

Oyster River Cooperative School District
REGULAR MEETING

October 6, 2021

Oyster River High School Library

7:00 PM

o. CALL TO ORDER 7:00 PM

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

Ia. PUBLIC HEARING for Policy/Procedure/Form – BEDH/BEDH-R/BEDH-R1

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS *(Total allotted time for public comment is 30 minutes)*

IV. APPROVAL OF MINUTES

- Motion to approve 9/15/21 Regular Meeting Minutes.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District

- First Month of School - Principals

B. Board

VI. DISTRICT REPORTS

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

***COVID Metric – Catherine Plourde**

- o SASS/Adult COVID Testing

B Superintendent’s Report

- Availability of New Gym
- October 1 Enrollment
- Town Report Update

C. Business Administrator

- Budget Memo
- Barrington Tuition Agreement for FY23. *Motion to approve the Barrington Tuition Agreement for FY23.*

D. Student Representative Report (Olivia Gass)

E. Finance Committee Report

- Budget Setting Target for FY23. *Motion to approve Budget Goal.*

F. Other:

VII. UNANIMOUS CONSENT AGENDA *{Requires unanimous approval. Individual items may be removed by any Board Member for separate discussion and vote}*

- Motion to approve ORHS Fall Coach for the 2021-22 school year.
- Motion to appoint Catherine Plourde as the FY22 Affirmative Action Officer.

VIII. DISCUSSION & ACTION ITEMS

- Creation of The Bamford Scholarship for ORHS. *Motion to approve the creation of The Bamford ORHS Scholarship.*
- Substitute Pay. *Motion to approve increase in substitute pay.*
- Manifest Review. *Motion to appoint Dan Klein and Denise Day to Manifest Review for the next 6 months.*
- 360° Process for Superintendent Evaluation.
- List of Policies for First Read: BEDH & R & R1, Public Comments at School Board Meetings, Procedure and Form, EBB – School Safety, GADA – Employment References and Verification (Prohibiting Aiding and Abetting of Sexual Abuse). *Motion to approve the List of Policies for a First Read.*

IX. SCHOOL BOARD COMMITTEE UPDATES

X. PUBLIC COMMENTS *(Total allotted time for public comment is 30 minutes)*

XI. CLOSING ACTIONS

- A. Future meeting dates:**
- October 20, 2021 Regular Meeting – ORHS Library
 - October 28, 2021 1/2 Day Budget Workshop – Durham TC Chambers
 - November 3, 2021 Regular Meeting – ORHS Library

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

NON-MEETING SESSION: RSA 91-A2 I (a)

- Strategies or negotiations with respect to collective bargaining.

XIII. ADJOURNMENT:

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

**Respectfully submitted,
Superintendent**

Public wishing to attend our regular meetings need to arrive between 6:30 and 7:00 as everyone will need to participate in a health screening to enter the Library. The doors will be locked at 7 p.m.

**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 additional 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:

- | | |
|---------------------------|----------------------------|
| • Michael Williams, Chair | Term on Board: 2020 - 2023 |
| • Denise Day, Vice-Chair | Term on Board: 2020 - 2023 |
| • Brian Cisneros | Term on Board: 2021 –2024 |
| • Thomas Newkirk | Term on Board: 2019 - 2022 |
| • Allan Howland | Term on Board: 2021 - 2022 |
| • Daniel Klein | Term on Board: 2021 - 2024 |
| • Yusi Turell | Term on Board: 2021 - 2024 |

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.

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| OYSTER RIVER COOPERATIVE SCHOOL BOARD | Policy Code: BEDH |
| School Board/Superintendent Revisions: January 13, 2014 Reviewed by School Board: March 31, 2015 Policy Committee Review: April 13, 2016 – No Change Annual Policy Committee Review: April 19, 2017-No Change Annual Policy Committee Review: April 11, 2018 – No Change Board Annual Review 05 06 20, 5/5/21- No Change Policy Committee: September 9, 2021 School Board Public Hearing/First Read: October 6, 2021 | Page 1 of 1 Category: Recommended |

PUBLIC ~~PARTICIPATION~~ COMMENT AT BOARD MEETINGS

The primary purpose of the Oyster River Cooperative School Board meetings is to conduct the business of the Board as it relates to school policies, programs and operations. The public is encouraged to attend all public meetings of the Board. However, the public is not allowed to participate in public Board meetings except during public comments. The Board will allow public comments at regular public meetings.

Public comments can be limited by the Chairperson in order to accomplish the agenda in a timely manner. For the School Board to conduct its meetings properly and efficiently, and in order to assure that persons who wish to appear before the Board may be heard, it is expected that the following will guide public comments at Board meetings:

1. Consistent with RSA 91-A:3, Policy BEDB, and the laws pertaining to student and family privacy rights, the Board will not place any matter on the public agenda that is to be properly discussed in a non-public session. Complaints regarding district staff will be directed to the Superintendent.
2. All speakers are to conduct themselves in a civil manner. Obscene, slanderous, defamatory or violent statements will be considered out of order and will not be tolerated. The Board Chairperson may terminate the speaker's privilege of address if the speaker does not follow this rule of order.
3. Non-residents who wish to speak on-agenda-items-only will be required to receive authorization from the Board Chair prior to the meeting.
4. Speakers may not delegate others to speak on their behalf or "give" time to other speakers.

This policy affects public access to the Board and the public's Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right-to-Know law that may not be suspended. This policy will be reviewed by the Board and all standing advisory committees annually before the end of April to ensure full awareness and compliance.

Legal Reference:

RSA 91-A:2, Meetings Open to Public
RSA 91-A:3, Non-Public Sessions

Cross Reference:

[BEDH-R & R1 – Public Comment Procedure & Sign-in Form](#)
BEA – Regular Board Meetings
BEC – Non-Public Sessions
BEDB – Agenda Preparation and Format
KEB – Complaints about School Personnel

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| <u>OYSTER RIVER COOPERATIVE SCHOOL DISTRICT</u> | <u>BEDH-R</u> |
| <u>Policy Committee: September 9, 2021</u> <u>School Board Public Hearing/First Read: October 6, 2021</u> | |

PUBLIC PARTICIPATION COMMENTS AT BOARD MEETINGS - PROCEDURE

The Oyster River Cooperative School Board values public input to the School Board through public comment time during School Board meetings as well as communications by email, letter, and other means.

In Public Comments, the School Board seeks to:

1. Include comments from as many Oyster River community members (including tuition student families **may speak to issues related to the building in which their child attends**) as possible in the time allotted for public comments.
2. Ensure multiple positions are reflected in public comments.
3. Maintain respectful deliberation of school district matters.

To facilitate these goals, the following procedure is established:

Public Comments are included in the agenda of the Regular School Board meetings. Public Comments will generally not be included in the agenda for Workshop meetings of the School Board, additional meetings of the School Board (meetings outside of the usual twice monthly business meetings), nor for subcommittee meetings of the School Board. This procedure does not apply to Annual Meetings of the District (which are the responsibility of the Moderator), nor to Public Hearings.

Public Comments are generally expected to be Individual comments. Group presentations will generally not be permitted outside of the time afforded to each individual speaker during Public Comments. **Speakers are discouraged from consecutively reading verbatim a lengthy written statement.**

~~Non-residents who wish to speak on agenda items only~~ will be required to receive authorization from the Board Chair prior to the meeting.

Individuals who wish to speak at the School Board meeting may be required to indicate their interest in speaking by signing-in prior to the start of the meeting. Sign-in may require names, home address, and topic(s) for comments. Alternatively, the School Board Chair may solicit information in other ways based on attendance at the beginning of the meeting.

