

**Oyster River Cooperative School District  
Regular Meeting**

April 3, 2019

High School

DRAFT

**SCHOOL BOARD: Brian Cisneros, Dan Klein, Michael Williams, Al Howland,  
Denise Day, Kenny Rotner Not Present: Tom Newkirk  
Student Representative: Yasmeen Gunandar**

**ADMINISTRATORS: Todd Allen, Sue Caswell, Jay Richard, Suzanne Filippone,  
Carrie Vaich, David Goldsmith**

There was one member of the public present.

**I. CALL TO ORDER:**

By Vice Chair Denise Day

**II. APPROVAL OF AGENDA:**

**Nomination of a High School Counselor.**

**Brian Cisneros moved to approve the agenda with the above addition, 2<sup>nd</sup> by Dan Klein. Motion passed 6-0 with the Student Representative voting in the affirmative.**

**III. PUBLIC COMMENTS:** None

**IV. APPROVAL OF MINUTES:**

**Motion to approve 03/20/19 regular meeting minutes:**

**Revision Page 2: Board Comments section Denise Day's first sentence of comments should read: Denise Day attended a performance at the Johnson Theatre with the high school orchestra, middle school jazz band and performer Will Todd.**

**Al Howland moved to approve the minutes with the above revision, 2<sup>nd</sup> by Dan Klein. Motion passed 6-0 with the Student Representative voting in the affirmative.**

**ORMS Architect Report: Ron Lamarre and Anne Ketterer**

Ron Lamarre reviewed the new proposed Middle School layout with the Board. He also talked about solar panels with the Board and they are looking at some creative ways to use them and to see how many can fit onto the site. Ron also gave details on the proposed parking lot.

The bleachers seat approximately 200 people. There is a proposed Adaptive PE Space and changing area in the gymnasium. There is a music area with instrument storage to allow students to drop off instruments at the beginning of their day. The Recital Hall will not have a stage area and will seat between 950 – 1000. Ron also detailed the proposed dining commons/learning commons/server area and added that there isn't any academic space on the first floor. This will make the first floor a community space without allowing access to the classrooms.

The second floor will have music, world language, art, stem, and the SAU office suite. The third and fourth floors are where the teams are located. The next step is to bring these proposed plans back to the faculty. They will be meeting with the committee next Friday. Michael Williams asked how much room for growth is being built into the middle school for office space. Ron replied that this school is built so that as things change, the space can change as well. He will find out if a fifth floor expansion could be feasible if necessary. The Board had an in depth discussion with Ron and thanked him for all his work on this.

#### **V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:**

**A. District:** David Goldsmith of Moharimet reported that the pancake breakfast was last weekend and that a tremendous amount of people attended. There were a lot of community tables and booths set up included one giving information about the proposed middle school project. The construction project began on Monday. The new entrance to the school through the west wing is working out well during this project and the student and staff have been great. On April 10, there will be a spaghetti dinner from 5:15 – 6:00PM, then from 6:00 – 6:45PM a Middle School presentation, followed by a PTO meeting from 6:45 – 7:30PM. Childcare will be provided.

Jay Richard of the Middle School announced that the Jazz Band has been doing a great job at Disney. The 8<sup>th</sup> Grade Washington DC trip will be during April vacation.

Lisa Huppe of the Transportation Department attended the Transportation Safety Banquet where 7 of their drivers received awards.

**B. Board:** Al Howland talked about the Human Book Project that happened last Saturday where there was the opportunity to have a conversation with people that are very different from you. He also mentioned that Lou Ferrell hosted Safe Zone Training and gender identity at the Multicultural center at UNH. He feels that it would be an excellent opportunity for both staff and students. Kenny Rotner thanked Al Howland for discussing this and agrees that it would be a great experience.

Kenny Rotner is amazingly disappointed by the NHSBA on their rulings. The Board's efforts of writing the letter were great but maybe it is time to engage the Governor and the Commissioner of Education to take this a step further.

## **VI. DISTRICT REPORTS:**

### **A. Assistant Superintendent Curriculum and Instruction Reports:**

Todd Allen reported that at last night's Barrington school board meeting they voted in favor of hiring two world language teachers for the Middle school to begin a program in the fall. Barrington has started a cooperative meeting with Dover, Coe-Brown and Oyster River to discuss and share with each other. It was a great learning experience that will be ongoing.

