Oyster River Cooperative School District
REGULAR MEETING
August 14, 2013
Oyster River High School, Room C-124 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. PLEDGE OF ALLEGIANCE (7:00 PM)
III. PUBLIC COMMENTS
IV. ACTIONS
   A. Superintendent Actions
   B. Board Action Items
      • Motion to affirm the hiring of ORMS Special Education Teacher Position
      • Motion to affirm the hiring of ORHS Special Education Teacher Position
      • Motion to affirm the hiring of Mast Way .6 School Psychologist Position
      • Motion to approve ORMS Paraprofessional Maternity Leave of Absence (8/26/13-11/15/13)
      • Motion to approve ORHS Nominations for Department Heads and Advisors.
      • Motion to approve ORMS Coaches and Volunteers
      • Motion to consider new Agenda Format.
      • Motion to approve List of attached Policies.

V. DISTRICT REPORTS
   A. Assistant Superintendent/Curriculum & Instruction Report(s)
   B. Superintendent’s Report
      • Tuition Detailed Presentation
      • Enrollment Update
      • Strategic Plan Update
   C. Business Administrator
      • FY’ 2014-15 Budget Goals Discussion
      • FY’ 2014-15 Budget Calendar
   D. Student Senate Report
   E. Other:
      • Right-To-Know Presentation – Attorney Diane Gorrow

VI. ANNOUNCEMENTS AND COMMENDATIONS
   A. District
   B. Board

VII. DISCUSSION ITEMS

VIII. SCHOOL BOARD COMMITTEE UPDATES

IX. BOARD APPROVALS
   A. Motion to approve 7/17/13 regular and 7/31/13 regular –manifest minutes.

X. PUBLIC COMMENT

XI. CLOSING ACTIONS
   A. Agenda Planning- Setting/Review of Future Agenda Item List
   B. Future meeting dates: 8/28/13 Regular Meeting-Manifest and 9/4/13 Regular Meeting

XII. NON-PUBLIC SESSION {RSA 91-A: II (c)}
      • Negotiations

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). The comment section of the agenda should not exceed three (3) minutes unless extended by the Chair. Occasionally, the Board may “suspend its rules” to allow visitor participation at the time an issue of specific interest is being addressed.

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:

- Maria S. Barth, Term on Board: 2012 – 2015
- Thomas Newkirk, Term on Board: 2013 - 2016
- Kenneth Rotner, Member Term on Board: 2013 - 2016
- Megan Turnbull, Term on Board: 2011 - 2014
- Ann Lamborghini Lane, Term on Board: 2011 - 2014
- Allan Howland, Term on Board: 2012 - 2015
- Edwin Charle, Term on Board: 2012–2015

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.
# Nomination Summary

**Name:** Sara “Sally” Heuchling  
**Date:** 7/16/13  
**Position:** Special Education Teacher  
**Person Replacing:** Susan Holak  
**Budgeted Amount:** $76,107  
**Recommended Step/Salary:** Step 1 /Masters/ $41,287  

**Interviewed By:**  
Jay Richard (Principal), Amy Whicher (SPED Coordinator), Andrea Biniszkiewicz (SPED Coordinator), Alexa Grout (SPED Teacher), Susan Mathison (Social Studies Teacher), Paula Roy (Grade 6 Guidance Counselor), Catherine Plourde (SPED Director), Dr. Morse  

**# Interviewed:** Six  

**Education:**  
Northwestern University  
BA, Sociology  
University of Southern California  
MS, Gerontology  
University of New Hampshire  
MS, Special Education  

**Certification:** General Special Education (1900)  
**HQT Status:** HQT (K-6 Math, LA, SS, Science)  

**Related Experience:** Sally has a significant amount of experience at the middle school level. Sally has also been a teacher at the collegiate level with a social work background.  

**Comments:** Sally was the clear top candidate through the selection process. References were exceptional and she did excellent when we had her teach a lesson with our summer school students. Our school community will be fortunate to have Sally join ORMS and our special education department.  

**Date:** 7/16/13  
**Signature:** [Signature]  

**REQUIRED Attachments:**  
- [ ] Resume  
- [x] 3 Letters of Recommendation  
- [x] Copy of Certification  

Revised 5/7/09, 9/12/11 to include HQT Status
### Oyster River Cooperative School District
#### Nomination Summary

**Confidential**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Anne Golding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>August 6, 2013</td>
</tr>
<tr>
<td>Position:</td>
<td>Special Education Teacher</td>
</tr>
<tr>
<td>Person Replacing:</td>
<td>Kim Cassamas</td>
</tr>
<tr>
<td>Budgeted Amount:</td>
<td>$67,520.00</td>
</tr>
<tr>
<td>Recommended Step/Salary:</td>
<td>Step 1 BA + 30 / $40,312</td>
</tr>
<tr>
<td>Interviewed By:</td>
<td>Dr. James Morse, Catherine Plourde, Todd Allen, Amy Whicher, Dagmar Lamberts, Kristen Wilson, Kim Cassamas, Jon Peterson, Nick Ricciardi, Karen van Dyke, Sandy Devins, Louise Stoddard</td>
</tr>
<tr>
<td># Interviewed:</td>
<td>11</td>
</tr>
<tr>
<td>Education:</td>
<td>B.A. Psychology- Child and Adolescent Development: Southern New Hampshire University</td>
</tr>
<tr>
<td></td>
<td>Post Baccalaureate- General Special Education: Granite State College, New Hampshire</td>
</tr>
<tr>
<td>Certification:</td>
<td>Certification pending in General Special Education</td>
</tr>
<tr>
<td>HQT Status</td>
<td>Passed Praxis Exam; Additional exams taken in Math and Social Studies (not required)</td>
</tr>
<tr>
<td>Related Experience:</td>
<td>Ms. Golding has worked as a paraprofessional at Oyster River High School since 2011. She has a great understanding of the high school programs and has been a part of the special education department for the past two years. Ms. Golding has also coached field hockey at Exeter High School since 2010. In addition prior to her full time position at ORHS, she was a substitute teacher.</td>
</tr>
<tr>
<td>Comments:</td>
<td>Ms. Golding is bringing great work ethic and knowledge as a new case manager in the special education department at ORHS. She has been working with students with disabilities for the past two years and she has built a strong rapport with the staff and students. Ms. Golding is excited about working with students at the high school level; she’s organized, articulate, professional, and intuitive.</td>
</tr>
</tbody>
</table>

