

REVISED 06/23/2020

Oyster River Cooperative School District

Remote Emergency Meeting

June 3, 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, Todd Allen, Josh Olstad

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 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 06/03/20.

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.

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 asked the Board if he could add to Discussions the Letter that he received from the Town of Lee Select Board and ask for their thoughts on responding to said letter. All agreed. He also asked for clarification of the CIP List that was added to the backup if this was separate or part of the Finance Committee presentation. Confirmed it was part of the Finance Committee Back up as an FYI.

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 20, 2020 regular meeting minutes:
Revisions:**

There were no corrections.

Denise Day moved to approve the May 20, 2020 regular meeting minutes as written, 2nd by Brian Cisneros. Motion passed with roll call vote 7-0.

**Motion to approve May 20, 2020 non-public meeting minutes:
Revisions:**

There were no corrections.

Denise Day moved to approve the May 20, 2020 non-public meeting minutes as written, 2nd by Brian Cisneros. Motion passed with roll call vote 7-0.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:

A. ~~District:~~

B. Board:

Denise Day commended Mast Way on their fantastic remote Expression Session, that she enjoys reading the articles written in Mouth of the River and that she will continue trying to access the high school art show.

Kenny Rotner asked if Dr. Morse could comment during his Superintendent's report about the school nutrition food preparation and delivery for the summer.

Tom Newkirk thanked Andre Kloetz from Bauen Corporation for the tour of the new MS site he gave to some of the Board Members, it was an amazing experience to see the progress so far and also able to visualize where room locations are going to be.

VI. DISTRICT REPORTS:

A. Assistant Superintendent Reports: REACH Program

Todd Allen began by commending Rachel Gasowski, the town of Durham Recreation Director, for all of her hard work and energy that she puts into this program. She was instrumental in working with Suzanne Tomaszewski and Dan Hammond to create the impressive flyer for this summer. Unfortunately, due to COVID-19 and a community survey showing that there was not ample support to host this program which in the past provided 10 -14 camps with 80 -100 kids per week. As a result of this an alternate REACH In-a-Box program was created.

Todd referenced the flyer that was provided to the Board in their backup that summarized the 6-week program. Each week will provide different activities like art, STEM Science, family games and scavenger hunts. The launching of REACH In-a-Box was a great success with all slots being filled within three days and a waiting list for others interested. Todd went on to say that this is a self-funded program that is usually paid through the fees collected. He explained that the themes are general enough to reach everyone. Rachel will also utilize social media to post pictures of families doing the activities which will hopefully create a community feeling.

Al asked if it would be possible to create an atmosphere of a neighborhood working together on these activities or the possibility of creating half day field trips like fishing or hiking. Maybe the towns of Lee and Madbury could help provide staffing for these trips or maybe a list could be developed of potential activities that the community could do.

B. Superintendent's Report:

Summer School Update

Remote Learning Update:

Jim began his update by answering Kenny's earlier request about the summer school nutrition happenings. He began by commending Doris and her staff for the fabulous job that they are doing with providing meals and that this will continue until June 12th. After June 12th 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 at either the high school or Mast Way.

Survey

We sent out three separate surveys one to Parents/Guardians, teachers and professional staff, and middle and high school students. We had an excellent response rate across all groups, and he thanked everyone that participated.

We need to establish clear expectations that are both rigorous and consistent and modify our structure to meet the demands of remote learning by PK-4, 5-8 and 9-12. One size does not fit all. As an example, Re-Learning Fridays makes sense at the high school level, but has little use K-4.

We need to re-define the master schedule at the middle school and elementary schools, so the unified arts/encore class expectations are consistent.

We need to continue to refine expectations and training related to Schoology. Parents need access, and grades need to be uploaded regularly.

We need to place much more focus on student/teacher interaction. Students were very clear that their motivation increased when interacting with teachers.

We must be more consistent, whether using synchronous learning, Bobcat time or Advisor time that students spend time with their teachers and find ways for students and their teachers to interact on Social Emotional Learning activities.

We must continue to be diligent and consistent across the grades when communicating. We need to make sure everyone is following the social distancing rules and that appropriate PPE is available and used faithfully.

