

Oyster River Cooperative School District  
EMERGENCY MEETING

May 20, 2020

Remote Meeting

7:00 PM

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

**I. ~~MANIFEST REVIEW REVIEWED PRIOR TO SCHEDULED MEETING~~**

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENTS: *Please see information below***

**IV. APPROVAL OF MINUTES**

- Motion to approve 5/6/20 regular meeting minutes.

**V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**

**~~A. District~~**

**B. Board**

- Proclamation (Michael Williams)

**VI. DISTRICT REPORTS**

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

**B. Superintendent's Report**

- High School Graduation
- School Nutrition Update
- Remote Learning Update
- Elementary Enrollment Updates
- Dell Lease (Josh Olstad)

**C. Business Administrator**

- Bond Anticipation Note Update

**D. Finance Committee Update**

**~~E. Student Senate Report~~**

**~~F. Other~~**

**VII. DISCUSSION ITEM**

- School Board 2020-21 Master Schedule Meeting Dates – Draft

**VIII. ACTIONS**

**A. Superintendent Actions**

**B. Board Action Item**

- Motion to approve the Dell Lease.
- Motion to add one additional Board Member to the School Board Negotiation Team.
- Motion for the Finance Committee Chair to seek permission of the Board to write a letter to the individual towns explaining the creation of the OR Finance Committee and its function.
- Motion to approve Bond Anticipation Note.
- Motion to nominate Non-Continuing Contract Grade 5 Professional Staff Member
- Motion to approve List of Policies for First Read: EFA – Availability and Distribution of Health Foods, EGAD – Copyright Compliance. {Held over from March 18,2020 Meeting}
- Motion to approve SAU Salary Recommendations.

**IX. SCHOOL BOARD COMMITTEE UPDATES**

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

**~~X. PUBLIC COMMENTS~~**

**XI. CLOSING ACTIONS**

**A. Future meeting dates: 6/3/20 & 6/17/20– Regular Emergency Remote Board Meeting – 7:00 PM**

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

- SAU Salary Recommendations

**~~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

**Virtual Location:**  
<https://www.orcsd.org/stream>  
**Microsoft Teams Audio**  
 Conference: tel:+1 603-766-5646  
 Conf ID: code: 461362#

If you experience technology problems on the broadcast end, please notify us using [orcsd-video@orcsd.org](mailto:orcsd-video@orcsd.org) or via telephone # 603-280-4202.  
 Please note that we cannot assist you if the technology problem is on your end.

Members of the public who join the meeting remotely, either by telephone or computer, will be able to offer public comment prior the meeting by submitting their question/comment by 2:00 PM on Tuesday before the regularly scheduled Board meeting via U.S. mail or email to [wdifruscio@orcsd.org](mailto:wdifruscio@orcsd.org). Any submissions will be included as part of the meeting minutes. Please note that each submission needs to be 400 words or less.

**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: 2020 - 2023 |
| • Michael Williams | Term on Board: 2020 - 2023 |
| • 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

### Remote Emergency Meeting

May 6, 2020

DRAFT

**SCHOOL BOARD PRESENT VIA ROLL CALL VOTE:** Brian Cisneros, Dan Klein, Tom Newkirk, Denise Day, Michael Williams, Al Howland. Absent: Kenny Rotner

**Student Representative:**

**ADMINISTRATORS PRESENT VIA REMOTE ACCESS:** James Morse, Catherine Plourde.

**STAFF PRESENT:**

**GUEST'S PRESENT VIA REMOTE ACCESS: Andre Kloetz, Construction Manager ~ Bauen Corporation, Ron Lamarre, Anne Ketterer, and Ryan Tirrell ~ Lavallee/Brensinger Architects.**

There were no members of the public present or anyone present with the Board Members at their remote locations.

Tom Newkirk read the following statement:

As Chair of the Oyster River Cooperative School Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

*a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:*

We are utilizing Microsoft Teams for this electronic meeting. All members of the School Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-603-766-5646 and ID Code 461362#, or by clicking on the following website address: <http://www.orcsd.org/stream>

*b) Providing public notice of the necessary information for accessing the meeting:*

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Microsoft Team or telephonically. Instructions have also been provided on the website of the ORCSD Board Agenda for 05/06/20.

*c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:*

If anybody has a problem, please call 603-280-4202 or email at: [orcsd-video@orcsd.org](mailto:orcsd-video@orcsd.org).

*d) Adjourning the meeting if the public is unable to access the meeting:*

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

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

Tom Newkirk asked that the addition of School Board Community Update be re-added so that Denise Day could update the Board on the Long-Range Planning Committee.

## **II. APPROVAL OF AGENDA:**

**Denise Day moved to approve the agenda as amended, 2<sup>nd</sup> by Brian Cisneros. Motion passed via roll call vote 6-0.**

Tom Newkirk wanted to take a moment during Teacher Appreciation Week to recognize and acknowledge all of the efforts and motivation that the OR teachers have committed to during this difficult time, and praises their passion to continue providing such a quality education to our students. He went on to say that he understands that we are ending without celebration but knows that the community has a deeper appreciation for all of our teachers. Thank you all.

## **III. PUBLIC COMMENTS:**

Jim Morse stated that there were no public comments submitted.

## **IV. APPROVAL OF MINUTES:**

**Motion to approve April 15<sup>th</sup> regular meeting minutes:  
Revisions:**

**Tom Newkirk asked for the following changes to the minutes:**

**Page 7 fifth paragraph, at the end of the first sentence add "Suzanne informed us it was D-."**

**Denise Day moved to approve the April 15<sup>th</sup> meeting minutes with the above revisions, 2<sup>nd</sup> by Brian Cisneros. Motion passed with roll call vote 6-0.**

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

- ~~A. District:~~**
- ~~B. Board:~~**

## **VI. DISTRICT REPORTS:**

### **~~A. Assistant Superintendent Reports:~~**

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

#### New Middle School Presentation by Architect & Construction Manager:

Jim Morse introduced Andre Kloetz, Construction Manager from Bauen Corporation to update the Board on the status of the progress made so far.

Andre began by stating that we have begun construction one week ahead of schedule. The tree removal along Coe Drive was completed today. The stumps will be grounded and removed. With the Town of Durham's support, we have new parking spaces along Coe Drive. We have also installed for safety reasons chain link fencing along the edge of the sidewalk to separate the construction site from the road. Later in the summer fencing will be added to separate the school from the construction site, as this is not

needed at this point. We have also put up full snow fencing on the north side of the property along the trail system for added protection for individuals walking in that area from the construction site.

We are beginning to prepare the Geothermal well field and we will start drilling in two weeks, which at that time we will put up retaining walls.

This Friday there is a pre-construction on-site meeting to discuss technicalities, one being water management. Our first delivery of rebar for concrete will be May 14<sup>th</sup>. The following week we will put in the footings. Steel delivery will be mid-August.

The staff on site are Adam Downs the Super on site, Jessie Phan the Assistant Production Manager and Bob Sullivan the mechanical/electrical supervisor. Andre stated that he will be on and off the site continually. He informed the Board that the driveway permit has been filed with the Town of Durham. We are off to a great start. He asked the Board if there were any questions. There were none.