The School Board Chair is responsible for managing time during Public Comments. Public Comments will typically be limited to 3 minutes per person, though the Chair may reduce that time if the number of speakers is 10 or more. Generally, no more than 18 speakers will be accommodated in any 30-minute public comment period.

~~When speakers are limited in number, the Chair will call speakers in the order in which they signed in and will make an effort to have an equal number of speakers on each side of an issue.~~

As an agenda item, Public Comments may be extended or restricted by action of the Board in the modification and approval of the meeting Agenda. Restricting Public Comment time at Regular meetings should only happen in unusual circumstances.

Individuals speaking during Public Comments may not delegate or assign their time to another individual.

Speakers preventing others from speaking or being heard or disrupting the School Board meeting outside of their designated public comment time may be directed by the Chair to leave the meeting.

Throughout the Procedure, references to the Chair shall refer to the presiding officer of the School Board meeting.

Legal Reference:

RSA 91-A:2, Meetings Open to Public
RSA 91-A:3, Non-Public Sessions

Cross Reference:

BEDH – Public Participation at a Board Meeting

BEDH-R1

BEA – Regular Board Meetings

BEC – Non-Public Sessions

BEDB – Agenda Preparation and Format

KEB – Complaints about School Personnel

Proposed BEDH-R1 – Public Comment Speaker Sign-In Form:

Meeting Date: _____

Oyster River Cooperative School Board – School Board Meeting Public Comment Speaker Sign-In

- 30 minutes are allocated for public comment near the beginning of the school board meeting.
- Speakers must be residents of Durham, Lee, Madbury, or Barrington **Tuition Families**.
- Speakers typically have 3 minutes for their comments.
- If more than 9 speakers sign up, each speaker may be limited to less than 3 minutes.
- Generally no more than 18 speakers can be accommodated in each 30-minute public comment period. ~~The Chair may call speakers alternating between different positions in order to increase the breadth of opinions presented during Public Comments.~~
- An additional public comment period is normally on the agenda at the end of the meeting. Speakers who are signed up but not allowed to speak at the beginning of the meeting will be invited to speak first at the end of the meeting as time allows.
- Refer to Policy BEDB and Procedure BEDB-R1 at https://orcsd.org/school_board/policies for details on public comment policy and procedures.



| First Name | Last Name | Street Address | Town | Describe topic and position (for/against/other) |
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Alternative Public Comment for School Board Meetings

October 1, 2021

The School Board adopted the requirement for all individuals at school board meetings to wear face coverings at the September 15 meeting. We will continue to invite public comment at board meetings. For those who would like to offer public comment and choose not to attend the school board meeting in person, public comment may be submitted by email and will be read at the school board meeting provided it meets these requirements:

- Must be submitted to and received by wdifruscio@orcsd.org by 3:00 pm on the day before the school board meeting. Comments received after this deadline will be held for the following meeting.
- Must include "Public Comment for School Board Meeting" or similar text in the subject line or first line of the body of the email. Other communications will be considered emails to the board and will be distributed to the school board but not read aloud in the meeting.
- Must be no longer than 300 words as counted by Microsoft Word, Outlook, or a similar tool.
- Must identify the sender's name and address. The sender's name and town of residence will be read with the comments. The SAU office may reply to request additional identifying information if the sender's identity and address are not clear.
- Senders must be residents of Oyster River towns or Barrington, NH only.

Those submitting public comment should not expect an immediate or direct reply. The public comment portion of the school board meeting is not a time of discussion with or amongst the school board.

If more than 10 comments are received for one meeting, only the first 10 comments will be read aloud at the meeting. If your comment is not read, it is shared with all School Board members, and placed in a communications notebook as part of the public record.

These provisions apply only to regular school board meetings (not workshop meetings, public hearings, the Annual Meetings of the District, or committee meetings) and will end when mask requirements for board meetings end.

Oyster River Cooperative School Board
Regular Meeting Minutes

September 15, 2021

DRAFT

SCHOOL BOARD PRESENT: Michael Williams, Al Howland, Brian Cisneros, Yusi Turell, Dan Klein, Tom Newkirk, Denise Day

STUDENT REPRESENTATIVE: Olivia Gass

ADMINISTRATORS PRESENT: Jim Morse, Suzanne Filippone, Sue Caswell, Catherine Plourde, Jay Richard, Rebecca Noe

STAFF PRESENT:

GUEST PRESENT:

ABSENT:

I. CALL TO ORDER at 7:00 PM by Michael Williams

Michael Williams informed the listening audience that we could possibly lose the live feed due to the extreme inclement weather and if that happens, we will hopefully be back on within 5 minutes and if not, it would still be recorded.

II. APPROVAL OF AGENDA

Michael Williams asked to move the Mask Protocol for School Board Meetings to follow after Section III - public comment. There were no other suggested changes.

Brian Cisneros moved to approve the agenda as amended, 2nd by Denise Day. Motion passed, 7-0 with the student representative voting in the affirmative.

III. PUBLIC COMMENTS

There were no public comments.

Mask Protocol for School Board Meeting – moved from Section VIII

Michael Williams opened the meeting by addressing the Mask Protocol for School Board meetings that was moved from Section VIII and he referred to the memo that he had written that was in the backup.

Dan Klein stated the board meetings should follow the district protocol for mask wearing for their Board meetings.

Dan Klein made a motion for board and all attendees to follow the district protocol that is in place at the time of the meeting, 2nd by Denise Day.

Al Howland asked if someone who wished to speak but were immune compromised, watching live, or refused to wear a mask, that public comment be set up remotely for them.

Michael Williams and Dr. Morse will establish procedure and protocol for the next meeting.

Tom clarified if there was a determination date for the motion.

Dan Klein restated the Board would follow district protocol for the entire school year.

Motion passed, 7-0 with the student representative voting in the affirmative.

IV. APPROVAL OF MINUTES

Denise Day moved to approve the regular meeting minutes from September 1st, 2nd by Brian Cisneros

Corrections:

Michael Williams submitted the following revisions:

Sue Caswell reported out on the DOE25/MS25 and that they are due today and is looking for the Board to authorize, approve and sign the DOE25 and MS25.

Brian Cisneros made a motion to authorize the Board to sign both the DOE25/MS25, 2nd by Denise Day. Motion passed, 7-0 with the student representative voting in the affirmative.

Michael Williams moved to approve the unanimous consent agenda: to affirm the hiring of an ORHS Chinese Teacher and to approve ORMS Fall Coaches for the 2021-22 school year, 2nd by Yusi Turell. Motion passed, 7-0 with the student representative voting in the affirmative.

Michael Williams moved to affirm the hiring of a Moharimet Kindergarten teacher, 2nd by Brian Cisneros. Motion passed, 7-0 with the student representative voting in the affirmative.

Tom Newkirk made a spelling correction on page 6--"reminded" in Denise's comment.

Motion passed as amended, 7-0 with the student representative voting in the affirmative.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District:

Rebecca Noe stated two weeks ago the high school started a new tradition called Bobcat of the Week. She recognized three students, Jingxuan Guo, Leonardo Li, J Ruml who received National Merit Scholarships. Also, Spirit week is coming up with events including a Hypnotist, Mr. Bobcat & an outside spirit rally. She is very excited about these efforts to gather the community together.

Jay Richard stated the middle school will be holding virtual open houses for parents, which will be recorded and reposted for later viewing. The 5th grade parents will be invited to attend in person with a RSVP. The soccer fundraiser and open house for alumni's will be on Friday, 9/24 from 3:30 – 5:00 and Saturday, 9/25 from 11:00 – 2:00 PM.

