

**Oyster River Cooperative School District  
REGULAR MEETING**

**April 18, 2018**

**OR High School Library**

**7:00 PM**

**6:00 PM - Manifest Review**

**6:30 PM - Non-Meeting - RSA 91A:2 I (b) Consultation with Attorney**

**o. CALL TO ORDER (7:00 PM)**

**I. 6:00 – 6:30 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING**

**Student Loss**

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENTS**

**IV. APPROVAL OF MINUTES**

- Motion to approve 03/14/18 regular and 4/4/18 Regular and nonpublic meeting minutes.

**V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**

**A. District**

**B. Board**

**VI. DISTRICT REPORTS**

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

**B. Superintendent's Report**

**C. Business Administrator**

- FY17 Audit

**D. Student Senate Report**

**E. Other:**

**VII. DISCUSSION ITEM**

- Last day of school for 2017-18 school year.
- Rough Draft Cell Phone Policy – Not 1<sup>st</sup> Read
- Superintendent Contract and Benefits

**VIII. ACTIONS**

**A. Superintendent Actions**

**B. Board Action Item**

- Motion to authorize Friday, June 22, 2018 as the last day of school with dismissal at 12:15
- Motion to approve Superintendent Contract and Benefits

**IX. SCHOOL BOARD COMMITTEE UPDATES**

**X. PUBLIC COMMENTS**

**XI. CLOSING ACTIONS**

- A. Future meeting dates:** 05/02/18 – Regular Meeting – **Mast Way School** – 7:00 PM  
05/16/18 – Regular Meeting – **Moharimet School** – 7:00 PM  
05/30/18 – Manifest Meeting – **SAU Conference Room** – 5:30 PM

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

**NON-MEETING SESSION: RSA 91-A:2 I (b) – Consultation with Attorney (6:30 PM)**

**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: 2016 - 2019 |
| • Kenneth Rotner   | Term on Board: 2016 - 2019 |
| • 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**

**March 14, 2018**

**ORHS Library**

**7:00 p.m.**

**SCHOOL BOARD:** Denise Day, Brian Cisneros, Tom Newkirk, Kenny Rotner, Dan Klein, Al Howland. Not Present: Michael Williams and Student Representative H.J. Wilson

**ADMINISTRATORS:** Sue Caswell, Todd Allen, Superintendent Morse, Suzanne Filippone, David Goldsmith, Jay Richard, and Josh Olstad

There were 2 members of the public present.

**I. CALL TO ORDER:** By Tom Newkirk at 7:00 p.m.

Tom Newkirk would like to postpone the homework workshop until April 11<sup>th</sup> due to the inclement weather not allow enough time for collection of data.

Tom Newkirk also detailed that Dan Klein and himself have completed their six months on the Manifest Committee. Tom Newkirk moved that Denise Day and Brian Cisneros serve the next six months on the Manifest Committee with Kenny Rotner as the alternative, 2<sup>nd</sup> by Al Howland. Motion passed 6-0.

**APPROVAL OF MANIFESTS:**

Vendor Manifest #18: \$35,067.04

Payroll Manifest #17: \$1,299,728.31

Payroll Manifest #18: \$86,023.55

**II. APPROVAL OF AGENDA:**

**Al Howland moved to approve the agenda, 2<sup>nd</sup> by Denise Day. Motion passed 6-0.**

**III. PUBLIC COMMENTS:**

None

**IV. APPROVAL OF MINUTES: Motion to approve 2/21/18 Regular Meeting Minutes:**

**Denise Day moved to approve the February 21, 2018 minutes, 2<sup>nd</sup> by Brian Cisneros.**

**Revisions: Page 4 paragraph 5 insert: The cell phone survey was meant to be a first step in the process.**

**Page 6 Paragraph 3: Denise Day asked for an examination for an alternative to a two-hour delay.**

**Motion passed 6-0.**

**V. ANNOUNCEMENTS, COMMENDATIONS and COMMENTS:**

**A. District:** Suzanne Filippone, High School Principal, announced that Noah Strout won the meet of champions (which is with all divisions) at the 145 lb. weight class. He went on to the New England's and came in second and is now qualified to go to the nationals in Virginia Beach March 23-25<sup>th</sup>. Noah Strout went to the states and won his weight class and won 2<sup>nd</sup> in the states which qualifies him for the nationals.

Three students from SALT (Student Athletic Leadership Team) will be going to the state-wide leadership conference at Mt. Washington Hotel. The students are Devin McLain, Joe Morrell, Madde Alfonse. Nichole Casimiro will be their chaperone.

The Boys Varsity Basketball Team is headed to the state championship game on Saturday at 3:00.