At this point Anne Ketterer from Lavallee/Brensinger Architects briefly explained what was coming up and introduced Ryan Tirrell from their firm who would be presenting a power point presentation with the latest updates and information.

Ryan started by stating he was a student at the middle school 21 year ago and an Oyster River graduate. He was proud to be a part of this unique experience and has insight to bring to the team.

Ryan began by stating that the design concept is broken out into 4 categories: Forest, Mountain, Ocean, Rivers with a complimentary color scheme associated with each category.

The main colors for each quadrant are green for forest, purple for mountain, deep blue for ocean, light blue for river. He explained that these color combinations will also allow for three additional subsequent color schemes that are intertwined throughout the entire school, so that each quadrant will have their primary color but will also share colors from the three other teams, allowing for continuity throughout.

He went on to explain that a flooring design that depicts a river will run through the learning commons and connect to all four quadrants to provide unity to the school.

Ryan move through the rest of the power point showing the color designs of each quadrant stating that the colors provide a dynamic pallet. He asked the Board if there were any questions.

Denise Day stated that this is very exciting and pretty cool for the kids, however she questioned the use of the green being a strong color and asked if this could cause overstimulation for some students.

Anne Ketterer explained to Denise that they have a Behavioral Specialist on staff that is given the plans and color schemes that are being suggested for use for her expertise and guidance before we present anything to a client.

Tom Newkirk did not have a question but stated that this was a stunning presentation and that they did a terrific job.

Jim Morse expressed to Ryan that this must be rewarding for him to work on a school design that he graduated from. He stated that they did a fabulous job utilizing teams and colors and thanked Ryan for his presentation.

#### List of "B" Policies for annual review

Jim Morse began by stating that prior to his becoming the Superintendent, the prior Board was taken to court for Right-to-Know issues, which the Board lost. To date the injunctions set for Board communications is still in place and this has resulted in the yearly review of the list of "B" policies. He briefly explained that we need to be scrupulous and careful when we go into non-public and non-meetings. We are careful with the minutes that we are correcting conversations and not adding to them. The District has provided School Board emails to everyone so that they can be separate from personal emails. Texting should be assumed a form of email. The RTK law's intent is that all conversations by the Board are public. Emails and Texts related to Board issues are public. Please do not use emails or texts to discuss Board issues. When Board Members are asked to provide information, I request it be sent to me for disbursement to the Board as a whole. We are one of the few school districts that provide for two public comments during a Board meeting.

Jim asked the Board if they had any questions or comments. There were none.

#### Remote Learning Update:

Jim wanted to begin this update with a story that happened today to Doris while she was shopping for End68Hours of Hunger. The gentleman behind her in line stated that she had a large shopping order. Doris went on to explain who she was and about the End68Hours of Hunger program that the school district has in place, and the help that it provides to our families. The gentleman then proceeded to hand his credit card to the cashier to pay for the \$268 food bill. Doris thanked the gentleman. Jim continued by stating that the community has been very generous, and if anyone would like to donate to this program, he explained what you needed to do.

Jim also relayed to the Board a publication in USAToday Money section entitled "Making the grade: Students are most likely to succeed in these school districts across US." Oyster River was rated number 1. Jim explained the criteria that was used to reach their conclusion and encouraged the Board to read the article.

In terms of remote learning, the administrative team met remotely and worked through Short term, interim and long-term goals for the school district. Suzanne and Jay will be reaching out to parents of 5<sup>th</sup> and 9<sup>th</sup> graders to set up small group meetings for expectations of the students starting in a new school. Jay will be reaching out now and Suzanne in next couple of weeks due to completing graduation planning.

The seniors, their advisors and Suzanne have met and determined that they want to go with a graduation ceremony at the high school and that future plans are in the work and they will finalize and let everyone know.

Jim explained the summer plans will be Reach-in-a-Box which will have weekly themes and families will be able sign up for camps a week at a time. For a small materials fee, each family will be provided a one-week themed camp in a box for each session they register for. The box will contain directions and materials to do multiple family activities connected to that week's theme. There will be craft projects, games, scavenger hunts, STEM type activities, etc. all aimed at encouraging outdoor activity. There will also be social media opportunities coordinated by Durham Parks and Rec to share the fun with others.

Jim explained that they also started discussions pertaining to the fall planning and that right now there are five options that we are looking at. 1. Remote over and kids back in traditional setting. 2. Start school, COVID resurges and return to remote learning. 3. Not allowed to return. 4. Hybrid remote learning and kids in school. 5. What if a significant number of parents choose not to send their children to school next fall. What if, due to health concerns, a significant number of staff cannot return?

We have been having conversations with the Portsmouth School District to see how they are handling remote learning and plans for the fall. They are similar in size to us for comparison. We need to have plans in place for all of these options to be prepared and not be surprised.

Denise Day asked if the graduation date was remaining the same. Jim replied that he believed that it was, and that the goal was to keep graduation on June 12<sup>th</sup>, but he would keep the Board informed of any changes.

Denise Day asked Jim to talk about the Groundbreaking ceremony that is being planned. Jim explained that due to the Governors ruling of gatherings having no more than 10 people, we are going to downsize the original ceremony to include the three town leaders, Julie Reece, Brian, Tom, Jay and himself. We will plan something larger later on if the 10-person limit is lifted and then do something additional with the kids after that.

Brian Cisneros went back to the remote learning discussion and asked if the 1:1 for next year was still part of the plan. Jim explained that we need to order laptops for grades 5, 9, 11 & 12 and that Dell will have them to us by the beginning of summer. We need to prepare, but keep the old machines until the new ones come in. There are machines throughout the community, and we need to develop a plan for return right away or wait. The goal is 1:1 for grades 5 – 12.

No additional Board discussion.

#### Superintendent/Assistant Superintendent Contracts

Jim apologized to the Board that his memo did not go out to them until Monday and apologized to Tom that the wording of the memo was not well done. He stated that he

reverted back to the 3% increase for both of them and that this is unresolved and requires action by the Board.

Tom Newkirk stated that this means there are two options, the original proposal and the 3% proposal. Tom asked what the Boards feelings were about this?

Denise Day stated that she supported the original proposal of Dr. Morse sharing his increase for bringing Todd's salary up.

Al Howland stated that he felt that there was a failure of the process. The Board has a negotiation committee and we skipped that step. He felt the best practice was to reconvene the negotiation committee with the administrators, get a sense of what they are looking for and then come back to the Board.

Brian Cisneros stated that he didn't agree that we turned down someone's generosity. We don't need to go through bargaining process. He continued to discuss work performance which at this time Tom intervened and asked that if we were going to continue to talk about performance than we would need to do that in non-public. Brian agreed to end it there.

Dan Klein agreed with Brian's thoughts on the superintendent's generosity, but also agreed with Al and felt more comfortable in terms of following a process.

Tom Newkirk felt that we should stay with the 3%. In the past we set aside equity money early on and then looked at salaries and made equity adjustments from there. Agreed that it was a generous act on the part of the superintendent.