B. Board:

Tom Newkirk made a comment about the K-4 World Language program and generated questions for the Board to consider:

- 1) Are we in favor of a K-4 World Language Program?
- 2) Which languages do we support?
- 3) What result in proficiency do we expect?
- 4) What intensity of instruction should be achieved? Is one teacher per school a workable model?
- 5) In consideration to the length of the day, if we're adding something what are we taking out?
This would need to be negotiated with the Guild
- 6) When should the program start?

7) How integrated should the languages be throughout the school day? For example, would vocabulary be reinforced by teachers during the day?

Denise Day shared her appreciation for getting newsletters from the different schools.

VI. DISTRICT REPORTS

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

Suzanne Filippone spoke about the professional development focus on multi-tiered systems of support, specifically Tier 2/3's targeted instruction with identified students. She thanked the community and the Board for their support in having students back in the building since it is integral to their work.

Catherine updated the Board on the current data from the Metric chart. She stated that we are still not fully staffed and have a very small pool of subs. She shared that the principals across the schools are doing an amazing job utilizing their staff and paras for coverage. Regarding plans for extended absence, if a classroom teacher is in quarantine, the teacher can still provide Zoom instruction with a sub in the physical classroom. Students quarantining will use Bobcat/Flex time for extra support when they return.

Brian Cisneros asked for clarification of the Local tracing metric. Catherine stated that it is backwards and thanked Brian for mentioning it.

Dr. Morse asked Catherine to update the Board on the S.A.S.S.

Catherine shared Dr. Chan's comments regarding Strafford County, which includes large concerns about clusters occurring in schools. There are 23 active clusters in school with 135 infections in students and 11 in staff. He urges schools to have substantial mitigation layers, mask wearing, vaccinations & screening in order to respond to a cluster, all of which our schools have in place. Catherine has posted this information to the site.

Catherine also spoke about the S.A.S.S. (Safer at Schools Screening) program's commitment to provide weekly testing to all families & staff who consent. The goal was for 250 to sign up and right now the district has 248 consents for students and 33 for staff. A schedule will be provided to families next week. Parents & staff can continue to opt in at any time, however, Thursdays will be the cut off for signing up to participate in the following week's screening. Most participants are from the elementary & middle school grades, which makes sense since the initiative helps target unvaccinated populations.

B. Superintendent's Report

Dr. Morse began by sharing his sincere gratitude to Brenda Worden who sent lunch to the central office as a thank you for all their seen and unseen efforts and read her letter to the Board. This act of thoughtfulness was very much appreciated by the entire Board.

He announced his Fall town meetings will be taking place in Madbury on Sept. 17th at 9am, in Lee on Sept. 20th at 6pm, and in Durham on Sept. 27th at 7pm.

Dr. Morse informed the Board that he, Brian, Al, and Dan are going to be doing a lot of night meetings for fall negotiations and that they will have limited availability during this time.

Lunch Program

Dr. Morse spoke on behalf of Doris Demers reporting that the lunch program is seeing amazing results, even exceeding pre-covid numbers. All the schools are seeing an increase in meals, with the middle and high schools seeing much higher amounts than previously. As a result of the

federal government grant, lunch and breakfast costs are covered, and milk comes with the meals. This has been a great turn around in the food service program.

Bus Run Status

Dr. Morse stated that approximately 1,200 students are being bussed with 10 less drivers. This is close to pre-covid numbers which typically ranged from 1,200-1,400. He shared with the Board that Andy Lathrop wrote a letter thanking Lisa Huppe for squeezing in some transportation for athletics. Unfortunately, until more bus drivers are hired there aren't enough drivers for this to occur on a dependable basis.

ConVal Lawsuit

With regards to the ConVal lawsuit, Dr. Morse stated there is a lot of work to be done reproducing reports by Sept. 28th to prove there was not adequate funding by the state for the schools.

Dr. Morse introduced the new School Board Records Keeper, Karyn Laird and explained that she is also the administrative assistant at the high school for special education.

Strategic Plan Board Review

Dr. Morse spoke about the DEI restorative justice initiative that will aim to teach students to take responsibility for their behavior with their peers. Adults will guide students through a process of understanding the feelings of all parties involved in an issue. The hope is that kids will develop empathy and understand that words hurt.

Dr. Morse shared there has been modest success in hiring efforts to achieve a more diverse faculty. Recently, the Board made additions to their custodial and bus staff, as well as the hiring of two Chinese teachers who are Chinese by birth. The Board is further along in their goal than they were three years ago.

Al Howland commented on the critical housing shortage in our area that is making it difficult for people to relocate to the community.

Dr. Morse commented that creating a welcoming and supportive atmosphere is part of the impact too.

Michael Williams asked if a job description would be developed and a time frame for when this could happen for Dr. Morse's requested DEI coordinator position.

Dr. Morse stated that it be created sooner rather than later, ideally before budget.

Yusi Turell shared her pleasure in having a strategic plan and sees benefits of it reaching into the curriculum as well.

Sustainability Report

Maggie reported that four teacher coordinators from the schools assisted in drafting the sustainability report, which is grounded in a lot of research and input from the community & parents. They continue to build as they go, and its momentum is due in large part to the strong community support.

Denise Day shared how impressed she is with the thoroughness of the sustainability report.

Yusi Turell commented on the remarkable efforts that have been witnessed as it has evolved from grassroots to a district wide coordinator.

Maggie stated a school-based model grounded with relationships will move the work forward, have the most impact, and will sustain change.

Dr. Morse thanked Maggie and the community members for putting their best practices forward.

Middle School Grade 5 Foreign Language Proposal

Dr. Morse briefly explained to the Board the work the Jay has done on this and asked Jay to report out on his proposed schedule.

Principal Jay Richard spoke about the addition of world language and music at the middle school emphasizing that scheduling is always the challenge. The only program not 5-8 is world language and the community & students are very excited for this opportunity. He stated the world language staff created a plan that will be implemented on September 30th. He credited the Board for the considerable improvements the world language program has seen over the past 10 years.

Jay went on to explain that like the high school, he'd like an alternating A/B schedule to begin this year and be transitioned to the new middle school. He explained that a master schedule fits into the greater scheme of coordinating the two schools. He is excited for the opportunity for the middle and high schools to collaborate so students can transition up or down. The physical location of the two schools provides advantages for vertical alignment of subjects, like what is already occurring with math.

Denise Day asked if other middle schools follow that kind of scheduling and wondered if it was "developmental" for this age group.

Dr. Morse explained that middle schools were doing block scheduling prior to high schools and that it was originally developed at the middle school level.

Tom Newkirk asked if the number of teachers needed would vary according to language choices given to students.

Jay explained that typically 70% of students take Spanish, 20% take French and 10% take Chinese, and since half of the staff are dual certified in French & Spanish, he doesn't see any issues with staffing.

Michael Williams asked if there was a plan to coordinate with Barrington for the middle school students coming over.

Dr. Morse stated that this has already happened as the OR World Language teachers met with Barrington to help establish their program.

Jay explained that this point was already defined, and they have reached out to our school.

Al Howland asked when we'd expect to begin this change and collaborate the block scheduling at the middle school with the high school.

Jay answered this fall with a total change in 2022.

C. Business Administrator

No report given.

D. Student Representative Report:

Olivia reported that the transition at the high school has been overall good. She shared there is an issue with the traffic in the morning. There is a backup dropping kids off causing students to arrive late to class, and she'd like attendance to be considered as a result. Olivia thanked the student leadership for all the great work they have done for spirit week and the planning of extra activities outside of school. She also said there has been a great turnout for fall sports. Players enjoy having the fans watch and fans are excited to be at the games.

