

**Oyster River Cooperative School District
REGULAR MEETING**

January 22, 2020

ORHS Library

7:00 PM

o. CALL TO ORDER (7:00 PM)

I. 6:30 – 7:00 PM MANIFEST REVIEW AT EACH SCHOOL BOARD MEETING.

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

- Motion to approve 1/8/20 regular & non-public meeting minutes.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

- A. District**
- B. Board**

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum & Instruction Report(s)

- Sabbatical Committee Alternate
- Kindergarten Registration Update
- Strategic Plan Update: World Language/Mental Health/Sustainability

B. Superintendent's Report

- Tuition Student to ORHS
- Update on Principal Search
- Status of MS Survey with UNH

C. Business Administrator

D. Student Senate Report

E. Other:

VII. DISCUSSION ITEM

VIII. ACTIONS

A. Superintendent Actions

B. Board Action Item

- Motion to approve tuition student to ORHS.
- Motion to appoint Board Member to Sabbatical Committee.
- Motion to adopt FY21 budget for Deliberative Session.
- Motion to approve and sign default budget for Deliberative Session.
- Motion to approve and sign 2020 Warrant Article for Deliberative Session.
- Motion to approve and sign MS26.
- Motion to approve ORHS List of Activity Stipends and coach.
- Motion to approve List of Policies for First Read, DM – Cash in School Buildings. EBCD – Emergency Closings.

IX. SCHOOL BOARD COMMITTEE UPDATES

- A. Manifest Reviewed and Approved by Manifest Subcommittee.**

X. PUBLIC COMMENTS

XI. CLOSING ACTIONS

- A. Future meeting dates:** 2/4/20 – Session I-Deliberative – ORHS Auditorium 7:00PM
2/5/20 - Regular Board Meeting – ORHS Library 7:00PM
2/18/20 – Candidates Night – ORHS C120 7:00PM
2/19/20 – Regular Board Meeting-ORHS Library 7:00PM

XII. NON-PUBLIC SESSION: RSA 91-A:3 II (a)

- Superintendent Self-evaluation

NON-MEETING SESSION: RSA 91-A:2 I {If Needed}

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). During the comment section of the agenda each speaker may have up to three (3) minutes within the time frame allowed. Board Chair may limit time allotment as deemed necessary. Occasionally, the Board may "suspend its rules" to allow visitor participation at the time an issue of specific interest is being addressed. A speaker will not be recognized for a second time on a particular topic.

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:

- | | |
|--------------------|----------------------------|
| • Brian Cisneros | Term on Board: 2018 –2021 |
| • Thomas Newkirk | Term on Board: 2019 - 2022 |
| • Kenneth Rotner | Term on Board: 2019 - 2022 |
| • Denise Day | Term on Board: 2017 - 2020 |
| • Michael Williams | Term on Board: 2017 - 2020 |
| • Allan Howland | Term on Board: 2018 - 2021 |
| • Daniel Klein | Term on Board: 2018 - 2021 |

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

Regular Meeting

January 8, 2020

ORHS - Library

DRAFT

SCHOOL BOARD: Brian Cisneros, Dan Klein, Tom Newkirk, Al Howland, Denise Day, Michael Williams. Absent: Kenny Rotner

Student Representative: Absent

ADMINISTRATORS: James Morse, Todd Allen, Sue Caswell, Jim Rozycki, Suzanne Filippone

There were 2 members of the public present.

I. CALL TO ORDER at 7:00 PM by Tom Newkirk

6:30-7:00 Manifest Review

II. APPROVAL OF AGENDA:

Denise Day moved to approve the agenda as presented, 2nd by Brian Cisneros. Motion passed 6-0.

III. PUBLIC COMMENTS:

Anita Mathur and Deborah Savage-Rearick Curran, both members of the ORAA Alumni Association Board of Directors read the statement below in favor of the proposed middle school:

The Oyster River Alumni Association (ORAA) is a non-profit organization that supports alumni and current students of the Oyster River Cooperative School District. Our mission is to strengthen the Oyster River community by facilitating alumni networking and communications, providing funds to support current Oyster River students, and increasing awareness of current Oyster River issues.