The unified basketball team had a quarter final basketball game today. The students at the high school had planned a walk out today, but it was rescheduled to April 20<sup>th</sup>

The Counselors are meeting with students grades 9-11 about their plans and to personalize their education while at the high school.

Jay Richard of the Middle School announced that there were close to 30 students recognized for the scholastic writing awards. The robotics team has moved from the state championship and will be headed to the nationals in Kentucky.

They had three students participate today in a walk out and it was very positive.

Carrie Vaich and David Goldsmith, Mast Way and Moharimet Principal, announced that the week before and after February break they scheduled Read Across America. They had guest readers and many NH athletes came to read. The UNH interns presented a great skit on a book they had read. The schools are collaborating on Science Fridays, wonderful hands on activities. They are also planning other opportunities in the spring. Tomorrow night there will be a joint PTO meeting at Moharimet School on internet safety. They will be having



the book fair at the end of the month. Moharimet had their pot luck evening that represented their culture, and a student art show. They also had their annual penny day to raise money for the rebuilding of Puerto Rico. They have started a chess club on Mondays after school with over 30 students. Both schools are in the middle of kindergarten registration.

David Goldsmith reported that the move of the modular at Moharimet went extremely smooth and thanked everyone involved for all their hard work.

**B. Board:**

Al Howland announced that the Durham Department of Public Works has openings for the summer and will be open to Oyster River High School Seniors.

Denise Day mentioned that next Wednesday will be a community dinner and a wellness fair. It will be an informative and enjoyable evening.

Tom Newkirk announced that the Girls Hockey made the semi-finals this year. It is a real achievement. Last week he went to Concord to speak against Senate Bill 193. Essentially, 6% of their population is affected by this. However, it could have quite an effect on urban schools.

Kenny Rotner praised the accomplishments and activities in the District and recognized the three students who walked out of the middle school and the high school students who will be in doing so in April. These students are amazing, and they are to be admired.

**VI. DISTRICT REPORTS:**

**A. Assistant Superintendent Curriculum and Instruction Report:**

Todd Allen discussed the standardized testing SAS Standardized Assessment System. It is a shorter test that takes less time and it is broken into components that are computer adaptive. There is a math, reading and writing test. Grades 3-8. Grades 5 and 8 are also doing a science assessment. The high school does SATs as their assessment. We are in the final stages of preparing the Reach Catalog for the summer program and it should be available later this month.

**B. Superintendent's Report:** Superintendent Morse recognized the custodial staff, maintenance staff and the food service staff for their great work during voting yesterday. He also thanked the community that came out to vote despite the storm.

**Correspondence on the waiver:**

Superintendent Morse has drafted a waiver request to the Commission at NH Department of Education for lost instructional days of October 30, 2017 and October 31, 2017. Todd Allen reported that we are well within the school hours for the end of the school year.

Superintendent Morse mentioned that the conversation has begun on an alternative site beside the high school for voting.

**C. Business Administrator:** None

**D. Student Senate Report:** None

**E. Sustainability Report:** Maggie Morrison and Jacqueline Bruhn

How can we reduce the amount of single use plastic water bottles sold by the District? They are recommending to no longer sell single use plastic water bottles at Mast Way and Moharimet Schools as a first step in a multi-year effort to reduce the number of these bottle sold by the school district.

The sale of single use plastic water bottles across the district result in \$35K profit annually in the School Nutrition budget. Currently, the elementary schools raise \$5K in revenue from water bottle sales. Tom Newkirk mentioned that there will need to be a discussion on how to compensate the food service budget to cover the loss of revenue. The food service budget made \$18K last year and the 5K should be covered in that budget. Kenny Rotner brought up the social subject of selling water bottles where the District wants to make revenue? Kenny is supporting the moves to make our schools sustainable. Sometimes decisions need to be made that are not popular but are the right decisions.

**Kenny Rotner moved in recognition of Earth Day in April, the School Board moves to end the selling of plastic water bottles at Moharimet and Mast Way, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0.**

Should the district purchase propane or Compressed natural gas buses as part of the bus replacement process? The Sustainability Advisory Committee recommends against the purchase of propane or CNG buses.

Superintendent Morse commended the Sustainability Advisory Committee on dialoguing with the board. They want to be a resource.

## **VII. DISCUSSION ITEMS**

**E-Rate:** Josh Olstad discussed the RFP/RFQ E-rate Category 2 Products for battery backups. This battery keeps things running until power can be restored. This will be district wide. There was only one bidder of \$24,988.75 by Optiv Security. The contract was awarded on March 7<sup>th</sup> and the projected date of completion will be August 1<sup>st</sup>.