**Date:** 8-7-13

**Authorized Signature:** [Signature]

**REQUIRED Attachments:**
- [X] Resume
- 3 Letters of Recommendation
- [X] Copy of Certification
**Oyster River Cooperative School District**  
**Nomination Summary**  
**Confidential**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Felicia Sperry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>July 15, 2013</td>
</tr>
<tr>
<td>Position:</td>
<td>6 School Psychologist at Mast Way</td>
</tr>
<tr>
<td>Person Replacing:</td>
<td>Contracted Position for 2012-2013</td>
</tr>
<tr>
<td>Budgeted Amount:</td>
<td>$59,150.82</td>
</tr>
<tr>
<td>Recommended Step/Salary:</td>
<td>Master’s + 30 Step 11: $40,028</td>
</tr>
<tr>
<td>Interviewed By:</td>
<td>Brenda Tirrell, Heather Buswell, Melisa Baker, Whitney Burke, Carrie Vaich, Andrea Biniszkwiecz, Catherine Plourde, Dr. James Morse</td>
</tr>
<tr>
<td># Interviewed:</td>
<td>6</td>
</tr>
</tbody>
</table>
| Education:     | B.S. Biology, Bucknell University  
|                | MS.Ed. School Psychology/Counseling, Bucknell University  
|                | PhD Program Counseling Psychology, Seton Hall University (all coursework and exams completed) |
| Certification: | New Hampshire Certified School Psychologist and School Counselor |
| HQT Status:    |                                 |
| Related Experience: | Ms. Sperry is the School Psychologist currently in East Kingston, Kensington, SAU #50 and Newfields. She has held positions at UNH as a staff counselor and as a specialist in learning disabilities. She also worked at Mast Way from 2007-09 as a part-time counselor. |
| Comments:      | Ms. Sperry is an experienced school psychologist and school counselor. She has worked in a variety of educational settings and with varying ages. She recently worked in Mast Way until the part-time position was cut from the budget in 2009. Ms. Sperry has taught parenting seminars and provided professional development for staff throughout the Seacoast. She has also assisted schools with their emergency response and crisis teams. |
| Date:          | 1-15-13                         |
| Signature:     | [Signature]                     |

**REQUIRED Attachments:**  
- Resume ✓ 3 Letters of Recommendation ✓ Copy of Certification
To: Dr. James Morse  
From: Principal Todd Allen  
Date: August 1, 2013  
Subject: Nominations of ORHS department heads and advisors for 2013-14  

Please accept the nominations of the following people for department head and activity advisors at ORHS for the 2013-14 school year.

**Department Heads**

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon Bromley</td>
<td>Science</td>
<td>$2,500</td>
</tr>
<tr>
<td>Tom Hausman</td>
<td>World Language</td>
<td>$2,500</td>
</tr>
<tr>
<td>Kara Sullivan (.5 time)</td>
<td>English</td>
<td>$1,250</td>
</tr>
<tr>
<td>Shauna Horsley (.5 time)</td>
<td>English</td>
<td>$1,250</td>
</tr>
<tr>
<td>Don Maynard</td>
<td>PE/Health</td>
<td>$2,500</td>
</tr>
<tr>
<td>Pam Raiford</td>
<td>Social Studies</td>
<td>$2,500</td>
</tr>
<tr>
<td>Pam Carr</td>
<td>Fine Arts/Business</td>
<td>$2,500</td>
</tr>
<tr>
<td>Brendan Whalen</td>
<td>Math</td>
<td>$2,500</td>
</tr>
<tr>
<td>Kristen Wilson</td>
<td>Special Education</td>
<td>$2,500</td>
</tr>
</tbody>
</table>

**Advisors**

<table>
<thead>
<tr>
<th>Name</th>
<th>Activity</th>
<th>Years</th>
<th>Stipend</th>
<th>Longevity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nate Oxnard</td>
<td>SPARC/Project First/Robotics</td>
<td>2</td>
<td>$3,070</td>
<td>$0</td>
<td>$3,070</td>
</tr>
<tr>
<td>Derek Cangello</td>
<td>Senate Advisor</td>
<td>1</td>
<td>$3,070</td>
<td>$0</td>
<td>$3,070</td>
</tr>
<tr>
<td>Andrea Drake</td>
<td>Math Team Coach</td>
<td>5</td>
<td>$3,070</td>
<td>$150</td>
<td>$3,220</td>
</tr>
<tr>
<td>Meredith Freeman-Caple</td>
<td>Fall/Spring Musical</td>
<td>5</td>
<td>$3,070</td>
<td>$150</td>
<td>$3,220</td>
</tr>
<tr>
<td>Kathy Fink</td>
<td>Stage Management Spring Musical</td>
<td>5</td>
<td>$1,995</td>
<td>$150</td>
<td>$2,145</td>
</tr>
<tr>
<td>Heather Healy</td>
<td>Senior Class Advisor</td>
<td>9</td>
<td>$3,070</td>
<td>$300</td>
<td>$3,370</td>
</tr>
<tr>
<td>Stephen B. Lord</td>
<td>Junior Class Advisor</td>
<td>11</td>
<td>$2,302</td>
<td>$375</td>
<td>$2,677</td>
</tr>
<tr>
<td>Matt Pappas</td>
<td>Sophomore Class Advisor</td>
<td>16</td>
<td>$1,919</td>
<td>$375</td>
<td>$2,294</td>
</tr>
<tr>
<td>John Monahan</td>
<td>Freshmen Class Advisor</td>
<td>13</td>
<td>$1,919</td>
<td>$375</td>
<td>$2,294</td>
</tr>
<tr>
<td>Corey Blais</td>
<td>Yearbook</td>
<td>0</td>
<td>$3,453</td>
<td>$0</td>
<td>$3,453</td>
</tr>
<tr>
<td>Shawn Kelly</td>
<td>Journalism/Mouth of the River</td>
<td>2</td>
<td>$1,919</td>
<td>$0</td>
<td>$1,919</td>
</tr>
<tr>
<td>Celeste Best</td>
<td>National Honor Society (.5 time)</td>
<td>8</td>
<td>$1,151</td>
<td>$113</td>
<td>$1,264</td>
</tr>
<tr>
<td>Pam Carr</td>
<td>National Honor Society (.5 time)</td>
<td>8</td>
<td>$1,151</td>
<td>$113</td>
<td>$1,264</td>
</tr>
<tr>
<td>Marc LaForce</td>
<td>Music Activities</td>
<td>3</td>
<td>$2,302</td>
<td>$75</td>
<td>$2,377</td>
</tr>
<tr>
<td>Mike Troy</td>
<td>Fall Stage Management</td>
<td>16</td>
<td>$1,496</td>
<td>$375</td>
<td>$1,871</td>
</tr>
<tr>
<td>Susan Wilkinson</td>
<td>Community Service Club</td>
<td>2</td>
<td>$2,302</td>
<td>$0</td>
<td>$2,302</td>
</tr>
</tbody>
</table>
OYSTER RIVER HIGH SCHOOL ATHLETICS DEPARTMENT

To: Dr. Jim Morse, Superintendent
From: Corey Parker
Date: 8/6/13
Re: Fall 2013 Coach Middle School Nominees

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

Volunteer Positions:
<table>
<thead>
<tr>
<th>Name</th>
<th>Team</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zach Daly</td>
<td>Golf Team</td>
</tr>
<tr>
<td>Emma Wilson</td>
<td>Cross Country</td>
</tr>
</tbody>
</table>

Paid Positions:

<table>
<thead>
<tr>
<th>Name</th>
<th>Team</th>
<th>Stipend</th>
<th>Years</th>
<th>Longevity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Montgomery</td>
<td>MS Cross Country</td>
<td>$2,302</td>
<td>1</td>
<td>0</td>
<td>$2,302</td>
</tr>
<tr>
<td>Chris Hall</td>
<td>MS Cross Country</td>
<td>$2,302</td>
<td>0</td>
<td>0</td>
<td>$2,302</td>
</tr>
<tr>
<td>Kim Wesson</td>
<td>MS Cross Country</td>
<td>$2,302</td>
<td>2</td>
<td>0</td>
<td>$2,302</td>
</tr>
<tr>
<td>Nate Grove</td>
<td>MS Boys Soccer-Gr. 8</td>
<td>$1,919</td>
<td>7</td>
<td>$225</td>
<td>$2,144</td>
</tr>
<tr>
<td>Sunpreet Sadana</td>
<td>MS Volleyball</td>
<td>$1,919</td>
<td>0</td>
<td>0</td>
<td>$1,919</td>
</tr>
<tr>
<td>Geoff Jablonski</td>
<td>JV Golf</td>
<td>$1,247</td>
<td>0</td>
<td>0</td>
<td>$1,247</td>
</tr>
</tbody>
</table>

Yours in sports,

Corey Parker
Director of Athletics
Oyster River Cooperative School District
cparker@orcsd.org
Oyster River Cooperative School District

COACHING NOMINATION FORM

<table>
<thead>
<tr>
<th>Name of Candidate: Chris Hall</th>
<th>School: Oyster River High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position: MS Cross Country Coach</td>
<td>Paid or Unpaid</td>
</tr>
</tbody>
</table>

Athletic Director Narrative:

Please accept this nomination for Chris Hall for middle school cross country coach. Chris, who has stepped away the past few years, is excited to return and work with the fellow XC coaches. He brings great enthusiasm that the kids will thrive off! Being a middle school staff member his familiarity with the kids and coaches will make this a smooth transition.

Attachments: _Application _References

__(Already a staff member)__

Signature of Athletic Director __________________________ 8/6/13

Date
Oyster River Cooperative School District

**COACHING NOMINATION FORM**

<table>
<thead>
<tr>
<th>Name of Candidate: Geoff Jablonski</th>
<th>School: Oyster River High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position:</td>
<td>Paid or Unpaid</td>
</tr>
<tr>
<td>Junior Varsity Golf Coach</td>
<td></td>
</tr>
</tbody>
</table>

**Athletic Director Narrative:**

Please accept this nomination for Geoff Jablonski as the Junior Varsity Golf Coach. Geoff, who has been working in the building as a paraprofessional the past 2 years has a great report with the students and has earned their respect in the classroom and also as the volunteer assistant with the varsity baseball team. Geoff an avid golfer appreciates the game of golf and will be able to provide instruction, teach the etiquette of the game and make it enjoyable for the students involved.

**Attachments:**

- Application
- References

Already on file with district

Signature of Athletic Director: [Signature]

Date: 5/6/13
## Oyster River Cooperative School District

### COACHING NOMINATION FORM

<table>
<thead>
<tr>
<th>Name of Candidate: Zach Daly</th>
<th>School: Oyster River High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position: Volunteer Golf Coach</td>
<td>Paid cr Unpaid</td>
</tr>
</tbody>
</table>

### Athletic Director Narrative:

Please accept this nomination for Zach Daly as volunteer coach for the JV and Varsity Golf teams. Zach who student-taught with Matt Pappas last year here at the high school has a great passion for teaching the game of golf and working with students who are learning the game. He has coached youth football and high school basketball and I feel confident he will be a great teacher of the game to the students. He will be of great value to assist Coach Foster and Coach Jablonski.

### Attachments:

- [ ] Application
- [x] References

Signature of Athletic Director: [Signature]

Date: 4/6/13
Oyster River Cooperative School District
REGULAR MEETING

Date Cyster River High School, Room C-124 Time

o. CALL TO ORDER (6:30 PM)
I. 6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING
II. PLEDGE OF ALLEGIANCE (7:00 pm)
III. PUBLIC COMMENTS
IV. APPROVAL OF MINUTES
V. ANNOUNCEMENTS AND COMMENDATIONS
   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
   C. Other:
VII. DISCUSSION ITEMS
VIII. ACTIONS
   A. Superintendent Actions
   B. Board Action Items
IX. SCHOOL BOARD COMMITTEE UPDATES
X. PUBLIC COMMENTS
XI. CLOSING ACTIONS
   A. Future meeting dates:
XII. NON-PUBLIC SESSION (RSA 91-A:3)(If Required)
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.
<table>
<thead>
<tr>
<th>Title</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policies for First Read</td>
<td></td>
</tr>
<tr>
<td>Annual Reports</td>
<td>CM</td>
</tr>
<tr>
<td>Safety Program</td>
<td>EB</td>
</tr>
<tr>
<td>Policy for 2nd Read/Adoption</td>
<td></td>
</tr>
<tr>
<td>Establishing Criteria for Special Education Evaluations</td>
<td>To Be Determined</td>
</tr>
<tr>
<td>Complaints About School Personnel</td>
<td>KEB</td>
</tr>
<tr>
<td>Reconsiderations of Instructional Materials &amp; Procedure</td>
<td>KEC &amp; R</td>
</tr>
<tr>
<td>Public Conduct on School Property</td>
<td>KFA</td>
</tr>
<tr>
<td>Visitors to the Schools</td>
<td>KI</td>
</tr>
<tr>
<td>Policy for Deletion</td>
<td></td>
</tr>
<tr>
<td>Distinguished Service Award</td>
<td>AEB</td>
</tr>
<tr>
<td>Distinguished Service Award - Procedure</td>
<td>AEB-R</td>
</tr>
<tr>
<td>Buildings and Grounds Security</td>
<td>ECA</td>
</tr>
</tbody>
</table>
ANNUAL REPORTS

The Oyster River Cooperative School District Annual reports covering the diversified activities of the school system and the administration's recommendations for their improvement shall be prepared by the superintendent and presented to the board annually on a timely basis. Between the deliberative session and the ballot vote, the report shall be made available to the public and used as one means for informing parents and citizens, the state education agency, and other school districts in the area of the programs and conditions of the schools.
SAFETY PROGRAM

The Oyster River Cooperative School District Superintendent will cause the formation of the Joint Loss Management Committee as required by RSA 281-A:64, III, and a Crisis Management Plan that conforms to the National Incident Management System.

The practice of safety shall also be considered a facet of the instructional plan of the District schools by incorporating educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, and others, appropriately geared to students at different grade levels.

Each Principal shall be responsible for the supervision and implementation of a safety program for his/her school. 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. The principal shall be responsible for developing student safety procedures to be used on 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 safety plan will be on file in each district building and in the SAU office. Safety plan is reviewed with staff annually and as needed.

