

**Oyster River Cooperative School District
REGULAR MEETING**

August 15, 2018

OR High School - Library

7:00 PM

o. CALL TO ORDER (7:00 PM)

I. 6:30 – 7:00 PM MANIFEST REVIEW AT EACH SCHOOL BOARD MEETING.

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

- Motion to approve 07/18/18 regular meeting minutes.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

- A. District**
- B. Board**

VI. DISTRICT REPORTS

- A. Assistant Superintendent/Curriculum & Instruction Report(s)**
- B. Superintendent’s Report**
 - Enrollment Updates
 - Strategic Plan Update
 - Progress on Construction Projects
 - Opening of School
- C. Business Administrator**
 - School Nutrition Lunch Increase
 - 2018-19 Bus Routes
- D. Student Senate Report**
- E. Other:**

VII. DISCUSSION ITEM

- Revised ORCSD Facility Use Agreement
- 2018-19 School Board Goals
- Administrative Support for the Athletic Director
- Indigenous Peoples’ Day
- Board Permission for Opt Ed Piece on Middle School

VIII. ACTIONS

- A. Superintendent Actions**
- B. Board Action Item**
 - Motion to approve the School Nutrition Lunch Increase
 - Motion to approve the revised ORCSD Facility Use Agreement.
 - Motion to approve the 2018-19 School Board Goals.
 - Motion to approve Dr. Karen Palmer as School District Physician replacing Dr. Katy Lilly.
 - Motion to approve list of ORHS Department Heads and Advisors.
 - Motion to approve List of ORMS/ORHS Fall Coaches.
 - Motion to approve ORMS Activity Advisors.
 - Motion to approve Elementary Stipend Activities nominations
 - Motion to approve List of Policies for First Read KF – Facility Use and Second read/adoption: KCDA – Memorials, Dedications and Recognitions and KF- Facility Use.

IX. SCHOOL BOARD COMMITTEE UPDATES

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

X. PUBLIC COMMENTS

XI. CLOSING ACTIONS

- A. Future meeting dates:** 08/29/18 – Regular Meeting – ORHS – Library – 7:00 PM
09/12/18 – Regular Meeting – ORHS – Library – 7:00 PM
09/26/18 – Regular Meeting – ORHS – Library – 7:00 PM

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

NON-MEETING SESSION: RSA 91-A2 I {If needed}

XIII. ADJOURNMENT:

The School Board reserves the right to take action on any item on the agenda.

Respectfully submitted, Superintendent

If you require special communication aids, please notify us 48 hours in advance.

**Oyster River Cooperative School District
SAU #5**

Welcome to the School Board meeting. If you wish to be heard by the Board, please note "Public Comment" at the beginning of the agenda (reverse side). During the comment section of the agenda each speaker may have up to three (3) minutes within the time frame allowed. Board Chair may limit time allotment as deemed necessary. Occasionally, the Board may "suspend its rules" to allow visitor participation at the time an issue of specific interest is being addressed. A speaker will not be recognized for a second time on a particular topic.

Visitors should not expect a Board response to their comments or questions under the above since the Board may not have discussed or taken a position on the matter. The Superintendent, without speaking for the Board, may offer clarification as appropriate.

Agendas and background information are available on the district website prior to meetings. Agendas and additional information are generally available at the entrance to the meeting room or distributed at the time the item is introduced for discussion.

The ORCSD School Board will meet in regular session on the first and third Wednesdays of the month with special meetings when necessary. The School Board appreciates your attendance at these meetings and invites your continued interest in its work on behalf of the children and residents of the District.

Oyster River Cooperative School District Members:

- | | |
|--------------------|----------------------------|
| • Brian Cisneros | Term on Board: 2018 –2021 |
| • Thomas Newkirk | Term on Board: 2016 - 2019 |
| • Kenneth Rotner | Term on Board: 2016 - 2019 |
| • Denise Day | Term on Board: 2017 - 2020 |
| • Michael Williams | Term on Board: 2017 - 2020 |
| • Allan Howland | Term on Board: 2018 - 2021 |
| • Daniel Klein | Term on Board: 2018 - 2021 |

Information Regarding Nonpublic Session

On occasion, the Board agenda may include (or be adjusted to include) a Nonpublic Session. When a motion is made to do so, it will be done under the provisions of the NH State Law RSA 91-A:3 II, and one or more of the following reasons will be claimed for entering Nonpublic Session:

- a. The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request will be granted.
- b. The hiring of any person as a public employee.
- c. Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.
- d. Consideration of the acquisition, sale or lease of real property or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- e. Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency of any sub-division thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.

**Oyster River Cooperative School District
Regular Meeting**

July 18, 2018

Oyster River High School

7:00 p.m.

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

ADMINISTRATORS: Superintendent Morse, Todd Allen, Sue Caswell, Carrie Vaich Roy, David Goldsmith, and Catherine Plourde

There was 1 member of the public present.

II. APPROVAL OF AGENDA: Brian Cisneros moved to approve the agenda as presented, 2nd by Denise Day. Motion passed 6-0.

III. PUBLIC COMMENTS: None

IV. APPROVAL OF MINUTES:

Denise Day moved to approve the minutes of June 20th, 2018, 2nd by Dan Klein.

Michael Williams questioned where the Approval of Manifests should go in the minutes. Dr. Morse suggested putting it in the committee reports. The Board agreed this was a good idea. **Motion passed 6-0.**

Approval of June 20th nonpublic meeting minutes: Denise Day moved to approve the nonpublic meeting minutes RSA 91-A:3 II (c), 2nd Michael Williams. Revision: change vote to "7-0". Motion passed 6-0.

**Approval of 2nd June 20th nonpublic meeting minutes RSA 91-A:3 II (c): Denise Day moved to approve the nonpublic meeting minutes RSA 91-A:3 II (c), 2nd by Brian Cisneros. Revision: Kenny Rotner left the meeting. The first motion should be "6-0."
Motion passed 6-0.**

V. ANNOUNCEMENTS, COMMENDATIONS and COMMENTS

A. District: Carrie Vaich of Mast Way reported on the Building Project Update. The new windows are almost completely put in place, Siemens is ahead of the plan on their side of things with the lighting fixtures. Everything is moving very smoothly.

B. Board:

Michael Williams would like the Board to think about the school calendar and the big picture of when the school year begins and ends. Our calendar does not take into consideration the university calendar at all. He would like to ask some questions about the calendar. Superintendent Morse added that the Dover Superintendent has invited the area superintendents to have a discussion around the calendar and the winter breaks.

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum and Instruction

Assistant Superintendent Todd Allen reported that there are 80 kids in the Reach Program this week. It is a great program and exciting to see all the kids involved.

Update on testing for NHSAS: This is the first year NH has done SAS testing. It is a different test than the Smarter Balanced Testing. In 2018 the State of NH switched from SBAC to NHSAS for statewide assessment testing. Both tests are based on Common Core Standards but are unique assessments. School and individual scores were made available in June, but comparative data will not be available until the fall. NHSAS also contains a science assessment for grades 5, 8, and 11, but scores will not be available until September. SAT scores for 11th graders have been reported to individuals, but school and comparative data will not be available until fall. All families received an electronic copy of their child's individual score reports in June.

B. Superintendent's Report:

Doris Demers, the School Nutrition Director, has been recognized for the President's Award of Achievement in Las Vegas. Superintendent Morse mentioned that she has truly transformed the food service in the District.