Jim explained that the Board negotiation team did meet with ORAA and at that time thought they were an association and not a union. He also stated that he, Todd and Sue are not part of this union or any other union.

Tom asked where we would go from here.

Jim stated that Al's idea of meeting with the three of us to negotiate is a good idea.

**Al Howland made a motion for the Board's negotiation team to speak with Jim, Todd, and Sue to discuss salaries and bring recommendations back to the full Board, 2<sup>nd</sup> by Dan Klein.**

**Discussion:**

Denise asked if there was enough time to meet and have this discussion?

Jim stated that we have until July 1<sup>st</sup> and asked the Board if they wanted any additional information.

Al asked if there were any other issues that the three of them wanted to bring to the table.



Jim stated that he did not think so, only the salaries.

Tom suggested that the difference between the principal's salaries and the assistant superintendent's salaries be available for review,

Michael Williams clarified that the Business Administrators salary was already approved at the last meeting.

There was no additional discussion.

Tom called for a roll call vote.

**Motion passed with roll call vote of 4-2, with Denise Day and Brian Cisneros voting no.**

**~~C. Business Administrator:~~**

**~~D. Student Senate Report:~~**

**~~E. Other:~~**

**F. VII. DISCUSSION ITEM:**

Finance Planning Committee:

Jim spoke about the upcoming finance committee meeting that will be next Wednesday, May 13<sup>th</sup> at 6:00 PM and it will be a remote meeting at this time. He asked Board members to send him questions for the committee. He stated that he has five questions that Michael sent to him.

Tom asked if anyone else had questions and if they were ready now?

Denise felt that she needed a starting point as she was used to the procedure that was followed last year.

Jim explained that he requested this committee be formed to work with both him and Sue as he felt the 21/22 budget was going to be very hard and now with the complications of COVID -19, and the state revenues 20% below normal this was going to compound the issues.

Tom stated that he has 6 questions that he would like to send to the finance committee.

There was a lengthy discussion surrounding this coming year and the 21/22 budgets. Some ideas of possible freezing of the budget, increase the fund balance and retention of staff.

Tom asked if this committee was meeting on alternate weeks of the Board meetings and also asked that we include the topic of "Finance Committee Updates" as a regular agenda item.

Tom went back to ask about the policies if they required a motion.

Jim stated that they were part of the yearly review and that the minutes would reflect that the Board reviewed for this year.

## **VIII. ACTIONS**

**A. Superintendent Action Items:** None

**B. Board Action Items:**

ORHS Maternity Leave of Absence

**Denise Day moved to approve the ORHS Maternity Leave of Absence from May 2020 through September 25, 2020, 2<sup>nd</sup> by Brian Cisneros. Motion passed with roll call vote 6-0.**

Nomination of the ORHS Assistant Special Education Director:

Jim asked Tom if Catherine could speak on this matter.

Catherine Plourde remotely joined the meeting and gave a brief summary of Melissa Jean and that she was the interim assistant last year covering Misty Lowe's leave. She is highly qualified and fits well within Catherine's team.

**Denise Day moved to approve the nomination of the ORHS Assistant Special Education Director, 2<sup>nd</sup> by Brian Cisneros. Motion passed with roll call vote 6-0.**

Michael Williams to write proclamation

Michael spoke of the tremendous efforts that the District staff, teachers, paraeducators, school nutrition, transportation, custodians, IT, and administrators have undertaken and wants to thank everyone by writing this proclamation.

**Brian Cisneros moved to authorize Michael Williams to write a proclamation to our employees, 2<sup>nd</sup> by Denise Day. Motion passed with roll call vote 6-0.**

## **X. SCHOOL BOARD COMMITTEE UPDATES:**

Denise Day updated the Board on the Long-Range Planning Committee openings that have been filled by Ashish Pant and Erik Ickes.

**Denise Day nominated Ashish Pant & Erik Ickes to fill the vacant positions on the LRPC, 2<sup>nd</sup> by Brian Cisneros. Motion passed with roll call vote 6-0.**

**~~A. Manifests Reviewed and Approved by Manifest Committee:~~**

~~Denise Day and Dan Klein reviewed the manifests.~~

~~Payroll Manifest #~~

~~Vendor Manifest #~~

**~~X. PUBLIC COMMENTS:~~**

**XI. CLOSING ACTIONS:**

- A. Future Meeting Dates: 5/20/20 Regular Board Meeting –Remote Meeting 7:00 PM  
6/3/20 Regular Board Meeting –Remote Meeting 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:**

**Brian Cisneros made a motion to adjourn the meeting at 8:45 p.m., 2<sup>nd</sup> by Michael Williams. Motion passed with a roll call vote of 6-0.**

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



The goal is to create a safe environment for students and families to celebrate the completion of the kids studies with the ORCSD.

What students have asked for:

- To walk in their cap and gown.
- Still have speeches.
- Livestream diplomas.
- To be grouped by advisory in some capacity.
- To have a ceremony on graduation day – June 12<sup>th</sup>.
- If possible – to have a cookout later in the summer to celebrate together.
- For ORHS to continue to plan for an Alumni Weekend in the Fall.

# The Class of 2020 Graduation Plan:

Created with Representatives  
from the class of 2020.

 Bags are being prepared for delivery.

- Every senior will receive a bag with:
  - Graduation Invitations
  - Cap and gown
  - Cords and medals
  - Tile and Markers
  - Project Graduation Gifts
  - A few other items