**Denise Day moved to approve the RFP as presented for \$24,988.75, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0.**

### **Middle School Results on Competencies Survey:**

Jay Richard spoke about the survey. He has sent the survey twice and received 51 responses. He asked to please encourage any parents with questions or concerns to speak with him. If parents have any questions on their child, he encourages them to come meet with the teachers. This is a growth process, but the response from the staff has been very positive. He did note that there were responses from parents that would like to go back to the previous grading system.

Al Howland noted that “progressing” and “exceeds” are going to have an educational element with parents and they had anticipated this before the rollout. Tom Newkirk feels it is important for parents to know their child’s area of strength, area of concern and area of progression. It is a lot of weight put on the narrative to put these ratings in context.

Kenny Rotner feels that this study did not connect with the parents of these district if there were only 51 responses. He feels that we have not made the case to the parents on how to approach it, how to work with their children, and how to work with the schools moving forward with it.

Brian Cisneros asked if you can tell how many parents are using the program and the frequency? Jay replied that they remind parents when reports are coming out and to check it. He is guessing that maybe 50-60% of parents are using it.

**School Board Self-Evaluation:**

By Board Policy the Board shall reflect on the degree to which its goals and objectives have been accomplished. The board shall address those areas as outlined in state laws and ORCSD established board goals.

Tom Newkirk thinks that by setting the Board goals earlier in the year has been a good decision for the Board.

Al Howland feels that we were coming off a difficult year. The diversity discussion, the football discussion, and the modular were all situations that arose that the Board dealt with. He feels that we are going to have to be time management sensitive towards our goals.

Kenny Rotner feels that we were effective in formulating board goals and that it was a good process. The budget was challenging, and our goals have not been reached.

Denise Day feels that maybe going forward to give a time frame on when we will be dealing with issues. This way we can prioritize issues and let the community know that we hear them.

Dan Klein feels that the Board needs to allow some time to deal with the unanticipated. He feels that we need to do a better job of getting into a routine of reviewing where we are on our goals.

Tom Newkirk asked if we are using the full year effectively? It felt like there wasn't enough time to deal with all the issues we needed to. The in-depth work with Siemens helped to lay out the facilities moving forward.

Superintendent Morse is pleased where they are regarding the Strategic Plan as well as the Middle School. Siemens has done extremely well.

**VIII. ACTIONS:**

**A. Superintendent Actions:** None

**B. Board Action Items:**

**Motion to approve replacement ORHS Boys' Soccer Coach: Brian Cisneros moved to approve the replacement ORHS Boys' Soccer Coach, 2<sup>nd</sup> by Dan Klein. Motion passed 6-0.**

**IX. SCHOOL BOARD COMMITTEE UPDATES:**

Denise Day mentioned that the Policy Committee met today. They are gathering information from the survey. At the next meeting will be discussion about where the board wants to go. They had 800 survey responses. They need to determine the parameters the Board's wishes.

Kenny Rotner discussed that they are working on the School Lunch Policy for the Board's review. They also discussed establishing a living memorial in some way that adds to the District as a whole.

Tom Newkirk reported that the Middle School Facilities Committee met and reviewed the possibilities of alternative sites in the District. They are on track to come before the Board with viable possibilities for further review.

**X. PUBLIC COMMENTS:** None

**XI. CLOSING ACTIONS:**

**A. Future Meeting Dates: 3/21 Regular Meeting - ORHS Library 7:00 p.m.  
4/04 Regular Meeting - ORHS Library 7:00 p.m.**

**XII. NONPUBLIC SESSION RSA 91-A:3 II (a)**

- Superintendent Evaluation

**NON-MEETING SESSION: RSA 91-A2 (if needed)**

**Kenny Rotner moved to enter into nonpublic session under RSA:91-A:3II(a) at 8:55 p.m., 2<sup>nd</sup> by Denise Day. Upon roll call vote, the motion passed 6-0.**

Respectfully submitted,  
Laura Grasso Dobson  
Recording Secretary

**Oyster River Cooperative School District**  
**Regular Meeting**  
**ORHS Library**

**April 4, 2018**

**7:00 p.m.**

**SCHOOL BOARD:** Denise Day, Brian Cisneros, Tom Newkirk, Kenny Rotner, Dan Klein, Al Howland, and Michael Williams  
Student Representative: Patty Andersen

**ADMINISTRATORS:** Superintendent Morse, Todd Allen, Suzanne Filippone, David Goldsmith, Heather Machanoff, and Jay Richard

There were 23 members of the public present.

**I. CALL TO ORDER:** By Tom Newkirk at 7:00 p.m.

**APPROVAL OF MANIFESTS:**

Payroll Manifest #19: \$1,257,277.28

Vendor Manifest #21 \$1,027,751.83

**II. APPROVAL OF AGENDA**

Revision: There will be two non-public sessions this evening. Al Howland moved to approve the agenda with the above revision, 2<sup>nd</sup> by Dan Klein. Motion passed 7-0 with the Student Representative voting in the affirmative.

