

**Oyster River Cooperative School District
REGULAR MEETING**

August 2, 2017

OR High School Library

6:30 PM

- o. CALL TO ORDER (6:30 PM)**
- I. 6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING**
- II. APPROVAL OF AGENDA**
- III. PUBLIC COMMENTS**
- IV. APPROVAL OF MINUTES**
 - Motion to approve 7/9/17 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**
 - C. Business Administrator**
 - D. Student Senate Report**
 - E. Other:**
- VII. DISCUSSION ITEMS**
 - Price Increase Child Nutrition School Lunch Program
 - 2018 Budget Goal
 - Board Goal #8 Strategic Plan Details
- VIII. ACTIONS**
 - A. Superintendent Actions**
 - B. Board Action Item**
 - Motion for increase of the Child Nutrition School Lunch Program.
 - Motion to affirm the hiring of the Moharimet Teacher. {If needed}
 - Motion to affirm the hiring of the ORMS World Language Teacher. {If needed}
 - Motion to approve the Superintendent's Facility Committee membership.
- IX. SCHOOL BOARD COMMITTEE UPDATES**
- X. PUBLIC COMMENTS**
- XI. CLOSING ACTIONS**
 - A. Future meeting dates:** 8/16/17 Regular - ORHS-Library 7:00 PM
8/30/17 Manifest Review ORHS C-120 5:30 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: 2015 –2018 |
| • Thomas Newkirk, Chair | Term on Board: 2016 - 2019 |
| • Kenneth Rotner | Term on Board: 2016 - 2019 |
| • Denise Day, Vice-Chair | Term on Board: 2017 - 2020 |
| • Michael Williams | Term on Board: 2017 - 2020 |
| • Allan Howland | Term on Board: 2015 - 2018 |
| • Daniel Klein | Term on Board: 2015 - 2018 |

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

July 19, 2017

Oyster River High School

6:30 p.m.

SCHOOL BOARD MEMBERS: Denise Day, Dan Klein, Kenny Rotner, Brian Cisneros, Tom Newkirk, Al Howland, and Michael Williams. Student Representative: H. Wilson not present

ADMINISTRATORS: Superintendent Dr. James Morse, Sue Caswell, Todd Allen, Jay Richard, David Goldsmith, and Suzanne Filiponne

There was one member of the public present

I. CALL TO ORDER:

APPROVAL OF MANIFESTS:

Payroll Manifest: #27: \$4,371,445.80

Payroll Manifest #1: \$449,171.92

Vendor Manifest #30: \$116,306.13

Vendor Manifest #1: \$959,373.21

II. APPROVAL OF AGENDA:

Revisions:

There will be another motion to approve the superintendent's facility committee this evening.

There will not be a Non-Public Session or a Non-Meeting Session this evening.

Denise Day moved to approve the agenda as amended above, 2nd by Al Howland. Motion passed 7-0.

III. PUBLIC COMMENTS:

None

IV. APPROVAL OF MINUTES:

Motion to approve 6/7/17 nonpublic minutes, 6/21/17 regular and nonpublic and 7/6 manifest meeting minutes.

June 7th Nonpublic meeting minutes

Revision to read: School Board was informed of two personnel matters: one the attorney will be investigating and one the School District will do the investigation. Superintendent Morse was also in attendance for this meeting. Kenny Rotner moved to approve the minutes with the above amendment, 2nd by Dan Klein. Motion passed 7-0.

June 21 Regular Meeting Minutes:

Denise Day moved to approve the June 21 regular meeting minutes, 2nd by Michael Williams.

Revisions:

Page 2 Section B insert after the word retiring “and thanked them for their service”.

Page 6 paragraph 5 swap “evolving” with “the”

Motion to approve the minutes with the above revisions passed 7-0.

June 21st nonpublic minutes: Denise Day moved to approve the June 21st nonpublic minutes, 2nd by Al Howland. Motion passed 7-0.

July 6th Manifest Meeting Minutes: Denise moved to approve the Manifest Meeting minutes, 2nd by Al Howland. Motion passed 7-0.