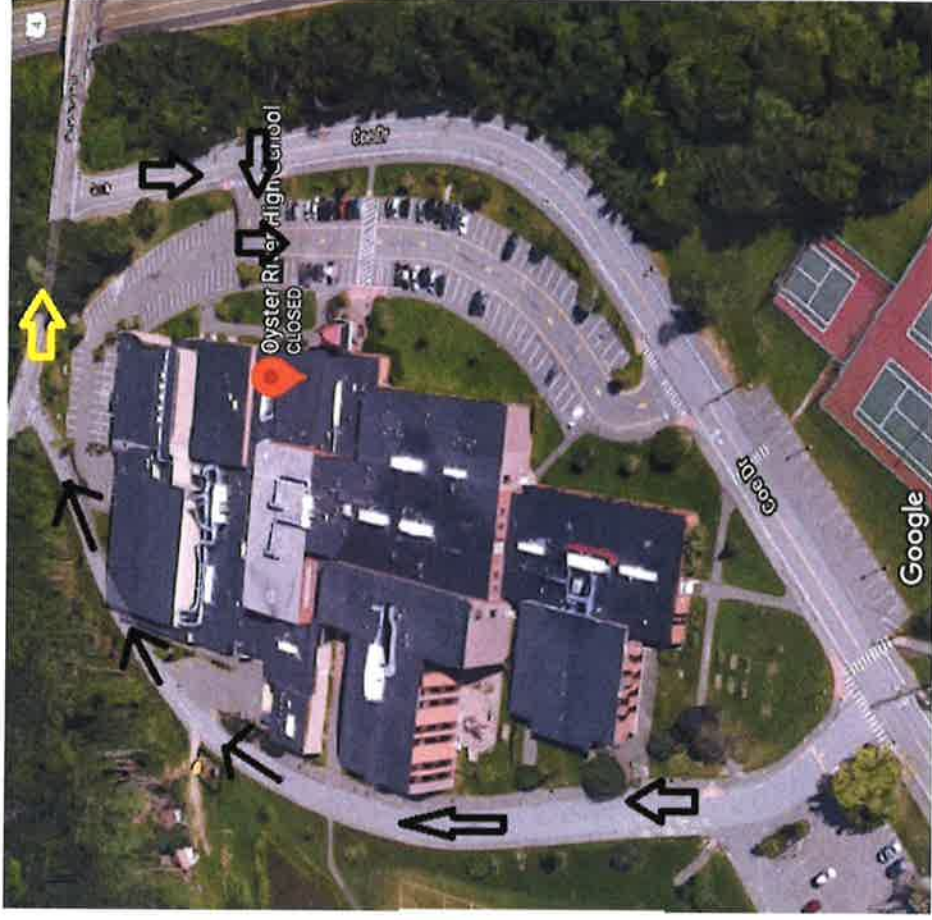
# Virtual Element

- All performances and speeches will be prerecorded and compiled into a video that will be shared the morning of graduation. The video will be available to watch throughout the day of graduation.
- Video and photographs will be taken of students receiving their diplomas.
- A new video will be created that includes the speeches as well as each member of the class receiving their diplomas. This video will be made available for viewing once it is completed as other graduations ceremonies are available.



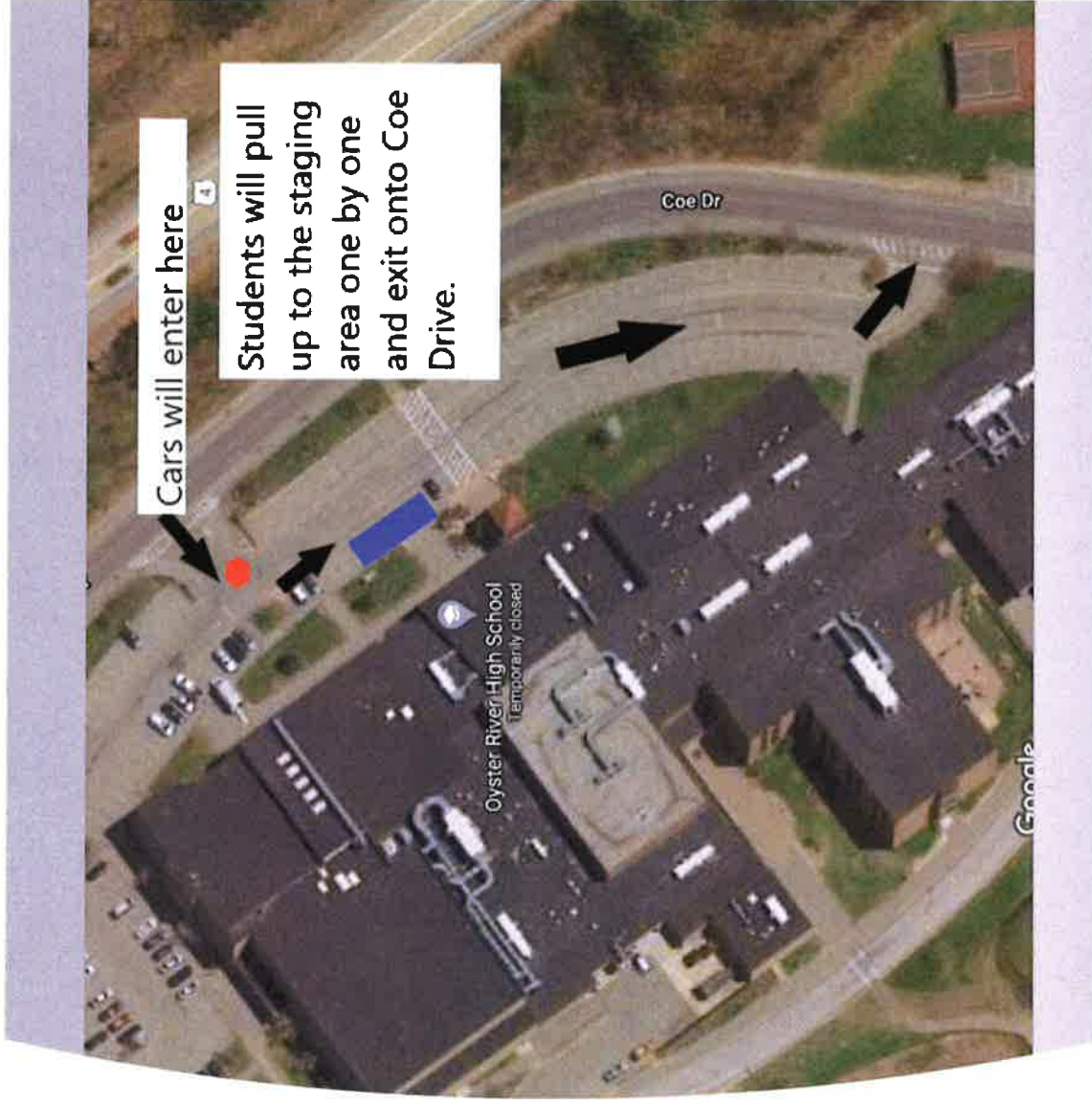
# 2020 Graduation Route/Staging

- Families are encouraged to decorate their cars and students are encouraged to decorate their caps.
- Students will receive a time to line up in Lower Senior Lot and behind the high school.
- Times will be assigned according to Advisory.
- Each student = 1 car (we have approximately 25 students who have two household families)
- Faculty who would like to attend will be able to park in front of the high school in designated locations.
- The ORCSD will be encouraged to place signs in the grassy areas at the high school to celebrate the class.



## Graduation Set-Up

- Cars will be entering one family at a time to the front of the school.
- Stage will be set up in the front of the school.
- Students will walk from their car onto to the stage where their diploma will be placed on a table. They will leave their tile after retrieving their diploma.
- Names will be announced.
- Once the student receives their diploma, they will reenter their car and leave exiting onto Coe Drive





# Graduation Staging and Specifics

Stage will be 8x16

Two chairs will be placed on the back of the stage- one per corner. One for Dr. Morse and one for School Board Chair.

Kids will walk across the stage.

A photo area will be set up for school photographer and videographer.



Family Photo Area

School Videographer

School Photographer



# Oyster River Child Nutrition

## Memorandum

To: Oyster River School Board  
From: Doris Demers, DTR, SNS  
Date: May 14, 2020  
CC: Dr. James Morse, Susan Caswell

To date we have already sent home over 45,000 meals. With the school year officially ending on June 5, 2020, we are concerned that there will still be a need for meals in our community. Since our staff is contracted through June 12<sup>th</sup>, we have decided to continue the delivery of meals on Mondays, Wednesdays, and Fridays up until that time.