**III. PUBLIC COMMENTS:**

Keith O'Brien of Lee discussed the cell phone policy review and survey. While other Districts were banning cell phones "bell to bell", our District was encouraging the use at the Middle School. He feels we created a culture of some parents who feel that they need to be in contact with their children in the school day. Keith strongly urged the Board to ban cell phone use at the middle school.

Michael Stark of Durham echoed Keith O'Brien's statements. Would like to see the survey that the students filled out at the middle school today.

Jon Bromley, a parent and teacher in the District referred to an article written about the Parkland shooting that quoted a security expert that using phones can distract students from what they need to do in an emergency. Students need to be attentive to teachers if such an emergency were to happen, the sound of a phone can alert to their hiding places, cell phone usage can jam the phone lines of communication in an emergency.



Deanna Pilkenton, a mother of four children in the District talked about the “away for the day initiative” which is to remove phones away for the day in the middle schools. This is part of a national movement. There is an overwhelming amount of damage to safety done to children having phones in the middle school.

Cecile Desmond, a parent in the District, urged the School Board to have the kids put away the cell phones for the day at the Middle School. It contributes to compulsive acts and bullying behavior. She also advocated for another instructor of world language at the middle school and would like to see it at the elementary schools.

Steve Wourgiotis, a parent of a child in Mast Way, also echoed what Cecile said and advocated for world languages in the elementary schools.

Belle Vukovich Kenoyer spoke to the Board and would like to have cell phones banned at the middle school.

Derrick Sauers a parent in the District urged the School Board to not have cell phones used by students in the middle school.

Chris Skoglund urged the ban of cell phones at the Middle School for the entire school day. The cell phone policy in its current form is flawed. He also urged the Board to increase the world language curriculum in the middle school and elementary school.

Eric Johnson spoke to the Board would like to see expanding the world language program in the middle school.

David Buck spoke about technology in the classroom that would be welcomed in the classroom.

Ellen Moriarity is the parent of three children in Mast Way and feels passionate about no cell phone use at the middle school. Middle school is hard enough without social media in the schools.

Tracy Benkosky is in support of a stricter policy at the middle school

**IV. APPROVAL OF MANIFESTS:**

**Motion to approve the 3/14/18 Minutes:**

**Brian Cisneros moved to approve the 3/14 minutes, 2<sup>nd</sup> by Denise Day.**

Kenny Rotner feels that as a Board, they should decide what the minutes should be and have a philosophical discussion about how the minutes should be reflected. Tom Newkirk would like to postpone the minutes of 3/14 and suggested that Kenny Rotner forward his proposed additions.

**Motion to approve the March 21<sup>st</sup> Minutes:**

**Motion to approve the 3/21/18 Minutes: Denise Day moved to approve the 3/21/18 minutes with the below revisions, 2<sup>nd</sup> by Brian Cisneros.**

**Page 5 Revision: Paragraph 4: replace “recommendations” with “information”.**

**Page 1 last paragraph replace “Cisneros” with Cisneros”.**

**Page 1 first two motions should be 6-0-1 instead of 6-1-0.**

**Motion passed 7-0 with the Student Representative voting in the affirmative.**

**Brian Cisneros moved to approve the nonpublic minutes of March 21, 2<sup>nd</sup> by Denise Day. Motion passed 7-0.**

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

**A. District:** Suzanne Filippone of the High School commended Meredith Freeman-Caple and student Grace Smith who are being honored by NAMI. Meredith is being honored with the 2018 NAMI NH Educated Award and Grace is being honored with the NAMI NH as an unsung hero. They will be honored at the NAMI NH Annual Conference on Saturday, April 21<sup>st</sup>.

Suzanne also recognized Heather Machanoff for her work with the faculty and students about mental health and wellness. She has been an integral part of the high school's ability to change direction with regards to mental health and wellness.

Carrie Vaich, Principal of Mast Way reported that Moharimet and Mast Way are planning Peter Pan Jr. The Moharimet performance is on April 17 and the Mast Way performance is on April 18.

**B. Board:** Kenny Rotner attended a meeting with town representatives and UNH and had a discussion on Cinco de Mayo and how it has impacted after school activities. This year it is on a Saturday. Last year there was also an issue of culture which was very offensive. UNH is very concerned about the impact and is calling it a day of unity and would like students to be involved with service projects. He is reaching out to building administrators and if there is something that can be done on the grounds of buildings that students can do to please let him know.

Tom Newkirk attended a conference at the statehouse in opposition to Senate Bill 193. He did not speak but was happy to support the press conference. He has visited Portsmouth, Hanover, and Lebanon and has one more visit next week in Stratham. There will be more information available about the cell phone survey at the next meeting.