Mast Way Project: We are shooting for a Thanksgiving date for everything to be complete. The same architect is designing the work at Moharimet so that work is underway.

The Dell Computers for the students and staff have arrived and they are being configured. They will be distributed by start of school.

The Middle School is in the process of cleaning the duct work. The lighting and window emphasis will be done at Moharimet next week. The high school is preparing for their lighting update.

Transportation Driver Update: Signs have been put up in the schools to fill the open positions. Four positions have been filled and there are two open positions.

Enrollment Update for 2018-19: Superintendent Morse reported that there are very full classes in Moharimet Grades 2, 3, and 4. The classes are also very full at Mast Way for Grade 4. There are six children that will be currently attending Mast Way that live in the Moharimet District. Superintendent Morse asked the Board if they want to make exceptions to the policy. The Board agreed by consensus to support the policy as it stands.

C. Business Administrator: Sue Caswell reported that their application to the Public-School Infrastructure established in RSA 198:15-y for the security improvements and upgrades at Mast Way Elementary School has been approved. The award reflects 80% of the costs, not to exceed \$24,836.00.

D. Student Senate Report: None

E. Other: None

VII. DISCUSSION ITEMS:

FY2019 General Assurances: Historically, the General Assurances have been signed by the Superintendent. The Commissioner has asked that the School Boards sign the General Assurances moving forward:

Al Howland moved to approve the General Assurances, 2nd by Denise Day. Motion passed 6-0.

MS Facility Report: Tom Newkirk reviewed the MS Facility Report with the Board. Accepting the report begins the process of moving forward with this project and there are two viable options. The committee did an enormous amount of work over the year. Once there is a construction manager and an architect, they will be able to determine the viability of the site.

Denise Day asked about the Goss Property option. The Goss property is on 60 acres. Any time we get in the position of buying land, we need permission from the voters. If we moved to the Goss Property for the Middle School, we would lose the walkers, bicycle riders to school and the proximity to the high school and town. The size of the Goss Property would allow for expansion. They have not explored the costs of the property to see if it is fiscally viable.

Al Howland moved to support the options of the report and empowered them to move forward with the options, 2nd by Brian Cisneros. Motion passed 6-0.

Revised Use Agreement: Superintendent Morse detailed to the Board that there was an organization using the facility who are not following current Federal ADA guidelines. The District incurred significant legal costs as a result of the complaints with this organization not complying with the guidelines. Moving forward the agreement spells out following District procedures with federal ADA guidelines.

Denise Day suggested that the Policy Committee review this again. Superintendent Morse requested that the Policy Committee review and meet on this before the meeting in August. Al Howland noted that there should be a memo of rules that should be signed off by organizations before they use the property. There needs to be a mechanism in place for any incidences that occur, to be investigated.

2018-19 School Board Goals:

Tom Newkirk noted that we have only one teacher of color in the District and suggested that we reach out to universities. Superintendent Morse feels it is an important issue for our community and our children. The goal is to build a strategy to recruit staff of color.

Draft Board Goals:

A new Middle School – The next steps
The Adoption of the 2019-2024 Strategic Plan

Superintendent Morse will bring forward the draft Board Goals to the August 15th meeting for Board approval.

VIII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

Sustainability Nominations:

Maggie Morrison	Green Team Leader	\$10,000
Jacqueline Bruhn	Green Team Leader	\$10,000
Christina Felix	Green Team Coordinator	\$ 800

Al Howland moved to approve the above Sustainability Nominations, 2nd by Brian Cisneros. Motion passed 6-0.

Approval of Policies:

Policies for First Read:

KCDA - Memorials, Dedications and Recognitions

Denise Day moved to approve the above policy for a first reading, 2nd by Brian Cisneros. Motion passed 6-0.

Policies for Second Read/Adoption:

BBBE - Unexpired Term Fulfillment

BBBF - Student Representative to the School Board

BCA - School Board Member Ethics

Denise Day moved to approve the above policies for second read/adoption, 2nd by Al Howland. Motion passed 6-0.

IX. SCHOOL BOARD COMMITTEE UPDATES:

Denise Day reported that the Manifest Committee met and approved the following:

Payroll Manifest: #1: \$160,665.88

Vendor Manifest: #30: \$23,552.57, Vendor Manifest #2: \$369,426.10

X. PUBLIC COMMENT:

Dean Rubine from Lee mentioned the programs the kids are doing over the summer.

XI. CLOSING ACTIONS:

A. Future Meeting Dates: 8/1 Manifest Meeting 3:30 p.m. SAU Office
8/15 Regular Meeting ORHS Library 7:00 p.m.
8/29 Regular Meeting ORHS Library 7:00 p.m.

XII. NON-PUBLIC SESSION: RSA-91-A:3 II {if needed}
NON-MEETING SESSION: RSA-91-A2 I {if needed}

XIII. ADJOURNMENT:

Al Howland moved to adjourn the meeting, 2nd by Michael Williams. Upon roll call vote, the motion passed 6-0 to adjourn at 8:50 p.m.

Respectfully yours,
Laura Grasso Dobson
Recording Secretary

Mast Way School 2018-19 Enrollment Projections

as of 8/9/08

Current 2018-19 Enrollments						
	K	1	2	3	4	
6-20-2018 End of Year	71	72	75	63	72	353
Summer Withdrawals 2018			4	5	2	11
New 2018-19 Registrations	51	13	10	9	6	89
October 1, 2018 Enrollment						0
Enrollments 2018-19						0
Withdrawals 2018-19						0
Current 2018-19 Enrollment	51	84	78	79	66	358

Anticipated 2018-19 Enrollment							
Teacher	Grade	K	1	2	3	4	Avg
Kennedy	K	17					17
McCormick	K	17					
Webb	K	17					
To be Placed	K	1					
To Withdraw	K	-1					
Biggwither	1		20				19.75
Burke	1		20				
Desrochers	1		19				
Handwork	1		20				
To be Placed	1		5				
To Withdraw	1		0				
Darois	2			19			19
Moulton	2			19			
Stacy	2			19			
Zimar	2			19			
To be Placed	2			3			
To Withdraw	2						
Drew	3				20		19
Laliberte	3				18		
Paquette	3				19		
Ray	3				19		
To be Placed	3				5		
To Withdraw	3						
Bowden-Gerard	4					21	21
Buswell	4					20	
George	4					22	
To be Placed	4					4	
To Withdraw	4						
TOTAL		51	84	79	81	67	362
*18-19 MOH Students attending MW		0	1	6	3	4	14

*These include inquiries and possible students not yet registered

8/9/2018

Moharimet School 2018-19 Enrollment Projections

Current 2017-18 Enrollments						
	K	1	2	3	4	Total
End of Year 6-23-2017	52	66	83	76	100	377
Summer Withdrawals - 2017	0	1	3	0	3	7
New Registrations 2017-2018	49	2	2	2	1	56
October 1, 2017 Enrollment	49	63	64	87	81	344
Enrollments 2017 - 2018	2	2	1	2	2	9
Withdrawals 2017 - 2018	0	2	2	0	2	6
Current 2017-18 Enrollment	50	64	68	89	81	352