The USDA Waiver to allow all meals served to families free of charge is active until the end of June. I have staff interested in working the last two weeks of June, we plan to offer meals three days per week until June 26, 2020. Government reimbursement will offset the cost of meals and labor during that time. Since delivery is not available, families will need to pick up their children's meals at two locations: the high school and Mast Way three days a week.

Summer meals have coincided with the REACH program. Even though there is no official REACH program, we would like to continue to offer lunches to our families. At this time, we are assuming it will be a paid program, unless the USDA extends another waiver. Lunches will be available for 5 weeks during the summer, starting on July 13<sup>th</sup>. This program will be run out of the high school. If at that time schools are still not open to the public, meals will be picked up daily by families. I will continue to reach out to the Department of Nutrition and Wellness for guidance on summer meals.

The Oyster River Child Nutrition staff would like to thank all families who have reached out to them with gratitude, masks and pictures of their children enjoying our meals. We are happy to be able to help fill an important need during this crisis.

Thank you and stay well.

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

INTEROFFICE MEMORANDUM

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TO: School Board  
FROM: Dr. James C. Morse, Sr  
DATE: May 14, 2020  
RE: Remote Learning Update

The country is beginning to talk about re-opening. It should be a process based upon the best science available. Schools need to be thinking about re-opening as well. It may seem odd to think about the fall now, so many months away. The reality is school opens the last week of August, which is only 3.5 months away, a very short window to think through the complexity of reopening Oyster River.

The NH Department of Education has started the process by forming a stakeholder's group of some sixty people. I'm proud to share that Oyster River will be well represented on the state's re-opening task force with four representatives: Catherine Plourde, OR Director of Student Services, Joshua Olstad, OR Technology Director, Felicia Sperry, MW School Psychologist, and Heather Machanoff, ORHS Counselor. The DOE Committee anticipates a report by the end of June.

Oyster River administrators and teachers will also be envisioning what the opening of school will be like next fall. Administrators had their first organizational meeting to structure the work before us. There are considerable unknowns as we look toward late August and early September and many questions that will need answering. Will the state allow schools to reopen in the fall? We hope so, but we do not know for sure. Will there be a resurgence of COVID-19 after we start school, then forcing the district to revert back to remote learning? Will parents, due to health concerns, choose not to send their children to school even if we reopen? These questions alone mean the district must be prepared for two different openings and a contingency plan if a large number of parents choose to keep their children home.

As I see it, we must prepare for a traditional opening, a remote learning opening, a traditional opening and due to a resurgence of COVID-19 we are forced back into remote learning, and a plan to address high absenteeism.

To address the complexity associated with these options, I am forming a district-wide committee and parallel committees at each building. The District Committee will look at the district from a global perspective while the four building committees will look at re-opening from a building perspective. These committees, comprised of school employees, will be working diligently to complete the transition plan for Board review in August.

The SAU Committee will include the following groups:

Governance, Wellness, Instruction/Assessment & Remote Learning, District Operations (Facilities, Transportation, and Child Nutrition Services), and District Technology.

The School Building Committee will include the following groups:

Governance, Wellness, Instruction/Assessment & Remote Learning, Technology, and Building Operations (cafeterias, playgrounds, etc.).

We will be working with Portsmouth Public Schools; both school systems are of similar size and have worked together successfully in the past. By collaborating with Portsmouth, we can gain a wider range of professional expertise/experience to address the complex issues caused by the pandemic. We will do some of this work using a company called 2 Revolutions. 2Revs as they are known, is a nationally known consultant group for school leadership coaching. They specialize in helping districts build sustainable capacity for change. 2Revs will be helping us in the areas of instruction, wellness, and remote learning. They will assist us to address unique issues caused by the pandemic while helping us stay true to our district's strategic goals.

This is just the beginning of another journey together. As I've done through these many newsletters, I will keep you informed of our progress. I hope to have a very rough draft by June 5 and use July to flush out the draft. This will also allow us time to incorporate any recommendations that come from the state task force into our Oyster River plan.

Ultimately, we will have a plan for the reopening of the Oyster River Cooperative School District before the community and the Board by the August 5<sup>th</sup> Board meeting.

**Mast Way Elementary School 2019 - 2020  
Enrollment**

| <b>Enrollments</b>                           |           |           |           |           |           |              |
|--|-----------|-----------|-----------|-----------|-----------|--------------|
|  | <b>K</b>  | <b>1</b>  | <b>2</b>  | <b>3</b>  | <b>4</b>  | <b>Total</b> |
| October 1, 2019 Enrollment                   | 64        | 53        | 87        | 80        | 89        | <b>373</b>   |
| <b>As of March 24, 2020</b>                  | 63        | 52        | 86        | 78        | 91        | <b>370</b>   |
| 2019-20 Enrollments                          | 67        | 48        | 86        | 80        | 81        | 362          |
| New Registrations 2019-20                    | 1         | 7         | 8         | 6         | 11        | <b>33</b>    |
| Withdrawals Including Summer 2019 Enrollment | 5         | 3         | 8         | 8         | 1         | <b>25</b>    |
|  | <b>63</b> | <b>52</b> | <b>86</b> | <b>78</b> | <b>91</b> | <b>370</b>   |

**Anticipated 2020-2021 Enrollment  
19 classes**

| <b>Teacher</b>  | <b>Grade</b> | <b>K</b>  | <b>1</b>  | <b>2</b>  | <b>3</b>  | <b>4</b>  | <b>Avg</b> |
|-----------------|--------------|-----------|-----------|-----------|-----------|-----------|------------|
| Buswell         | K            | 14        |           |           |           |           | 14.00      |
| Kennedy         | K            | 14        |           |           |           |           |            |
| McCormick       | K            | 14        |           |           |           |           |            |
| Webb            | K            | 14        |           |           |           |           |            |
| Potential       |              | 4         |           |           |           |           | 15.00      |
| To Withdraw     |              |           |           |           |           |           |            |
| Anctil          | 1            |           | 16        |           |           |           | 15.75      |
| Burke           | 1            |           | 16        |           |           |           |            |
| Desrochers      | 1            |           | 16        |           |           |           |            |
| Handwork        | 1            |           | 15        |           |           |           |            |
| Potential       |              |           | 1         |           |           |           |            |
| To Withdraw     |              |           | 2         |           |           |           | 16.00      |
| Moulton         | 2            |           |           | 17        |           |           | 17.33      |
| Spinelli        | 2            |           |           | 17        |           |           |            |
| Zimar           | 2            |           |           | 18        |           |           |            |
| To be Placed    |              |           |           | 2         |           |           |            |
| To Withdraw     |              |           |           |           |           |           | 18.00      |
| Biggwither      | 3            |           |           |           | 22        |           | 21.50      |
| Laliberte       | 3            |           |           |           | 21        |           |            |
| Paquette        | 3            |           |           |           | 21        |           |            |
| Stacy           | 3            |           |           |           | 22        |           |            |
| Potential 1 New |              |           |           |           | 2         |           |            |
| To Withdraw     |              |           |           |           | 2         |           | 21.50      |
| Bowden-Gerard   | 4            |           |           |           |           | 20        | 19.50      |
|                 | 4            |           |           |           |           | 20        |            |
| Drew            | 4            |           |           |           |           | 19        |            |
|                 | 4            |           |           |           |           | 19        |            |
| To be Placed    |              |           |           |           |           | 2         | 19.75      |
| To Withdraw     |              |           |           |           |           | 1         |            |
|                 | <b>TOTAL</b> | <b>60</b> | <b>62</b> | <b>54</b> | <b>86</b> | <b>79</b> | <b>341</b> |
|                 | <b>Grade</b> | <b>K</b>  | <b>1</b>  | <b>2</b>  | <b>3</b>  | <b>4</b>  |            |