Michael Williams noted that next Saturday April 14<sup>th</sup> is the annual pancake breakfast from 8-12 at Moharimet School.

## **VI. DISTRICT REPORTS**

### **A. Assistant Superintendent/Curriculum and Instruction Report:**

Todd Allen reported that the Reach Program Catalog will be out at the end of this week. There are nine camps running the first three weeks and 8 camps running the last two weeks. It is a great program partnered with the Durham Recreation Department.

He observed a Moharimet Sustainability Club activity. There was a facilitator to work with kids using solar panels at both elementary schools and some professional development after schools with the teachers. They are in the final stages of reviewing and updated the k-5 science curriculum. The World Language Program teachers at the middle school and high school met last week. This is the beginning of the focus on proficiency and eventually a seven or more-year sequence with the kids. They will be at the next board meeting with an update.

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

Superintendent Morse reported that the Kindergarten current enrollment is 40 at Moharimet and 45 at Mast Way. Each school can take up to 54 students in Kindergarten. This is dramatically lower than last year. They have 4 teachers

budgeted at Mast Way and we may need only three. Both principals have reached out to the community for enrollment.

Health Insurance: The .3 increase has a \$275,000 in projected savings. He noted that the emergency fund was depleted for this year's budget and this could help replenish the fund.

Middle school facilities Committee Discussion: The Oyster River Middle School opened in 1935. It has served the district with distinction over the years as a high school, elementary school and middle school. The time has come to think about retiring the 83-year-old facility. The Oyster River School Board has directed the Superintendent to form a Superintendent's Middle School Advisory Committee. The committee has been meeting since September 2017. It is comprised of elected town leaders from Durham, Lee and Madbury, an architect, an engineer, a land developer, community members from all three towns and administrative support the committee has been studying thirteen different options with the goal of creating a short list for School Board consideration by the end of the 2017-18 school year.

The committee has taken a very systemic approach to the options and he thinks that they are on track to bring back two or three options to the full Board in May or June.

Superintendent Morse wanted to share with the Board that the Administrative Team has taken to task to make sure they are sharing the news of the District. They brainstormed things that they have thought were important to share with the District i.e. the master schedule at the high school. Each month he will compile the news releases and send them out district wide to have the information out. He also had a conversation with the Chair and Vice Chair on communication that has been using a summative approach to goals. It could be a period of time before they hear about it again and moving forward will address them three times during the year, this will allow for adjustments and conversations. Between the news releases and addressing the goals, the Board will be fully informed and posted throughout the school year. He will also capture something during administrative reports if needed. Their goal is a minimum of eight stories released per month.

Superintendent Morse commended the Middle School for being one of six in New Hampshire that are NELMS Spotlight Schools. NELMS made the following recommendations for Oyster River: Some staff does not utilize the competency-based grading system adopted by the school. Moving toward 100% utilization is encouraged to achieve a cohesive middle school practice. Adding an additional guidance counselor to achieve one counselor per grade would better service students.

**C. Business Administrator:**

Siemens Mast Way Project Financing Update: Jim Rozycki Facilities Director reviewed the Mast Way addition update with the Board:

Conducted meetings with the Lee Planning Board (public hearing), Lee Select Board, Mast Way parent forum, and community site walk.

Met with building staff to review architect design and layout  
Established site access for student safety during construction.  
95% of engineering plans completed and ready for GC bidding.  
Still working on final front entry designs/color/siding material  
Tree removal and construction set-up over April break  
26-week estimated project length. Early November is the completion target.

Siemen's Project Update:

Contract signed

Mid-May start 2nd shift until school finishes

Window install will be summer and into the fall

Windows-Marvin Integrity Ultrex

Mast Way front façade wall and 5 classroom window wall-in fill

Moharimet library glass on half wall

LED Lighting Lithonia BLT fixtures, pendant munt tubes, Aud house lights

NLightair wireless control – automation

Occupancy sensors, daylight harvesting, emergency/safety dim down

Water conservation improvements to all restrooms

Building envelope – door sweeps, roof deck/hatch sealing

Middle School duct cleaning

HVAC Automation upgrades

Guaranteed Energy Savings District Wide:

	Electric Energy	Nat. Gas Savings	Water Savings	Propane Savings
Annual Period I	Savings kwh 348,238	Therms 7,295	kgal 855	Gal 4,589

Financial Standing:

Project came in at	\$3,602,240
Utility Rebate came in at	\$108,413
Yearly Energy savings final	\$80,286

**Motion to approve Siemen’s Financing Project: Al Howland moved to approve the Siemen’s Financing Project, 2<sup>nd</sup> by Brian Cisneros. The Board received three proposals:**