The ORAA Board of Directors is strongly in favor of constructing a new Oyster River Middle School building and has voted unanimously to endorse the passage of the proposed ORMS bond that will be on the March 10, 2020 election ballot as Warrant Article #3. While the ORAA Board of Directors certainly does not claim to speak for all ORHS alumni on this matter, we feel that the increasingly substandard condition and layout of the current middle school building is not conducive to 21st century learning. The ORAA Board feels that a new ORMS building is the best option to support the needs of the current and future generations of Oyster River students. We urge the Oyster River community to vote "Yes" on Warrant Article #3 in the March 10, 2020 election. Thank you. ORAA Board of Directors

IV. APPROVAL OF MINUTES:

Motion to approve 12/18/19 regular meeting minutes:

Revisions:

Denise Day had a minor adjustment on page 3 under Section VI. (B) Superintendent Report, fourth paragraph last line change "Riverbend" to "Riverwoods" and on page 4 under 2020-21 Budget, third paragraph at the end of the third line add: "She stated that she is concerned that if the bond does not pass, that any cuts will present more of a problem in 2021-2022's budget, assuming the Board will try again to pass a bond and cost will increase."

Denise Day moved to approve the 12/18/19 meeting minutes as amended, 2nd by Brian Cisneros. Motion passed 6-0.

Motion to approve 12/18/19 Non-public meeting minutes:

Revisions: None

Denise Day moved to approve the 12/18/19 non-public meeting minutes as written, 2nd by Dan Klein. Motion passed 6-0.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:

A. District: None

B. Board: None

VI. DISTRICT REPORTS:

A. Assistant Superintendent Reports:

Todd Allen reminded the Board of the upcoming Sabbatical deadline and mentioned that Kenny Rotner was the representative from the Board on the Sabbatical Committee in the past. They can wait until the next meeting to determine a Board representative for this committee.

B. Superintendent's Report:

Jim informed the Board that they had their first home meeting of 2020 on the proposed middle school. There was 12 people in attendance, 10 of which were seniors and the information was very well received.

C. Business Administrator: None

D. Student Senate Report: None

E. Other: - None

VII. DISCUSSION ITEM:

FY21 Proposed Budget

Tom asked if Jim Rozycki could speak to the Board about the suggested changes to his operating budget in response to the proposals suggested by Michael Williams at the last board meeting.

Tom then went on to explain the various options that were included in the back up and made a brief explanation of each.

Jim Rozycki explained to the Board the changes that he and the administrators proposed in response to Michael William's proposal. Jim referred to the 3.5% Budget Alternative Proposal sheet that was included in the packet.

Increasing furnishing and fixtures: Jim cut \$50,000 from this account. The high school cafeteria furniture can wait until another year.

Increase energy spend 11.6% over 2 years instead of 17%: looking at this proposal we are willing to cut this by \$10,000, but we are being conservative with taking only a small amount and we can justify this change due to our propane usage and costs have been down in the last couple of years.

Add planning for MW and MOH HVAC: with the advancement of technology we are comfortable with stalling this for future budget discussions.

Add A/C for HS Cafeteria: we have never had A/C in the high school cafeteria and we will remove and address in future year budget discussions.

Defer grandstand construction: we agree with removing this and pursuing in future year budget discussions.

Defer HS gym sand/paint: we will still complete this project but will use the funds from the operating budget that was put in for painting the Mast Way and Moharimet gym floor.

The Board asked a few clarifying questions that were answered by Jim Rozycki.

The Board discussed various scenarios for the proposed options. There was still concern for cuts of buses and the grandstands. It will be tough decision for voters with both the bond and the budget totaling \$100 million. We need to go to the voters with a clear justification.

Michael Williams appreciated the Board having a discussion as a result of his proposal from the last meeting. Tom thanked Michael for having the Board rethink their options.

Tom stated that he had the sense that the renumbered option 5 with a total budget reduction of \$265,000 was on the table and asked for a motion.

Brian Cisneros made a motion that the new renumbered Option 5 with a budget reduction of \$265,000 be adopted, seconded by Dan Klein. Vote 5-1 with Denise Day voting against.

2020 Warrant Article

Sue explained that she will revise the warrant article to reflect the new numbers voted on. We will strike the current Article 4 as it is not needed and revise to reflect 3 articles.

Assign Presentation of Warrant Articles

Tom proposed the following presenters for the Distinguished Service Award and Warrant Article 3 – 5:

Denise Day – Distinguished Service Award
Warrant Article # 3 – Brian Cisneros
Warrant Article # 4 – Tom Newkirk
Warrant Article # 5 – Dan Klein

Tom Newkirk made a motion to assign presenters for the Distinguished Service Award, Warrant Article #3, Warrant Article #4, Warrant Article # 5 as presented, seconded by Brian Cisneros. Motion approved. Vote 6-0

Public Hearing Discussion:

Jim explained the process and action that will need to happen at next week's public hearing. There were no additional questions.