I want to draw your attention to the last question of the survey. Given what you know about COVID-19 how comfortable would you be sending (parents) or coming to school (students & staff) in the fall? The results are disconcerting given that approximately 18% of parents, 10% of students and 20% of teachers would not feel comfortable with a traditional opening of school in the fall. Added to this response, 47% of parents, 45% of the students, and 56% of the staff do not know for sure if they will be comfortable with a return to school. I will ask this specific question in mid-July and in August as this question, more than any other, will impact the Board's decision about opening school next fall. We will also need to balance our decision with, of course, the recommendations from the NH Department of Education and emergency orders from our Governor.

Michael Williams asked if the parent survey could be reconfigured by elementary, middle school and high school.

Todd stated that this could be done, and Tom asked if this could be put on the agenda for the June 17th meeting.

Kenny Rotner experienced technological difficulties and left the meeting at 7:48 PM.

Jim went on to explain that the survey with comments were sent to the Board only as student and staff could be identifiable. He also stated that the survey results minus the comments will be included in his newsletter that will be sent out tomorrow.

Jim informed the Board that the district and school leadership have been working on plans for the fall and that questions have been developed and they will be working with 2Revs and the Portsmouth School District to help in developing a plan for the beginning of August.

Jim also informed the Board that he has been working with Andy Lathrop to develop a plan for a soft opening of the fields which he will have as an agenda item at the June 17 meeting.

Jim is also working on a plan for re-opening the SAU office.

New Middle School Update

Dell Lease (Josh Olstad)

Josh presented the Dell Lease bid to the Board. He explained that there were four different models that are displayed in the Bid. He explained the use for each different model and who they were intended for and stated the age of the existing computers to be replaced.

Josh stated that since going to the remote learning, IT needed to outfit the SAU office staff and the individual school office staff so that they could work remotely. He also explained that the SAU office would be receiving new laptops to replace the desktops that are currently still being used. These laptops will have a larger screen. He also informed the Board that this is the biggest bid that he has done with 1200 laptops being ordered.

The Board asked about the process for returning the current laptops over the summer from the students. What the delivery time frame would be for the various machines. Michael Williams asked what the reduction in the bid would be if we did not order the desktops and art cart. It was determined that it would be a savings of approximately \$20,000+. After much discussion by the full Board.

Denise Day made a motion to approve the Dell Leasing Bid as presented, 2nd by Brian Cisneros. Motion passed with roll call vote 5-1 with Michael Williams voting no.

~~C. Business Administrator:~~

D. Finance Committee Update

Al Howland explained that the committee met last week and went through the information that was provided by Sue Caswell and that there were four main issues that they discussed. Trust and Emergency Fund Balances, Updated Fund Balance 2020, 5 years of Revenues and FY22 Barrington Tuition.

Al explained that there is about 1 million dollars to work with and that Sue required approximately \$250K to finish off the year.

Al asked about the tax impact to the towns and if the district would be returning 450K. Sue explained that we used the figure of \$400K. Al stated that in theory that leaves an unexpended fund balance off about \$750K with about \$350K to work with. Sue said that is correct.

Al clarified that the Barrington tuition new revenue was at \$280K for FY22.

Sue explained that it is based on the current budget with a 3.9% increase. She confirmed with the high school that there are 49 incoming freshman which is 9 more than she budgeted for about \$160K.

Al moved onto the Facility End of Year consideration list. Sue stated that she has this discussion with Jim Rozycki every year and we list what we want by priority. There are things that come up that are not on the list, small things, but we are not considering doing any of these.

Jim stated that he is hearing from both Jim R and Suzanne that the high school chairs are desperately needing replacement, and this would be the only thing on the list that he would consider bring forward.

Al suggested that this list go on the next Board agenda and that both Suzanne and Jim Rozycki be present to explain why there is such a need for new chairs.

Al discussed the questions that have already been submitted by Tom and Michael. "What is the budget goal?" "How do we structure a Budget Goal?" "What does the budget process look like?"

The Board had a lengthy discussion surrounding state aid, retirement incentive options, negotiated agreement options, CIP Projects now and projected.