Legal References:

RSA 200:40, Emergency Care
RSA 281-A:64, III, Worker's Compensation, Safety Provisions; Administrative Penalty
NH Code of Administrative Rules, Section Ed 306.04(a)(2), School Safety
NH Code of Administrative Rules, Section Ed 306.04(d), School Safety Procedures

Cross Reference:

JLI – Safety Program
SCHOOL BOARD POLICY

ESTABLISHING CRITERIA FOR SPECIAL EDUCATION EVALUATIONS

IN THE OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

The State and Federal special education laws require that the Oyster River Cooperative School District evaluate children with disabilities who are in need of special education and related services. The district evaluates children upon referral for special education and reevaluates educationally disabled children at least once every three years or when conditions warrant a re-evaluation.

The district is committed to ensuring that each child’s IEP team bases its decision on high quality, reliable and educationally sound special education evaluations.

The district has established the following criteria for all special education evaluations. These criteria consequently apply to all evaluations conducted by school district personnel, all evaluations the district asks outside contractors to conduct, and all independent evaluations parents expect the school district to review, consider, and/or fund.

Unique circumstances may justify deviation from these criteria. If a parent or district staff member is aware of such unique circumstances, it is expected that they should inform the student’s case manager or the district’s special education director immediately.

1. The evaluation must comply with the relevant provisions of the State and Federal special education laws, including 34 C.F.R. §§ 300.301–300.311, and N.H. Code of Administrative Rules Ed 1107.

2. The evaluation must be conducted in New Hampshire, by an evaluator whose principal office is located in New Hampshire, unless there is no qualified evaluator in New Hampshire.

3. The evaluator must hold a valid license from the State of New Hampshire in the field related to the known or suspected disability. The evaluator must have extensive training and experience in evaluation in the area(s) of concern and be able to interpret the instructional implications of the evaluation results. In instances where no “applicable license” exists, the district must be satisfied that the evaluator has extensive training and experience related to the known or suspected disability.

4. The cost of the evaluation shall not exceed the usual and customary rate for such evaluations.

5. The school district will not pay for the evaluation until it receives the evaluator's report.
6. The evaluator must review relevant educational records.

7. Unless otherwise determined by the members of the child’s IEP team, the evaluator must either: a) observe the child in one or more educational settings; or b) make at least one contact with the child’s general education teacher for the purpose of determining how the student is progressing in the general curriculum. In addition, evaluators are encouraged to make additional contacts with other involved general and special education teachers and related service providers.

8. The evaluator must be permitted to directly communicate and share information with members of the IEP team, the district’s special education director, and the director’s designees. The evaluator must also release the assessments and results, including any parent and teacher questionnaires, to members of the IEP team, the district’s special education director, and the director’s designees.

9. The district shall be entitled to inspect and obtain copies of the evaluator’s records, including any records created by third parties. However, for purposes of the federal Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g(a)(4)(B)(i), records will not be deemed accessible to any school district personnel other than the evaluator, unless and until the district exercises its right to inspect or obtain copies of those records from the evaluator.

Cross Reference:

- NH Rules for the Education of Children with Disabilities
- ACE: New Hampshire Rules for the Education of Children with Disabilities
PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL, EMPLOYEES, STUDENTS OR ADMINISTRATION TO THE SCHOOL BOARD

Any complaint presented to the Oyster River Cooperative School Board about school personnel, employees, students or administration, will be referred back to the Superintendent. The Board will not hear or review complaints until such complaints have first been brought forth through the appropriate and applicable administrative procedures and the Superintendent or his/her designee has had a reasonable opportunity to seek to resolve the complaint.

The Board may decline to hear any complaint, which will interfere with its ability to serve as an impartial trier of fact in any related student or personnel matter. This complaint procedure shall not supersede or modify any right held by employees of the District under federal law, state law, contract, or collective bargaining agreement.

To the extent it is deemed appropriate by the Superintendent, the individual who is the subject of the complaint may be advised of the nature of the complaint and may be given an opportunity for explanation, comment, and presentation of the facts. The Superintendent shall seek to resolve the matter and report to the Board.

Complaints about the Superintendent may be made directly to the Board through the Clerk, but only after reasonable efforts have been made by the complaining party to resolve their complaint directly with the Superintendent. The Board may, to the extent it is appropriate, advise the Superintendent of the nature of the complaint and may give the Superintendent an opportunity for explanation, comment, and presentation of facts.

In the event a complaint is made directly to an individual Board member, the procedure outlined below shall be followed:

1. The Board member shall refer the person making the complaint to the Superintendent or for investigation. The Superintendent may delegate the investigation to a Principal or other administrator.

2. If the member of the public will not personally present the complaint to the Superintendent or Principal, the Board member shall then ask that the complaint be written and signed. The Board member will then refer the complaint to the Superintendent for investigation.

3. If the person making a complaint believes that a satisfactory reply has not been received from the Superintendent, he or she may request that the Board hear the complaint. The Board will hear and act upon the complaint only by majority vote. The Board may decline to act on any complaint which, in its sole judgment, would interfere with the Superintendent's ability to properly administer the district. If the Board does hear and act upon the complaint, all Board decisions shall be final.

4. If the Board decides, in accordance with Paragraph Three, to hear and act upon a complaint that pertains to personnel, employee, student or administrative matters, it shall determine whether the complaint shall be heard in public or non-public session in accord-
with RSA 91-A:3 and the laws pertaining to student and family privacy rights. The Board shall also determine whether it is appropriate to inform the individual who is the subject of the complaint of the meeting and to provide said individual with further opportunity for explanation, comment, and presentation of the facts to the Board.

5. If the Superintendent is the subject of the complaint, the Board shall determine whether the complaint should be heard in public or non-public session in accord with RSA 91-A:3. The Board may, to the extent it is appropriate, advise the Superintendent of the nature of the complaint and may give the Superintendent an opportunity for explanation, comment, and presentation of the facts.

Cross Reference: CHCA – Handbooks and Directives
Reconsideration of Instructional Materials

Persons not in agreement with the Oyster River Cooperative School District on its selection of books or other instructional material and who wish a particular book or material to be reviewed must submit to the Principal a "Request for Reconsideration of Instructional Materials." The request forms are available at the school office.

The Principal, upon receipt of a "Request for Reconsideration" will acknowledge receipt to the complainant and list anticipated steps to be taken. The Principal will then notify the Book Review Committee and schedule meetings necessary to review the complaint and to write a report.

The final report will be forwarded to the complainant and the Superintendent of Schools whose decision is final. If the complainant is dissatisfied, the next step is to submit the request to the Superintendent of Schools for action. If the complainant does not accept the Superintendent's decision, the complainant may request a review by the School Board, whose decision will be final.

During the investigation the instructional material will remain in use unless a Selection Committee votes to remove or restrict the material until a final decision is made.

Cross Reference: KEC-R Reconsideration of Instructional Materials
IHAM&R – Reconsideration of Instructional Materials
RECONSIDERATION OF INSTRUCTIONAL MATERIALS

Persons not in agreement with the Oyster River Cooperative School on its selection of books and who wish a particular book to be reviewed must submit to the Principal a "Request for Reconsideration of Instructional Materials." The request forms are available at the school office.

The Principal, upon receipt of a "Request for Reconsideration" will acknowledge receipt to the complainant and list anticipated steps to be taken. The Principal will then notify the Book Review Committee, and schedule meetings necessary to review the complaint and write a report.