V. ANNOUNCEMENTS, COMMENDATIONS and COMMENTS:

A. District: None

B. Board: Kenny Rotner recognized that this is the first meeting without Dennis Harrington and thinks that the District is in great hands under David Goldsmith’s leadership.

Denise Day talked about the schedule at the high school for this fall. She noted that a lot of work has gone into coordinating the schedule. Denise also referred to an article talking about the benefits of students having standing desks and that it may be something to look at in the future.

Brian Cisneros had the opportunity to go to the eighth-grade celebration at the Middle School. The theme was around the world. Stephanie Pratt did a great job in coordinating this celebration. He also stopped by Mast Way School today and the playground is being worked on and the work in progress is exciting to see.

VI. DISTRICT REPORTS:

A. Assistant Superintendent: Todd Allen mentioned that new staff orientation will be broken down into two sessions. One session has already occurred. There will be 21 new staff in the District. Initial orientation was on July 11 and the next is on August 23rd. All new staff members are being assigned an experienced teacher as a mentor. He also noted that 10% of the entire professional staff are brand new.

Summer programming: Todd reported that REACH is actively in progress. The numbers are really good. They are anticipating 300 kids will be involved by the end of the summer.

There are 250 middle school students doing summer math enrichment. The high school is also doing a math enrichment program.

B. Superintendent's Report:

Enrollment Update: Superintendent Morse reported that Mast Way is anticipating 340 students and Moharimet 335 students.

Hiring Update: We have hired 19 staff members. The Superintendent updated the Board on the remaining openings in the District.

Superintendent's Facilities Committee: This Committee would include three School Board members, an elected official from each of the towns, a member from the Long-Range Planning Committee, and two community members from each town. He is asking the Board for authorization to form this committee.

Committee Schedule:

August 2017: Adopt charge/authorize Superintendent's Committee.

September 2017: Superintendent's Facilities Committee meets for the first time/Introduction overview of charge/overview of the three studies (Davis-Blatt-Siemens) Enrollment projections.

October 2017:

Discussion of three studies/Q & A.

Overview of options in Blatt study.

Editorial to Foster's/engage communications protocol.

November 2017: Review K-8 option/pros and cons.

December 2017: Review 6-12 option pros and cons.

January 2018: Review: Build on current location.

Renovate on current location/pros and cons.

February 2018: Review: Build on another site/pros and cons.

March 2018: Review: 4-8 option/pros and cons.

April 2018: Begin discussion on preferred option.
Public Forum.

May 2018: Continue discussion on preferred option.

June 2018: Recommendation to full Board.

Denise Day moved to authorize the Superintendent to convene a Superintendent's Facilities Committee, 2nd by Brian Cisneros. Motion passed 7-0.

C. Business Administrator:

Sue Caswell reviewed the 2018-19 Budget Calendar with the Board:

August 2: School Board Goals FY19 Budget

Superintendent Department Reviews:

October 3: SAU/District

October 4: Moharimet
Mast Way

October 5: Middle School
High School

October 10: Facilities
Technology

October 11: Transportation
Food Service

October 12: Special Education

November 6: Draft Budget Distribution

November 8: Workshop session with Board 8:00 – 1:00
Town of Lee Safety Complex

First Overview of 2018-19 Budgets by each Principal and
Departments of the District

November 15	Regular Board Meeting Budget Discussion
November 29	Budget Workshop with Board 7:00 HS Library
December 6	Regular Board Meeting Set Budget, 7:00 High School Library
January TBD	Town Budget Forum - Lee Public Safety Complex 6:00 p.m.
January TBD	Town Budget Forum – Madbury Town Hall – 7:00 p.m.
January TBD	Town Budget Forum - Durham Town Hall 7:00 p.m.
January 9	Public Hearing – 7:00 High School Auditorium
February 6	First Session/Deliberative Session 7:00 High School Auditorium
March 13	Second Session/Voting by Ballot

Denise Day moved to approve the budget process calendar, 2nd by Al Howland. Motion passed 7-0.

Sue Caswell mentioned that Siemens Group met on July 10th and will be presenting a list of work to be done at the September 13th Board meeting.