VIII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

Brian Cisneros made a motion to approve the ORHS Maternity Leave of Absence from 5/13/20 to the End of the Year, seconded by Denise Day. Motion Approved. Vote 6-0.

**Motion to approve List of Policies for second read/adoption:
Revisions/Questions:**

Dan Klein had a questioned pertaining to Policy DFA – Investment under #3. He asked if this review was done by the Board.

Jim explained that it is done by an independent auditor, but the Board does receive a copy of the audit and the management letter. No additional questions.

Denise Day made a motion to approve the List of Policies as a slate for second read/adoption, seconded by Brian Cisneros. Motion Approved. Vote 6-0.

X. SCHOOL BOARD COMMITTEE UPDATES:

A. Manifests Reviewed and Approved by Manifest Committee:

Tom Newkirk and Brian Cisneros reviewed the manifests.

Payroll Manifest #13 \$1,357,759.25

Vendor Manifest #14: \$65,628.17

Vendor Manifest # 15: \$184,744.77.

Al Howland reported out the Full Wellness Committee met and that they will be redoing the sleep study and the homework study in February 2020. He also explained that the Wellness Committee has also broken down into three separate sub committees. Mental Health/Data, Policy Committee and Staff Wellness. He explained that each subcommittee deals with a separate area of wellness for the district's benefit.

X. PUBLIC COMMENTS: None

XI. CLOSING ACTIONS:

- A. Future Meeting Dates: 1/13/20 – Durham Town Council Budget Update – 7:00PM
1/15/20 – Bond/Budget Hearing ORHS–Auditorium-7:00PM
1/20/20 – Madbury Select Board Budget Update – 7:00 PM
1/22/20 – Regular Board Meeting – ORNS Library

Al Howland made a motion to enter into nonpublic session at 7:40 PM under RSA 91 A:3 II(a), for the Superintendent Evaluation, 2nd by Michael Williams. Upon roll call vote the motion passed 6-0.

**XII. NON-PUBLIC SESSION RSA 91-A:3 II (a) – Superintendent Evaluation
NON-MEETING SESSION: RSA 91-A:2 I {If Needed}**

XIII. ADJOURNMENT:

Al Howland moved to return to public session and adjourn the meeting at 8:35 p.m., 2nd by Brian Cisneros. Motion passed 6-0.

Respectfully Submitted,

Wendy L. DiFruscio
Executive Assistant to
Superintendent of Schools

Oyster River Cooperative School Board

January 8, 2020 ORHS C-120

NON-PUBLIC MEETING
MINUTES

Al Howland moved to enter into nonpublic session at 7:40 p.m. in accordance with RSA 91-A:3 II (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, 2nd by Michael Williams. Upon roll call vote, the motion passed 6-0.

School Board Attendees:

Tom Newkirk
Denise Day
Michael Williams
Dan Klein
Brian Cisneros
Allan Howland

Administrators Present:

Absent: Kenny Rotner

The School Board met to discuss the Superintendent's Evaluation.

Allan Howland made a motion to return to public session and adjourn at 8:35 p.m., 2nd by Brian Cisneros. The motion passed 6-0.

Respectfully Submitted,
Denise Day
School Board Vice-Chair

ORCSD School Board Strategic Plan Update January 22, 2020

Focus Area	Goal for 2019-20	5-year Goal	Action Items to date
Sustainability	The Sustainability Coordinator will assist the Superintendent and Business Administrator in developing a job description and transition plan with expectations to be reviewed by Sustainability Advisory Committee and the School Board.	By 2024 K-12 curriculum will embed sustainability concepts and content to promote an understanding of our World's limited resources and promote sustainable practices as well as prepare students for college and careers.	<ol style="list-style-type: none"> 1. K-12 teacher leadership team formed and meeting regularly 2. District-wide focus on theme of single-use plastic 3. Teacher leadership team working to develop a vision for sustainability curriculum and recommendations to move forward.
World Language	Review World Language Plan as developed by committee and discuss implications.	TBD	<ol style="list-style-type: none"> 1. Elementary World Language Committee completed its work and reported to the board in November. 2. MS/HS World Language Department is meeting regularly to review and refine proficiency model.
Mental Health	Each school will increase supports at each tier, develop proactive vs. reactive; implement screening and data collection procedures; define criteria for support; ongoing self-assessment.	Student's wellness and post-secondary aspirations will be supported through a targeted, systematic MTSS Mental Health approach from K-12.	<ol style="list-style-type: none"> 1. District Level Mental Health Team has been formed 2. Reviewing options for screening tools 3. At all levels programming is under review monitoring effectiveness of evidence - based programs.