The final report will be forwarded to the complainant and the Superintendent of Schools. If the complainant is dissatisfied, the next step is to submit their request to the Superintendent of Schools for action. If the complainant does not accept the Superintendent's decision, the complainant may request a review by the School Board, whose decision will be final.

During the investigation the book will remain in use unless the Book Selection Committee desires to remove or restrict the book until a final decision is made.

Required Reading

Author __________________________
Title ____________________________
Publisher _________________________
Request initiated by ________________
Address __________________________
Telephone __________________________
Complainant represents ________________

Media Presentation
Himself ____________________________
Organization _______________________
Film name _________________________
Film Strip _________________________
Other group _______________________
Slides name _______________________

1. To what particular contents do you object? Please be specific; cite pages if possible. ______________________________________________________

____________________________________________________________________

____________________________________________________________________
2. What of value is there in this work?


3. What do you feel might be the result of reading (viewing) this work?


4. For what age group would you recommend this work?


5. Did you read (view) the entire work? ________

If not, what pages or sections? ________


6. Are you aware of the judgment of this work by critics? ________


7. Are you aware of the instructional purpose for using this work?


8. What do you believe is the theme or purpose of this work?


9. What would you prefer the school do about this work?

  ___ Do not assign or recommend it to my child.

  ___ Withdraw it from all students.

  ___ Re-evaluate it.

10. What work of equal value would you recommend to replace the one you question?


(Signature of Complainant) ___________________________ Date: __________

Cross Reference: KEC Reconsideration of Instructional Materials
PUBLIC CONDUCT ON SCHOOL PROPERTY

For purposes of this policy, "school property" means any buildings, vehicles, property, land, or facilities used for school purposes or school-sponsored events, whether public or private.

The Oyster River Cooperative School District expects mutual respect, civility, and orderly conduct among all individuals on school property or at a school event. No person on school property or at a school event shall:

1. Injure, threaten, harass, or intimidate a staff member, a School Board member, sports official or coach, or any other person;
2. Damage or threaten to damage another's property;
3. Damage or deface School District property;
4. Violate any New Hampshire law, or town or county ordinance;
5. Smoke or otherwise use tobacco products;
6. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs, or possess dangerous devices or weapons;
7. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner);
8. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the School Board principal;
9. Operate a motor vehicle in violation of an authorized District employee’s directive or posted road signs unlawfully;
10. Violate other District policies or regulations, or an authorized District employee’s directive.

Any person who violates this policy or any other acceptable standard of behavior may be ordered to leave school grounds. Law enforcement officials may be contacted at the discretion of the supervising district employee if such employee believes it necessary.

Additionally, the District reserves the right to issue "no trespass" letters to any person whose conduct violates this policy, acceptable standards of conduct, or creates a disruption to the school district's educational purpose.

Legal References:
RSA 193:11, Disturbance
RSA 635:2, Criminal Trespass
RSA 265, Rules of the Road
VISITORS TO THE SCHOOLS

All persons, other than staff and pupils enrolled in the Oyster River Cooperative schools, who may come to the school for any reason during the school day are considered visitors and must report and sign in at the school office. Employees of the school system (directors, coordinators, maintenance staff members, and others) are to advise the school Principal or Secretary that they are in the building. A visitor (a person not employed by the school system) must report to the school office and receive permission to be on the school grounds.

Persons wishing to meet with a teacher for the purpose of discussing a particular problem shall do so only at a time when it does not interrupt the normal school program. Persons wishing to make such arrangements may do so by securing an appointment with the teacher through the office of the Principal or by direct contact with the teacher.

No person shall visit a school without first reporting to the office of the Principal as to the purpose and place of the visit.

Cross Reference:

CHCA – Handbooks and Directives
**DISTINGUISHED SERVICE AWARD**

The board may give distinguished service awards each year to citizens of the Oyster River community in recognition of outstanding service to the school system. Each award will be in the form of a plaque and citation to be presented at the annual school district meeting.

These awards are not intended for employees of the school system or current board members but rather for those individuals whose service to the schools has been largely voluntary in nature. Nominations for distinguished service awards may be made only by school board members. It is anticipated that school personnel and community people will suggest citizens worthy of nomination to school board members. A two-thirds vote of the board is required for a nominee to be selected to receive an award.

Examples for criteria for nominating are:

- Continued outstanding service over an extended period of time to the board, district, or the schools.

- An extraordinary one-time service to the above.
DISTINGUISHED SERVICE AWARD

1. A record of award recipients will be maintained in the superintendent's office.

2. Each year the board will conclude its nomination and election of award winners by January 30.

3. Board discussion of nominees will be held in nonpublic session.

4. No citizen may receive an award more than once.

5. All nominations should be in writing, with supporting documentation, which can include information from school personnel and committee members, from the board member making the nomination.

6. A nominee may not be related to any current board member.

7. The meritorious service performed by the nominee must be essentially completed at the time of the award.

8. The plaque will read:

Oyster River Cooperative School District

Distinguished Service Award

presented to

[Name]

in recognition of outstanding service

to the Oyster River School District

[date of presentation]
BUILDINGS AND GROUNDS SECURITY

School district buildings constitute one of the greatest investments of the school district. It is deemed in the best interest of the district to protect the investment adequately.

Security should mean not only maintenance of a secure (locked) building but protection from fire hazards and faulty equipment and safe practices in the use of electrical, plumbing, and heating equipment. The board requires and encourages close cooperation with local police and fire departments and with insurance company inspectors.

Records and funds shall be kept in a safe place and under lock and key when required.

Access to school buildings and grounds outside of regular school hours shall be limited to personnel whose work requires it. An adequate key control system shall be established which will limit access to buildings to authorized personnel and will safeguard against the potential of entrance to buildings by keys in the hands of unauthorized persons.

School buildings shall be closed and locked after the last school activity has concluded in the afternoon except in those instances when there is continuous activity into the evening, in which case securing of the building shall be accomplished at the conclusion of such activity.

A building being used by an authorized school or community group in the evening, or on nonschool days, shall be opened for such activity and secured again after its conclusion.

No unauthorized person or group shall be granted access to a secured building by any employee. Authorization may be granted only by the school board, by the superintendent of Schools and his/her staff, and by the principal of the school.

Protective devices designed to be sued as safeguards against illegal entry and vandalism shall be installed when appropriate to the individual situation.