E. Finance Committee Report:

Al Howland began by sharing the finance committee's projected numbers for new spending:

Two positions for world language - \$180k

DEI coordinator (full time position) - \$100-125k

IT (laptops) - \$70,000k

Custodians (more will be needed at the middle school) 100k

He stated the goal of the budget is to scrutinize new spending. As the revenue and the shared revenue fluctuates, a refined budget goal for October will focus on what the new spending will be for the world language and DEI positions and balancing what's in the CIP.

Denise Day asked to revisit the bond payments on buildings and how it will impact what we have for everything else in the next budget discussion.

Tom wanted to consider increasing the compensation for substitutes.

Al assured the Board a more refined set up of what the drivers are will be established for the Board to review.

The Board had a brief discussion on the budget.

F. Other: None

VII. UNANIMOUS CONSENT AGENDA

Michael Williams moved approve ORHS Fall Coach & volunteer for the 2021-22 school year, 2nd by Brian Cisneros. Motion passed, 7-0 with the student representative voting in the affirmative.

VIII. DISCUSSION & ACTION ITEMS

Mask Protocol for School Board meetings – Moved to follow Section III – Public Comment

Budget Goal

Michael Williams made a motion to set the budget planning goal for FY 2023 at the Oct. 6th meeting, 2nd Brian Cisneros. Motion passed, 7-0 with the student representative voting in the affirmative.

Board Resolution on Teaching About Race

Tom Newkirk read his revised resolution for Board approval.

Denise Day thanked Tom for all his hard work.

Yusi Turell made a motion to accept the Oyster River School Board resolution on teaching about race and discrimination, 2nd by Dan Klein, Motion passed, 7-0 with the student representative voting in the affirmative.

360° Feedback Process in Superintendent's Annual Evaluation for Discussion

Michael Williams stated the 360° Feedback Process will include feedback from staff & community partners that interact directly with the superintendent. He sees it as an important tool for looking at not only the current superintendent but down the road at the future new superintendent. Ideally the surveys would be sent out by end of October.

Denise Day shared concerns about collating the data, removing names and the amount of work for individuals.

Michael felt it was important to include names on feedback and collating data could be easily done electronically.

Brian stated the survey process would be over a short period of time, that by Oct.20th surveys would be out and then collected by end of December. The results would get back to the Board for January.

Michael said he will create questions to bring to the Oct. 6th meeting.

Yusi shared she hopes the process supports a culture of community, provides the framework for what we want in a new superintendent and is clear on our rationale.

Michael clarified the survey would have three contributing groups: The Board, Peers (including town administrators), and staff (leaders of schools, department heads & collective bargaining). He explained the rationale is that it is not a public survey, so it will not go to all staff or all the community. Michael said he will work with Brian and Tom to bring a first cut of questions to the next meeting.

Denise Day made a motion for Michael, Tom & Brian to work on developing the questions to inform the 360° feedback process for the superintendent's evaluation, 2nd by Brian Cisneros, Motion passed, 7-0 with the student representative voting in the affirmative.

IX. SCHOOL BOARD COMMITTEE UPDATES:

The Manifest Committee met and completed the following manifests.

Payroll Manifest #4 Total is \$862,590.04

Vendor Manifest #6 Total is \$910,830.46

Denise Day stated the policy committee did meet and the policies will be presented at the next Board meeting, including the FF-R Naming of Facilities procedure and Policy BEDH- Public Participation at Board Meetings. There will be a public hearing at the beginning of the next Board meeting on BEDH.

Denise shared that serving on manifest is going to be up for rotation. Her and Tom will continue until the end of this month, and Denise is happy to continue serving on manifest. She encouraged others to think of taking a turn and if they are interested, they can let Wendy know.

Yusi Turell updated the Board on the equity & anti-race committee. The first meeting since summer break will be next week. She shared there are increasing internal and external

resources. The intern did excellent work collecting data and there is increased interest in all stakeholders. The committee will be coordinating round table discussions and opportunities to engage with the community and Board. Yusi made mention that it's the first day of Yom Kippur and the second day of Hispanic Heritage month to recognize the diversity in our community.

Tom Newkirk stated the policy on use of email is very restrictive since it only allows email to be used to schedule meetings. He wondered if this policy is too restrictive and if it should be changed.

Michael Williams will make the email policy an agenda item and Dr. Morse suggested that we involve Attorney Graham to be a part of the discussion.

Michael Williams also stated that the NHSBA released their conference material surrounding Policy BEDH and that it was very informative and suggested that it be sent to the full Board to review.

X. PUBLIC COMMENTS:

There were no public comments.

XI. CLOSING ACTIONS

- A. Future Meeting Dates:** September 29, 2021 Manifest Meeting – SAU 3:30pm
October 6, 2021 Regular Meeting – ORHS Library
Public Hearing on Policy BEDH – ORHS Library
October 20, 2021 Regular Meeting – ORHS Library
October 28, 2021 ½ Day Budget Workshop – Durham TC Chambers

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

NON-MEETING SESSION: RSA 91-A2 I (a)

- Strategies or negotiations with respect to collective bargaining.

XIII. ADJOURNMENT

Al Howland moved to adjourn the regular meeting at 8:42pm, 2nd by Brian Cisneros. Motion passed, 7-0 with the student representative voting in the affirmative.

The School Board and Superintendent moved into a non-meeting session at 8:52pm.

Respectfully Submitted,
Karyn Laird
Records Keeper

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

2021

OCTOBER 1, 2021 ENROLLMENT DATA

CLASSROOM ENROLLMENT BY SCHOOL

(RESIDENT STUDENTS + TUITION)

| GRADE | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Totals |
|---------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------------|
| Mast Way | 62 | 55 | 66 | 63 | 77 | | | | | | | | | 323 |
| Moharimet | 66 | 49 | 59 | 49 | 68 | | | | | | | | | 291 |
| Middle School | | | | | | 153 | 160 | 159 | 158 | | | | | 630 |
| High School | | | | | | | | | | 223 | 211 | 202 | 226 | 862 |
| Totals | 128 | 104 | 125 | 112 | 145 | 153 | 160 | 159 | 158 | 223 | 211 | 202 | 226 | 2106 |

HOME EDUCATION ENROLLMENT BY SCHOOL

| GRADE | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Totals |
|---------------|---|---|---|---|---|----|---|----|---|---|----|----|----|-----------|
| Mast Way | 0 | 6 | 3 | 5 | 3 | | | | | | | | | 17 |
| Moharimet | 0 | 2 | 2 | 0 | 1 | | | | | | | | | 5 |
| Middle School | | | | | | 10 | 6 | 11 | 8 | | | | | 35 |
| High School | | | | | | | | | | 3 | 6 | 4 | 7 | 20 |
| Totals | 0 | 8 | 5 | 5 | 4 | 10 | 6 | 11 | 8 | 3 | 6 | 4 | 7 | 77 |

TOTAL ENROLLMENT BY SCHOOL

(RESIDENT STUDENTS + TUITION + HOME EDUCATION)

| GRADE | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Totals |
|---------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------------|
| Mast Way | 62 | 61 | 69 | 68 | 80 | | | | | | | | | 340 |
| Moharimet | 66 | 51 | 61 | 49 | 69 | | | | | | | | | 296 |
| Middle School | | | | | | 163 | 166 | 170 | 166 | | | | | 665 |
| High School | | | | | | | | | | 226 | 217 | 206 | 233 | 882 |
| Totals | 128 | 112 | 130 | 117 | 149 | 163 | 166 | 170 | 166 | 226 | 217 | 206 | 233 | 2183 |