Anticipated 2018-19 Enrollment							
16 classes							
Teacher	Grade	K	1	2	3	4	Avg
Chartrand	K	14					13.33
Lapierre	K	14					
Raspa	K	12					
To be Placed		0					
To Withdraw		0					
Bradley	1		18				18.00
Dolcino	1		18				
Torr	1		18				
To be Placed			0				
To Withdraw			0				
Hoff	2			22			21.67
Jones	2			21			
Nedeau	2			22			
To be Placed				0			
To Withdraw				0			
Hall	3				22		22.33
Larson-Dennen	3				23		
Schmitt	3				22		
To be Placed					0		
To Withdraw					0		
Fitzhenry	4					22	22.00
Lee	4					22	
Swift	4					22	
VanLedtje	4					22	
To be Placed						0	
To Withdraw						0	
TOTAL		40	54	65	67	88	314

'18-'19 MOH Students Going to Mast Way	0	1	6	3	4	14
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MIDDLE SCHOOL ENROLLMENT BY GRADE

Updated: August 8, 2018

MIDDLE SCHOOL

Grade 5	159
Grade 6	177
Grade 7	161
Grade 8	<u>171</u>
TOTAL	668

Oyster River High School

August 8, 2018

Total enrollment: 814

By Grade:

Grade 9:	215
Grade 10:	209
Grade 11:	205
Grade 12:	185

By town:

Barrington	168 (Gr. 9=51; Gr. 10=44; Gr. 11=38; Gr.12=35)
Durham	310
Lee	230
Madbury	104
Out of District	2

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Dr. Jim Morse
DATE: August 10, 2018

RE: Progress on Construction Projects

Construction Update Mast Way

Anyone driving by the Mast Way School will see construction happening at the front of the building but what they cannot see is construction happening at the back of the building. Two driving factors for the construction at Mast Way are student/staff safety and enrollment capacity.

The current administrative and secretarial offices are not positioned to see anyone approaching the school. Also, once 'buzzed' into the school, a person has complete access to the building.

The new entry is designed with student safety in mind. The principal and the secretaries will have a line of sight view of anyone approaching the entrance. A new vestibule will require a visitor to be allowed into the main building.

Visually the new entry will capture the history of the name 'Mast Way' that epitomizes the history of the Town of Lee being a source for the masts used on sailing ships of the past. A beautiful new flagpole will be 'mast like' and bear the flags of our country, the state, and the school. The walkway entry will have a compass engraved in the concrete, and a pyramid of glass will provide natural light to the entry. The front entry has been supported by a \$560,000 grant from the state.

Construction on the backside of the building closest to the ball field includes four classrooms, one dedicated to music. Currently music is offered on the stage, which was never intended to be a classroom, but due to enrollment, was placed on the stage. The new music classroom was designed with elementary music in mind. The other three classrooms are all traditional classrooms necessary to accommodate the growing population.

In addition to these two major construction projects, Mast Way has new windows throughout the building. More efficient and more human friendly LED lighting that includes dimmer switches has been installed throughout the building.

These changes will make Mast Way a safer and more academically friendly building for the children and staff.

The classroom addition, the lighting and the windows were supported by the taxpayers of ORCSD. Thank you all.

Construction Update at Moharimet

Moharimet received the same upgrades in LED lighting and windows that Mast Way received this summer. The windows at Moharimet were single pane windows, at the end of their life cycle, and were the original windows. The new windows are energy efficient and were chosen to match the brick with a lovely evergreen frame.

The LED lighting replaces the harsh florescent lighting with a softer hue easier on the eyes and therefore more conducive to learning. The lights are dimmable which allows the teacher to establish just the right amount of light for the lesson being taught.

In the summer of 2019-20 Moharimet will receive the same safety upgrade as Mast Way received this summer. The district plans to upgrade the front entry of the school with a new entry designed to place the principal and the secretaries at the entry to the building and will allow for an entry vestibule that visitors are greeted before entering the building. The current administrative area will be renovated with updates to the nurse's office, teacher's workroom and occupational therapy room.

New Middle School Progress Report

The Superintendent's Facilities Committee spent the entire 2017-18 school year looking at thirteen possible options related to the middle school.

Oyster River Child Nutrition Program

Price increase request for FY 19

According to the Federal Lunch Equity form we must increase prices to meet the average of \$2.92. To meet that goal our prices would be raised a minimum of .07. I am suggesting to round prices up a total of .10 to meet that goal and hopefully not have to increase again next year. Rounding will also make it easier at Point of Sale registers when making change.

Our meal prices currently are as follows:

Grade	Breakfast	Lunch	Milk
K-4	\$1.25	\$2.65	.50
5-8	\$1.25	\$2.90	.50
9-12	\$1.50	\$3.15	.50

The proposed price increase would be:

Grade	Breakfast	Lunch	Milk
K-4	\$1.25	\$2.75	.50
5-8	\$1.25	\$3.00	.50
9-12	\$1.50	\$3.25	.50

Thank you for your consideration and support of the Oyster River Child Nutrition Program.

Sincerely,

Doris Demers, DTR, SNS

Director

SY 2018-19 Price Adjustment Calculator

SY 2018-19 Weighted Average Price Requirement	
Requirement price to the nearest cent	<i>Optional</i> price requirement ROUNDED DOWN to nearest 5 cent
\$ 2.92	\$ 2.90
<i>Note: Above prices are based on adjusting SY 2017-18 price requirement by the 2% rate increase plus the Consumer Price Index (2.31%)</i>	

SY 2017-18 Weighted Average Price Calculator

Enter the paid prices and number of paid lunches sold at each price for October 2017.

	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2017-18 Weighted Average Price
1.	2,185	\$ 3.15	\$ 6,882.75	
2.	4,520	\$ 2.90	\$ 13,108.00	
3.	2,746	\$ 2.65	\$ 7,276.90	
4.	2,897	\$ 2.65	\$ 7,677.05	
TOTAL	12,348		\$ 34,944.70	\$ 2.83

Note: SY 2017-18 Weighted Average Price equal to or above the target price of \$2.92 are compliant for SY 2017-18. \$2.92 is the difference between the Free and Paid reimbursement rates for SY 2017-18.

Total Price Increase for SY 2018-19
\$ 0.07

Required price increase for SY 2018-19 (with 10 cent cap)
\$ 2.90

Interesting FY18 notes:

- Oyster River Nutrition Staff served 17,236 breakfast meals and 127,605 lunch meals.
- An additional 21,759 breakfast entrees and 67,904 lunch entrees were sold.
- Students and staff purchased an additional 225,304 items.

Child Nutrition staff work very hard.

Thank you and our community for allowing me to be a part of this amazing program for six years and counting!

Respectfully submitted,

Doris Demers, DTR, SNS

Child Nutrition Program Director

SPACE USE AGREEMENT
Oyster River Cooperative School District

THIS SPACE USE AGREEMENT (hereinafter "AGREEMENT") for the School Year _____, made this _____ day of _____, 20__ by and between _____ address _____ (hereinafter referred to as Organization"), and the Oyster River School Board, (hereinafter referred to as "the Board").

The parties recognize the primary goal of the Board is to meet the K-12 educational needs of the students of Oyster River during the designated school times and school calendar. The parties also recognize a need for adequate space to support the _____ Program, ~~a Town program created to meet the needs of Oyster River residents.~~

To support the ~~After-School~~ _____ Program and be considerate of the school department's primary mission and needs, the parties agree to the following:

1. Goals, Description and Term

The goal of the AGREEMENT is to provide the space necessary at the premises known as the _____, located at _____ for the use of the Organization's program as set forth by the provisions contained herein.