The building principal is responsible for enforcing this policy.
## Mast Way 2013-14 Registration

<table>
<thead>
<tr>
<th>Possible Placement</th>
<th>Aug 7</th>
<th>Reg</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>K</td>
<td>2</td>
<td>42</td>
<td></td>
</tr>
<tr>
<td>1st</td>
<td>3</td>
<td>58</td>
<td></td>
</tr>
<tr>
<td>2nd</td>
<td>0</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>3rd</td>
<td>0</td>
<td>77</td>
<td></td>
</tr>
<tr>
<td>4th</td>
<td>1</td>
<td>59</td>
<td></td>
</tr>
<tr>
<td><strong>Total 2013-14</strong></td>
<td><strong>6</strong></td>
<td><strong>286</strong></td>
<td><strong>292</strong></td>
</tr>
</tbody>
</table>

### Kindergarten

<table>
<thead>
<tr>
<th>Kindergarten</th>
<th>Total</th>
<th>Boys</th>
<th>Girls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parsons AM</td>
<td>14</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Parsons PM</td>
<td>15</td>
<td>6</td>
<td>9</td>
</tr>
<tr>
<td>Korjolbsen AM</td>
<td>13</td>
<td>5</td>
<td>8</td>
</tr>
<tr>
<td>Needs placement</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>44</strong></td>
<td><strong>19</strong></td>
<td><strong>25</strong></td>
</tr>
</tbody>
</table>

### 1st Grade

<table>
<thead>
<tr>
<th>Grade</th>
<th>Total</th>
<th>Boys</th>
<th>Girls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burke</td>
<td>19</td>
<td>10</td>
<td>9</td>
</tr>
<tr>
<td>Desroches</td>
<td>19</td>
<td>10</td>
<td>9</td>
</tr>
<tr>
<td>Handwork</td>
<td>20</td>
<td>9</td>
<td>11</td>
</tr>
<tr>
<td>Needs placement</td>
<td>3</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>61</strong></td>
<td><strong>29</strong></td>
<td><strong>32</strong></td>
</tr>
</tbody>
</table>

### 2nd Grade

<table>
<thead>
<tr>
<th>Grade</th>
<th>Total</th>
<th>Boys</th>
<th>Girls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jones</td>
<td>17</td>
<td>7</td>
<td>10</td>
</tr>
<tr>
<td>Moulton</td>
<td>16</td>
<td>7</td>
<td>9</td>
</tr>
<tr>
<td>Yerkes</td>
<td>17</td>
<td>9</td>
<td>8</td>
</tr>
<tr>
<td>Needs placement</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>50</strong></td>
<td><strong>23</strong></td>
<td><strong>27</strong></td>
</tr>
</tbody>
</table>

### 3rd Grade

<table>
<thead>
<tr>
<th>Grade</th>
<th>Total</th>
<th>Boys</th>
<th>Girls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drew</td>
<td>20</td>
<td>12</td>
<td>8</td>
</tr>
<tr>
<td>George</td>
<td>21</td>
<td>11</td>
<td>10</td>
</tr>
<tr>
<td>Paquette</td>
<td>19</td>
<td>11</td>
<td>8</td>
</tr>
<tr>
<td>McCormick 3rd</td>
<td>8</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Webb 3rd</td>
<td>9</td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td>Needs placement</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>77</strong></td>
<td><strong>44</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>

### 4th Grade

<table>
<thead>
<tr>
<th>Grade</th>
<th>Total</th>
<th>Boys</th>
<th>Girls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buswell</td>
<td>19</td>
<td>7</td>
<td>12</td>
</tr>
<tr>
<td>Bowden-Gerard</td>
<td>18</td>
<td>8</td>
<td>10</td>
</tr>
<tr>
<td>McCormick 4th</td>
<td>10</td>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td>Webb 4th</td>
<td>12</td>
<td>5</td>
<td>7</td>
</tr>
<tr>
<td>Needs placement</td>
<td>1</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>60</strong></td>
<td><strong>26</strong></td>
<td><strong>34</strong></td>
</tr>
</tbody>
</table>
### Moharimet 2013-14 Registration

<table>
<thead>
<tr>
<th>Grade</th>
<th>12-Jun</th>
<th>26-Jun</th>
<th>10-Jul</th>
<th>6-Aug</th>
</tr>
</thead>
<tbody>
<tr>
<td>K</td>
<td>59</td>
<td>59</td>
<td>55</td>
<td>56</td>
</tr>
<tr>
<td>1st</td>
<td>86</td>
<td>84</td>
<td>86</td>
<td>87</td>
</tr>
<tr>
<td>2nd</td>
<td>89</td>
<td>88</td>
<td>89</td>
<td>90</td>
</tr>
<tr>
<td>3rd</td>
<td>74</td>
<td>76</td>
<td>78</td>
<td>77</td>
</tr>
<tr>
<td>4th</td>
<td>87</td>
<td>88</td>
<td>87</td>
<td>90</td>
</tr>
<tr>
<td><strong>Total 2013-14</strong></td>
<td><strong>395</strong></td>
<td><strong>395</strong></td>
<td><strong>395</strong></td>
<td><strong>400</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Kindergarten</th>
<th>Total</th>
<th>Boys</th>
<th>Girls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chartrand AM</td>
<td>14</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Chartand PM</td>
<td>13</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td>Raspa AM</td>
<td>16</td>
<td>9</td>
<td>7</td>
</tr>
<tr>
<td>Lapierre PM</td>
<td>13</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td>Needs Placement</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>56</strong></td>
<td><strong>28</strong></td>
<td><strong>28</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grade</th>
<th>12-Jun</th>
<th>26-Jun</th>
<th>10-Jul</th>
<th>6-Aug</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Grade</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hall</td>
<td>22</td>
<td>10</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Bradley</td>
<td>22</td>
<td>12</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Dolcino</td>
<td>21</td>
<td>11</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Torr</td>
<td>22</td>
<td>12</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Needs placement</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>87</strong></td>
<td><strong>45</strong></td>
<td><strong>42</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grade</th>
<th>12-Jun</th>
<th>26-Jun</th>
<th>10-Jul</th>
<th>6-Aug</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd Grade</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hoff</td>
<td>22</td>
<td>13</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Nadeau</td>
<td>23</td>
<td>9</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Reilly</td>
<td>23</td>
<td>13</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Winsor</td>
<td>22</td>
<td>13</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Needs placement</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>90</strong></td>
<td><strong>48</strong></td>
<td><strong>42</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grade</th>
<th>12-Jun</th>
<th>26-Jun</th>
<th>10-Jul</th>
<th>6-Aug</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd Grade</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>McManus</td>
<td>18</td>
<td>7</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>O'Byrne</td>
<td>20</td>
<td>8</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Schmitt</td>
<td>18</td>
<td>9</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Needs placement</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>77</strong></td>
<td><strong>35</strong></td>
<td><strong>42</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grade</th>
<th>12-Jun</th>
<th>26-Jun</th>
<th>10-Jul</th>
<th>6-Aug</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd/4th Grade</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lee 3rd</td>
<td>11</td>
<td>7</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>4th</td>
<td>11</td>
<td>4</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>Swift 3rd</td>
<td>10</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>4th</td>
<td>12</td>
<td>7</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>90</strong></td>
<td><strong>39</strong></td>
<td><strong>51</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grade</th>
<th>12-Jun</th>
<th>26-Jun</th>
<th>10-Jul</th>
<th>6-Aug</th>
</tr>
</thead>
<tbody>
<tr>
<td>4th Grade</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curtin</td>
<td>22</td>
<td>9</td>
<td>13</td>
<td></td>
</tr>
<tr>
<td>Larson-Dennen</td>
<td>23</td>
<td>9</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Van Ledtje</td>
<td>22</td>
<td>10</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Needs Placement</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>90</strong></td>
<td><strong>39</strong></td>
<td><strong>51</strong></td>
<td></td>
</tr>
</tbody>
</table>
Hi Wendy,
Grade 5 - 167
Grade 6 - 176
Grade 7 - 158
Grade 8-169

Total-670

Of note, we have had 31 new students register.