SCHOOL ENROLLMENT BY TOWN (RESIDENT STUDENTS ONLY)

(HOME EDUCATION AND TUITION STUDENTS EXCLUDED)

| GRADE | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Totals |
|---------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------------|
| Durham | 60 | 46 | 52 | 57 | 68 | 83 | 76 | 68 | 74 | 90 | 78 | 80 | 88 | 920 |
| Lee | 48 | 42 | 49 | 44 | 52 | 48 | 59 | 56 | 52 | 56 | 54 | 59 | 52 | 671 |
| Madbury | 20 | 16 | 24 | 11 | 25 | 22 | 25 | 35 | 32 | 37 | 28 | 28 | 32 | 335 |
| Totals | 128 | 104 | 125 | 112 | 145 | 153 | 160 | 159 | 158 | 183 | 160 | 167 | 172 | 1926 |

HOME EDUCATION ENROLLMENT BY TOWN

| GRADE | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Totals |
|---------------|---|---|---|---|---|----|---|----|---|---|----|----|----|-----------|
| Durham | 0 | 0 | 0 | 0 | 3 | 5 | 2 | 6 | 2 | 2 | 0 | 1 | 5 | 26 |
| Lee | 0 | 6 | 3 | 5 | 1 | 4 | 3 | 4 | 3 | 1 | 3 | 3 | 0 | 36 |
| Madbury | 0 | 2 | 2 | 0 | 0 | 1 | 1 | 1 | 3 | 0 | 3 | 0 | 2 | 15 |
| Totals | 0 | 8 | 5 | 5 | 4 | 10 | 6 | 11 | 8 | 3 | 6 | 4 | 7 | 77 |

TOTAL ENROLLMENT BY TOWN

(SCHOOL + HOME EDUCATION STUDENTS) (TUITION STUDENTS EXCLUDED)

| GRADE | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Totals |
|-------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------------|
| Durham | 60 | 46 | 52 | 57 | 71 | 88 | 78 | 74 | 76 | 92 | 78 | 81 | 93 | 946 |
| Lee | 48 | 48 | 52 | 49 | 53 | 52 | 62 | 60 | 55 | 57 | 57 | 62 | 52 | 707 |
| Madbury | 20 | 18 | 26 | 11 | 25 | 23 | 26 | 36 | 35 | 37 | 31 | 28 | 34 | 350 |
| Total Town | 128 | 112 | 130 | 117 | 149 | 163 | 166 | 170 | 166 | 186 | 166 | 171 | 179 | 2003 |

TOTAL TUITION ENROLLMENT

| GRADE | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Totals |
|---------|---|---|---|---|---|---|---|---|---|----|----|----|----|------------|
| Tuition | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 40 | 51 | 35 | 54 | 180 |

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
BUSINESS ADMINISTRATOR'S OFFICE

SAU #5
36 COE DRIVE
DURHAM NH 03824

(603) 868-5100
FAX (603) 868-6668
scaswell@orcscsd.org

To: School Board & Superintendent
From: Sue Caswell, Business Administrator
Date: October 6, 2021
Re: FY2023 Calculations

This memorandum is written to provide budget information to you as you discuss the FY2023 budget.

Salaries for teachers will increase an estimated \$730,000. We estimate the cost for non-bargaining unit employees to be in the range of \$225,000. There are two units up for negotiations this year, ORESPA and ORPASS, so salaries for these employees are left at FY22 levels.

Keep in mind that we have moved the budget presentation back to accommodate the setting of the guaranteed maximum rate (GMR) for health insurance. We should have this figure before we meet on October 28. To give you an idea of how much this impacts the budget we have calculated a 10% increase to be approximately \$565,000.

We have prioritized the capital budget of \$1,167,000 out of a request of \$1,610,000. Included in this budget is the \$542,000 needed to complete the high school tennis courts, the moving of the middle school boilers to the high school and \$255,000 for phase 2 of the air conditioning at the high school. This will add \$274,000 to the budget.

The increase in the square footage of the new middle school will require additional custodial help and there are several additional positions called for in the Strategic Plan.

All utility, supply, contracted service, and equipment accounts have been maintained to the amounts in the current budget. There will be adjustments made to reassign some services.

There will also be requests to locally support the 3 tutors currently funded by the ESSER funds for an estimated total of \$120,000. Based on conversations with the Leadership Team we expect a request for an MTSS math position for the elementary schools. This will cost the district an estimated \$100,000.

I have outlined on the next page what our increases might look like for FY2023.

| | | | |
|----------------------------|--|--|-----------|
| Guild Contract | | | 730,000 |
| Non-Union Contracts | | | 225,000 |
| Health at 10% | | | 565,000 |
| Capital Account | | | 274,000 |
| Additional Custodial | | | 100,000 |
| K-4 Spanish Teachers | | | 180,000 |
| DEI Coordinator | | | 100,000 |
| Communications Coordinator | | | 40,000 |
| 3 ESSER Tutors | | | 120,000 |
| MTSS Math Position | | | 100,000 |
| Total | | | 2,434,000 |

Revenues will be adjusted. There will be an increase of approximately \$95,000 from the increase in the Barrington tuition rate. The Adequacy estimate will be available on November 15.

Bond Payments

| Budget Year | HS-1 | HS-2 | Field | MS-1 | MS-2 | Total | Building Aid | Budget + or - |
|-------------|-------------|-----------|-----------|-------------|-------------|-------------|--------------|---------------|
| 2021-22 | \$1,091,400 | \$117,703 | \$166,688 | \$ 703,238 | \$ 374,676 | \$2,453,705 | \$ 523,742 | |
| 2022-23 | \$1,043,970 | | \$163,907 | \$ 703,238 | \$ 733,061 | \$2,644,176 | \$ 523,742 | \$ 190,471 |
| 2023-24 | | | \$161,126 | \$1,333,545 | \$ 733,061 | \$2,227,732 | | \$ 107,298 |
| 2024-25 | | | \$158,344 | \$1,328,039 | \$1,321,611 | \$2,807,994 | | \$ 580,262 |
| 2025-26 | | | \$155,563 | \$1,327,721 | \$1,316,195 | \$2,799,479 | | \$ (8,515) |
| 2026-27 | | | \$152,781 | \$1,320,746 | \$1,318,173 | \$2,791,700 | | \$ (7,779) |
| 2027-28 | | | | \$1,321,986 | \$1,318,365 | \$2,640,351 | | \$ (151,349) |
| 2028-29 | | | | \$1,321,186 | \$1,316,773 | \$2,637,959 | | \$ (2,392) |

