Board or Committee Member's Signature and Title

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
THE STATE OF NEW HAMPSHIRE
2016
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 2016, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 8 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 3-8 will occur at town polling locations on Tuesday, March 8, 2016:

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 two At-Large School Board members for the ensuing three years.

ARTICLE 3: Shall the District raise and appropriate the sum of \$1.9 Million for the renovation and construction of athletic fields and a track at Oyster River High School, and to authorize the issuance of not more than \$1.5 Million of bonds or notes to be paid over a 10 year period in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), with \$400,000 to come from the June 30, unassigned fund balance available July 1, 2016 and/or Facilities Development Capital Reserve Expendable Trust Fund, and to authorize the School Board to issue and negotiate such bonds or notes. Furthermore, to raise and appropriate the sum of \$22,419 for the first year's principal and interest payment. *The School Board recommends this appropriation. (A three-fifths (3/5) ballot vote required.)*

Explanation: Warrant Article 3 - Asks Oyster River taxpayers to approve a bond of up to \$1.5 Million over a (10) year period to fund the costs for an athletic facility upgrade project at the high school. This project will include an all-weather track, an artificial turf playing field with environmentally friendly fill, and reconfigured baseball and softball fields. The benefits of the project include increased safety, improved drainage and reduced runoff into Beard's Creek, and increased field access reducing the need to rent UNH fields. Assuming the \$1.5 million bond is approved by the voters, \$300,000 for the project which has been previously fundraised, will be used to fund the construction of the all-weather track. The remaining \$400,000 will come from fund balance. The Board anticipates that additional fundraising will make enhancements to the project possible including field lights and dugouts.

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 Educational Support Personnel Association and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

2016-2017	\$ 38,937
2017-2018	\$ 42,332
2018-2019	\$ 45,638

and further to raise and appropriate the sum of \$38,937 for the 2016-2017 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 authorize the School Board to sell the 24.97acre lot on Orchard Drive in Durham, on such terms and conditions as the School Board determines are in the best interests of the District, and further to raise and appropriate up to \$500,000 from the sale of this property to be placed into the Facilities Development Capital Reserve Fund. *The School Board recommends this appropriation. (Majority vote required)*

Explanation: Warrant Article 5 - Requests voter approval to sell two vacant residential parcels of land, totaling 24.97 acres on Orchard Drive in Durham. This property was given to the School District for future use. The property has been surveyed to determine the viability of using it for future buildings or fields. About 17 acres of the combined area of the parcels are constrained by natural resources, wetlands and watercourses, leaving only 8 acres for potential residential use. As a result of our environmental study, the School Board has determined that these parcels are not suitable for any school purpose. By placing this money in the Facilities Capital Reserve Fund it allows the District to meet capital needs.

ARTICLE 6: To see if the School District will vote to raise and appropriate up to \$500,000 to be added to the Facilities Development Capital Reserve Fund. This sum to come from the June 30 fund balance available for transfer on July 1, 2016. No amount to be raised by taxation. *The School Board recommends this appropriation. (Majority vote required)*

Explanation: Warrant Article 6 - Due to unanticipated revenues and unexpended accounts there may be funds remaining at the end of the year. Article 6 allows up to \$500,000 of the remaining funds to be placed in the Facilities Development Capital Reserve Fund to help address over \$2.5 million in unmet facility needs.

ARTICLE 7: Shall the District establish a non-lapsing Equipment Revolving Fund in accordance with RSA 194:3-c, to be funded by the sale of unused and outdated equipment for the purpose of providing equipment to students in need. Further to raise and appropriate the sum of one dollar (\$1.00). Withdrawals from the revolving fund will be made at monthly intervals as needed. *The School Board recommends this appropriation. (Majority vote required)*

Explanation: Warrant Article 7 – In our District it is recognized that there are students who cannot afford new technology. This article asks voters to approve establishing a District fund to provide the District with a way to assist students who live at or below poverty level, as defined by the free and reduced price lunch program. Funds from the proceeds of the sale of unused and outdated equipment will be utilized to assist these students. The amount in this fund will not exceed \$2,000.

ARTICLE 8: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts 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 \$42,303,815. Should this article be defeated, the default budget shall be \$40,892,769, which is the same as last year, with certain adjustments required by previous action of the District or by law; or the governing body 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)*

Note: Fund 10 = \$40,950,403 (regular operating budget); Fund 21 = \$671,412 (expenditures from food service revenues); Fund 22 = \$621,000 (expenditures from federal/special revenues); Fund 23 = \$61,000 (expenditures from pass through funds)?