Denise Day asked that before we move forward with Discussion items, we missed under the superintendent reports, summer school update and new MS update and would like to do that now.

Jim explained that at the ORHS summer school credit recovery and math summer support programs will be held remotely with three summer school instructors utilizing Microsoft Teams Meetings and Schoology to make up work, or master competencies not yet achieved in the school year. Summer school will be offered in two windows this year, June 22nd -July 8th and July 20th-August 5th.

Special Education extended school year planning mainly through remote learning. We are coordinating with some contracted service providers to consider additional opportunities. We are working closely with our school nurses, families, and the contracted service providers for some individualized programming.

ORMS summer focus will be math practice through our online math programs ALEKs. Teacher will recommend practice work over the summer if the students are interested. Teachers will also be prescribing work if math competencies were missed with remote learning.

Moharimet and Mast Way will offer summer tutoring to students who were designated as Tier 3 in the areas of reading and/or math during the school year. These students were designated through the MTSS process at each building using qualitative and

quantitative assessment data and received Tier 3 support during the in-school and remote-learning portions of our year. Students who were designated as Tier 2 when remote learning began, and whose skills have regressed due to the changes in instruction and learning and will be considered Tier 3 to begin the fall, will also be offered support. Our Tier 3 support will follow the SPED ESY calendar. We will offer tutoring in 30-minute blocks, Tuesday - Thursday, for the 5 weeks of the ESY program. Support will be provided by our building tutors, who have worked with these students during the school year.

MS Update

Jim stated that with most of the Board members touring the site recently he agreed with Tom at the amount of work that has started and that being able to see walls being started and the geothermal system being installed is amazing. He hopes that the remaining Board members get a chance to tour the site soon.

~~E. Student Senate Report:~~

~~F. Other:~~

G. VII. DISCUSSION ITEM:

Tom asked the Board for guidance on how he should respond to the letter received from the Town of Lee Select Board.

The Board felt that communication should be to all towns and not by writing a letter. It was suggested that a member of the Board go before each town or create a group of Board members and town officials and meet together. It was also suggested that the District send a copy of the Finance Committee agenda and meeting minutes to each town to keep them informed.

Jim felt that we should also include the question "Why is the District not delaying the new middle school?" He also thought that sending the agenda and minutes as well as meeting together as a group is a great idea.

It was suggested that an executive summary of the minutes be submitted with the agenda to the towns. It was also stated that the tone of the letter was too aggressive and that having a meeting to come to a common understanding of what we are doing is a great idea. It would be a more personal approach.

The Board had additional discussion and determined that Tom would respond to all three towns and invite a representative from each town to join a finance committee meeting.

School Board Evaluation/goals

Tom Newkirk asked if the Board would move this agenda item to the meeting on June 17, as he felt that it was too late in the evening to begin this discussion. All agreed.

School Board 2020-21 Master Schedule of Meetings

Tom asked the Board if there were any questions pertaining to next year's meeting schedule and he clarified that there were two meetings in August.

Denise Day made a motion to approve the 2020-21 Master Schedule of School Board Meetings as presented, 2nd by Brian Cisneros. Motion passed with roll call vote 6-0.

VIII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

Nomination of three positions

Denise Day made a motion to approve the nomination of the Mast Way Special Education Teacher Amy Walter, ORMS Physical Education Alison Smith 1 year position, and ORHS School Psychologist Hannah Cunningham as a block 2nd by Michael Williams. Motion passed with roll call vote 6-0

ORMS/ORHS Fall Coaches

Tom Newkirk clarified that if there are no fall coaches would they be prorated? Jim stated that they would be prorated for the head coaches.

Denise Day made a motion to approve the list of ORMS/ORHS Fall Coaches, 2nd by Brian Cisneros. Motion passed with roll call vote 6-0.

Policy Approval for Second Read/Adoption

Denise Day made a motion to approve the list of policies for second read/adoption as a block, 2nd by Brian Cisneros. Motion passed with roll call vote 6-0.

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: 6/17/20 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 9:00 p.m., 2nd by Michael Williams. Motion passed with a roll call vote of 6-0.

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