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

SAU # 5

36 Coe Drive

Durham, New Hampshire

To: Oyster River School Board
 Dr. James Morse, Superintendent

From: Sue Caswell, Business Administrator

Date: October 6, 2021

Subject: Barrington Tuition Rate for 2022-23

The Tuition Agreement we have with the Barrington School District requires that we notify them in October of the tuition rate for the next year. The current rate is \$18,330. The new rate is determined by the percentage change of the actual difference in appropriation operating cost of the Oyster River High School in the prior fiscal year. We have calculated the percentage change to be 3.02%. Therefore, the tuition rate for Barrington students for the 2022-23 school year will be \$18,883. The details of this calculation are:

| Barrington Tuition calculation Data from MS 22 forms (excludes transportation and food service) | | | | | |
|---|-------------|-------------|-------------|-------------|-------------|
| Date on MS 22 form====> | 2017 | 2018 | 2019 | 2020 | 2021 |
| Budget year====> | 17-18 | 18-19 | 19-20 | 20-21 | 21-22 |
| Function | High School |
| Regular Programs | 6,473,488 | 6,538,332 | 6,735,114 | 6,984,552 | 7,377,318 |
| Special Programs | 2,471,686 | 2,380,665 | 2,424,934 | 2,422,538 | 2,596,840 |
| Vocational Programs | 17,300 | 17,236 | 30,000 | 35,000 | 35,000 |
| Other Programs | 539,740 | 543,968 | 618,204 | 575,955 | 584,804 |
| Student Support Services | 1,329,215 | 1,497,548 | 1,715,277 | 1,901,223 | 1,983,439 |
| Instructional Staff Services | 295,837 | 303,698 | 311,545 | 337,029 | 344,798 |
| School Board | 47,364 | 47,179 | 44,015 | 44,387 | 57,171 |
| Other Executive Admin | 447,500 | 455,918 | 481,666 | 484,608 | 533,200 |
| School Admin Services | 639,096 | 656,750 | 676,251 | 710,304 | 748,451 |
| Business | 216,474 | 223,731 | 234,709 | 244,918 | 262,561 |
| PPO & M | 1,742,946 | 1,782,264 | 1,883,795 | 1,984,862 | 1,662,878 |
| Support Services | 449,490 | 488,792 | 535,312 | 578,261 | 609,136 |
| | 14,670,136 | 14,936,081 | 15,690,822 | 16,303,637 | 16,795,596 |
| | 5.98% | 1.81% | 5.05% | 3.91% | 3.02% |
| Barrington School Year | FY18-19 | FY19-20 | FY20-21 | FY21-22 | FY22-23 |
| | 16,493 | 16,792 | 17,641 | 18,330 | 18,883 |

Finance Committee Update

Budget Goal

The 2021-22 School Board budget goal will include three options. 2.5% (1,219,781), 3% (1,463,737), and 3.5% (1,707,693) net increases from the approved fiscal 20-21 budget (48,791,231). The total increases will include fund 10, 21, 22/23 and all warrant article recommended by the Board. Revenue and reserve accounts can be used to offset expenses.

| Percentage | Total |
|------------|------------|
| 2.5% | 48,545,962 |
| 3.0% | 48,789,919 |
| 3.5% | 48,923,874 |

The committee discussed changing the budget baseline from the sum of funds and warrants used in last year's budget goal to the total apportionment to the towns. This would reduce the budget baseline from 50 million to 43 million and would make it more difficult to include new spending to support the strategic plan. The committee is recommending we stick with last year's framework and use the approved 21-22 budget (50,254,908) as a baseline for the 22-23 budget goal. Below is our suggestion for this year's budget goal.

The 22-23 School Board budget goal will include three options 3.1% (1,557,902), 3.6% (1,809,176), and 4.1% (2,060,451) spending increases from the approved 21-22 budget (50,254,908). This includes funds 10,21,22/23 and all warrants articles recommended by the board. Revenue and reserve accounts can be used to offset expenses.

Budget Drivers

Sue put together and update of budget drivers and department spending requests

| | |
|--|-----------|
| | |
| Guild Contract | 730,000 |
| Other Contracts | 225,000 |
| Health at 10% | 565,000 |
| Facilities Capital Account | 274,000 |
| Additional Custodial | 100,000 |
| K-4 Spanish Teachers | 180,000 |
| DEI Coordinator | 100,000 |
| Communications Coordinator | 40,000 |
| 3 Tutors currently supported by Esser Funds | 120,000 |
| MTSS Math Position | 100,000 |
| | 2,434,000 |
| | |

The Guild, other personnel contracts, and health insurance add up to \$1,520,000 or 3% new spending. To meet last year's 2.5% goal would require cuts to current programming and as a result, the committee is recommending a range of 3.1%-4.1% for this year's budget goal.

Capital Projects

| | | |
|---------------|---|-----------|
| High School | Tennis Courts | 542,000 |
| High School | Add MS boilers to HS, 2 new DHW boilers, Controls | 170,000 |
| Middle School | Playground | 100,000 |
| SAU | Design and Engineering for new SAU | 100,000 |
| High School | AC for 2nd floor of tower | 255,000 |
| Mast Way | 3 air handler replacements | 210,000 |
| Mohariment | Retaining wall at playground | 28,000 |
| High School | Renovations to Art room | 35,000 |
| | | 1,440,000 |
| | | |

The first 5 items in the capital account have been prioritized and as indicated on the budget driver table would add \$274,000 to the budget. One major discussion item is a new SAU. 100K for design and engineering has been included in the 22-23 capital projects and 850K is included in the 23-24 capital projects.

Bonds

At the last meeting, there was a question of how adding the cost of the middle school bonds relates to the expiring high school bonds. Below is a table of the middle school, high school, and field bond payment schedule.

Bond Payments

| Budget Year | HS-1 | HS-2 | Field | MS-1 | MS-2 | Total |
|-------------|-----------|------|---------|-----------|-----------|-----------|
| 22-23 | 1,043,970 | | 163,907 | 703,238 | 733,061 | 2,644,176 |
| 23-24 | | | 161,126 | 1,333,545 | 1,321,611 | 2,227,732 |
| 24-25 | | | 158,344 | 1,328,039 | 1,316,195 | 2,807,994 |
| 25-26 | | | 155,563 | 1,327,721 | 1,318,173 | 2,799,479 |
| 26-27 | | | 152,781 | 1,320,746 | 1,318,173 | 2,791,700 |
| 27-28 | | | | 1,321,986 | 1,318,365 | 2,640,351 |
| 28-29 | | | | 1,321,186 | 1,316,773 | 2,637,959 |
| | | | | | | |



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

ORCS D ATHLETICS DEPARTMENT

To: Dr. James Morse, Superintendent
From: Andy Lathrop
Date: 10/01/2021
Re: 2021 HS Fall Coach Nomination

Message:

Please accept the following name for nomination to coach their selected sport this upcoming fall season.

High School:

Volunteer Positions:

Paid Positions:

| Name | Team | Stipend | Years | Longevity | Total |
|--------------|------------------------|---------|-------|-----------|---------|
| Kirsten Lang | Girls Varsity Lacrosse | \$4,259 | 0 | \$0 | \$4,259 |

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

Oyster River Cooperative School District

COACHING NOMINATION FORM

| | |
|---|--|
| Name of Candidate: Kirsten Lang | School: ORHS |
| Position: Girls Varsity Lacrosse Head Coach | Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/> |

Athletic Director Narrative:

Please accept this nomination of Kirsten Lang as the Varsity Girls Lacrosse Head Coach. Kirsten has coached at the collegiate and high school levels and is a former para professional in the ORCSD. Her background playing in college and her experience makes her a great fit for our girls.

Attachments:

Reference Checks:



Application:



Andrew P. Lathrop
Signature of Athletic Director

9-14-21
Date



Oyster River Cooperative School District

Coaching Nomination Summary Form

School Board Meeting Date:

Name of Coach: *Kirstin Lang*

Coaching Position: *Women's Varsity Lacrosse* HS MS

Number of Years as ORCSD Coach:

—

Number of Years of Coaching Experience:

10 +

Summary of Professional Experience:

See typed word document attached.