Given under our hands at said Durham NH this ____ day of January 2016:

Thomas Newkirk, Chairperson

Allan Howland, Vice-chair

Kenneth Rotner

Maria Barth

Daniel Klein

Denise Day

Sarah Farwell



School Budget Form: Oyster River

(RSA 21-J:34)

Appropriations and Estimates of Revenue for the Fiscal Year from:

July 1, 2016 to June 30, 2017

Form Due Date: **20 days after meeting**

This form was posted with the warrant on: _____

For Assistance Please Contact:

NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

SCHOOL BOARD CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

School Board Members	
Printed Name	Signature
Thomas Newkirk	
Allan Howland	
Kenneth Rotner	
Maria Barth	
Sarah Farwell	
Denise Day	
Daniel Klein	

A hard-copy of this signature page must be signed and submitted to the NHDRA at the following address:

**NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL AND PROPERTY DIVISION
P.O.BOX 487, CONCORD, NH 03302-0487**

Appropriations

Account Code	Purpose of Appropriation	Warrant Article #	Expenditures Prior Year	Appropriations Current Year as Approved by DRA	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
Instruction						
1100-1199	Regular Programs	8	\$15,845,723	\$16,227,146	\$17,105,720	\$0
1200-1299	Special Programs	8	\$6,027,759	\$6,314,359	\$6,338,689	\$0
1300-1399	Vocational Programs	8	\$20,693	\$31,000	\$31,000	\$0
1400-1499	Other Programs	8	\$740,980	\$778,319	\$787,807	\$0
1500-1599	Non-Public Programs	8	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	8	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs		\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0
Support Services						
2000-2199	Student Support Services	8	\$3,157,117	\$3,257,736	\$3,412,567	\$0
2200-2299	Instructional Staff Services	8	\$975,143	\$952,642	\$1,016,537	\$0
General Administration						
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency		\$0	\$0	\$0	\$0
2310-2319	Other School Board	8	\$148,893	\$118,056	\$133,650	\$0
Executive Administration						
2320 (310)	SAU Management Services		\$0	\$0	\$0	\$0
2320-2399	All Other Administration	8	\$1,015,827	\$1,058,347	\$1,111,385	\$0
2400-2499	School Administration Service	8	\$1,590,271	\$1,649,945	\$1,726,390	\$0
2500-2599	Business	8	\$184,645	\$606,705	\$581,673	\$0
2600-2699	Plant Operations and Maintenance	8	\$3,774,941	\$3,790,665	\$3,860,911	\$0
2700-2799	Student Transportation	8	\$2,015,871	\$2,145,727	\$2,101,949	\$0
2800-2999	Support Service, Central and Other	8	\$984,563	\$1,123,809	\$1,210,434	\$0
Non-Instructional Services						
3100	Food Service Operations	8	\$19,518	\$102,500	\$75,000	\$0
3200	Enterprise Operations		\$0	\$0	\$0	\$0
Facilities Acquisition and Construction						
4100	Site Acquisition		\$0	\$0	\$0	\$0
4200	Site Improvement		\$0	\$0	\$0	\$0
4300	Architectural/Engineering		\$0	\$0	\$0	\$0
4400	Educational Specification Development		\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction		\$0	\$0	\$0	\$0
4600	Building Improvement Services		\$472,776	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction		\$0	\$0	\$0	\$0
Other Outlays						
5110	Debt Service - Principal	8	\$1,135,000	\$1,135,000	\$1,135,000	\$0
5120	Debt Service - Interest	8	\$413,038	\$367,436	\$321,691	\$0
Fund Transfers						
5220-5221	To Food Service	8	\$650,429	\$643,676	\$671,412	\$0
5222-5229	To Other Special Revenue	8	\$832,429	\$661,000	\$682,000	\$0
5230-5239	To Capital Projects		\$0	\$0	\$0	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0

5310	To Charter Schools		\$0	\$0	\$0	\$0
5390	To Other Agencies		\$0	\$0	\$0	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0
Total Proposed Appropriations			\$40,005,616	\$40,964,068	\$42,303,815	\$0

Revenues

Account Code	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues Ensuing Fiscal Year
Local Sources					
1300-1349	Tuition	8	\$0	\$1,548,000	\$1,884,500
1400-1449	Transportation Fees	8	\$0	\$30,000	\$30,000
1500-1599	Earnings on Investments	8	\$0	\$4,500	\$4,500
1600-1699	Food Service Sales	8	\$0	\$568,176	\$596,412
1700-1799	Student Activities		\$0	\$0	\$0
1800-1899	Community Services Activities		\$0	\$0	\$0
1900-1999	Other Local Sources	8	\$0	\$40,000	\$40,000
State Sources					
3210	School Building Aid	8	\$0	\$523,742	\$523,742
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid		\$0	\$0	\$0
3230	Catastrophic Aid	8	\$0	\$180,000	\$180,000
3240-3249	Vocational Aid	8	\$0	\$4,000	\$4,000
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition	8	\$0	\$5,000	\$5,000
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources		\$0	\$0	\$0
Federal Sources					
4100-4539	Federal Program Grants	8	\$0	\$661,000	\$682,000
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education		\$0	\$0	\$0
4560	Child Nutrition	8	\$0	\$70,500	\$70,000
4570	Disabilities Programs		\$0	\$0	\$0
4580	Medicaid Distribution	8	\$0	\$250,000	\$275,000
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
Other Financing Sources					
5110-5139	Sale of Bonds or Notes	3	\$0	\$0	\$1,900,000
5140	Reimbursement Anticipation Notes		\$0	\$0	\$0
5221	Transfers from Food Service Special Revenues Fund		\$0	\$0	\$0
5222	Transfer from Other Special Revenue Funds		\$0	\$0	\$0
5230	Transfer from Capital Project Funds		\$0	\$0	\$0
5251	Transfer from Capital Reserve Funds		\$0	\$0	\$0
5252	Transfer from Expendable Trust Funds	8, 5	\$0	\$0	\$700,000
5253	Transfer from Non-Expendable Trust Funds		\$0	\$0	\$0
5300-5699	Other Financing Sources		\$0	\$0	\$0
9997	Supplemental Appropriation (Contra)		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	6	\$0	\$0	\$500,000
9999	Fund Balance to Reduce Taxes	8	\$0	\$0	\$650,000
Total Estimated Revenues and Credits			\$0	\$3,884,918	\$8,045,154