The term of this AGREEMENT shall be for the _____ school year. The Organization shall pay the School _____ in consideration of this AGREEMENT.

The parties agree to review the AGREEMENT for consideration for the _____ School Year no later than April 13, _____.

2. Room Designations & Room Usage

The School shall provide a list of rooms for use by the Organization for the PROGRAM that will be agreed upon by the Space Use Committee:

For the _____ School Year:

Room ____ shall be made available at approximately ____ p.m. but no later than ____ p.m., Monday through Friday for the PROGRAM. Space in Room ____ shall be made available for ~~RECREATION'S~~ the Organizations items and resources necessary for the PROGRAM.

Room ____ shall be made available at ____ p.m., Monday through Friday for the PROGRAM. In the event that Room ____ is unavailable, the School will provide an alternative room to the Organization at ____ p.m., with-sufficient space for the PROGRAM and provide the Program Supervisor two hours' notice.

In addition, adequate space shall be made available at 2:45 p.m., Monday through Friday, for use by the Organization as homework rooms.

When available and with prior approval of the Principal, additional space will be provided (gymnasium, library, etc.) to the Organization per the building use policy.

The parties agree to meet and discuss any desired modifications to room designation and/or use, deemed necessary to meet changes in enrollment or instructional needs. Changes that would impact the Organization Programs capacity would be agreed upon by the Space Use Committee.

PROGRAM personnel shall not be allowed in the food service area or do any cooking.

3. Utilities & Resources

The School shall provide all utilities in the above rooms and school facilities after school.

A telephone line will be provided in Room _____. All chargeable calls will be reimbursed to the [Oyster River Cooperative School District \(the school\)](#) by the PROGRAM.

The PROGRAM rooms shall be cleaned by the School custodial staff. PROGRAM personnel will straighten up rooms before custodians come in to clean the area.

Tables and chairs, currently available in the school and not being used to meet other school needs, will be provided by the school.

The Organization has provided: _____
which are the property of the Organization.

4. Condition of Premises

The Organization and the School mutually agree to replace any items of the other that are removed, damaged or destroyed during their time in the designated rooms. In addition, any such items moved shall be returned to their original location.

5. Policies

The Organization shall ensure that staff, students, and all participants in the PROGRAM shall follow all policies and rules of the Oyster River Cooperative School District to ensure the safety of all participants and the care of the facilities.

The Organization shall further ensure that the PROGRAM is operated in a manner that conforms to the School Board's Policy AC (Nondiscrimination/Equal Opportunity) and permits the School District to meet its obligations under federal and state non-discrimination laws.

The School District Rules can be found in the Parent Student Handbook on the District website under the school tab for each school, and the School Board Policies at:
<http://www.oresd.org/schoolboard/policies>

6. Access to Premises

The Organization shall be provided with the necessary means to access the premises for the PROGRAM and will contact school personnel when entering the school and when leaving the school at the end of the day.

7. School Liaison and Communications

The School shall identify a staff member to act as liaison with the Organization's Program Supervisor ("Program Supervisor"). ~~The School shall receive a yearly staff stipend of \$ _____ payable upon the signing of this AGREEMENT.~~

The Program Supervisor, or an appropriate designated representative, shall act as the Supervisor of the PROGRAM. When the Program Supervisor is absent or not in the school, school personnel will be notified as to whom from the PROGRAM is in charge.

~~The Principal and School Board~~ The program supervisor will be provided with PROGRAM parent/guardian communications (newsletters, calendars, notices, etc.) to the school liaison.

~~Prior to the start of the school year the School liaison will:~~

- ~~a) — Provide the Organization Program Supervisor with a list of the teachers assigned to each PROGRAM Participant;~~
- ~~b) — Provide the Organization Program Supervisor with the bus assignments for each PROGRAM Participant;~~
- ~~e) — Train the PROGRAM staff on school policies (fire drills, lockdowns, etc.); and~~
- ~~d) — Review the Policies and Procedures of Oyster River with the Program — Supervisor.~~

~~Throughout the year the School liaison will:~~

- ~~a) — Provide the Program Supervisor with a list of the PROGRAM Participants that are registered;~~
- ~~b) — Contact the Program Supervisor as soon as possible when the Administrative Unit has decided on an "early release and/or no after school programs" during inclement weather; and~~
- ~~— c) Meet as needed with the Program Supervisor.~~

~~Daily the School liaison will:~~

- ~~a) — Provide the Program Supervisor with the school absentee list;~~
- ~~b) — The Program Supervisor will confirm **PROGRAM** attendance; and~~
- ~~e) — Once the School liaison has dismissed buses, the Program Supervisor will be responsible for dismissal of all students in the PROGRAM.~~

~~The School liaison and Program Supervisor will meet on the second Tuesday of every month.~~

~~The Program Supervisor will attend School Board meetings when requested.~~

~~The Principal and School Board will be provided with PROGRAM parent/guardian communications (newsletters, calendars, notices, etc.).~~

8. Indemnification

The organization agrees to defend, indemnify and hold harmless ORCSD for any claims, liability, or damages, arising out of the Organization's use of space under this Agreement.

~~RECREATION will provide the School District with indemnification and an additional insured~~

~~services described in the AGREEMENT. Likewise, the School District will provide the RECREATION indemnification and an additional insured certificate for claims caused by the School District's negligence and which arise out of the services described in the AGREEMENT.~~

3 of 5

9. Insurance

During the term of this Agreement the Organization shall maintain in effect a policy of general public liability insurance with limits of at least \$1,000,000 for bodily injury (per occurrence) and \$1,000,000 for property damage (per occurrence) the Organization shall cause the Oyster River School to be named ~~provide the School with an endorsed Certificate of Insurance naming the School~~ as additionally insured on such insurance policy, and shall not cause such policy to be terminated or materially changed without giving the Board at least 10 days' prior written notice. The Organization shall maintain workers compensation insurance as required by state law. The Organization shall provide the Board with proof of insurance upon request.

10. Parties Bound

This AGREEMENT is binding upon the employees and agents of the parties.

11. Notice

All notices to be given with respect to this AGREEMENT shall be in writing.

12. Modification of AGREEMENT

This AGREEMENT contains the entire agreement between the parties and shall not be modified in any manner except by writing executed by the parties.

Severability

The invalidity or unenforceability of any provision shall not affect the validity or enforceability of the other provisions.

~~14~~13. Volunteers Directors, Personnel, Others

The Organization shall conduct a background check on all persons serving in any capacity as representatives, counselors, teachers, etc. for the PROGRAM, who work directly with children, whether as a volunteer or paid; and the Organization shall not allow any person who does not pass a background check to serve in such capacity upon the premises for any purpose. Notwithstanding, the Board, by and through the Building Principal, reserves the right, in its sole discretion, to have any person, counselor, teacher or volunteer of the Program removed from School District property for conduct that threatens the health, safety or welfare of any person/student or under circumstances where that person's conduct does to reflect the core values of the School District. Any such removal will be coordinated with the Supervisor of the PROGRAM and/or the Organization Director.