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT – SAU #5
36 Coe Drive
Durham NH 03824

Telephone: 603-389-3293

FAX 603-868-6668

Principal of Mast Way Elementary School

The Oyster River Cooperative School District is seeking a dynamic educational leader to serve as Principal of Mast Way Elementary School located in Lee, NH. Mast Way is one of New Hampshire's highest performing elementary schools serving approximately 350 students in grades K-4 from the towns of Madbury, Lee and Durham.

The ideal candidate will join an experienced and dedicated faculty and support staff who embrace a student-centered school environment and exemplify the District's vision of "Working Together to Engage Every Learner." Candidates will exhibit leadership skills that support a culture which promotes rigorous learning for all students. The successful candidate will possess effective communicative skills and have a strong knowledge in the following areas: educational leadership, curriculum and instruction, educational technology, supervision and staff evaluation. Experience in planning for continuous school improvement will be a major asset. The new Principal will become a member of our collaborative District leadership team.

Candidates must be certified or able to certify in the State of New Hampshire as a Principal, must possess a Master's in School Administration or comparable degree, have 5 or more years of teaching experience and successful experience as a building level administrator. A competitive salary and benefits package comes with this position.

Deadline for submission of application materials is Friday, February 14, 2020.

Please apply at www.Applitrack.com/orcsd/onlineapp.

Oyster River Cooperative School District is an equal opportunity employer.

Post Date: 01-14-2020
End Date: 02-14-2020



Default Budget of the Regional School

Oyster River

For the period beginning July 1, 2020 and ending June 30, 2021

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: _____

SCHOOL BOARD OR BUDGET COMMITTEE 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.

Name	Position	Signature
Thomas Newkirk	School Board Chair	
Denise Day	School Board Vice-Chair	
Allan Howland	School Board Member	
Kenneth Rotner	School Board Member	
Daniel Klein	School Board Member	
Michael Williams	School Board Member	
Brian Cisneros	School Board Member	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Instruction					
1100-1199	Regular Programs	\$18,954,604	\$235,047	\$0	\$19,189,651
1200-1299	Special Programs	\$6,661,374	\$277,041	\$0	\$6,938,415
1300-1399	Vocational Programs	\$30,000	\$0	\$0	\$30,000
1400-1499	Other Programs	\$898,784	(\$202,889)	\$0	\$695,895
1500-1599	Non-Public Programs	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs	\$0	\$0	\$0	\$0
Instruction Subtotal		\$26,544,762	\$309,199	\$0	\$26,853,961
Support Services					
2000-2199	Student Support Services	\$4,080,836	\$174,742	\$0	\$4,255,578
2200-2299	Instructional Staff Services	\$1,058,792	\$24,956	\$0	\$1,083,748
Support Services Subtotal		\$5,139,628	\$199,698	\$0	\$5,339,326
General Administration					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency	\$0	\$0	\$0	\$0
2310-2319	Other School Board	\$117,357	\$0	\$0	\$117,357
General Administration Subtotal		\$117,357	\$0	\$0	\$117,357
Executive Administration					
2320 (310)	SAU Management Services	\$0	\$0	\$0	\$0
2320-2399	All Other Administration	\$1,297,040	\$31,220	\$0	\$1,328,260
2400-2499	School Administration Service	\$1,861,632	\$33,940	\$0	\$1,895,572
2500-2599	Business	\$625,795	\$0	\$0	\$625,795
2600-2699	Plant Operations and Maintenance	\$3,878,484	\$1,130,762	\$0	\$5,009,246
2700-2799	Student Transportation	\$2,020,687	\$179,940	\$0	\$2,200,627
2800-2999	Support Service, Central and Other	\$1,427,278	\$79,792	\$0	\$1,507,070
Executive Administration Subtotal		\$11,110,916	\$1,455,654	\$0	\$12,566,570
Non-Instructional Services					
3100	Food Service Operations	\$30,000	\$0	\$0	\$30,000
3200	Enterprise Operations	\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal		\$30,000	\$0	\$0	\$30,000



