

Oyster River Cooperative School District

Remote Emergency Meeting

May 20, 2020

DRAFT

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

Student Representative:

ADMINISTRATORS PRESENT VIA REMOTE ACCESS: James Morse, Suzanne Filippone, Sue Caswell, Doris Demers

STAFF PRESENT:

GUEST'S PRESENT VIA REMOTE ACCESS:

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.¹ 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 meetings:

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 05/20/20.

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.

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.

The meeting was suspended at 7:03 until 7:04 to correct streaming connection.

A roll call vote was then done with all Board Members in attendance with no one in the rooms with them.

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

Tom Newkirk informed the Board that there would be an addition of an ORMS Teacher Nomination for Robin Grondin, and also a deletion of the Dell Lease as Josh Olstad did not receive the bid from and we will move this item to the next meeting agenda.

II. APPROVAL OF AGENDA:

Denise Day moved to approve the agenda as amended, 2nd by Brian Cisneros. Motion passed via roll call vote 7-0.

III. PUBLIC COMMENTS:

Jim Morse stated that there were no public comments submitted.

IV. APPROVAL OF MINUTES:

Motion to approve May 6, 2020 regular meeting minutes:

Revisions:

There were no corrections.

Denise Day moved to approve the May 6th meeting minutes as written, 2nd by Brian Cisneros. Motion passed with roll call vote 6-0-1 with Kenny Rotner abstaining.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:

A. ~~District:~~

B. Board:

Tom Newkirk informed the Board that Michael Williams wrote a proclamation to thank the employees of the District for all of the work that they have undertaken during this time of remote learning. Tom asked the Board if there were any questions or changes before voting and reading the proclamation.

Denise Day asked that in the sixth paragraph first sentence to remove the word “many” and add in “through their leadership” following administrative staff.

There was no additional discussion.

Denise Day moved to approve sending the proclamation to the District staff with the above revisions, 2nd by Brian Cisneros. Motion passed with roll call vote 7-0.

Tom read the proclamation below and asked Superintendent Morse to send out to all staff.

Jim stated that he would do that.

Oyster River Cooperative School District

Proclamation

WHEREAS students in the Oyster River Cooperative School District are participating in Remote Learning from March 19, 2020 to June 5, 2020; and

WHEREAS the School Nutrition team has prepared *tens of thousands* of meals for children throughout the towns of Durham, Lee, and Madbury ensuring healthy meals and connection to school for students; and

WHEREAS the Transportation team has delivered learning materials, meals, and school items to students throughout Oyster River, thereby providing connection and a visual reminder of our school community; and

WHEREAS the Information Technology team and technology integrators have enabled a sudden transition to Remote Learning, supporting students and staff alike; and

WHEREAS the Facilities and Custodial teams have enhanced the care and disinfection of school facilities to enhance safety and reduce risk for all school users and in particular for those who must still be in school buildings; and

WHEREAS administrative staff, through their leadership are delivering support throughout the district whether it be in a school building or remotely wherever needed; and

WHEREAS the teachers, paraeducators, special needs, and academic support teams have demonstrated extraordinary effort in completely reimagining and rebuilding how they provide educational opportunities to students.

NOW THEREFORE the OYSTER RIVER COOPERATIVE SCHOOL DISTRICT and SCHOOL BOARD expresses its profound GRATITUDE and RESPECT for the DEDICATION, FLEXIBILITY, ACCOMPLISHMENT, and SERVICE that School Nutrition, Transportation, Custodial, Facilities, Paraeducator, Information Technology, Administrative, Special Needs, and Teaching teams have given, going Above and Beyond normal responsibilities in Service to the Oyster River Community.

Approved by the Oyster River School Board on May 20, 2020.

Denise day wanted to take this opportunity to commend Barbara Lily, the high school PTO Chair for 4 years, and to thank her for the tremendous job that she has done with staff appreciations, the high school PTO Facebook page and a tremendous amount of additional activities during her 4 year tenure. Her daughter is a 2020 graduate and Barbara will be stepping down.