IN WITNESS WHEREOF, the parties have hereunto executed this SPACE USE AGREEMENT
this day of 20__

OR School Board Chair

Witness

Organization Program Representative

Witness

OR School Principal

Witness

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Dr. Jim Morse
DATE: August 15, 2018

RE: 2018-2019 Recommended School Board Goals

As we enter the 2018-19 school year there are two major issues I recommend to the Board for consideration:

Board Goal #1: A New Middle School – the Next Steps

In 2017-18 the Board authorized the creation of the Superintendent's Middle School Facility Committee. The committee reviewed thirteen different options. Options considered included renovation of the current school, reconfiguration of grade levels so that grade 5 or grades 5 & 6 were added to the elementary schools, and/or grades 7 & 8 were added to the high school, which would involve renovation at the middle school and the two elementary schools and an addition to the high school. New construction at the current location or new construction in a new location. The recommendation from the committee to the Board will be to construct a new middle school either on the same site or at a new site. The Board will need to deliberate on the recommendations, but to do so, will need additional information.

The number 1 goal, related to a new middle school, will be to choose an architect and a construction manager. Knowing who will design and who will build a new middle school will provide us the answers to the questions that follow. We should put out a request for qualifications this summer.

Once an architect and construction manager are chosen we should have the answers to the following questions by the Deliberative Session in February 2019.

What would the cost be to renovate ORMS to meet needs?

This question will be important to have answered because one can predict it will be asked. Almost anything can be accomplished with enough money, but is the current school worth the investment? Will money spent on renovation solve academic needs, address safety concerns, deal with traffic congestion, fix antiquated HVAC systems and meet ADA requirements?

If a new site for the middle school was chosen, what is the estimated acquisition and development costs of a new location?

Also, what are the implications for transportation? What are the staff and student implications if the middle school was not on Coe Drive? What is the impact to students who walk? Where would we educate 660 middle school students during construction?

If the current ORMS site is used, what are the estimated costs associated with that site?

Estimated total square footage is approximately 120,000 square feet.

Other than land acquisition and development, is the estimated cost of new construction, whether on Coe Drive or another location, the same?

Can we have a conceptual drawing of a new middle school for the February deliberative session with estimated costs?

ADDITIONAL QUESTIONS ASKED AT THE JUNE 20, BOARD Meeting:

How to measure community interest? What are the concerns, interest, and support?

How aware is the community of the need for a new middle school?

How do we effectively communicate the middle school report?

Can the UNH Research Center provide ORCSD a survey that collects community support?

When would it be appropriate to visit other newer middle schools and who should visit?

Board Goal #2: The Adoption of the 2019 – 2024 Strategic Plan

In order to seamlessly transition to a newly adopted 2019-2024 Strategic Plan, the Board needs to have a draft before them by Thanksgiving 2018. The Board will then have December 2018 through April 2019 to work with the proposed draft for the goal of adoption at the 1st meeting of May 2019.

Milestones:

Administration reviews focus group feedback and drafts major themes and subthemes.

Administration presents draft to faculty and support staff for review in September and October.

Revised draft presented to the Board at the second meeting in November on the 14th.

The Board workshops the draft plan at the December 5th meeting.

The draft is returned to administration in December for return to the Board by January 16, 2019.

The Board discusses the revised strategic plan. If additional revisions are necessary, the cycle will repeat until the Board is ready to adopt the 2019-2024 Strategic Plan.

Board Goal #3: Employment Recruitment

Development of Strategic Plan to recruit diverse staff.

Board Goal #4: Reports on Various Initiatives Underway

Report of the Start Time Student Survey at the August 29, 2018 meeting.

Report on Diversity Plan at the September 26, 2018 meeting.

Report on Mental Health Wellness Plan/SHAPE Results at the October 10, 2018 meeting.

Report on Influence of Technology on the Academic Program by Technology Integrators at the October 24, 2018 meeting.

Report on Mast Way Construction at the November 7, 2018 meeting.

Report of the One to One Middle School Plan and Implementation at the November 7, 2018 meeting.

Report on ORHS Competency Based Learning at the November 14, 2018 meeting.

Report on ORMS Competency Based Learning and the impact of adding “exemplary” to the rating system, student led conferences, and the revised narrative at the November 14, 2019 meeting.

Reserve January and February for Strategic Plan

Progress Report of NEXT GEN Science at either the February 6, or 20, 2019 meeting.

Literacy Report at the March 6, 2019 meeting.

Update on High School Plan at the April 17, 2019 meeting.

Report from the World Language Staff related to impact of adding Grade 6 at May 1, 2019 meeting

Report on the ORHS Master Schedule and its impact on homework at the May 15, 2019 meeting.

Report on ORMS Competency Based Learning and the impact of adding “exemplary” to the rating system, student led conferences, and the revised narrative at the June 5, 2019 meeting.

Report from ORMS regarding the impact of the new cell phone policy at the June 5, 2019 meeting

DRAFT for Discussion

memo



Oyster River High School

To: Dr. James Morse
From: Suzanne Filippone
CC: Andrew Lathrop
Date: 8/10/2018
Re: Auditorium/Building Use and Athletic Director Support

Comments: Oyster River High School is a community building that is accessed by many individuals and organizations. Due to high community use of the ORHS auditorium and facilities it has become increasingly more challenging to schedule and monitor building use. It would be beneficial to have a part-time staff member to aid in our facilities scheduling and use. Ideally this individual would have knowledge about lighting and sound so that they could be a resource and service to those using the auditorium.

The ORCSD Athletic Director is responsible for both the middle and high school programs. There are many clerical aspects of the director's job that could be completed with part-time support such as: game confirmations, payment of officials, transportation, athlete registration, tracking physicals with school nurse, etc. With our vibrant high school athletic program having clerical support would allow Andy more time to connect with athletes and coaches, develop programming such as S.A.L.T. and enhance the middle school program.

RESOLUTION #2017-28 OF DURHAM, NEW HAMPSHIRE
OYSTER RIVER COOPERATIVE SCHOOL DISTRICT/SCHOOL BOARD,
REQUEST FOR:

DESIGNATING THE SECOND MONDAY IN OCTOBER AS “INDIGENOUS PEOPLES’ DAY” IN DURHAM, NH

WHEREAS, the ~~Town of Durham~~ Oyster River Cooperative School District/School Board recognizes that the Indigenous People have occupied land that would later become known as the Americas for 13,000 years; and

WHEREAS, the Native Americans, called Wabanaki (People of the Dawn) were not a single people, but were many groups with similar customs who spoke dialects of the Algonquian language; and

WHEREAS, English settlers arrived in the region in the 1620's, and initially, the settlers and Wabanaki lived in relative peace and shared and traded resources; and

WHEREAS, as the colonists' settlements expanded, disputes over land use and ownership multiplied. Social, economic, political, and religious differences led to confusing and hostile confrontations. Profound cultural and language barriers impeded understanding; and

WHEREAS, the ~~Town of Durham~~ Oyster River Cooperative School District/School Board acknowledges that Durham is built upon the homelands and villages of the indigenous people of this region and that those indigenous people assisted the colonists with knowledge and understanding on how to survive in an unfamiliar new land; and

WHEREAS, human history suggests that individual or systemic acts of aggression and intolerance toward others engender only further hostility, discord, and destruction of lives; and

WHEREAS, Indigenous Peoples' Day was first proposed in 1977 by a delegation of Native Nations to the United Nations sponsored International Conference on Discrimination Against Indigenous Populations in the Americas; and

WHEREAS, the United States federal government, the State of New Hampshire, ~~and~~ the Town of Durham, and the Oyster River Cooperative District/School Board recognize Columbus Day on the second Monday of October, in accordance with the federal holiday established in 1937; and

