

REVISED 04/03/2020

Oyster River Cooperative School District

Regular Meeting

March 4, 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, Suzanne Filippone, Catherine Plourde, Misty Lowe, David Goldsmith, Jim Rozycki

STAFF PRESENT:

There were 4 members of the public present.

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

Tom noted that Kenny Rotner was absent, and our thoughts are with him and hope that he will be returning soon.

6:30-7:00 Manifest Review

II. APPROVAL OF AGENDA:

Jim Morse asked if two items could be added to the agenda. The first would be under Assistant Superintendent Todd Allen to report out on the decision of the Sabbatical Committee, and the second item would be under the Superintendent Report for an update on the Coronavirus (COVID-19)

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

III. PUBLIC COMMENTS: None

IV. APPROVAL OF MINUTES:

Motion to approve 2/19/20 regular meeting minutes:

Revisions:

Dan Klein asked that the last sentence on page 5 of paragraph 2 under ORYA Meeting be replaced with, "Dr. Morse replied that no clarification has been sent. Dan expressed concern that some community members may go to the polls on March 10 believing the misinformation to be accurate."

Denise Day moved to approve the 2/19/20 meeting minutes as amended, 2nd by Brian Cisneros. Motion passed 6-0.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:

A. District:

David Goldsmith of Moharimet updated the Board about the new logo for Moharimet. He explained the process that was followed and the final outcome. He handed out buttons to the Board Members with the new logo of a maple tree with two students

reading under it. He thanked everyone that was involved in the process. Committee members that included parents, new and seasoned staff members, members of the Abenaki Tribe, students, Cathi Stetson and her design class from the high school who put forward three different designs for consideration. He also thanked Edward Jones, a student who graduated last year who continued to work with the committee through the summer. The staff on the committee were: Tony Lee, Hannah Earle, Joanne Chartrand, Anna McPhee and Sherri Ficker.

Suzanne Filippone of the high school thanked David for giving the high school students a chance to work with the elementary students. She stated that the Boys and Girls Ice Hockey teams are in the quarter finals with games this weekend. Girls play Friday, March 6 at 6:00 pm at the UNH Whittemore Center, and the Boys play Saturday, March 7 at 4:00 PM at the Sullivan Arena at St. Anselms. She also noted that on March 9 in the high school Library is an event entitled "Teen Stress and Anxiety – Parent Session from 6:00 – 8:00 PM, and on March 10 also in the high school Library from 6:00 – 8:00 is "Applying to College 101."

B. Board: None

VI. DISTRICT REPORTS:

A. Assistant Superintendent Reports:

Todd updated the Board on the Sabbatical Proposal that he requested be added to this agenda and provided the Board with a memo and the proposal that was submitted. He went on to state that the committee unanimously voted to recommend a half year sabbatical for 2020/21 to Jon Bromley for his Capstone idea for the high school. Todd agreed with the committee's recommendation and asked the Board for a motion to approve this request.

Tom Newkirk made a motion to approve the sabbatical committees' recommendations for a half year sabbatical to Jon Bromley , 2nd by Denise Day Motion Approved. Vote 6.0.

Tom went on to say that this is a wonderful opportunity and a very in-depth creative project with such potential.

Todd thanked the Board and then invited Maggie Morrison and Kendall Gray to come to the podium and talk about the Waste Management Surveys.

Waste Management Survey Forms to MS/HS Students – Maggie Morrison/Kendall Gray

Maggie Morrison introduced Kendall Gray who is the Sustainability Intern and also a UNH student. She explained that next week they will be doing a Waste Audit at the middle school, Mast Way and Moharimet and that they have already completed the high school audit. Maggie went on to commend the incredible custodial staff in each building, we would not be able to do this without them.

Kendall spoke about the start of this venture back in October. She has collaborated with UNH students, staff and the survey department to make these surveys fair and not to exceed 15 questions. She is hoping that the survey results will identify the weaknesses and also help to make an informed decision down the road to best improve our practices. Kendall and Maggie thanked the Board for their approval to allow the surveys to happen.

Tom asked that they report back to the Board with their results.

Al Howland made a motion to allow the Sustainability Surveys to be given to the middle and high school students, 2nd by Denise Day Motion Approved. Vote 6.0.

Maggie went on to remind the Board of the Zero Waste Dinner sponsored by Sustainability that will be happening at the high school on Wednesday, April 22 and hoped that all could attend.

B. Superintendent's Report:

Jim began by stating that he has several issues he wishes to report out on. The first being that the vote for the proposed middle school is less than a week away. He wanted to take a moment to thank everyone across the District who helped to set this in motion, including Todd, Jay and Bill who along with him, have held over 120 events promoting the middle school. He stated that Jay is not at the meeting this evening as he is conducting a tour at the middle school. There is still time to request a tour as someone will be there every evening for the rest of this week and also on Monday the 9th. We have had a great response to the frequently asked question page on the web which have included some very technical questions that he needed to send to the architect and construction manager for answers. He hopes that all of this effort will result in a positive vote for a new middle school.