<b>Siemens Financial Services</b>	<b>2.8450%</b>
<b>MLC Municipal Leasing Consultants</b>	<b>3.499%</b>
<b>BMO Harris Equipment Finance</b>	<b>3.359%</b>

**The Motion approved 7-0 with the Student Representative voting in the affirmative.**

**D. Student Senate Report:** Student Representative Patty Anderson reported that they had a blood drive at the high school and collected 17 pints of blood. Spring sport practices are in fall swing. Q3 ends next week. There is a coffee house and art gallery this Thursday 6-8 and is open to everyone. Senate elections and class officers are April 9<sup>th</sup>. April 9<sup>th</sup> is the Durham police presentation on bullying technology addiction and social media.

Tom Newkirk talked about having some students giving feedback on homework at the workshop on April 11th.

**E. Other:** None

**VII. DISCUSSION ITEMS**

**Proposed School Board Committee Assignments.**



Committee Assignments:

Facilities Committee: Dan Klein, Kenny Rotner, Michael Williams

Policy Committee: Tom Newkirk, Kenny Rotner, Denise Day

Negotiations Guild: Tom Newkirk, Al Howland, Dan Klein

Representatives to Other Groups:

District Technology Committee: Al Howland

NHSBA Delegate: Tom Newkirk

Wellness: Al Howland

Sustainability: Brian Cisneros

Long Range Planning: Denise Day

**Denise Day moved to approve the proposed School Board Committee assignments, 2<sup>nd</sup> by Brian Cisneros. Motion approved 7-0 with the Student Representative voting in the affirmative.**

**Expanding World Language to Fifth Grade:**

All the world language staff met with Todd Allen last week. There was concern for class sizes that are large and continuity from grades 6-12. They feel that the current structure does not bring students to fluency. They want to work so that students go through the program so that when students graduate they will be fluid. They would like to come to the Board with a formal proposal. Al Howland would like to see how the proposed changes will fit in the daily schedule. Superintendent Morse is recommending that they come to the Board meeting the first week in May. Tom Newkirk feels that we need to address the large class sizes in world language before it can be brought down to grade 5. A proposed additional teacher of world language in the middle school would be to bring the class sizes down. Kenny Rotner would like to hear how it fits into the language program with the Confucius Institute.

**K12 Mental Health Framework:**

Dr. Ryan Long, Psychologist and Heather Machanoff of the Counseling Department presented a K-12 School Based Multi-tiered systems of students supports summary and action plan to the Board.

MTSS is a framework of multi-tiered student supports which provides a continuum of supports or interventions that addresses the needs of all students, from those who need very little to those who need intensive supports.

Tier 1: Mental health related activities including promotion of possible social, emotional, and behavioral skills and wellness which are designed to meet the needs of all students regardless of whether or not they are at risk for mental health problems. These activities can be implemented school-wide at the grade level, and at the classroom level.

Taught in classes by teachers or specialists, assemblies and community presentations, part of curriculum, supported and enforced school-wide.

Tier 2: Tier 2 involves selected services and supports to address mental health and substance use concerns.

Provided for groups of students who have been identified through needs assessments and school teaming processes as being at risk for a given concern or problem. This level of supports are considered prevention or secondary prevention services.

Tier 3: Indicated services and supports to address mental health and substance use concerns.

Individualized to meet the unique needs of each student who is already displaying a particular concern or problem and displaying significant functional impairment.

Ryan reviewed the school health mental health profile showing strengths and weaknesses in areas associated with school based mental health programming including how we collect and use data to identify students at risk such as attendance, office discipline referrals, school climate, mental health functioning, suspensions and grades.

Where the MHWC is today: School profiles of all four schools completed and entered into shape database. They will be finishing the assessment by the beginning of June and report back to the Board.

Denise Day recommended the movie resilience. It was very eye opening.

Kenny Rotner noted that this is emotional/social not wellness. He asked if there was value in talking to the kids and determining what is going on in their life.

Tom Newkirk thanked Ryan for speaking with them. It is very thorough and gives a sense of structure and supports on what is going on.