## Moharimet Elementary School 2020 - 2021 Enrollment Projections

| Enrollments                   |           |           |           |           |           |            |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|------------|
|                               | K         | 1         | 2         | 3         | 4         | Total      |
| October 1, 2018 Enrollment    | 41        | 55        | 65        | 66        | 90        | <b>317</b> |
| <b>As of May 15, 2019</b>     | 46        | 57        | 47        | 68        | 67        | <b>285</b> |
| 2020 Enrollments              | 47        | 57        | 47        | 65        | 67        | <b>283</b> |
| New Registrations 2020 - 2021 | 2         | 1         | 4         | 1         | 1         | <b>9</b>   |
| Projected Withdrawal          |           |           |           |           |           | <b>0</b>   |
| Anticipated 2020 Enrollment   | <b>49</b> | <b>58</b> | <b>51</b> | <b>66</b> | <b>68</b> | <b>292</b> |

| Anticipated 2020 - 2021 Enrollment |       |           |           |           |           |           |            |
|------------------------------------|-------|-----------|-----------|-----------|-----------|-----------|------------|
| 16 classes                         |       |           |           |           |           |           |            |
| Teacher                            | Grade | K         | 1         | 2         | 3         | 4         | Avg        |
| Chartrand                          | K     | 16        |           |           |           |           | 16.33      |
| Lapierre                           | K     | 17        |           |           |           |           |            |
| Raspa                              | K     | 16        |           |           |           |           |            |
| To be Placed                       |       | 0         |           |           |           |           | 0.000      |
| To Withdraw                        |       | 0         |           |           |           |           |            |
| Dolcino                            | 1     |           | 19        |           |           |           | 19.33      |
| Torr                               | 1     |           | 19        |           |           |           |            |
| <b>Open</b>                        | 1     |           | 20        |           |           |           |            |
| To be Placed                       |       |           | 0         |           |           |           | 0.00       |
| To Withdraw                        |       |           | 0         |           |           |           |            |
| Hoff                               | 2     |           |           | 17        |           |           | 16.67      |
| Jones                              | 2     |           |           | 17        |           |           |            |
| Nadeau                             | 2     |           |           | 16        |           |           |            |
| To be Placed                       |       |           |           | 0         |           |           | 0.00       |
| To Withdraw                        |       |           |           | 0         |           |           |            |
| Hall                               | 3     |           |           |           | 22        |           | 22.00      |
| Larson-Dennen                      | 3     |           |           |           | 22        |           |            |
| Schmitt                            | 3     |           |           |           | 22        |           |            |
| To be Placed                       |       |           |           |           | 0         |           | 0.00       |
| To Withdraw                        |       |           |           |           | 0         |           |            |
| Fitzhenry                          | 4     |           |           |           |           | 17        | 17.00      |
| Van Ledtje                         | 4     |           |           |           |           | 17        |            |
| <b>Open</b>                        | 4     |           |           |           |           | 17        |            |
| <b>Open</b>                        | 4     |           |           |           |           | 17        | 0.00       |
| To be Placed                       |       |           |           |           |           | 0         |            |
| To Withdraw                        |       |           |           |           |           | 0         |            |
| <b>TOTAL</b>                       |       | <b>49</b> | <b>58</b> | <b>51</b> | <b>66</b> | <b>68</b> | <b>292</b> |
| <b>GRAND TOTAL</b>                 |       | <b>49</b> | <b>58</b> | <b>51</b> | <b>66</b> | <b>68</b> | <b>292</b> |
| <b>Grade</b>                       |       | <b>K</b>  | <b>1</b>  | <b>2</b>  | <b>3</b>  | <b>4</b>  |            |

|                                      |          |          |          |          |          |          |          |
|--------------------------------------|----------|----------|----------|----------|----------|----------|----------|
| MOH Students Returning From Mast Way | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| Mast Way Students Returning From MOH | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

## Board Resolution Authorizing Middle School Construction Bonds

May 20, 2020

Motion: I move that the Resolution entitled, "Resolution to Authorize \$49,847,732 Financing for the Middle School Construction Project," be approved in the form presented to this meeting, and that an attested copy of said Resolution be included with the minutes of this meeting.

### **RESOLUTION TO AUTHORIZE \$49,847,732 FINANCING FOR THE MIDDLE SCHOOL CONSTRUCTION PROJECT**

The School Board of the Oyster River Cooperative School District (the "District") hereby RESOLVES, as follows:

1. That pursuant to the Municipal Finance Act, RSA Chapter 33, the New Hampshire Municipal Bond Bank Law, RSA Chapter 35-A, as applicable, all other applicable law, and approval by the voters of the District of Article 3 of the Annual School District Meeting Warrant at the second session of the Annual School District Meeting held March 10, 2020 (collectively, the "Authorizations"), a majority of the School Board and the Treasurer of the District are authorized to issue general obligation bonds in an aggregate principal amount not to exceed \$49,847,732 and notes in anticipation thereof (collectively, the "Bonds") to pay costs 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 current Oyster River Middle School (the "Project") and to pledge the full faith and credit of the District in payment of the Bonds;
2. That the expected useful life of the Project is determined to exceed twenty-five (25) years;
3. That the Treasurer, the Chair of the School Board, and the Business Administrator of the District, acting singly, are authorized to arrange for the issuance and sale of the Bonds, and any such prior action is ratified and confirmed;
4. For those Bonds that are issued and sold to the New Hampshire Municipal Bond Bank (the "Bond Bank"), the Treasurer and a member of the School Board of the District are authorized to execute, attest, and deliver one or more Loan Agreements between the District and the Bond Bank in such form as they may approve, said approval to be conclusively evidenced by the execution and delivery thereof, to effect one or more borrowings from the Bond Bank in the aggregate principal amount not to exceed \$49,847,732.00the;
5. That the Bonds shall be signed by a majority of the School Board and countersigned by the Treasurer under the official seal of the District, if any, and bear such interest rate as the signatories of the Bonds may approve; and shall be in such form as such signatories may approve; said approvals to be conclusively evidenced by the execution and delivery thereof;
6. That the Treasurer and other proper officials of the District, acting singly, are authorized to execute and deliver on behalf of the District such other documents and certificates, including

## Board Resolution Authorizing Middle School Construction Bonds

such documents and certificates as may be required by bond counsel or the Bond Bank, and to do or cause to be done all such other acts and things as may be necessary or desirable in order to effect the transactions hereinbefore authorized;