ORYA Update:

Jim updated the Board that he and Todd met with the ORYA Board of Directors and there is a draft letter in your packet that ORYA will be issuing to the ORYA community. Jim drew attention to the fourth paragraph that gave special thanks to the Oyster River School District for their continued support of ORYA and its programs. Jim went on to say the he felt a difference in this meeting having the ORYA Chair of the Board of Directors at this meeting. They reviewed the issues of double booking, blocking off large sections of time and then not using it. Jim felt that there was no animosity and the Chair asked what they could do to correct the misinformation that was given, which resulted in this general character letter. Jim also went on to say that they understood the changes in the policy and will following the requirements.

Dan Klein thanked Jim for all of the time and effort that went into this meeting but felt that the letter was very general. He wondered if we could be more proactive in understanding how the usage is monitored.

Principal Search

Jim informed the Board of the process that was undertaken to find a new principal for the Mast Way School. He outlined the procedure that has been followed up to this point. The committee has completed 5 interviews and we are down to our two finalist, Misty Lowe and Devin McNelly. The committee will be doing site visits on Thursday for Misty and will be traveling to Somersworth on Friday for Devin. The committee will meet at 7:30 AM on Monday to review the results of the site visits. There will be a community night to meet the finalist on Monday, March 9th and then the committee will reconvene at 6:00 PM to make a final decision. Both Todd and I have started the reference checks on both finalist. This process has been very thorough, and we will bring the candidate to the Board meeting on March 18 for nomination.

Jim asked the Board to let him know if anyone wished to be a part of the visiting team.

Michael Williams will join the visiting team on Friday to Somersworth.

Jim updated the Board on the UNH Survey that is now a final draft that was reviewed by both him and Tom. This is expected to be sent out in Mid-March.

Jim informed the Board that a reporter from the Seacoast Media Group has already toured the middle school and will be meeting with him tomorrow at 1:00 PM at the SAU office. He asked if any other Board Members wished to join him, Tom and Brian at the meeting.

Coronavirus (COVID-19)

The Board has received the two correspondences that have been sent out to parents so far. There is a memo in your packet that was generated as a result of a webinar that was attended by the administration and the District nurses. The memo covers the precautionary measures and preventative actions to help prevent the spread of COVID-19. These recommendations come from the Centers for Disease Control and Prevention (CDC) and The New Hampshire Division of Public Health Services (NHDPHS).

We have reviewed our emergency and operations plans. We are encouraging everyday preventive actions: Frequent hand washing, cover coughs and sneezes with one's elbow or a tissue, and stay home if you are sick.

In terms of operations, we have asked the custodians at the schools, the transportation department, and school nutrition to provide extra cleaning and sanitizing to surface areas, doorknobs, bathroom fixtures, bus seats and rails.

The newly implemented practices using the CDC and NHDPHS as applied to travel for both Level 3 and Level 4 alerts. Jim had asked the staff to let him know if anyone had traveled internationally. We have also asked parents if they traveled as a family to a Level 3 or 4 area, to please keep their children home. We have developed plans for students to receive their work, but also have develop transition plans for catch up.

Jim updated the Board on the upcoming international trips that have already been approved and paid for by parents. He explained that the OR students that are participating are going to France, Spain, Tanzania, and the UK. Jim stressed that these trips are not OR sponsored trips. These are teacher initiated but sponsored by travel agencies. He has been in contact with the involved teachers and has recommended that they get in contact with the parents to discuss and plan their strategy.

Board questions asked were, “are these trips scheduled during April vacation,” “was insurance offered for cancellations,” “does the District have the authority to cancel these trips.”

A lengthy discussion ensued with the posed questions being answered and the Board recommending that for next year really look at all aspects of a trip including insurance.

Jim stated that due to this virus, we did have a support staff member travel internationally in the affected area and has self-quarantined. Jim is asking if the Board would allow him to be paid his weekly paycheck for the absence period. Support staff do not have accumulated sick time and we do budget for these positions.

Denise stated that she had no problem paying one person, but what happens if everyone needs to stay home. We need to consider the implications.

Board questions, “do they need to use sick time,” “there would be no sick bank usage,”

A lengthy discussion ensued.

It was suggested that for this approval, bound the time frame allotted for this type of approval to the end of this school year.

Bring these requests to the Board one time per month for the next 3 months.

Al Howland made a motion to authorize to pay support staff for self-quarantined for the remainder of this year and to be brought to the Board one time per month for the next three months, 2nd by Tom Newkirk Motion Approved. Vote 6.0.

Strategic Plan – Operations Update – Facilities – Jim Rozycki

Jim Rozycki referred to the information that is in their packet.

Goal 1 – New Middle School support

2019/20 accomplishments: present at every MS meeting, provided supporting plans, coordinated site test digs/borings, site walks, traffic and parking input and financial support from the CIP for \$800,000 for architectural design and engineering services.

Upcoming: more security enhancement, ensure a safe environment on the site and in the current building. We adjusted the head custodians' working hours recently to have greater overlap of both shifts and be more of a presence during construction. Maintenance will continue as planned.

Goal 2 – Enhance Security measures/systems

19/20 Accomplishments – Moharimet front entrance/office project complete and on time. Minor spring landscaping and concrete walls to be completed in warmer weather. Another Homeland Security audit was just completed at Mast Way on February 21st. HSEM inspector comments about the recent MW addition and additional cameras were positive.