Awards and Recognition

- NEWLL League Champions 2018 – UNH Club Lacrosse
- NEWLL League Champions 2019 - UNH Club Lacrosse
- Competed in the WCLA National Tournament in Round Rock Texas May 2018, finishing in 6th place out of 141 Division II Teams in the county - UNH Club Lacrosse
- Competed in the WCLA National Tournament in VA Beach, Virginia May 2019, finishing in 7th place out of 141 Division II Teams in the county - UNH Club Lacrosse
- 2019 Recipient of the “Keeper of Lacrosse” Award, given to the team with the best Sportsmanship - UNH Club Lacrosse

Kirstin Lang – Summary of Professional Experience

Kirstin grew up in Westchester County, NY and spent her freshman through high school years playing on the Varsity Lacrosse team. A senior team captain, she was an Academic All American her senior year, in addition to Team MVP, First Team All-League and First Team All-County. Her junior year, she competed at the NY State Empire Games as part of the Hudson Valley Team, consisting of athletes and different sports from all over New York State. The Hudson Valley Team took home the silver medal in 2003. Kirstin committed to play Division I Lacrosse at the University of New Hampshire. She played her freshman year (2008-2009) and spent the remainder of her college years coaching all over the Seacoast. From club teams (Lighthouse Lacrosse and Houlagans) to local community programs (Dover Cocheco Youth Lacrosse), Kirstin has been involved in coaching almost every age level the last ten years. She has experience coaching at the high school level, getting her start at Portsmouth HS as an assistant coach for two years with the JV Lacrosse Team, followed by a year of head coaching at Dover HS in 2013. Most recently, Kirstin has coached the UNH Women’s Club Lacrosse team for the last four years. The team’s success in the NEWLL league (playing UVM, Merrimack, Bates, UMaine, and more) led them to back to back appearances at the WCLA National League Championship.

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

INTEROFFICE MEMORANDUM

TO: ORCSD School Board
FROM: Jim Morse, Superintendent
DATE: October 1, 2021
RE: Affirmative Action Officer 2021-22

I would like to nominate Catherine Plourde to be the Affirmative Action Officer for the 2021-22 school year.

Thank you.

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

36 Coe Drive

Durham, New Hampshire 03824

Telephone: 603-868-5100

Facsimile # 603-868-6668

SCHOLARSHIP ACCEPTANCE

We the undersigned members of the School Board of Oyster River Cooperative School District accept and authorize the creation of The Bamford Scholarship, described in the accompanying document. We authorize the Superintendent of Schools to file any forms or documents required in connection with the creation of said scholarship and to take all other lawful actions necessary to ensure that funds associated with this scholarship are expended only for their intended purpose.

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____
- 6 _____
- 7 _____

COPY

Date: _____

OYSTER RIVER HIGH SCHOOL

The Bamford Scholarship

Qualifications:

Member of a Varsity sports team
Minimum 3.0 GPA
Record of Outstanding Community Service

Disbursement:

The School Board is the agent to expend the funds annually.

Succession plan:

The scholarship will be held in an expendable trust.

If the amount in the account is below \$100.00, the account will be closed.

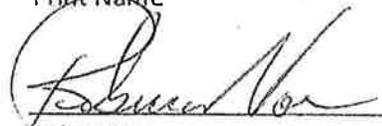
Jack Edwards

Print Name


Jack Edwards
Signature

Rebecca Noe

Print Name


Rebecca Noe, Principal
Signature

Policies for
 First/Second Read/Adoption/Deletion
**SB Meeting of
 October 6, 2021**

| Title | Code |
|--|-------------|
| | |
| Policies for First Read | |
| Public Comments at Board Meetings/Procedure & Form | BEDH/R & R1 |
| School Safety | EBB |
| Employment References and Verification (Prohibiting Aiding & Abetting of Sexual Abuse) | GADA |
| | |
| Policies for Second Read/Adoption – Unanimous Consent | |
| | |
| Policies for Deletion/Replacement | |
| | |
| | |
| Policies in Process | |
| Distance Education | IMBA |
| Policy Development System/Policy Adoption/Policy Review and Evaluation | BGA/BGB/BGC |
| | |

| | |
|---|--------------------------------------|
| OYSTER RIVER COOPERATIVE SCHOOL BOARD | Policy Code: BEDH |
| School Board/Superintendent Revisions: January 13, 2014 Reviewed by School Board: March 31, 2015 Policy Committee Review: April 13, 2016 – No Change Annual Policy Committee Review: April 19, 2017-No Change Annual Policy Committee Review: April 11, 2018 – No Change Board Annual Review 05 06 20, 5/5/21- No Change Policy Committee: September 9, 2021 School Board Public Hearing/First Read: October 6, 2021 | Page 1 of 1 Category: Recommended |

PUBLIC ~~PARTICIPATION~~ COMMENT AT BOARD MEETINGS

The primary purpose of the Oyster River Cooperative School Board meetings is to conduct the business of the Board as it relates to school policies, programs and operations. The public is encouraged to attend all public meetings of the Board. However, the public is not allowed to participate in public Board meetings except during public comments. The Board will allow public comments at regular public meetings.

Public comments can be limited by the Chairperson in order to accomplish the agenda in a timely manner. For the School Board to conduct its meetings properly and efficiently, and in order to assure that persons who wish to appear before the Board may be heard, it is expected that the following will guide public comments at Board meetings:

1. Consistent with RSA 91-A:3, Policy BEDB, and the laws pertaining to student and family privacy rights, the Board will not place any matter on the public agenda that is to be properly discussed in a non-public session. Complaints regarding district staff will be directed to the Superintendent.
2. All speakers are to conduct themselves in a civil manner. Obscene, slanderous, defamatory or violent statements will be considered out of order and will not be tolerated. The Board Chairperson may terminate the speaker's privilege of address if the speaker does not follow this rule of order.
3. Non-residents who wish to speak on agenda items only will be required to receive authorization from the Board Chair prior to the meeting.
4. Speakers may not delegate others to speak on their behalf or "give" time to other speakers.

This policy affects public access to the Board and the public's Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right-to-Know law that may not be suspended. This policy will be reviewed by the Board and all standing advisory committees annually before the end of April to ensure full awareness and compliance.

Legal Reference:

RSA 91-A:2, Meetings Open to Public
RSA 91-A:3, Non-Public Sessions

Cross Reference:

[BEDH-R & R1 – Public Comment Procedure & Sign-in Form](#)
BEA – Regular Board Meetings
BEC – Non-Public Sessions
BEDB – Agenda Preparation and Format
KEB – Complaints about School Personnel

| | |
|--|---------------|
| <u>OYSTER RIVER COOPERATIVE SCHOOL DISTRICT</u> | <u>BEDH-R</u> |
| <u>Policy Committee: September 9, 2021</u> <u>School Board Public Hearing/First Read: October 6, 2021</u> | |

PUBLIC PARTICIPATION COMMENTS AT BOARD MEETINGS - PROCEDURE

The Oyster River Cooperative School Board values public input to the School Board through public comment time during School Board meetings as well as communications by email, letter, and other means.

In Public Comments, the School Board seeks to:

1. Include comments from as many Oyster River community members (including tuition student families **may speak to issues related to the building in which their child attends**) as possible in the time allotted for public comments.
2. Ensure multiple positions are reflected in public comments.
3. Maintain respectful deliberation of school district matters.

To facilitate these goals, the following procedure is established:

Public Comments are included in the agenda of the Regular School Board meetings. Public Comments will generally not be included in the agenda for Workshop meetings of the School Board, additional meetings of the School Board (meetings outside of the usual twice monthly business meetings), nor for subcommittee meetings of the School Board. This procedure does not apply to Annual Meetings of the District (which are the responsibility of the Moderator), nor to Public Hearings.