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Facilities Acquisition and Construction					
4100	Site Acquisition	\$1	\$0	\$0	\$1
4200	Site Improvement	\$1	\$0	\$0	\$1
4300	Architectural/Engineering	\$800,001	(\$800,000)	\$0	\$1
4400	Educational Specification Development	\$1	\$0	\$0	\$1
4500	Building Acquisition/Construction	\$1	\$0	\$0	\$1
4600	Building Improvement Services	\$755,321	(\$336,462)	\$0	\$418,859
4900	Other Facilities Acquisition and Construction	\$1	\$0	\$0	\$1
Facilities Acquisition and Construction Subtotal		\$1,555,327	(\$1,136,462)	\$0	\$418,865
Other Outlays					
5110	Debt Service - Principal	\$1,285,000	\$0	\$0	\$1,285,000
5120	Debt Service - Interest	\$198,848	(\$53,490)	\$0	\$145,358
Other Outlays Subtotal		\$1,483,848	(\$53,490)	\$0	\$1,430,358
Fund Transfers					
5220-5221	To Food Service	\$824,050	\$0	\$0	\$824,050
5222-5229	To Other Special Revenue	\$641,000	\$0	\$0	\$641,000
5230-5239	To Capital Projects	\$0	\$0	\$0	\$0
5251	To Capital Reserve Fund	\$0	\$0	\$0	\$0
5252	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Funds	\$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
Fund Transfers Subtotal		\$1,465,050	\$0	\$0	\$1,465,050
Total Operating Budget Appropriations		\$47,446,888	\$774,599	\$0	\$48,221,487



Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
2320-2399	Contractual Obligations and Benefit Increases
4300	Architect Services moved to Bond
4600	Strategic Plan Changes
5120	Interest Payment Reduction
2200-2299	Contractual Obligations and Benefit Increases
1400-1499	Program Change
2600-2699	Contractual Obligations and Benefit Increases
1100-1199	Contractual Obligations and Benefit Increases
2400-2499	Contractual Obligations and Benefit Increases
1200-1299	Contractual Obligations and Benefit Increases
2000-2199	Contractual Obligations and Benefit Increases
2700-2799	Contractual Obligations and Benefit Increases
2800-2999	Contractual Obligations and Benefit Increases

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**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT THE
STATE OF NEW HAMPSHIRE
2020
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 4th day of February 2020, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 5 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 3-5 will occur at town polling locations on Tuesday, March 10, 2020:

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 \$49,847,732 (gross budget) to construct and equip a new middle school on the site of the current Oyster River Middle School, including new athletic fields and demolition of the Oyster River Middle School, (the "Project"); and authorize the issuance of up to \$49,847,732 of bonds or notes in accordance with the Municipal Finance Act (RSA 33); and authorize the School Board to issue and negotiate such bonds or notes and to determine the dates, maturities, interest rate, and other details of such bonds or notes; and raise and appropriate an additional sum of \$625,000 from taxation to pay debt service on such bonds or notes due in the 2020-2021 fiscal year; and authorize the School Board to accept on behalf of the District any federal, state, or private funds that may become available to fund the Project and use such funds to reduce the amount of bonds or notes issued for the Project and to take any other action necessary to carry out this vote. *The School Board recommends this appropriation.*

(3/5 Ballot vote required)

ARTICLE 4: 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 \$47,538,867. Should this article be defeated, the operating budget shall be \$48,221,487 (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)*

Note:

Fund 10 = \$ 46,073,817 (regular operating budget); Fund 21 = \$ 824,050 (expenditures from food service revenues); Fund 22 = \$ 600,000 (expenditures from federal/special revenues); Fund 23 = \$ 41,000 (expenditures from pass through funds).

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 Teachers Guild and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

2020-2021	\$627,364
2021-2022	\$771,534
2022-2023	\$700,958
2023-2024	\$701,554
2024-2025	\$709,317

and further to raise and appropriate the sum of \$ 627,364 for the 2020-2021 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)*

Given under our hands at said Durham NH this ____ day of January 2020:

Thomas Newkirk, Chairperson

Denise Day, Vice-chair

Kenneth Rotner

Brian Cisneros

Daniel Klein

Allan Howland

Michael Williams

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Proposed Budget

Oyster River

Appropriations and Estimates of Revenue for the Fiscal Year from:
July 1, 2020 to June 30, 2021

Form Due Date: 20 Days after the Annual Meeting

This form was posted with the warrant on: _____

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.