Tom Newkirk commended Linda Rief for receiving the Kent Williamson Leadership Award from the National Council of Teachers Organization. This is a very prestigious honor.

Jim Morse stated that in light of recommendations, that Valerie Wolfson was recognized as the Social Studies Teacher of the Year. This was a peer recommendation acknowledging her for all of the work that she has done for our students.

VI. DISTRICT REPORTS:

~~A. Assistant Superintendent Reports:~~

B. Superintendent's Report:

High School Graduation:

Suzanne Filippone began by explaining that she has a power point presentation that she would like to show and would do that by sharing her screen. She asked the Board if she could present the whole presentation first and then take questions after that. The Board agreed.

Suzanne explained that she has been meeting every week with members of the senior class and that they had a few wants for their graduation ceremony: 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 12th. If possible, to have a cookout later in the summer to celebrate together, and for ORHS to continue to plan for an Alumni Weekend in the Fall.

Additionally, she stated that bags are being assembled for seniors and that every senior will receive a bag with: Graduation Invitations, Cap and gown, Cords and medals, Tile and Markers, Project Graduation Gifts, and a few other items that she does not want to mention so that there is an element of surprise. Her goal is to deliver each of these bags' individual by administrators, counselors, and facility by June 2nd.

The ceremony itself will be virtual as 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.

In terms of the graduation Route and staging, they will be working with the Durham Police Department to create a route that will be monitored by staff and police officers so as not to impeded the flow of traffic on Coe Drive. The senior class has asked that anyone along the route that would like to create and place signs to celebrate the seniors, would be great. They will be setting up a stage in front of the MPR where there is a large bobcat as a backdrop. The administration is working on a plan for a time allowance for each senior to follow to receive their diplomas. They estimated about 1.5 to 2 minutes per student to receive their diploma, leave their completed tile and take photographs before exiting the staging area. Suzanne stated that they will do another dry run next week and also mentioned that they will possibly start the graduation on June 12th around 8:30 AM. She will confirm this start time.

The Board had several questions pertaining to length of time for the whole ceremony to be completed, will the diploma be handed out or placed on the table, how she planned to keep the procession running continuously, how they plan to keep the

graduates separated in the staging areas and the rules surrounding that, and if they have a plan to keep the students from hanging around after they receive their diplomas.

The Board thanked Suzanne and her staff for all of the hard work that they have put in and also involving the senior class in the planning of making the 2020 graduating class ceremony a special event in such a trying time.

School Nutrition Update

Doris explained 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 offer meals to families three days per week until June 26, 2020. Government reimbursement will offset the cost of meals and labor during that time. If delivery is not available, families will be able to pick up at two locations: the high school and Mast Way three days a week.

In terms of continuing into the summer months, lunches will be available for five weeks during the summer starting on July 13th and running until August 14th with the program being run out of the high school. We will continue to use a weekly order form for meal preparation and meals will be picked up by the families.

Doris went on to commend the community and spoke of the remaining balance on the high school accounts and the generosity of these parents that donated the available balances to the school nutrition program.

Kenny Rotner stated that the work that is being done by Doris and her staff is so important to the community and you all deserve tremendous commendations.

Remote Learning Update:

Jim informed the Board that the priority now is to work on the opening of school in the fall. Will it be 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 also a plan to address high absenteeism.

Jim is addressing these options by, forming a district-wide committee and parallel committees at each building which will be comprised of school employees. 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.

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.).

Jim also informed the Board that we will be working the Portsmouth Public School and 2 Revolutions a nationally known consulting group for school leadership coaching. They will assist in the areas of instruction, wellness, and remote learning.

Jim is hoping to have a rough draft by June 5th and a reopening plan by August 5th.

The Board and Jim had a lengthy discussion with comments and ideas for the fall.

Elementary Enrollment

Jim referred the Board to the grids in their packet showing the Mast Way and Moharimet enrollment numbers. He stated that we are in a really good place right now with the exception of grade 3, where we have 22 students in almost all of the classes.

Denise Day felt that her expectation is that we will not have many move-ins or houses that sell at this time. Her guess is that the numbers will stay pretty stable.

There was no additional discussion.