**VIII. ACTIONS**

**A. Superintendent Action Items:** None

**B. Board Action Items:**

**Denise Day moved to nominate and approve non-continuing contract professional staff members as submitted by the Superintendent, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0-1 Kenny Rotner.**

**Motion to approve ORMS/HS Spring Coaches and volunteers:  
The unified coaches will now receive the middle level stipend.**

**ORHS Paid Positions:**

<b>Justin Loring</b>	<b>Boys JV Lacrosse 0.5 fte</b>	<b>\$1300</b>
<b>Nathan Morneault</b>	<b>Boys JV Lacrosse 0.5 fte</b>	<b>\$1300</b>
<b>Brian Seeley</b>	<b>JV Softball</b>	<b>\$2336</b>
	<b>Using JV Volleyball Stipend</b>	

**ORMS Paid Positions**

<b>David Geschwendt</b>	<b>Softball</b>	<b>\$1997</b>
<b>Heather Concannon</b>	<b>MS Outdoor Track</b>	<b>\$2395</b>

**Volunteer**

<b>Tyler Nadeau</b>	<b>Asst. Varsity Baseball</b>
<b>Steve Lambert</b>	<b>Asst. Varsity Baseball</b>

**Brian Cisneros moved to approve the slate of above positions, 2<sup>nd</sup> by Denise Day. Motion passed 7-0.**

**Motion to approve policy for a second read: EFFAA Payment for school meals Denise Day moved to approve Policy EFFAA for a second reading, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.**

**IX. SCHOOL BOARD COMMITTEE UPDATES:**

The Facilities Committee will be meeting tomorrow.

**X. PUBLIC COMMENTS:**

David Buck in Durham is impressed with the energy savings on the Siemens Project. Will the fluorescent lights being removed be done in an environmental manner? Will there be monitoring the actual savings. Would be a great thing to have as a dashboard in real time for the students. It would allow them to have a better energy of usage. How will the data be used that was taken in a survey for parents communicate with their children in the school day.

**XI. CLOSING ACTIONS:**

**A. Future Meeting Dates:** April 11<sup>th</sup> Board Workshop 7:00 p.m. ORHS Library  
April 18<sup>th</sup> Regular Meeting ORHS Library  
Non-meeting at 6:30/Manifest 6:00 p.m.  
May 2<sup>nd</sup> Regular Meeting Mast Way 7:00 p.m.

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

- Superintendent Contract
- Legal issue involving a student

**Kenny Rotner moved to enter into non-public session under RSA 91-A:3 II (e) legal issue, at 9:25 p.m., 2<sup>nd</sup> by Michael Williams. Under roll call vote, the motion passed 7-0.**

Respectfully yours,  
Laura Grasso Dobson  
Recording Secretary

Oyster River Cooperative School Board

April 4, 2018 ORHS C-120

NON-PUBLIC MEETING  
MINUTES

**Kenneth Rotner moved to enter into nonpublic session at 9:25 p.m. in accordance with RSA 91-A:3 II (E) – Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision 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, 2<sup>nd</sup> by Michael Williams. Upon roll call vote, the motion passed 7-0.**

School Board Attendees:

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

Administrators Present:

Dr. James Morse

The Superintendent shared the legal framework, as advised by the school attorney, related to a student issue before the School Board.

The School Board returned to public session at 9:45 p.m., and a new motion was made to enter into another non-public session at 9:46 p.m.

Respectfully Submitted,  
Denise Day  
Vice Chair

Oyster River Cooperative School Board

April 4, 2018.1 ORHS C-120

NON-PUBLIC MEETING  
MINUTES

**Kenneth Rotner moved to enter into nonpublic session at 9:46 p.m. in accordance with RSA 91-A:3 II (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, 2<sup>nd</sup> by Dan Klein. Upon roll call vote, the motion passed 7-0.**

School Board Attendees:

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

Administrators Present:

The School Board discussed the Superintendent's contract and benefits. No decision was reached, and this will be put on the April 18, 2018 Board meeting for additional discussion and decision.

The School Board returned to public session at 10:00 p.m.

**Dan Klein made a motion to adjourn at 10:01 p.m., 2<sup>nd</sup> by Brian Cisneros. The motion passed 7-0.**

Respectfully Submitted,  
Denise Day  
Vice Chair



**OYSTER RIVER  
COOPERATIVE SCHOOL DISTRICT**

**Management Letter**

**For the Year Ended June 30, 2017**

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Andover, MA  
Greenfield, MA  
Ellsworth, ME

To the School Committee  
Oyster River Cooperative School District

In planning and performing our audit of the basic financial statements of the Oyster River Cooperative School District as of and for the year ended June 30, 2017, in accordance with auditing standards generally accepted in the United States of America, we considered the Oyster River Cooperative School District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

During our audit, we became aware of other matters that we believe represent opportunities for strengthening internal controls and operating efficiency. The recommendations that accompany this letter summarize our comments and suggestions concerning those matters.

This communication is intended solely for the information and use of management, School Committee, others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Melanson Heath*

January 22, 2018

**PRIOR YEAR RECOMENDATION:**

**1. Prepare for Single Audit Changes**

Prior Year Issue:

In the prior year, we advised the District of significant new requirements related to single audits. In addition to raising the threshold for requiring a single audit from \$500,000 to \$750,000, there are new requirements of OMB's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (UG) for single audits.