Name	Position	Signature
Thomas Newkirk	School Board Chair	
Denise Day	School Board Vice-Chair	
Allan Howland	Board Member	
Kenneth Rotner	Board Member	
Daniel Klein	Board Member	
Michael Williams	Board Member	
Brian Cisneros	Board Member	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2019	Appropriations for period ending 6/30/2020	Appropriations for period ending 6/30/2021 (Recommended)	Appropriations for period ending 6/30/2021 (Not Recommended)
Instruction						
1100-1199	Regular Programs	4	\$18,209,717	\$18,954,604	\$19,290,141	\$0
1200-1299	Special Programs	4	\$6,491,751	\$6,661,374	\$6,748,441	\$0
1300-1399	Vocational Programs	4	\$32,673	\$30,000	\$35,000	\$0
1400-1499	Other Programs	4	\$657,229	\$898,784	\$719,678	\$0
1500-1599	Non-Public Programs	4	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	4	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs		\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0
Instruction Subtotal			\$25,391,370	\$26,544,762	\$26,793,260	\$0
Support Services						
2000-2199	Student Support Services	4	\$3,969,218	\$4,080,836	\$4,356,556	\$0
2200-2299	Instructional Staff Services	4	\$991,344	\$1,058,792	\$1,098,092	\$0
Support Services Subtotal			\$4,960,562	\$5,139,628	\$5,454,648	\$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	4	\$134,159	\$117,357	\$117,473	\$0
General Administration Subtotal			\$134,159	\$117,357	\$117,473	\$0
Executive Administration						
2320 (310)	SAU Management Services		\$0	\$0	\$0	\$0
2320-2399	All Other Administration	4	\$1,149,589	\$1,297,040	\$1,346,977	\$0
2400-2499	School Administration Service	4	\$1,796,482	\$1,861,632	\$1,917,249	\$0
2500-2599	Business	4	\$635,991	\$625,795	\$648,209	\$0
2600-2699	Plant Operations and Maintenance	4	\$3,327,281	\$3,878,484	\$4,245,808	\$0
2700-2799	Student Transportation	4	\$1,953,146	\$2,020,687	\$2,142,528	\$0
2800-2999	Support Service, Central and Other	4	\$1,377,909	\$1,427,278	\$1,530,443	\$0
Executive Administration Subtotal			\$10,240,398	\$11,110,916	\$11,831,214	\$0
Non-Instructional Services						
3100	Food Service Operations	4	\$0	\$30,000	\$28,000	\$0
3200	Enterprise Operations		\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal			\$0	\$30,000	\$28,000	\$0



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2019	Appropriations for period ending 6/30/2020	Appropriations for period ending 6/30/2021 (Recommended)	Appropriations for period ending 6/30/2021 (Not Recommended)
Facilities Acquisition and Construction						
4100	Site Acquisition	4	\$0	\$1	\$1	\$0
4200	Site Improvement	4	\$0	\$1	\$1	\$0
4300	Architectural/Engineering	4	\$308,678	\$800,001	\$1	\$0
4400	Educational Specification Development	4	\$0	\$1	\$1	\$0
4500	Building Acquisition/Construction	4	\$0	\$1	\$1	\$0
4600	Building Improvement Services	4	\$1,748,199	\$755,321	\$418,858	\$0
4900	Other Facilities Acquisition and Construction	4	\$0	\$1	\$1	\$0
Facilities Acquisition and Construction Subtotal			\$2,056,877	\$1,555,327	\$418,864	\$0
Other Outlays						
5110	Debt Service - Principal	4	\$1,285,000	\$1,285,000	\$1,285,000	\$0
5120	Debt Service - Interest	4	\$251,593	\$198,848	\$145,358	\$0
Other Outlays Subtotal			\$1,536,593	\$1,483,848	\$1,430,358	\$0
Fund Transfers						
5220-5221	To Food Service	4	\$841,257	\$824,050	\$824,050	\$0
5222-5229	To Other Special Revenue	4	\$616,667	\$641,000	\$641,000	\$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
Fund Transfers Subtotal			\$1,457,924	\$1,465,050	\$1,465,050	\$0
Total Operating Budget Appropriations					\$47,538,867	\$0



Special Warrant Articles

Account	Purpose	Article	Appropriations for period ending 6/30/2021 (Recommended)	Appropriations for period ending 6/30/2021 (Not Recommended)
4500	Building Acquisition/Construction	3	\$49,847,732	\$0
<i>Purpose: ARTICLE 3: Shall the District raise and appropriat</i>				
5120	Debt Service - Interest	3	\$625,000	\$0
<i>Purpose: ARTICLE 3: Shall the District raise and appropriat</i>				
5251	To Capital Reserve Fund		\$0	\$0
5252	To Expendable Trust Fund		\$0	\$0
5253	To Non-Expendable Trust Fund		\$0	\$0
Total Proposed Special Articles			\$50,472,732	\$0