C. Business Administrator:

Bond Anticipation Note - Sue explained that in the Board's packet they would find a resolution that requires the Board to review and signature and a motion to authorize the financing for the middle school construction project.

Sue asked the Board if they had any questions. There were none. Michael Williams found a typo in the document and brought it to Sue's attention.

Tom Newkirk moved 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, 2nd by Brian Cisneros. Motion passed with roll call vote 7-0.

D. Finance Committee Update

Al Howland explained that this first meeting was an organizational meeting and that he was nominated chair of the committee. He let the Board know that the committee will meet twice a month on the off weeks that the Board meets. He explained that he had read the questions that both Michael Williams and Tom Newkirk had submitted to the committee. He went on to explain that the committee asked both Superintendent Morse and Sue Caswell to provide the requested information on the Barrington Tuition for FY22, Balance of Trust Funds, Update of Fund Balances, and 5 years of Revenues for next week's meeting. He stated that Wendy is taking the minutes for these meetings and also asked the Board if they have any questions for the committee to let him know.

Tom Newkirk explained that he has requested that the Finance Committee be added to the Agenda as Item "D" following the Business Administrator as its own heading and

that a copy of the minutes from their meetings will be included in the Board back up as information for the Board.

Tom asked Al about the motion below to write a letter to the Towns explaining the committee and it's function and if this is something that he wants the Board to vote on now to approve the writing of the letter or if he wants to write the letter first and then bring back to the Board at the next meeting.

Al will write the letter first and bring back to the Board at the June 3rd meeting.

~~E. Student Senate Report:~~

~~F. Other:~~

G. VII. DISCUSSION ITEM:

School Board 2020-21 Master Schedule of Meetings

Jim explained that a draft of the calendar is included in their packet and asked if there were any questions.

Tom asked if the ½ day Budget Committee Meeting could be added to the calendar, usually this happens in late October or early November.

Brian Cisneros asked if the Board needed to choose the July date of the 8th or 15th. He prefers the 8th as the 15th would be a long time between the last meeting in June.

Denise also preferred the 8th.

Michael Williams asked if the Barrington Meeting listed on the calendar has been confirmed or as a placeholder.

Jim stated that it is not confirmed, but he will touch base with Dan in Barrington to confirm.

There was no other input and the July 8th date will be placed on the calendar.

VIII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

Board Member to Negotiation Committee

Tom Newkirk made a motion to appoint Dan Klein as the third member to the Board negotiation team, 2nd by Al Howland. Motion passed with roll call vote 7-0.

Nomination of non-continuing contract Grade 5 professional

Denise Day moved to approve the nomination of the non-continuing contract grade 5 professional staff member Emily Burke, 2nd by Brian Cisneros. Motion passed with roll call vote 7-0.

Nomination of ORMS Special Education Teacher

Brian Cisneros made a motion to approve the nomination of the ORMS Special Education Teacher Robin Grondin, 2nd by Michael Williams. Motion passed with roll call vote 7-0.

Policy Approval for First Read

Denise Day made a motion to approve the list of policies for a first read, 2nd by Brian Cisneros. Motion passed with roll call vote 7-0.

X. SCHOOL BOARD COMMITTEE UPDATES:

~~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

Kenny Rotner made a motion to enter into nonpublic session at 8:19 PM under RSA 91 A:3 II (a), for the SAU Salary Recommendations, 2nd by Michael Williams. Motion passed with a roll call vote of 7-0.

XII. NON-PUBLIC SESSION RSA 91-A:3 II (a) - SAU Salary Recommendations ~~NON-MEETING SESSION: RSA 91 A:2 I (If Needed)~~

Tom Newkirk moved to set the salary for the superintendent at \$178,133 for the 2020-2021 school year, an increase of 3%, and to set the salary for the assistant superintendent at \$132,417 for the school year, an increase of 3%. Seconded by Brian Cisneros. Motion passed with a roll call vote of 7-0.

XIII. ADJOURNMENT:

Al Howland made a motion to adjourn the meeting at 8:43 p.m., 2nd by Brian Cisneros. Motion passed with a roll call vote of 7-0.

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