7. That the Bonds may be sold to the Bond Bank at par plus any applicable premium; and that, pursuant to RSA Chapter 35-A:29, the Treasurer may apply any premium received by the District on account of issuance of the Bonds (i) to the payment of the costs of preparing, issuing, and marketing the issue of the Bonds; (ii) to the cost of the Project resulting in a like reduction of the principal amount of the Bonds; (iii) to deposit in the general fund of the District and to be available to be appropriated for any lawful purpose of the District; or (iv) to any combination of the foregoing;

8. That (i) no part of the proceeds of the Bonds shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause any of the Bonds to be an "arbitrage bond" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, (the "Code"), and (ii) the proceeds of the Bonds and the Project shall not be used in a manner that would cause any of the Bonds to be a "private activity bond" within the meaning of Section 141 of the Code;

9. That in connection with the Bonds, the Treasurer is authorized to execute and deliver on behalf of the District an Arbitrage and Use of Proceeds Certificate in form approved by the District's bond counsel, and to covenant on behalf of the District to file any information report and pay any rebate due to the United States in connection with the issuance of the Bonds, and to take all other lawful actions necessary to insure that the interest on the Bonds will be excludable from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause interest on the Bonds to become includable in the gross income of the owners thereof;

10. That the Treasurer and Business Administrator, acting singly, are authorized in consultation with Bond Counsel to implement written procedures with respect to the Bonds for the purpose of: (i) ensuring timely "remedial action" for any portion of the Bonds that may become "non-qualified bonds," as those terms are defined in the Code and regulations thereunder; and (ii) monitoring the District's compliance following the issuance of the Bonds with the arbitrage, yield restriction and rebate requirements of the Code and regulations thereunder;

11. That if the Treasurer, Chair of the School Board, or Clerk for any reason are unavailable to, as applicable, approve, execute, or attest the Bonds or any related financing documents, the person or persons then acting in any such capacity, whether as assistant, deputy, or otherwise, is authorized to act for such unavailable official with the same force and effect as if such official had himself/herself performed such act;

12. That the District hereby resolves and declares its official intent pursuant to Section 1.150-2(e) of the Treasury Regulations that the District reasonably expects to use the proceeds of the Bond to reimburse certain original expenditures from the District's general, reserve, or other fund, paid not earlier than 60 days prior to adoption of this Resolution or to be paid, which



Board Resolution Authorizing Middle School Construction Bonds

original expenditures have been or will be incurred in connection with costs of the Project; and that the District reasonably expects that the maximum principal amount that the District will issue to finance the Project is \$49,847,732; and

13. That the Clerk include an attested copy of this Resolution with the minutes of this meeting.

A true copy as adopted by a majority of the School Board, attest:

\_\_\_\_\_  
William Leslie, District Clerk

CERTIFICATION

I certify that the May 20, 2020 meeting of the School Board of the Oyster River Cooperative School District was: *[check one box]*

- conducted as a public meeting with no Board Members participating remotely; or
- conducted through telephonic, video, electronic, or other similar means of remote participation, and that the Board's vote on this Resolution was taken by roll call as follows:

| BOARD MEMBER                    | PARTICIPATION      |                    |               | VOTE |    |         |
|---------------------------------|--------------------|--------------------|---------------|------|----|---------|
|                                 | Physically Present | Attending Remotely | Not Attending | YES  | NO | ABSTAIN |
| Thomas Newkirk,<br>Chair        |                    |                    |               |      |    |         |
| Michael Williams,<br>Vice-Chair |                    |                    |               |      |    |         |
| Brian Cisneros                  |                    |                    |               |      |    |         |
| Allan Howland                   |                    |                    |               |      |    |         |
| Denise Day                      |                    |                    |               |      |    |         |
| Kenneth Rotner                  |                    |                    |               |      |    |         |
| Daniel Klein                    |                    |                    |               |      |    |         |

Being a majority of the members of the School Board of the Oyster River Cooperative School District.

Date: \_\_\_\_\_, 2020

\_\_\_\_\_  
Wendy DiFruscio,  
Executive Assistant to  
Superintendent & School Board

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT  
2020 - 2021 MASTER SCHEDULE OF SCHOOL BOARD MEETINGS**

School Board – May 20, 2020 **DRAFT**

DATE \*\*\*\*LOCATION 7:00 pm

|   |                              |
|---|------------------------------|
| July 8 or 15 .....                                    | High School Library          |
| July 29 Manifest Review Meeting (3:30 PM).....        | SAU Office - Conference Room |
| August 5.....   | High School Library          |
| August 19.....  | High School Library          |
| September 2.....                                      | High School Library          |
| September 16.....                                     | High School Library          |
| September 30 Manifest Review Meeting (3:30 PM)....    | SAU Conference Room          |
| October 1 (Joint Mtg. w/Barrington 7 – 7:45 PM).....  | High School Library          |
| October 7 .....                                       | High School Library          |
| October 21.....                                       | High School Library          |
| November 4.....                                       | High School Library          |
| November 18 .....                                     | High School Library          |
| December 2.....                                       | High School Library          |
| December 16.....                                      | High School Library          |
| December 30 – Manifest Review Meeting (3:30 PM)...    | SAU Office – Conference Room |
| January 6.....  | High School Library          |
| January 13 <sup>1</sup> Bond & Budget Hearing.....    | H.S. Auditorium              |
| January 20.....                                       | High School Library          |
| February 2 <sup>2</sup> Annual Meeting-Session I..... | H.S. Auditorium              |
| February 3 – Regular Meeting .....                    | High School Library          |
| February 17 .....                                     | High School Library          |
| February 23 <sup>3</sup> Candidates Night .....       | High School Room C120        |
| March 3 - Regular Meeting .....                       | High School Library          |
| March 9 - Annual Meeting - Session II.....            | Town Voting Locations        |
| March 17 - Regular Meeting .....                      | High School Library          |
| March 31 – Manifest Review Meeting (3:30 PM) .....    | SAU - Conference Room        |
| April 7 .....   | Mast Way Cafeteria           |
| April 21.....   | High School Library          |
| May 5 .....   | Middle School Library        |
| May 19 .....  | High School Library          |
| June 2 .....  | Moharimet Cafeteria          |
| June 16 .....   | High School Library          |

<sup>1</sup> Bond hearing- snow date – January 14th

<sup>2</sup> Session I- snow date – February 4<sup>th</sup> \*Subject to change

<sup>3</sup> Candidates Night –Snow Date – February 25<sup>th</sup>

**This calendar subject to change with Board action pending needs of the District**

**\*\*\*\* Depends on Governors Decision pertaining to Remote Learning**

20-21 Board Misc.