Individual Warrant Articles

Account	Purpose	Article	Appropriations for period ending 6/30/2021 (Recommended)	Appropriations for period ending 6/30/2021 (Not Recommended)
1100-1199	Regular Programs	5	\$448,168	\$0
		<i>Purpose: Shall the District vote to approve within the prov</i>		
1200-1299	Special Programs	5	\$80,256	\$0
		<i>Purpose: Shall the District vote to approve within the prov</i>		
2000-2199	Student Support Services	5	\$85,566	\$0
		<i>Purpose: Shall the District vote to approve within the prov</i>		
2200-2299	Instructional Staff Services	5	\$13,374	\$0
		<i>Purpose: Shall the District vote to approve within the prov</i>		
Total Proposed Individual Articles			\$627,364	\$0



Revenues

Account	Source	Article	Actual Revenues for Period ending 6/30/2019	Revised Estimated Revenues for Period ending 6/30/2020	Estimated Revenues for Period ending 6/30/2021
Local Sources					
1300-1349	Tuition	4	\$0	\$2,850,000	\$3,050,000
1400-1449	Transportation Fees		\$0	\$0	\$0
1500-1599	Earnings on Investments	4	\$0	\$25,000	\$25,000
1600-1699	Food Service Sales	4	\$0	\$749,050	\$749,050
1700-1799	Student Activities		\$0	\$0	\$0
1800-1899	Community Services Activities		\$0	\$0	\$0
1900-1999	Other Local Sources	4	\$0	\$30,000	\$30,000
Local Sources Subtotal			\$0	\$3,654,050	\$3,854,050
State Sources					
3210	School Building Aid	4	\$0	\$523,742	\$523,742
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid		\$0	\$0	\$0
3230	Special Education Aid	4	\$0	\$96,388	\$125,000
3240-3249	Vocational Aid	4	\$0	\$3,500	\$3,500
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition	4	\$0	\$5,000	\$5,000
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources		\$0	\$0	\$0
State Sources Subtotal			\$0	\$628,630	\$657,242
Federal Sources					
4100-4539	Federal Program Grants	4	\$0	\$641,000	\$641,000
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education		\$0	\$0	\$0
4560	Child Nutrition	4	\$0	\$70,000	\$70,000
4570	Disabilities Programs		\$0	\$0	\$0
4580	Medicaid Distribution	4	\$0	\$200,000	\$200,000
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
Federal Sources Subtotal			\$0	\$911,000	\$911,000



Revenues

Account	Source	Article	Actual Revenues for Period ending 6/30/2019	Revised Estimated Revenues for Period ending 6/30/2020	Estimated Revenues for Period ending 6/30/2021
Other Financing Sources					
5110-5139	Sale of Bonds or Notes	3	\$0	\$0	\$49,847,732
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		\$0	\$0	\$0
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		\$0	\$0	\$0
9999	Fund Balance to Reduce Taxes	4	\$0	\$0	\$400,000
Other Financing Sources Subtotal			\$0	\$0	\$50,247,732
Total Estimated Revenues and Credits			\$0	\$5,193,680	\$55,670,024



Budget Summary

Item	Period ending 6/30/2021
Operating Budget Appropriations	\$47,538,867
Special Warrant Articles	\$50,472,732
Individual Warrant Articles	\$627,364
Total Appropriations	\$98,638,963
Less Amount of Estimated Revenues & Credits	\$55,670,024
Less Amount of State Education Tax/Grant	\$9,779,901
Estimated Amount of Taxes to be Raised	\$33,189,038



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

OYSTER RIVER HIGH SCHOOL ATHLETICS DEPARTMENT

To: Dr. James Morse, Superintendent
From: Suzanne Filippone/Andy Lathrop
Date: 01/16/20
Re: 2019-20 HS Winter Coach Volunteer Nominations and Activity Stipends

Message:

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

High School Volunteer Positions:

Robert Cilley	Martial Arts
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Paid Positions:

Name	Team	Stipend	Years	Longevity	Total
Cathi Stetson	High School Musical	\$3,259	0	\$0	\$3,259
Alexander Taylor	Stage Management Musical	\$2,118	0	\$0	\$2,118