Budget Summary

Item	Current Year	Ensuing Year
Operating Budget Appropriations Recommended	\$40,759,297	\$42,303,815
Special Warrant Articles Recommended	\$2,236,833	\$2,922,420
Individual Warrant Articles Recommended	\$204,771	\$38,937
TOTAL Appropriations Recommended	\$43,200,901	\$45,265,172
Less: Amount of Estimated Revenues & Credits	\$6,170,919	\$8,045,154
Less: Amount of State Education Tax/Grant	\$8,686,029	\$8,451,863
Estimated Amount of Taxes to be Raised	\$28,343,953	\$28,768,155

To: Dr. James Morse
From: Mike McCann, Principal
Date: January 14, 2016
Subject: REVISED and additional Nominations of advisors for 2015-2016 with one coach volunteer

Please accept the revised/additional nominations of the following people for activity advisors at ORHS along with one volunteer coach for the 2015-16 school year.

Revised/additional 2015-2016 Advisor Stipends						
Advisors						
Name	Activity	FTE	Longevity	Stipend	Longevity	Total
Nate Oxnard	SPARC/Project First/Robotics	0.5	4	\$1,566.00	\$37.50	\$1,603.50
Sara Cathey	SPARC/Project First/Robotics	0.5	0	\$1,566.00	\$0.00	\$1,566.00
Volunteer Coach						
Lucas Davies	Hockey Coach	0				

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: LUCAS DAVIES	School: Oyster River High School
Position: Volunteer Hockey Coach	Paid or <input checked="" type="checkbox"/> Unpaid

Athletic Director Narrative:

Please accept this nomination for Lucas Davies to volunteer with the boy's hockey program for the 2015-16 season. Lucas, an Oyster River alum will bring a great deal of knowledge to the team and act as a great mentor for the boys. He will be able to assist in both junior varsity and varsity practices which will help immensely with on ice skill development.

Attachments:

Reference Check

Application



Signature of Athletic Director

4/9/16

Date

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
OYSTER RIVER HIGH SCHOOL, 55 COE DRIVE, DURHAM, NH 03824
ORHS OVERNIGHT FIELD TRIP REQUEST FORM

Today's Date: 1/4/16

Teacher/Organization: MARC LA FORCE Subject: MUSIC

Trip Date & Time: Depart on 2/4/16 at 1:00 (am/pm)
(Date) (Time)

Return on 2/6/16 at 9:30 (am/pm) (PARENTS WILL BE PICKING UP STUDENTS - NO RETURN BUS)

Trip Contact Name & Phone Number: MARC LA FORCE 603-767-4878 (Name) (Phone #)

Trip Destination/Address: PINKERTON ACADEMY

Instructional Objective: CHAPERONING MUSIC STUDENTS ACCEPTED INTO THE NHMEA JAZZ ALL STATE FESTIVAL

Number of Students attending: 5 *

***Please submit an alphabetized list of each student's name and grade to the Main Office and the Nurse's Office two (2) weeks prior to the date of the trip.** Emergency forms are confidential and to be kept secure by the teacher. A first aid kit must be picked up by the teacher the day before leaving. Please return the kit and the forms ASAP.

Will any students need special assistance? If yes, specify: NO

Chaperone Name(s): MARC LA FORCE

Cell Phone Numbers active during trip: 603-767-4878

Transportation: Bus; Yes** or No.

DROP OFF ONLY - LEAVE ORHS @ 1:00 PM

**Please make arrangements for bus transportation with the Principal's secretary, ext 6002.

Review Faculty/Staff handbook for field trip / attendance procedures and time line.

Note: Overnight trips will be brought to the attention of the School Board; applications must be made at least one month in advance.

Calendar Approval: [Signature]

Principal's Approval: [Signature]