The REACH Catalog will be going out tomorrow morning. It is an amazing program with an incredible range of activities.

Kenny Rotner asked if Oyster River should be marketing themselves with Barrington. Todd agreed that they need to maintain that contact with Barrington and to provide them with any information that they need.

### **B. Superintendent's Report:**

#### **Enrollment Update:**

Kindergarten continues to grow. At registration, 96 had enrolled and one month later it stands at 114 students. They need to consider the possibility of needing a seventh Kindergarten for the fall.

Barrington tuition enrollment continues to fluctuate. We estimated 50 Barrington students, and as of today we are at 41 students. The impact is a loss of revenue of  $\$16,792 \times 9$  or  $\$151,128$ .

Creating a combination grade 3 and 4 classroom at Moharimet: This will allow the District to invite families whose children were placed at either Moharimet or Mast Way due to enrollment last summer, the opportunity to return to the school closer to their home.

Upper elementary enrollment is already pushing 22:1 ratio in some areas.

#### Related Issues:

Health insurance came in at 1% lower than guaranteed maximum price saving \$55,000.

The teacher retirement incentive resulted in three senior staff expressing interest in retiring. He is anticipating a \$70,000 savings. The support staff members have asked that they be considered for a retirement incentive. The premise of an incentive is to have the highest paid staff retire so the District can hire a replacement for less salary. Support staff do not make the salary of teachers. He would like to offer support staff an incentive of \$8,000 or 20% to two staff members from each union or non-union. Denise Day is suggesting that we approve one from each instead of two. Al Howland would like to table this until the next meeting.

Superintendent Morse also added that should it be necessary, we can use approximately \$25,000 of our Title II Grant to offset staffing costs.

**General Assurances FY2020: Kenny Rotner moved to allow Tom Newkirk to sign the General Assurances Form, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0 with the Student Representative voting in the affirmative.**

**Last day of School Wednesday, June 19<sup>th</sup>: Kenny Rotner moved to approve and accept Wednesday, June 19<sup>th</sup> as the last day of school, 2<sup>nd</sup> by Michael Williams. Motion passed 6-0 with the Student Representative voting in the affirmative.**

Superintendent Morse discussed that Heather Machanoff has asked to return to a high school counselor position relinquishing her duties as K-12 Director of Counseling.

**Kenny Rotner moved to approve Heather Machanoff's return to her role as high school counselor, 2<sup>nd</sup> by Dan Klein. Motion passed 6-0 with the Student Representative voting in the affirmative.**

**C. Business Administrator:**

Bus Bid:

Sue Caswell detailed that Lisa Huppe is recommending a lease purchase agreement for five years at \$18,460.91 per bus for two 77 passenger buses. She also recommended the replacement of the wheelchair bus with a five-year lease purchase agreement of \$14,347.60. She has examined each of the bids and is recommending we award the bid to W C Cressey and Son Inc.

We are in the process of preparing a bid for the vans and will be back to the Board at a future meeting for approval.

**Brian Cisneros moved to approve the bus bid as presented above, 2<sup>nd</sup> by Dan Klein. Motion passed 6-0 with the Student Representative voting in the affirmative.**

**FY18 Audit:**

Sue Caswell reviewed the Management Letter from Melanson Heath with the Board. The current year recommendation is to prepare for GASB Statements 84 and 87. They are recommending that the District prepare for these accounting changes by ensuring that they are aware of the pending changes. The District should also consider updating its lease accounting policy to ensure all material leases are properly identified.

**D. Student Senate Report:**

Student Representative Yasmeen Gunandar reported that the scholar athlete ceremony was yesterday. Next week is the PSAT and SATs and also college financial night at the high school. Tomorrow the Diverse Students Union is going to Dover High to attend Dream which is a training opportunity on conversations around diversity.

**E. Other: Sustainability Report:** Sustainability Coordinators Maggie Morrison and Jacqueline Bruhn updated the Board.

**Educating for Sustainability:**

**After School Programming:**

Created and implemented elementary level after school sustainability programming. Targeted 4th graders and created EFS curriculum centered around "personal action".

Recommendation for 2019/2020 SY implement model of using UNH Interns to provide EFS modules in 4<sup>th</sup> grade classrooms across a 6-week time period.

Re-established and grew Middle School STEC: Save the Earth Club which undertook a variety of activities including building a compost bin, recycling markets, hosting Earth Week events and raising awareness of environmental issues and more.