Current Year Status:

This issue is partially resolved. The District has taken steps to review current policies and standards applicable to the new uniform guidance and is in the process of weighing revisions as needed to ensure compliance with new requirements.

Further Action Needed:

We recommend that the District continue making revisions where needed and then implement training on the revised policies and procedures to ensure staff is aware of changing regulations. This will help the District to minimize the risk of new single audit compliance findings in fiscal year 2018.

**2. Prepare to Implement GASB 75 for OPEB**

Prior Year Issue:

In the prior year, we advised that beginning in fiscal year 2018, the District will be required to implement the Governmental Accounting Standards Board (GASB) Statement 75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB)*. GASB has taken the position that OPEB is a form of compensation and the liability/expense should be recognized while the employee provides service to the government. GASB Statement 75 replaces Statement 45, and requires the full net OPEB liability and related expenses to be presented on the government's accrual basis financial statements. Previously, the liability was recorded incrementally, generally increasing based on the degree to which a government funded the annual required contribution. It is expected that the implementation of this accounting standard will have a material impact on the District's financial statements, including the recording of a larger net OPEB liability and substantial new disclosures.

Current Year Status:

We understand the Business Administrator has attended several workshops in regard to GASB75.

Further Action Required:

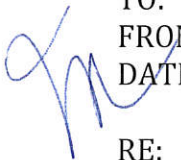
We recommend the District continue planning for the implementation of GASB 75, and ensure that actuarial valuations are performed in a timely manner and in compliance with the new requirements. It will also be important for the District to maintain an adequate system of documentation to support the employee census data information provided to the actuary, since this information will now be subject to annual audit testing.

Office of the Superintendent  
Oyster River School District  
36 Coe Drive, Durham, NH 03824

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INTEROFFICE MEMORANDUM

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 TO: School Board  
FROM: Dr. Jim Morse  
DATE: April 18, 2018  
RE: 2017-18 Last Day of School

As the end of the school year is drawing closer, I am proposing that Friday, June 22<sup>nd</sup>, will be the students last day of school. This day will be an early dismissal at 12:15 PM for all schools.

I am working with the Guild on a proposal regarding the two additional work days owed to complete the teachers' contractual obligations.

Thank you.



OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICJ (A)
Draft to Policy Committee: April 11, 2018	Page 1 of 1
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## TECHNOLOGY DEVICES - K-8 CELL PHONES/PERSONAL DEVICES

*Based upon Portsmouth, Rye, Greenland, Lebanon and Hanover.*

Cell phones or personally owned technology devices may not be used during the academic day, defined as the 1<sup>st</sup> bell in the morning to the last bell in the afternoon.

Cell phones may be used before the school day begins and after the school day ends. The District assumes no responsibility for damage to such devices.

### **Cross Reference:**

JICJ (A)-R - K-8 Cell Phone Procedure  
JICJ & R - Technology Devices  
JICK - Bullying and Cyberbullying - Pupil Safety and Violence Prevention  
JICL & R - Student Computer & Internet Use and Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICJ (A)-R
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## TECHNOLOGY DEVICES - K-8 CELL PHONES/PERSONAL DEVICES - PROCEDURE

Students who carry cell phones and other personal devices must keep them turned off during the school day.

Students who violate the K-8 Cell Phone policy:

- 1<sup>st</sup> Offense – Will have the device taken away by the teacher for the day and returned at the end of the day
- 2<sup>nd</sup> Offense – The device will be confiscated by administration and returned to the parent.
- 3<sup>rd</sup> Offense – The student will not be able to possess the device during the school day for an extended period of time defined by the principal and upon entrance to the school at the beginning of the day will leave the cell phone/technical device with the principal.

Parents/guardians who need to talk to their child during the school day must call the school office. Their child will be given the message to call home. Students will be allowed to use the classroom phone to return calls to parents /guardians.

Exceptions:

- IEP
- 504
- Medical
- Educational purposes defined by the teacher.
  - Exeter AUP – “the use of electronic devices should be consistent with the District’s educational objectives, mission and curriculum.
  - Stratham Middle School Handbook – devices are intended to enhance education with adult permission.
  - Lebanon – Procedure – other devices are allowed on a class by class bases in discretion of the teacher.
  - Hanover Middle School Handbook – the use of personal devices in the classes are at the personal discretion of the teacher.
  - Students who do not have the appropriate technology, will be provided a device.

Cross Reference:

JICJ (A) – Technology Devices - K-8 Cell Phone/Personal Devices

JICJ & R – Technology Devices

JICK – Bullying and Cyberbullying – Pupil Safety and Violence Prevention

JICL & R – Student Computer & Internet Use and Procedure