Non-Tenured Teacher List 2020-21 Updated 05/13/20

| First Name | Last Name | Locatlon | Continuing Contract Date |
|------------|-----------|----------|--------------------------|
| Emily      | Burke     | ORMS     | 2024-2025                |
|            |           |          |                          |

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 17

|                          |   |
|--------------------------|---|
| Name:                    | Robin Grondin   |
| Date:                    | 5/15/2020   |
| Position:                | Special Education Teacher   |
| Person Replacing:        | Kim Wesson  |
| Budgeted Amount:         | <b>\$89,437</b>   |
| Recommended Step/Salary: | <b>BA Step 10- \$60,168</b>   |
| Interviewed By:          | Jason Duff, Laurenne Ramsdell, Nellie Dinger, Andrea Biniszkiwicz, Catherine Plourde, Misty Lowe, Jay Richard, Dr. James Morse  |
| # Interviewed:           | 5   |
| Education:               | B.A. Elementary Education, Southern New Hampshire University  |
| Certification:           | Elementary Education K-8; General Special Education   |
| HQT Status               |   |
| Related Experience:      | Long Term Substitute - Forsuyth County Schools - GA<br>Strafford Elementary Special Education Teacher<br>Strafford Elementary Special Education Admin. Asst.  |
| Comments:                | Ms. Grondin is an amazing addition to our Middle School Special Education Department. She brings an exceptional skillset and has experience working with a variety of students in different settings. She is extremely student focused, a team player, and she is able to use her background and experience to make decisions collaboratively in the best interest of students. I feel very fortunate to have found Ms. Grondin to fulfill the Special Education Teacher position at ORMS. She was a finalist for both our Mast Way position and the ORMS position. |
| Date: <u>5/15/20</u>     | Authorized Signature: <u>Catherine A. Plourde</u>   |

**REQUIRED Attachments:**

- Resume
  3 Letters of Recommendation
  Copy of Certification

Policies for  
 First/Second Read/Adoption/Deletion  
**SB Meeting of  
 May 20, 2020**

| Title  | Code |
|--|------|
| <b>Policies for First Read</b>                 |      |
| Availability and Distribution of Healthy Foods | EFA  |
| Copyright Compliance                           | EGAD |
| <b>Policies for Second Read/Adoption</b>       |      |
| <b>Policies for Deletion/Replacement</b>       |      |

**As a reference the March 11, 2020 policy minutes are attached to this packet.**

|   |                                   |
|---|-----------------------------------|
| OYSTER RIVER COOPERATIVE SCHOOL BOARD   | Policy Code: EFA                  |
| Review/First Read School Board: December 19, 2012<br>Second Read Adoption: September 18, 2013<br><a href="#">Review Policy Committee: March 11, 2020</a><br><a href="#">School Board First Read: May 20, 2020</a> | Page 1 of 1<br>Category: Required |

## AVAILABILITY AND DISTRIBUTION OF HEALTHY FOODS

The Oyster River Cooperative School District will support the availability and distribution of healthy foods and beverages in all school buildings during the school day.

The Superintendent or ~~Food Service~~[Nutrition](#) Director is responsible for ensuring that all foods and beverages distributed within the district meet nutritional standards established by state and federal law relative to: (1) nutrient density; (2) portion size; and (3) nutrition targets, as defined in pertinent law. [\(4\) The District strives to utilize locally sourced foods when available.](#)

The Superintendent or Food Service Director is responsible for implementing developmentally appropriate opportunities to learn food preparation skills that support nationally recognized research-based nutrition standards. The Superintendent or Food Service Director is responsible for providing annual communication information about the policy and procedure and related curricula to the school community.

Cross Reference: JLCF – Student Wellness

JLCK – Health Needs of Students

[EFC – Free and Reduced Price Meals](#)

[ECFA – Environmental Sustainability Policy](#)

### Legal References:

7 CFR 210.10, Nutrition Standards And Menu Planning Approaches For Lunches And Requirements for Afterschool Snacks

NH Department of Education Administrative Rules, Section Ed 306.04(a)(21)

NH Department of Education Administrative Rules, Section Ed 306.11(g), (h)

|   |                                      |
|---|--------------------------------------|
| OYSTER RIVER COOPERATIVE SCHOOL BOARD   | Policy Code: EGAD                    |
| Date of First Reading SB: July 1, 2009<br>Date of Adoption: August 5, 2009<br>Reviewed by Policy: January 10, 2013 – No Changes<br><a href="#">Policy Committee Review: February 12, 2020</a><br><a href="#">Policy Committee Review: March 11, 2020</a><br><a href="#">School Board First Read: May 20, 2020</a> | Page 1 of 1<br>Category: Recommended |

### COPYRIGHT COMPLIANCE

The Board expects all employees and students in the Oyster River Cooperative School District to comply with the federal copyright law and guidelines. Employees and students who willfully disregard the law/guidelines and the Board's copyright policy and procedure do so at their own risk. The Oyster River Cooperative School District will not extend legal and/or insurance protection to employees or students for willful violations of this policy. Such violations may also result in disciplinary action.

The Superintendent is responsible for implementing this policy and the accompanying administrative procedure. The Superintendent may delegate specific responsibilities to building principals and others as he/she deems appropriate.

The Oyster River Cooperative School District will take the following steps to discourage violations of the copyright law in ORCSD:

- A. All instructional staff and administrators shall receive a copy of this policy and the accompanying administrative procedure.
- B. Copyright notices shall be posted within view of copying/[scanning/printing](#) equipment.
- C. Teachers and library media specialists shall be responsible for informing students about the legal and ethical issues raised by copyright infringement and illegal use of copyrighted materials.

Cross Reference: EGAD-R – Copyright Compliance Administrative Procedure  
GBEF & R – School District Internet Access for Staff  
JICL – Student Computer and Internet Use

Legal Reference: 17 U.S.C. § 101 et seq. (The Copyright Act of 1976)  
P.L. 107-273 (The TEACH Act of 2002)

Policy Committee Meeting Minutes

Wednesday, March 11, 2020 @ 3:30 PM

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

Visitors: 0

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

Dr. Morse opened the meeting by explaining that he pulled policy JFABB – Foreign Exchange Students from this agenda as he has not had a chance to review with Principal Filippone, or Asst. Superintendent Allen. He will bring this back at a later meeting.

Policy EFA – Availability and Distribution of Healthy Foods: Jim explained that this policy has been reviewed by the School Nutrition Director and she requested a change in the title within this policy, along with the addition of a cross reference. Kenny asked if there could be addition of language surrounding sourcing local farm fresh foods as well as language surrounding single stream plastics. Discussion ensued surrounding the current sustainability policy language, and whether this language belongs in this policy. It was decided to add a number 4 with language surrounding locally sourced food and also add the sustainability policy as a cross reference. This is ready for a first read.

Policy EFC – Free and Reduced-Priced Meals was reviewed. No changes made to the context of this policy. This policy will be labelled as reviewed.

Policy EDAG – Copyright Compliance was reviewed by District Librarian's. It was determined that the existing policy is accurate, but they added additional verbiage for clarifying language to the existing policy and requested that a procedure be added for usage by the District. This policy is ready for a first read.

No additional questions or comments. Meeting ended at 4:00 PM – Next meeting: April 8, 2020

Respectfully submitted,  
Wendy L. DiFruscio