D. Student Senate Report: None

E. Other: Middle School Communication Outreach Plan for Competencies:

Jay Richard Principal of the Middle School and Todd Allen reviewed the Communication Plan for the Middle School Competency Work with the Board:

August 7, 2017: Competency PLC will meet to plan a variety of communication strategies: Prepare informational video to be shared at open house; and prepare/refine documents to share with parents to explain competency based learning.

August 23, 2017: New staff will receive training on competency based learning from PLC.

September 19, 2017: Middle School Open House: All middle school teams will show the competency video made by the PLC and share FAQ documents with parents in attendance.

September: Principal Richard will share the competency video, FAQ documents and answer parental questions on competency based learning at first PTO meeting of the year.

September: Video and documents will be prominently placed on the middle school website.

October: Parent Focus Group for grades 6 and 7.

Throughout the Year: Principal Richard will share thoughts on competency work, documents to support parent understanding of competencies and the video via “Weekly Updates”.

November 10, 2017: First quarter report cards will be published. A parent survey will be sent to all middle school families soliciting feedback on new reporting system along with report card notification.

December: A parent forum to collect feedback on competency implementation to date will be held.

November-December 2017: Survey data and parent forum input will be utilized to make adjustments to communication plan. New FAQ documents will be created to address questions/concerns.

January 2018: Parent focus groups for grades 6 and 7.

January – March 2018: Principal Richard will continue to utilize the “Weekly Update” to communicate with families about competencies, and the middle school website will be updated with new competency documents.

April 5, 2018: Third quarter report cards will be published. A second parent survey will be sent to all middle school families soliciting feedback on competency implementation.

Mid-April: A Parent Forum to collect feedback on competency implementation will be held.

May: Parent focus group for grades 6 and 7.

May-June: Implementation plans for 2018-19 will be made and share with School Board and parent community.

They will continue to keep the Board updated during the year.

VII. DISCUSSION ITEMS:

Facilities Committee Middle School Update/Charge

Motion to approve the Facility Committee Charge: Superintendent Morse presented the following proposed Facility Committee Charge for Board approval:

Envisioning a three-year time frame, the Board charges the committee to further analyze the condition of the current middle school, to explore all possible on-site renovations or new construction, or relocation and new construction, and to explore grade level reconfiguration. The committee will arrive at what we believe to be the best option to proceed to design/plan by June 2018.

Denise Day moved to approve the Facility Committee Charge as presented, 2nd by Brian Cisneros. Motion passed 7-0.

There will be multiple communication channels to get the word out. We need to be conscious to get information out to the community. An opinion piece in Fosters in the fall time frame will be an additional way to reach community members.

VIII. ACTIONS:

A. Superintendent Actions: None

B. Board Action Items:

Motion to approve Oyster River High School Handbook:

Denise Day moved to approve the Oyster River High School Handbook, 2nd by Brian Cisneros. Motion passed 7-0.

Superintendent Morse is recommending that moving forward the principals produce a summary sheet of any changes each year for the Board.

Motion to Affirm New Positions: Kenny Rotner moved to affirm the hiring of the Mast Way Technology Integrator, Moharimet Technology Integrator, ORMS World Language Teacher, and ORHS Physical Education Teacher, 2nd by Denise Day. Motion passed 7-0.

Motion to approve Sustainability Green Team/Garden Coordinator Stipend Positions:

Maggie Morrison	Green Team Leader	\$6,666.67
Jaqueline Bruhn	Green Team Leader	\$6,666.67
TBD	Green Team Leader	\$6,666.66
Christina Felix	Garden Coordinator	\$ <u>800.00</u>
Total		\$20,000.00

Al Howland moved to approve the above positions, 2nd by Dan Klein. Motion passed 7-0.

IX. SCHOOL BOARD COMMITTEE UPDATES:

Tom Newkirk reported that the Negotiations Committee met with the representatives of the Bus Drivers Union and set the next three meetings over the summer.

X. PUBLIC COMMENT: None

XI. CLOSING ACTIONS:

A. Future Meeting Dates: 8/2/17 & 8/16/17 Regular ORHS Library 7:00 p.m.
8/30/17 Manifest Review ORHS C-120 5:30 p.m.

XII. NON-PUBLIC SESSION: RSA-91-A:3 II: None

NON-MEETING SESSION: RSA-91-A2: None

XIII. ADJOURNMENT:

Al Howland moved to adjourn the meeting at 8:02 p.m., 2nd by Dan Klein. Motion passed 7-0.