Sincerely,

Suzanne Filippone
Principal

Andy Lathrop
Director of Athletics
Oyster River Cooperative School District

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Robert Cilley	School: ORHS
Position: Martial Arts Club Instructor	Paid: <input type="checkbox"/> Non-Paid: <input checked="" type="checkbox"/>

Athletic Director Narrative:

Robert brings a wealth of knowledge to the Martial Arts Club. He is taking the club over from Paul Franz who has moved out of the area.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

1-8-20
Date

Policies for
 First/Second Read/Adoption/Deletion
SB Meeting of
January 22, 2020

Title	Code
Policies for First Read	
Cash in School Buildings	DM
Emergency Closings	EBCD
Policies for Second Read/Adoption	
Policies for Deletion/Replacement	
As a reference the January 9, 2020 policy minutes are attached to this packet.	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: DM
Date of Adoption: June 22, 1988 Reviewed Policy Committee: July 9, 2014 School Board First Read: July 16, 2014 School Board Second Read/Adoption: August 20, 2014 Policy Committee Review: December 11, 2019/January 9, 2020 School Board First Read: January 22, 2020	Page 1 of 1 Category: Recommended

CASH IN SCHOOL BUILDINGS

Monies collected by Oyster River Cooperative School District school employees and by student treasurers shall be handled with good and prudent business procedures. All monies collected shall be receipted, accounted for, and directed without delay to the District bank.

In no case shall monies be left overnight in schools, except in safes provided for safekeeping of valuables, ~~and even then, not to exceed more than a few dollars.~~ All schools shall provide for making bank deposits after regular banking hours in order to avoid leaving money in school overnight.

Insurance - The ~~School Board~~ [superintendent or designee](#) shall procure and maintain fidelity bonds in reasonable amounts, in order to protect against the loss of money, securities, and checks by actual destruction, disappearance, or wrongful abstraction from within all premises and also while off any premises. Such coverage will include a commercial blanket bond covering employee dishonesty, and may include a comprehensive dishonesty, disappearance and destruction bond, with optional coverage depending on the exposures at various locations.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EBCD
Review/First Read School Board: December 19, 2012 Second Read/Adoption School Board: January 2, 2013 <u>Policy Committee Review: January 9, 2020</u> <u>School Board First Read: January 22, 2020</u>	Page 1 of 1 Category: Recommended

EMERGENCY CLOSINGS

The Oyster River Cooperative Superintendent is empowered to close the district schools or to dismiss them early in the event of hazardous weather or other emergencies which threaten the health or safety of students and personnel.

Students, parents, and staff shall be informed early in each school year of the procedures which will be used to notify them in case of emergency closing, whether action is taken before or during school hours. When schools are closed for emergency reasons, staff members shall comply with Board policy in reporting for work.

Cross Reference: ORCSD Guild Contract

Policy Committee Meeting Minutes

Thursday, January 9, 2020 @ 3:30 PM

Attendees: Denise Day, Brian Cisneros, James Morse, Wendy DiFruscio

Absent: Kenny Rotner

Visitors: 0

Denise called the meeting to order at 3:30 PM.

Dr. Morse opened the meeting by explaining that the first policy DM – Cash in Schools was placed on hold from the last meeting so that we could get the principal's response on the current practice at each of the schools. The general consensus was that each of the schools follow the current policy and do not see a reason to change. The prior suggested changes will be kept, and this policy is ready for a first read.

The remaining list of policies have been reviewed by Jim Rozycki, Facilities Director and all are accurate as they read, and he does not have any changes or revisions to apply.

Policy EBBB – Indoor Air Quality needs its annual review. Jim explained that this is current and that if an issue occurs, it is immediately addressed and fixed. There was no additional discussion. Denise will report out to the full Board this policy and any other policies from this agenda that are reviewed with no changes. Each of these said policies will be updated with the Policy meeting date as being reviewed and noted as no changes.

Policy EBCD – Emergency Closing – Jim explained that this is the current practice and that he sends out an annual letter to all staff after the first storm. The policy committee asked that the Guild Contract be added as a cross reference. This will go for a first read.

Policy EC – Buildings and Grounds Management – This policy needs its annual review. There was no discussion or revisions needed.

Policy ECAC – Vandalism – In need of its annual review – no questions asked, or revisions required.

No additional questions or comments. Meeting ended at 4:10 PM – Next meeting: February 12, 2020

Respectfully submitted,
Wendy L. DiFruscio