WHEREAS, the ~~Town of Durham~~ Oyster River Cooperative School District/ School Board desires to celebrate the culture and values of indigenous people, and to reflect upon the historical offenses against and ongoing struggles of indigenous people; and

WHEREAS, an opportunity exists for our residents and local schools to learn about and contemplate the intersection of these diverse cultures; and

WHEREAS, the ~~Town Council~~ Oyster River Cooperative School Board encourages the State of New Hampshire to consider similar measures; and

WHEREAS, the ~~Town of Durham~~ Oyster River Cooperative School District/ School Board is a welcoming community that embraces all people and their inherent inalienable right to life, liberty, and the pursuit of happiness, a premise fundamental to our nation,

NOW, THEREFORE, BE IT RESOLVED, that the ~~Durham Town Council,~~ Oyster River Cooperative School Board the governing and legislative body of the ~~Town of Durham, New Hampshire~~ Oyster River Cooperative School District, does hereby ~~adopt Resolution #2017-28~~ designating the second Monday in October as "*Indigenous Peoples' Day*" in Durham, NH and reaffirming the ~~Town's school's~~ commitment to promote understanding, friendship, and the well-being and growth of its indigenous community.

BE IT FURTHER RESOLVED that Section XIV (K) ORESPA, and Section XIII (F) ORPaSS VI (H) "Holidays" of the ~~Town's Personnel Plan~~ Oyster River Cooperative School District's Negotiated Agreements will be amended to reflect the second Monday in October as "*Indigenous Peoples' Day*" holiday.

PASSED AND ADOPTED this ___ day of _____ by a majority vote of the ~~Durham Town Council~~ Oyster River Cooperative School Board with _____ affirmative votes, _____ negative votes, and _____ abstentions.

Thomas Newkirk
Oyster River School Board Chair

ATTEST:

Lorrie Pitt, Town Clerk-Tax Collector

To: Dr. James Morse

From: Suzanne Filippone, High School Principal

Date: August 2018

Subject: Nominations of department heads and advisors for 2018-19

Please accept the nominations of the following people for department head and activity advisors at ORHS for the 2018-19 school year.

Proposed 2018-2019 Department Head and Advisor Stipends					
Department Heads					
Name	Department	Stipend	Total		
Cathi Stetson	Bus/Econ/Art/Ind. Tech/Music	\$2,500	\$2,500		
Shauna Horsley (.5 time)	English	\$1,250	\$1,250		
Kara Sullivan (.5 time)	English	\$1,250	\$1,250		
Mary Beaton	World Language	\$2,500	\$2,500		
Don Maynard	Physical Education/Health	\$2,500	\$2,500		
Nate Oxnard	Science	\$2,500	\$2,500		
Kim Cassamas	Counseling	\$2,500	\$2,500		
Ann Golding	Special Education	\$2,500	\$2,500		
Brian Zottoli	Social Studies	\$2,500	\$2,500		
Lisa Hallbach	Math	\$2,500	\$2,500		

Advisors					
Name	Activity	Years	Stipend	Longevity	Total
Celeste Best	National Honor Society	13	\$2,419	\$375	\$2,794
Derek Cangelo	Senate Advisor	6	\$3,227	\$150	\$3,377
Andrea Drake (.5)	Math Team	10	\$1,613.50	\$150	\$1,763.50
Katie Johnson (.5)	Math Team	1	\$1,613.50	\$0	\$1,613.50
Kathy Fink	Stage Management Musical	10	\$2,097	\$300	\$2,397
Meredith Freeman-Caple	Fall/Spring Musical	10	\$3,227	\$300	\$3,527
Wendy Gibson	Freshmen Class Advisor	1	\$2,017	\$0	\$2,017
Shawn Kelly	Journalism/Mouth of the River	7	\$2,017	\$225	\$2,242
Marc LaForce	Music Activities/All State	8	\$2,419	\$225	\$2,644
Heather Healy	Senior Class Advisor	14	\$3,227	\$375	\$3,602
Barbara Milliken	Junior Class Advisor	4	\$2,419	\$75	\$2,494
Nate Oxnard (.5)	SPARC/Robotics	7	\$1,613.50	\$112.50	\$1,726
Sara Cathey (.5)	SPARC/Robotics	2	\$1,613.50	\$0	\$1,613.50
Matt Pappas	Sophomore Class Advisor	21	\$2,017	\$375	\$2,392
Mike Troy	Stage Management Fall	21	\$1,572	\$375	\$1,947
Karen Van Dyke	Yearbook	3	\$3,630	\$75	\$3,705
Susan Wilkinson	Community Service Club	7	\$2,419	\$225	\$2,644
Jonathan Bromley	Sustainability Advisor	4	\$3,227	\$75	\$3,302



ORHS ATHLETICS
55 Coe Drive
Durham, NH 03824
603-868-2375 x1105
603-868-1355 Fax

OYSTER RIVER HIGH SCHOOL ATHLETICS DEPARTMENT

To: Dr. Jim Morse, Superintendent
From: Andy Lathrop
Date: 8/15/18
Re: 2018 HS/MS Fall Coach and Volunteer Nominations

Message:

Please accept the following names for nomination to coach their selected sports this upcoming fall season.

Middle/High School Volunteer Positions:

HS	Steve Petit	Girls Soccer
HS	Jacob Bayer	Boys Soccer
HS	Sean Stewart	Girls Volleyball
HS	Dan Brodeur	Girls' Volleyball
HS	Kate Heaney	Field Hockey
HS	Emma Brown	Field Hockey
HS	Drew Thibault	Cross Country
MS	David Geschwendt	Cross Country

Paid Positions:

Name	Team	Stipend	Years	Longevity	Total
Scott McGrath	Boys Cross Country	\$3,630	2	0	\$3,630
Fergus Cullen	Girls Cross Country	\$3,630	7	\$225	\$3,855
Akan Ekanem	Boys Varsity Soccer	\$4,134	1	0	\$4,134
James Thibault	Boys JV Soccer	\$2,687	14	\$375	\$3,062
Danny Watson	Boys Reserve Soccer	\$2,067	4	\$75	\$2,142
Cassandra Sweatt	Girls Varsity Volleyball	\$3,630	8	\$225	\$3,855
Sadie Moore	Girls JV Volleyball	\$2,359	1	0	\$2,359
Meg Varrell	Girls Varsity Soccer	\$4,134	0	0	\$4,134
Salme Cook	Girls JV Soccer	\$2,687	0	0	\$2,687
Paul Bamford	Varsity Golf	\$2,017	3	\$75	\$2,092
Anne Golding	Varsity Field Hockey	\$4,134	4	\$75	\$4,209
Melyssa Woods	JV Field Hockey	\$2,687	0	0	\$2,687
Alex Satterfield	Unified Soccer	\$2,017	1	0	\$2,017

Middle School Paid Positions:

Name	Team	Stipend	Years	Longevity	Total
Bill Sullivan	MS Athletic Director	\$5,000	1	0	\$5,000
Dave Montgomery	MS Cross Country	\$2,419	6	\$150	\$2,569
Chris Hall	MS Cross Country	\$2,419	0	0	\$2,419
Heather Concannon	MS Cross Country .50 fte	\$1,209.50	1	0	\$1,209.50
Julia-Anne Woodbury	MS Cross Country .50 fte	\$1,209.50	1	0	\$1,209.50
Nate Grove	MS Boys Soccer	\$2,017	12	\$375	\$2,392
Jen Snow	MS Girls Soccer	\$2,017	5	\$150	\$2,167
Stephanie Pratt	MS Volleyball	\$2,017	0	0	\$2,017
Emma Danais	MS Field Hockey .50 fte	\$1,008.50	1	0	\$1,008.50
Kelly Lacoste	MS Field Hockey .50 fte	\$1,008.50	1	0	\$1,008.50