Jay

---

From: Todd Allen
Sent: Tuesday, August 06, 2013 2:16 PM
To: Wendy DiFruscio
Subject: RE: current enrollment

Here is what I have as of today.
9th = 191(30 tuition)
10th = 150(21 tuition)
11th = 180(20 tuition)
12th = 161(12 tuition)
Total=682(83 tuition)
Office of the Superintendent
Oyster River School District
36 Coe Drive, Durham, NH 03824

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Dr. James Morse, Sr.
DATE: August 7, 2013
RE: Strategic Plan Update

Below listed please find the individual Future Search Committee meeting dates.

Academic Engagement Committee:

- Monday, August 5th

Communication Committee

- Wednesday, June 12th
- Tuesday, July 9th
- Tuesday, July 30th
- Tuesday, August 6th

Finance Committee:

- Wednesday, June 12th
- Thursday, June 27th
- Thursday, July 11th
- Monday, July 30th

Review Meeting Committee and Subcommittee Members

- Tuesday, September 17th 5 – 7 PM – ORHS – MPR (Waiting for confirmation)
Fiscal Year 2015 Budget Goals

1. The ORCSD 2014-15 Budget will not exceed the cost of living as established by U.S. Government for 2013. Health Insurance, negotiated contracts and State cost shifts/mandate not subject to COLA.

2. Class size will be in accordance to Policy IIB in order to meet the needs of students both for acceleration and remediation.

3. Program growth/staff growth will be analyzed before adding new staff or programs to the the 2014-15 proposed budget to determine if needs can be met by reassignment of staff, reassignment of funds, and/or retirement savings.

4. Tuition funds will be used to maintain and enhance programs, offset capital costs and to lower tax impact on District taxpayers.

5. The ORCSD will standardize curriculum and assessment materials in order to minimize cost, provide quality staff support, and enter into a predictable cycle of resource acquisitions.

6. The proposed 2014-15 budget will account for unique costs associated with the implementation of common core, the draft strategic plan and proposed technology plan.
Oyster River Cooperative School District
School Administrative Unit #5
36 Coe Drive
Durham, New Hampshire 03824

Budget Process Calendar
Budget Year 2014-15

July 31 Summer Leadership Budget Discussions

August 14 School Board Goals FY15 Budget

Superintendent Department Reviews:
Sept 23-Facilities, Technology Sept 24-Transportation, Food Service Sept 30-MOH, MW Oct 1 - MS, HS
Oct 2 – Special Ed, Oct 3 – SAU, District

October 18 Draft Budget Distribution

October 24 Workshop session with Board 8:00 – 4:00 Lee Town Safety Complex
First overview of 2014-15 Budgets by each Principal and Departments of District:
Mast Way
Moharimet
Oyster River Middle School
Oyster River High School
District/SAU
Information Technology
Special Education/Grants
Facilities
Transportation
Food Service

October 30 Budget Workshop with Board 7:00 HS C124

November 6 Regular Board Meeting Budget Discussion

November 13 Budget Workshop with Board 7:00 HS C124

November 20 Regular Board Meeting Budget Discussion

December 4 Regular Board Meeting Set Budget, Approval of Warrant Articles 7:00 PM
High School C124

December 10,11,12 Town Budget Forums on Budget

January 7, 2014 Public Hearing 7:00 High School Auditorium

February 4, 2014 First Session /Deliberative Session 7:00 High School Auditorium

March 11, 2014 Second Session /Voting by Ballot

7/30/2013
Oyster River Cooperative School District

Regular Meeting

July 17, 2013 6:30 p.m.

DRAFT

BOARD MEMBERS PRESENT: Chair Maria Barth, Tom Newkirk, Kenny Rotner, Megan Turnbull, Ed Charle, Ann Lane

ADMINISTRATORS PRESENT: Superintendent James Morse, Susan Caswell, Todd Allen, Jay Richard

There were 8 members of the public present.

I CALL TO ORDER: By Chair Maria Barth at 6:45 for Manifest
Review/Approval

II PLEDGE OF ALLEGIANCE

Maria Barth addressed the Right to Know Law. It is always good to get feedback from the community. She apologized and noted that they are looking into it and there will be a training session at the next meeting.

III PUBLIC COMMENTS:
Dean Rubire of Lee congratulated Dr. Morse on his first successful year in the District.

The Board will move Section VIII to this portion of the meeting.

VIII SCHOOL BOARD COMMITTEE UPDATES
Sustainability Coordinators “Green Team” Committee Members: Dennis Harrington introduced the members to the Board. He feels that this will help to continue diminishing their ecological foot print.

Motion to approve Sustainability “Green Team” Nominees:
Emily Spognardi  Green Team Coordinator  Up to $4,000
Emily Spognardi  Green Team Leader  Up to $2,000
Kathleen Hanlon  Green Team Leader  Up to $2,000
Maggie Morrison  Green Team Leader  Up to $4,000
Mary Caulfield  Green Team Leader  Up to $4,000
Cydney Scarano  Green Team Ladder  Up to $4,000
Total  Up to $20,000

Kenny Rotner moved to approve the above Green Team nominees, 2nd by Tom Newkirk. Motion approved 6-0.

IV ACTIONS
Superintendent and Board Actions:
Motion to Approve ORHS Guidance Teacher Resignation: Ann Lane moved to approve the ORHS Guidance Teacher Resignation with regret and thanks, 2nd by Tom Newkirk. Motion approved 6-0.

Motion to affirm the hiring of ORHS Science Teacher Position: Tracey Benkoski  Ann Lane moved to approve the Superintendent’s affirmation to hire Tracey Benkoski to an ORHS Science Teacher Position, 2nd by Kenny Rotner. Motion approved 6-0.

Motion to affirm the hiring of ORHS .4 Math Teacher Position: Robert Reynolds Ann Lane moved to approve the Superintendent’s affirmation to hire Robert Reynolds as a .4 Math Teacher Position, 2nd by Kenny Rotner. Motion approved 7-0.

Motion to affirm the hiring of ORMS Technology Integrator Specialist Position: Kathy Bonocorsa. Ann Lane moved to approve the Superintendent’s affirmation to hire Kathy Bonocorsa as the ORMS Technology Integrator Specialist, 2nd by Kenny Rotner. Motion approved 6-0.

Motion to affirm the hiring of two ORHS Guidance Counselors: Jason Baker and Kim Cassamas. Ann Lane moved to affirm the hiring of Jason Baker as an ORHS Guidance Counselor, 2nd by Kenny Rotner. Motion approved 6-0.

Ann Lane moved to affirm the hiring of Kim Cassaas as an ORHS Guidance Counselor, 2nd by Kenny Rotner. Motion approved 6-0.
Motion to approve an ORMS Paraprofessional Maternity Leave of Absence 9/18/13-12/12/13. Ann Lane moved to approve the ORMS Paraprofessional Maternity Leave of Absence, 2nd by Tom Newkirk. Motion approved 6-0.