Recommendation: Provide 5<sup>th</sup> grade teacher Sara O'Brien a stipend for continuing to run this club.

**Administration:**

Continue to support efforts by facilities department to manage three stream waste at all schools.

Continued to support School Nutrition Program as requested by School Nutrition Director.

Continued to support Transportation Director as well as address questions on electric vehicles including buses with support from regional working groups and utilizing UNH resources.

Kenny Rotner feels that the school gardens are a perfect opportunity for the students to participate in active learning. They responded that the teachers are using the gardens as ongoing teaching tools.

Al Howland mentioned that the High School and the Middle School now have smoothie machines which is generating more plastic. It is a conundrum to figure out how to get rid of plastic and now we are using more with plastic cups, straws and lids.

## **VII. DISCUSSION ITEMS:**

### **School Board Committee Assignments:**

Policy Committee: Brian Cisneros, Kenny Rotner, Denise Day

Negotiations Committee: Tom Newkirk, Al Howland, Dan Klein

District Tech. Committee: Al Howland

NHSBA Delegate: Tom Newkirk

Wellness Committee: Al Howland

Sustainability Committee: Brian Cisneros

Long Range Planning Committee: Denise Day

Middle School Planning Committee: Brian Cisneros, Tom Newkirk

### **Strategic Plan First Reading:**

Superintendent Morse has gone through one more phase of editing with the Administrators and made all the changes that the Board had requested. They will come back to this again at the next School Board meeting.

Kenny would like to see the Transportation needs addressed. He feels by not looking outside the box, we are really missing something with Transportation. He also feels that we should be aggressively moving on the World Language Program.

Michael Williams thinks that an update of the World Language Strategic Plan yearly goals would be a good idea. He recommends adding a Communication Goal around making sure we are using appropriate methods to reach both the school and non-school community. An upward looking group that is tasked with an assessment of what's new and looking outward would also be beneficial. He supports the Safe Zone training. Michael Williams would like to see the budget updated to capture the future Administration overlap of the Superintendent and Business Administrator.

Denise Day mentioned concern at this time about adding any new positions to the budget.

**VIII. ACTIONS:**

**A. Superintendent Actions:** None

**B. Board Action Items:**

**Motion to nominate and approve non-tenured Professional Staff Members as submitted by the Superintendent: Al Howland moved to nominate and approve non-tenured Professional Staff Members as submitted by the Superintendent, 2<sup>nd</sup> by Dan Klein. Motion passed 6-0.**

**Motion to approve ORMS 2019/2020 Leave of Absence from 8/26/19 – 1/1/2020: Brian Cisneros moved to approve the ORMS leave of absence, 2<sup>nd</sup> by Al Howland. Motion passed 6-0.**

**Motion to approve ORHS Spring Coaches and Volunteers:**

**Paid Position:**

**Bobbie Burgess Assistant Girls Track \$3,407**

**Volunteer Position:**

**Chad Pomeroy Assistant Varsity Baseball**

**Motion by Al Howland to approve the ORHS Coaches and Volunteer list, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0.**

**Motion to approve Policy for second read/adoption: GCBD – Sabbatical Leave: Kenny Rotner moved to approve Policy GCBD for adoption, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0.**

**IX. SCHOOL BOARD COMMITTEE UPDATES:**

Manifest Reviewed and Approved by Manifest Subcommittee:

**Payroll Manifest \$19: \$1,347,307.18**

**Vendor Manifest #22: \$699,937.93**

**X. PUBLIC COMMENTS:** None

**XI. CLOSING ACTIONS:**

**A. Future Meeting Dates:**

April 17<sup>th</sup> Regular Meeting – 7:00 PM ORHS Library

May 1<sup>st</sup> – Regular Meeting – 7:00 PM ORMS Library

May 15<sup>th</sup> Regular Meeting – 7:00 PM – ORHS Library

**XII. NON-PUBLIC SESSION: RSA 91-A:3 II (if needed)**

**NON-MEETING SESSION: RSA 91-A:2 I (a) (if needed)**

**XIII. ADJOURNMENT:**

**Al Howland moved to adjourn the meeting at 9:30 p.m., 2<sup>nd</sup> by Michael Williams.  
Motion passed 6-0.**

Respectfully yours,

Laura Grasso Dobson  
Recording Secretary