Sincerely,
 Andy Lathrop
 Director of Athletics
 Oyster River Cooperative School District

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Drew Thibault	School: ORHS
Position: Asst. Boys XC Coach	Paid: <input type="checkbox"/> Non-Paid: <input checked="" type="checkbox"/>

Athletic Director Narrative:

Drew is a former ORHS student, class of 2014. He was a stand out runner for the XC team here and adds a tremendous amount of experience to the XC program. With the growing numbers, we are in need of another member of the coaching staff.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

8-8-18
Date

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Kate Heaney	School: ORHS
Position: Varsity and JV Field Hockey	Paid: <input type="checkbox"/> Non-Paid: <input checked="" type="checkbox"/>

Athletic Director Narrative:

Kate will be working with our goalkeepers at the Varsity and JV levels. She is a senior at UNH and was a standout player at Souhegan High School.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

7-31-18
Date

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Melyssa Woods	School: ORHS
Position: JV Field Hockey	Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/>

Athletic Director Narrative:

Melyssa has extensive field hockey experience. She is a former Division 1 College Asst. Coach that has moved to the area with her husband. She will be an incredible resource for our program!

Attachments:

Reference Checks:

Application:

Andrew P. Lathrop
Signature of Athletic Director

7-21-18
Date

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Stephanie Pratt	School: ORMS
Position: Middle School Volleyball	Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/>

Athletic Director Narrative:

Stephanie adds a wealth of coaching and playing background to the Middle School Volleyball Program. With the departure of the previous coach, we were lucky to have Stephanie step in to take over.

Attachments:

Reference Checks:

Application:

Andrew P. Lathrop

Signature of Athletic Director

7-31-18

Date



ORMS

**1 Coe Drive
Durham, NH 03824
603-868-2820**

OYSTER RIVER MIDDLE SCHOOL

From: Jay Richard
Date: August 6, 2016
Re: Club and Extracurricular Nominations

Message:

Please accept the following names for nomination for ORMS clubs and activities.

Positions:

Name	Activity	Stipend	Years	Longevity	Total
Jarika Olberg	District Music Department Head	\$2,500	2	\$0	\$2,500
John Silverio	Student Council Grade 8 (Robotics 2)	\$1,009	2	\$0	\$1,009
Jason Duff	Student Council – Grade 7 (Robotics 3)	\$1,009	2	\$0	\$1,009
Cathy Dawson	Literary Magazine	\$2,017	2	\$0	\$2,017
Joe Boucher	Grade 5 Leadership (Garden Club)	\$1,009	2	\$0	\$1,009
John Silverio	Robotics	\$606	4	\$75	\$681
Chris Hall	Outing Club	\$606	7	\$225	\$831
Susan Mathison	After School Games Grades 5/6	\$606	5	\$150	\$756
Nellie Dinger	After School Games Grades 5/6	\$606	5	\$150	\$756
David Ervin	MS Jazz Band	\$2,419	21	\$375	\$2,794
Sue Bissell	MS Club	\$606	5	\$150	\$756
Sarah Kuhn	MS Musical	\$1,009	1	\$0	\$1,009
Juliann Woodbury	MS Musical	\$1,009	0	\$0	\$1,009
Sunny Sadana	Outing Club	\$606	9	\$300	\$906
Ruth Gehling	MS Math Counts	\$2,017	18	\$375	\$2,392

Jay Richard
Principal
ORMS



To: Dr. James Morse
From: Carrie Vaich
Date: August 6, 2018
Subject: Nomination for Stipend Activities

Please accept the nomination of the following stipend activities for the 2018-2019 school year:

Stipend Activities

Name	Activity	Years	Stipend	Longevity	Total
Cathy Baker	Jump Rope Club Coordinator*	4	\$400	\$0	\$400
Cathy Baker	Running Club Coordinator Fall/ Spring*	1	\$800	\$0	\$800
Pam Felber	Musical Director	17	\$1,009	\$375	\$1,384
Felicia Sperry	Musical Asst. Director	5	\$500	\$150	\$650
Erin Handwork	Musical Choreographer	1	\$450	\$0	\$450
Susan Leifer	SciFri Coordinator*	0	\$400	\$0	\$400

*Not on Schedule B as stipend position therefore not eligibility for longevity.

Respectfully Submitted,

Carrie Vaich
Principal
Mast Way School



To: Dr. James Morse
From: David Goldsmith
Date: August 6, 2018
Subject: Nomination for Stipend Activities

Please accept the following nomination for stipend activities for the 2018-2019 school year:

Name	Activity	Years	Stipend	Longevity	Total
Beth Struthers	Musical Director	8	\$1,009	\$225	\$1,234

Respectfully Submitted,

David Goldsmith
Principal
Moharimet School

Policies for
 First/Second Read/Adoption/Deletion
**SB Meeting of
 August 15, 2018**

Title	Code
Policies for First Read	
Use of School Buildings and Facilities	KF
Policies for Second Read/Adoption	
Use of School Buildings and Facilities	KF
Memorials, Dedications and Recognitions	KCDA
Policies for Deletion	

As a reference the August 8, 2018 policy minutes are attached to this packet.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KF Previously: KG
School Board First Read: November 7, 2012 School Board Second Read/Adoption: November 14, 2012 Policy Review: February 4, 2014 School Board First Read: March 5, 2014 School Board Second Read/Adoption: April 2, 2014 Policy Committee Review: August 8, 2018 School Board First/Second/Adoption: August 15, 2018	Page 1 of 3 Category: Recommended

USE OF SCHOOL BUILDINGS AND FACILITIES

The Oyster River School Board accepts the responsibility for making its facilities available to responsible organizations, associations, and individuals of the community for appropriate civic, cultural, welfare or recreational activities which do not infringe upon nor interfere with the conduct and best interests of the school system. Authorization to use school facilities does not connote Board endorsement or approval of the activity or of the sponsoring organization/individual.

Policies

The Organization shall ensure that staff, students, and all participants in the PROGRAM shall follow all policies and rules of the Oyster River Cooperative School District to ensure the safety of all participants and the care of the facilities.

The Organization shall further ensure that the PROGRAM is operated in a manner that conforms to the School Board's Policy AC (Nondiscrimination/Equal Opportunity) and permits the School District to meet its obligations under federal and state non-discrimination laws.

The School District Rules can be found in the Parent Student Handbook on the District website under the school tab for each school, and the School Board Policies at: <http://www.orcsd.org/schoolboard/policies>

General Statement of Activities Permitted:

~~It is not the intent of this policy to create difficulties or financial burdens for our parents, volunteers, staff, or students who are involved in fund raising or other efforts which enhance student learning and benefit our students provided these activities are approved by the building principal.~~

Prohibited:

Any activity or organization which:

1. Promulgates any theory or doctrine subversive to the laws of the United States, the State of New Hampshire or any political subdivision thereof.
2. Advocates governmental change by violence.
3. Violates the canons of good morals, manners or taste, or is injurious to the district buildings, grounds or equipment.
4. Is in conflict with school activities or programs [or policies](#).
5. Raises funds for any purpose except as permitted by board policy or special action of the board.
6. Is discriminatory.