Public Comments are generally expected to be Individual comments. Group presentations will generally not be permitted outside of the time afforded to each individual speaker during Public Comments. **Speakers are discouraged from consecutively reading verbatim a lengthy written statement.**

Non-residents who wish to speak on agenda items only will be required to receive authorization from the Board Chair prior to the meeting.

Individuals who wish to speak at the School Board meeting may be required to indicate their interest in speaking by signing-in prior to the start of the meeting. Sign-in may require names, home address, and topic(s) for comments. Alternatively, the School Board Chair may solicit information in other ways based on attendance at the beginning of the meeting.

The School Board Chair is responsible for managing time during Public Comments. Public Comments will typically be limited to 3 minutes per person, though the Chair may reduce that time if the number of speakers is 10 or more. Generally, no more than 18 speakers will be accommodated in any 30-minute public comment period.

When speakers are limited in number, the Chair will call speakers in the order in which they signed in and will make an effort to have an equal number of speakers on each side of an issue.

As an agenda item, Public Comments may be extended or restricted by action of the Board in the modification and approval of the meeting Agenda. Restricting Public Comment time at Regular meetings should only happen in unusual circumstances.

Individuals speaking during Public Comments may not delegate or assign their time to another individual.

Speakers preventing others from speaking or being heard or disrupting the School Board meeting outside of their designated public comment time may be directed by the Chair to leave the meeting.

Throughout the Procedure, references to the Chair shall refer to the presiding officer of the School Board meeting.

Legal Reference:

RSA 91-A:2, Meetings Open to Public
RSA 91-A:3, Non-Public Sessions

Cross Reference:

BEDH – Public Participation at a Board Meeting

BEDH-R1

BEA – Regular Board Meetings

BEC – Non-Public Sessions

BEDB – Agenda Preparation and Format

KEB – Complaints about School Personnel

Proposed BEDH-R1 – Public Comment Speaker Sign-In Form:

Meeting Date: _____

Oyster River Cooperative School Board – School Board Meeting Public Comment Speaker Sign-In

- 30 minutes are allocated for public comment near the beginning of the school board meeting.
- Speakers must be residents of Durham, Lee, Madbury, or Barrington **Tuition Families**.
- Speakers typically have 3 minutes for their comments.
- If more than 9 speakers sign up, each speaker may be limited to less than 3 minutes.
- Generally no more than 18 speakers can be accommodated in each 30-minute public comment period. ~~The Chair may call speakers alternating between different positions in order to increase the breadth of opinions presented during Public Comments.~~
- An additional public comment period is normally on the agenda at the end of the meeting. Speakers who are signed up but not allowed to speak at the beginning of the meeting will be invited to speak first at the end of the meeting as time allows.
- Refer to Policy BEDB and Procedure BEDB-R1 at https://orcsd.org/school_board/policies for details on public comment policy and procedures.



| First Name | Last Name | Street Address | Town | Describe topic and position (for/against/other) |
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| OYSTER RIVER COOPERATIVE SCHOOL DISTRICT | Policy Code: EBB |
| Draft to Policy Committee: September 9, 2021 School Board First Read: October 6, 2021 | Page 1 of 2 Category: Required |

SCHOOL SAFETY

The Oyster River Cooperative School Board recognizes that effective learning and teaching takes place in a safe, secure and welcoming environment and that safe schools contribute to improved attendance, increased student achievement and community support. The practice of safety shall be considered a facet of the instructional programming of the District schools by incorporating concepts of safety appropriately geared to students at different grade levels.

The Superintendent shall be responsible for developing and maintaining a comprehensive safety plan for the District, taking into account applicable laws, regulations, Board policies, and best practices. The general safety plan will include the District-wide Crisis Prevention and Response Plan, and site-specific Emergency Response Plan for each school required under Board policy EBCA. General areas of emphasis shall include, but not be limited to: in-service training; accident recordkeeping; plant inspection; driver and vehicle safety programs; fire prevention; catastrophe planning; and emergency procedures and traffic safety problems relevant to students and employees. **In addition, the district will have a district and student network and student security plan.**

Each Principal shall be responsible for the supervision and implementation of safety programs in his/her school, inclusive of school buses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

The Board directs the Superintendent to develop a safe schools plan consistent with applicable law and school Board policies. While the plan need not be a single consolidated document, it should include:

1. Procedures that address the supervision and security of school buildings and grounds.
2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities.
4. Training programs for staff and students in crisis prevention and management.
5. Training programs for staff and students in emergency response procedures that include practice fire and all hazard drills as required by law.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.
7. Procedures and training to implement employee and work-place safety.
8. Training and support for students that aims to relieve the fear, embarrassment and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
9. Procedures for safe, confidential reporting of security and safety concerns at each school building.
10. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary.

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SCHOOL SAFETY

11. Procedures for periodic assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.
12. Procedures for managing the behavior of children, including, proper training and protocols relative to restraint and seclusions consistent with RSA 126-U and Board policy JKAA.
13. Procedures to provide for regular communications between district officials, law enforcement officers, fire department officials, city and county officials and local medical personnel to discuss crisis prevention and management strategies, including involvement by these parties in the development and revision of the District Crisis Prevention and Response Plan, and site-specific Emergency Response Plans per Board policy EBCA.
14. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
15. District and building level procedures to assure timely safe schools reporting to law enforcement the N.H. Department. of Education and the School Board as required under RSA 193-D:4.

Cross Reference:

Policy EBCA – Emergency Plans
Policy JKAA – Use of Child Restraint & Seclusion
Policy EAB – Data Governance & Security

Legal References:

RSA 193-D, Safe School Zones
RSA 193-F, Pupil Safety and Violence Prevention
RSA 281-A:64, Safety Provisions
N.H. Dept. of Education Administrative Rule – Ed. 306.04(a)(2), and 306.04(d), Promoting School Safety

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| OYSTER RIVER COOPERATIVE SCHOOL BOARD | Policy Code: GADA |
| Draft to Policy Committee: September 9, 2021 School Board First Read: October 6, 2021 | Page 1 of 1 Category: Required |

**EMPLOYMENT REFERENCES AND VERIFICATION
(Prohibiting Aiding and Abetting of Sexual Abuse)**

The Oyster River Cooperative School District shall act in good faith when providing employment references and verification of employment for current and former employees.

The School District, and its employees, contractors, and agents, are prohibited from providing a recommendation of employment, and/or from otherwise assisting any school employee, contractor, or agent in obtaining a new position or other employment if he/she or the District has knowledge of, or probable cause to believe that the other employee, contractor, or agent ("alleged perpetrator") engaged in illegal sexual misconduct with a minor or student. This prohibition does not include the routine transmission of administrative and personnel files.

In addition, this prohibition does not apply if:

1. The information giving rise to probable cause has been properly reported to a law enforcement agency with jurisdiction.
2. The information giving rise to probable cause has been reported to any other authorities as required by local, state or federal law (for instance New Hampshire Division of Children, Youth and Families "DCYF"), and
3. At least one of the following conditions applies:
 - a. The matter has been officially closed.
 - b. The District officials have been notified by the prosecutor or police after an investigation that there is insufficient information for them to proceed.
 - c. The school employee, contractor, or agent has been charged with, and acquitted or otherwise exonerated; or
 - d. The case or investigation remains open and there have been no charges filed against or indictment of the school employee, contractor, or agent within four years of the date on which the information was reported to a law enforcement agency.

Cross References:

GBCD – Background Investigation & Criminal Records Check
GBJ – Personnel Records
GCF – Professional Staff Hiring

Legal References:

20 U.S.C. 7926(a) (§8546(a) of the Elementary and Secondary Education Act/Every Student Succeeds Act