Upcoming – 20/21 goal for more security enhancements (\$100,000 budgeted) was not approved for next fiscal year. However, we may have the opportunity to buy and install some cameras ourselves out of the operating budget for the SAU and SB. Cables have already been run. IT and Facilities have been working together in reviewing and demoing other security software programs and hard drive storage.

Goal 3 – Upgrade / Improve heating & cooling

19/20 Accomplishments - Our goal is to maintain classroom and office winter temperatures at 72 degree's during the regular school day. Larger spaces like cafeterias and gymnasiums are set to 67. Siemens programmed these in the fall. Very little comments were received this season. Legitimate heating issues are responded to within an hour upon being notified and most are fully addressed in 2 hours.

Upcoming – We are currently gathering quotes for the server room AC unit replacements this summer. Coordination and planning of server down time is being discussed with IT.

Goal 4 – Expand parking and improve grounds

19/20 Update – Aramark grounds survey and inventory manual is being followed. Recommended staffing level is 2.5 FTE's. We continue to struggle with filling the .5 position. Seasonal Full-time position in the past was also very difficult to staff. Currently considering contracting out mowing of elementary schools only and seeking quotes. Plowing bid awarded for 3 years with Landcare for elementary schools only. Irrigation plan / estimate received for front of ORHS but is not in the budget at this time. Fleet replacement plan is not completed at this time. Grounds calendar is still in development. Grounds staff attends workshops and trainings regularly (RAD Syn Turf, NESTMA/NEPA, State of NH)

Upcoming – High School tennis court conversion to parking lot plan is just about complete. Will be going out to bid in March. It is anticipated the project will run from July 1 thru the end of August. Just the parking lot will be constructed at this time. The actual tennis courts will be budgetarily considered for FY22/23.

Jim referred to the MLS Summary Dashboard to give the Board an idea of the facility use throughout the District. Jim explained the various charts and graphs that covered from September 2019 through February 25, 2020.

Jim stated that Alice Moriarty and Stacy Libby are doing a great job with learning and using the MLS System and the high school specific building use scheduling. The integration of the Athletic software “Schedule Star” and MLS is easy, and school related sponsored events involving, OR staff and students are extremely helpful in set up, clean up and break down of events.

Jim asked the Board for some clarification surrounding the current policy fee language. He is also asking the Board to further clarify the policy and their interpretation on charging non-profits for additional custodial support – regular time, overtime, and additional time hours a part-time staff member would spend dedicated to supporting an event.

The Board asked some clarifying questions and determined that any additional time dedicated to a non-profit event that exceeds their normal hours, will be billed to the 3rd party.

Jim Morse will meet with Jim R to review and modify the language needed to clarify the additional cost for events that require custodial services and bring that information back to the Board at their next meeting.

C. Business Administrator: None

D. Student Senate Report: None

E. Other: - None

VII. DISCUSSION ITEM:

School Board Self Evaluation

Tom Newkirk asked to move this agenda item to the first meeting in April. Al Howland asked Tom if the Board could be given another copy of the School Board goals.

VIII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

Motion to approve List of Policies for second read/adoption.

Revisions/Questions:

Michael Williams clarified that the requested change was added to Policy EEA – Student Transportation, and also asked if a small change in language could happen under the Transportation Supervisor in the fourth paragraph last line. He would like the words “handed out” be replaced with “distributed.

Denise Day made a motion to approve the List of Policies as a slate for second read/adoption as amended, 2nd by Dan Klein 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. Denise Day and Dan Klein will take over reviewing manifest at the next meeting. Dan asked if there was a timeframe for reviewing the current process of the manifest for possible change.

Payroll Manifest #17 \$1,320,495.01

Vendor Manifest #19: \$708,236.17

X. PUBLIC COMMENTS:

Bill Hall of Durham spoke about the vote next Tuesday and congratulated Jim on all of his hard work on the proposed plan for the new middle school. He wanted to reiterate that he hoped that we would not have to dump more money into the existing building. He stated that we will not see 2% again for an interest rate, and that they could not take this building down fast enough.

Dean Rubine of Lee stated that his daughter is scheduled to go to both New York and Tanzania this coming April. He stated that his All State math group are moving forward to the state finals this Saturday. He also reiterated Maggie's announcement for the No Waste Dinner that is being held here at ORHS and encouraged everyone to attend.

XI. CLOSING ACTIONS:

- A. Future Meeting Dates: 3/18/20– Regular Board Meeting – ORHS Library 7:00 PM
4/1/20 Regular Board Meeting – ORHS Library 7:00 PM
4/15/20 Regular Board Meeting – ORHS Library 7:00 PM

XII. NON-PUBLIC SESSION RSA 91-A:3 II {If Needed}

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

XIII. ADJOURNMENT:

Al Howland made a motion to adjourn the meeting at 9:00 p.m., 2nd by Brian Cisneros. Motion passed 6-0.

Respectfully Submitted,
Wendy L. DiFrusco
Executive Assistant to
Superintendent of Schools