Granting of Approval:

The Superintendent of schools or designee is authorized to approve and arrange for scheduling the use of school facilities by applicants satisfying the above requirements.

Right is reserved by the board to revoke any such permit, without liability, should such action be deemed necessary or desirable.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KF Previously: KG
School Board First Read: November 7, 2012 School Board Second Read/Adoption: November 14, 2012 Policy Review: February 4, 2014 School Board First Read: March 5, 2014 School Board Second Read/Adoption: April 2, 2014 Policy Committee Review: August 8, 2018 School Board First/Second/Adoption: August 15, 2018	Page 2 of 3

USE OF SCHOOL BUILDINGS AND FACILITIES (continued)

Applicants may be required to submit an explanatory statement declaring that to the best of their knowledge the projected use is within the general policy and is not in violation of prohibited activities noted above.

Fees:

The Board will approve a schedule of fees for use of school facilities. The Superintendent or designee(s) may grant waivers of fee payment in exceptional cases. The Board intends that recognized parent volunteer groups, such as PTO's, will not be charged fees for use of facilities that have approval of the building Principal and Business Administrator. Fee schedule will be reviewed as part of the annual budget process.

Certificates of Insurance:

Each application for school rental will include a certificate of insurance for general liability and property damage, the coverage to be as recommended by the district's insurance carrier. [The Superintendent or designee\(s\) may grant waivers of certificate of insurance in exceptional cases.](#) The Oyster River Cooperative School District shall be listed on the certificate as an additional named insured.

Damages:

Anyone submitting an application for the rental of school property must assume responsibility for the proper use of the facility and for the conduct of all attending the event. As a condition for permission to use the facility the user must indemnify the school district from any claims which might arise from the use. If any school district property is lost or damaged during usage, the amount of loss or damage will be determined by the superintendent of schools, and a bill for damages (both labor and materials) will be mailed to the applicant of record, who accepts responsibility for payment of damages as a condition for permission to use the facility. In addition, the Superintendent or designee may require the submission of a deposit in advance to cover any potential loss or damage to school district property.

Complaints:

- [1. If an incident occurs that could be viewed as a violation of district policy or procedure, the district will be informed.](#)
- [2. Every effort will be made to resolve the issue at the lowest level.](#)
- [3. Complaints that result in investigations of violation of district policies will be conducted by independent third parties at the expense of the group using ORCSD Facilities.](#)

Indemnification:

The organization agrees to defend, indemnify and hold harmless ORCSD for any claims, liability, or damages, arising out of the Organization's use of space under this Agreement.

Insurance:

During the term of this Agreement the Organization shall maintain in effect a policy of general public

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KF Previously: KG
School Board First Read: November 7, 2012 School Board Second Read/Adoption: November 14, 2012 Policy Review: February 4, 2014 School Board First Read: March 5, 2014 School Board Second Read/Adoption: April 2, 2014 Policy Committee Review: August 8, 2018 School Board First/Second/Adoption: August 15, 2018	Page 3 of 3

liability insurance with limits of at least \$1,000,000 for bodily injury (per occurrence) and \$1,000,000 for property damage (per occurrence) the Organization shall cause the Oyster River School to be named as additionally insured on such insurance policy, and shall not cause such policy to be terminated or materially changed without giving the Board at least 10 days' prior written notice. The Organization shall maintain workers compensation insurance as required by state law. The Organization shall provide the Board with proof of insurance upon request.

Receipts:

Receipts from fees shall be used for facilities maintenance and operation costs.

Regulations:

Regulations governing this policy shall be posted on the school district web site.

Cross Reference:

- [AC- Nondiscrimination/Equal Opportunity](#)
- [ACE & R – Nondiscrimination on Basis of Handicap/Disability & Procedure](#)
- [GBA – Equal Opportunity Employment](#)
- [GBAA & R & 1 – Sexual Harassment – Employee/Staff & Procedure & Report Form](#)
- [JBAA & R– Sexual Harassment and Violence -Students & Procedure](#)
- [JBAB & R – Transgender and Gender Nonconforming & Procedure](#)
- [KF-R Guidelines on the Use of School Facilities](#)
- [KF-R1 Building Rental Fees](#)
- [JLCF – Wellness Policy](#)
- [JL – Soliciting Funds](#)
- [KFB – Advertising in Schools](#)

Legal Reference: Military Recruitment in high schools

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KCDA
Policy Committee Review: June 14, 2017 & Sept. 13, 2017 School Board First Read: October 4, 2017 School Board Second Read/Adoption: October 18, 2017 Re-review by Policy Committee: 3/14/18 & 4/11/18 School Board First Read: July 18, 2018 School Board Second Read/Adoption: August 15, 2018	Page 1 of 1

MEMORIALS, DEDICATIONS AND RECOGNITIONS

The loss of a student or staff member deeply impacts the school and larger community. Decisions made in the aftermath of a crisis or death can be filled with emotion and should not be made without the full consideration of potential implications. The Oyster River Cooperative School Board has developed this policy to provide a process for memorial decision-making and to provide guidelines surrounding them.

General Statement of Policy

In recognition that schools are designed primarily to support learning, it is best that Oyster River schools should not serve as venues for memorializing students and staff. Memorial activities expressed at school need to be appropriate in scope and duration and serve the purpose to help the community grieve and heal.

The administration of the school in consultation with the crisis response team will assist students and families in selecting memorial activities that are appropriate for school and assist students and staff in healthy bereavement. It is further recognized that the building administration should have discretion in these situations to make professional judgments in consultation with the crisis response team and the superintendent.

[With the passage of time, if there is a desire to have a more long lasting remembrance; in that light a memorial committee with a committee chairperson will be formed to provide recommendations to the superintendent.](#)

All decisions regarding memorials in schools will rest with the ~~building administration with an appeal to the~~ superintendent.

Cross Reference: KCDA-R – Memorials, Dedications and Recognitions Procedure

Policy Committee Meeting Minutes

Wednesday, August 8, 2018 @ 3:30 PM

Attendees: Kenny Rotner, Denise Day, Tom Newkirk, James Morse, Wendy DiFruscio

Visitors: 0

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

Dr. Morse opened the meeting stating that the Revised Use Facility Agreement that has been presented to the Board for final approval at their last meeting was returned to the Policy Committee by the Board. They are requesting to have it align with the current Facilities Use policy and procedure and that additional clarifying questions asked by a Board member were answered and included in the revision.

Re-review of the agreement resulted in the addition of Section 5 Policies, removal of language from section 7, and addition of language in section 8 and 9 for Indemnification and Insurance. Additional questions asked for clarification. The revised Facility Use Agreement will be sent to the Board and the next meeting for approval.

Review of Policy KF resulted in removal of language pertaining to activities permitted, addition of language pertaining to the certificate of insurance section, and additional language added to the complaint section for additional clarification. Also added was language pertaining to Indemnification and Insurance and additional policies were added as cross references. Policy will be sent to the Board at the next meeting for a first and second read/adoption.

Kenny shared an application for possible use by the district that was reviewed and decided that it will be revised to reflect ORCSD and given to the policy committee to review.

Meeting ended at 4:30 PM – Next meeting September 12, 2018.

Respectfully submitted,
Wendy L. DiFruscio