Respectfully yours,
Laura Grasso Dobson
Recording Secretary

Oyster River Child Nutrition Program

Price increase request for FY 18

According to the Federal Lunch Equity form we must increase prices to meet the average of \$2.86. Federal reimbursement rates have not been released to the public at this time.

Our meal prices currently are as follows:

Grade	Breakfast	Lunch	Milk
K-4	\$1.25	\$2.60	.50
5-8	\$1.25	\$2.85	.50
9-12	\$1.50	\$3.10	.50

The proposed price increase would be:

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

SY 2017-18 Weighted Average Price Requirement	
Requirement price to the nearest cent	<i>Optional price requirement</i> ROUNDED DOWN to nearest 5 cent
\$2.86	\$2.85
<i>Note: Above prices are based on adjusting SY 2016-2017 price requirement by the 2% rate increase plus the Consumer Price Index (2.64%)</i>	

SY 2016-17 Weighted Average Price Calculator				
Enter the paid prices and number of paid lunches sold at each price for October 2016 .				
	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2016-17 Weighted Average Price
1.	2,183	\$2.60	\$5,675.80	
2.	3,219	\$2.60	\$8,369.40	
3.	2,174	\$3.10	\$6,739.40	
4.	3,742	\$2.85	\$10,664.70	
5.			\$-	
6.			\$-	
7.			\$-	
8.			\$-	
9.			\$-	
10.			\$-	
TOTAL	11,318		\$31,449.30	\$2.78
<i>Note: SY 2016-17 Weighted Average Price equal to or above \$2.86 are compliant for SY 2017-18. \$2.86 is the difference between the Free and Paid reimbursement rates for SY 2016-17.</i>				

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
36 Coe Drive
Durham, New Hampshire 03824

Telephone: 603-868-5100

Facsimile # 603-868-6668

Fiscal Year 2017 Budget Goal

School Board Adoption: October 7, 2015

Budgeting is directly related to our academic vision. The proposed 2016-17

ORCSD budget reflects the priorities of the recently adopted Strategic Plan

which guides the District decisions at a realistic and affordable pace.

The proposed budget will include the costs for full day kindergarten and a

portion of the athletic field's project at the high school. It will include all

completed negotiation agreements and health insurance costs.

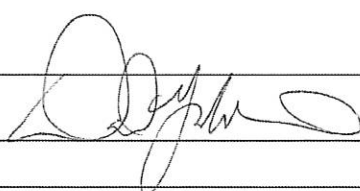
The budget goal includes all identifiable revenue and will not have an overall

impact that exceeds 4.25% inclusive of the field warrant.

This does not include any petitioned warrants.

Oyster River Cooperative School District
Nomination Form

#of Resumes Received: 47

Name:	Katherine Ray
Date:	8/28/17
Position:	Grade 3 Teacher
Person Replacing:	Jayne Winsor
Budgeted Amount:	
Recommended Step/Salary:	Step 6 BA / \$50,780
Interviewed By:	David Goldsmith, Liz Schmitt, Sarah Larson-Dennen, Trisha Hall, Jessica Whalen, Gwen Ross
# Interviewed:	8
Education:	Bachelor of Science (B.S.), Elementary Education NH Teacher Cert: Elementary Education (K-8) Bachelor of Arts (B.A.), Theater and Dance Keene State College, NH, 2012
Certification:	103440 HQT
HQT Status	
Related Experience:	1 Year grade 1 teacher 4 Years grade 3 teacher 5 Years K-12 substitute teacher
Comments:	Katie's references, from two different schools, were unanimous in their praise for her teachign abilities and personal qualities: great classroom management, ability to differentiate, caring towards children, eager to volunteer, and strives for professional growth. The committee was excited by her understanding of curriculum and description of her teaching.
Date: <u>7/26/17</u>	Authorized Signature: 

REQUIRED Attachments:

Resume 3 Letters of Recommendation Copy of Certification