Motion to approve a Moharimet Paraprofessional Leave of Absence BOY – January 2014. Ann Lane moved to approve the Moharimet Paraprofessional Leave of Absence, 2nd by Kenny Rotner. Motion approved 6-0.

Motion to approve ORHS Coach/Volunteer Positions

Volunteer Positions:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cyd Scarano</td>
<td>Girls Varsity Soccer</td>
<td>No Stipend</td>
</tr>
<tr>
<td>Eric Travis</td>
<td>Cross Country</td>
<td>No Stipend</td>
</tr>
<tr>
<td>Greg Tucker</td>
<td>Boys Soccer</td>
<td>No Stipend</td>
</tr>
<tr>
<td>Bev Cole</td>
<td>Girls Soccer</td>
<td>No Stipend</td>
</tr>
<tr>
<td>Sean Stewart</td>
<td>Girls Volleyball</td>
<td>No Stipend</td>
</tr>
<tr>
<td>Nicholas Ricciardi</td>
<td>Boys Soccer</td>
<td>No Stipend</td>
</tr>
<tr>
<td>Stacia Hogle</td>
<td>Girls Volleyball</td>
<td>No Stipend</td>
</tr>
<tr>
<td>Greg Tucker</td>
<td>Boys Soccer</td>
<td>No Stipend</td>
</tr>
</tbody>
</table>

Paid Positions:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg Gephart</td>
<td>Boys Cross Country</td>
<td>$3,828</td>
</tr>
<tr>
<td>Fergus Cullen</td>
<td>Girls Cross Country</td>
<td>$3,453</td>
</tr>
<tr>
<td>Charles Crull</td>
<td>Boys Varsity Soccer</td>
<td>$4,308</td>
</tr>
<tr>
<td>Jacob Baver</td>
<td>Boys Reserve Soccer</td>
<td>$2,494</td>
</tr>
<tr>
<td>James Thibault</td>
<td>Boys JV Soccer</td>
<td>$2,856</td>
</tr>
<tr>
<td>Dan Brodeur</td>
<td>Girls Varsity Volleyball</td>
<td>$3,528</td>
</tr>
<tr>
<td>Cassandra Sweat</td>
<td>Girls JV Volleyball</td>
<td>$2,320</td>
</tr>
<tr>
<td>Lynda Nelson</td>
<td>Girls Varsity Soccer</td>
<td>$4,308</td>
</tr>
<tr>
<td>Megan Wiley</td>
<td>Girls JV Soccer</td>
<td>$2,556</td>
</tr>
<tr>
<td>Eric Foster</td>
<td>Varsity Golf</td>
<td>$1,991</td>
</tr>
<tr>
<td>Mark Smallwood</td>
<td>Varsity Field Hockey</td>
<td>$4,308</td>
</tr>
<tr>
<td>David Burrows</td>
<td>Girls Varsity Basketball</td>
<td>$4,988</td>
</tr>
</tbody>
</table>
Ann Lane moved to approve the slate of volunteer and paid coach positions for the winter season, 2nd by Tom Newkirk. Motion approved 6-0.

Motion to amend Superintendents Contract for Cell Phone Usage: $45.00 per month to compensate use of personal cell phone for school business. Ann Lane moved to amend the Superintendent's Contract for Cell Phone Usage, 2nd by Kenny Rotner. Motion approved 6-0.

Motion to consider a new Agenda Format:

0 CALL TO ORDER (6:30PM)

I 6:30-7:00 MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING

II PLEDGE OF ALLEGIANCE (7:00PM)

III PUBLIC COMMENTS

IV APPROVAL OF MINUTES

V ANNOUNCEMENTS AND COMMENDATIONS
   A DISTRICT
   B BOARD

VI DISTRICT REPORTS
   A Assistant Superintendent/Curriculum and Instruction Report
   B Superintendent's Report
   C Business Administrator
   D Student Senate Report
   E Other

VII DISCUSSION ITEMS

VIII ACTIONS
   A Superintendent's Actions
   B Board Action Items
IX SCHOOL BOARD COMMITTEE UPDATES

X PUBLIC COMMENTS

XI CLOSING ACTIONS
A Future Meeting Dates

XII NON-PUBLIC SESSION (RSA 91-A:3) (If required)

XIII ADJOURNMENT

Ann Lane moved to consider the new Agenda Format, 2nd by Kenny Rotner. Motion approved 6-0.

Motion to approve Board Priorities:
Continuing Discussion on equitable distribution of elementary students
Continuing Discussion regarding Tuition Students
Development and adoption of a Strategic Plan
Establish the ABC charge for the upcoming year
Establish the Sustainability charge for the upcoming year
Continued Dialogue with community

Tom Newkirk moved to approve the Board Policies, 2nd by Kenny Rotner. Motion passed 6-0.

Motion to approve List of attached Policies:

Policies for a First Read:
Establishing Criteria for Special Education Evaluations TBD
Complaints about School Personnel KEB
Reconsiderations of Instructional Materials & Procedure KEC&R
Public Conduct on School Property KFA
Visitors to the School KI

Tom Newkirk moved to approve the above Policies for a First Read, 2nd by Ann Lane. Motion approved 6-0.

Policy for 2nd Read/Adoption
Approval of Handbooks and Directives CHCA
School, Community, and Home Relations
Public Information Program
Use of Students in Public Information Program

Tom Newkirk moved to approve the above Policies for a 2nd Read/Adoption, 2nd by Kenny Rotner. Motion approved 6-0.

Policy for Deletion
Communication with Parents

Tom Newkirk moved to approve Policy KFB for deletion, 2nd by Kenny Rotner. Motion approved 6-0.

DISTRICT REPORTS:

Assistant Superintendent/Curriculum and Instruction Report: None

Superintendent’s Report:

Update on Tuition: Superintendent Morse would like a detailed discussion at the Board meeting in August to outline a tuition update. A full-fledged presentation with detail is timely.

Update on Strategic Plan: Two of the components will be ready for the Board’s consideration in the fall. The academic piece will be available for the budget season.

Update on 2014 Redistricting for elementary schools: Superintendent Morse discussed the possibility of having Mast Way become the “Kindergarten Center”. Students would then go to their appropriate school for Grade One. Lisa Huppe, the Transportation Director, is working on the implications of this possibility.

Business Administrator:

FY14 Budget Goals Discussion: Superintendent Morse discussed taking the initiative with Sue Caswell and presenting a budget initiative to the Board at
the next meeting. This would organize the conversation around the budget for the Board to provide critique, add, modify and delete. The Board agreed by consensus to review a budget initiative prepared by the Superintendent and Sue Caswell.

**Student Senate Report:** None

**VI ANNOUNCEMENTS AND COMMENDATIONS**

Caroline Eastman commended teachers on their call for proposals. Their unique ideas and thoughts have been outstanding.

**DISCUSSION ITEMS**

None

**BOARD APPROVALS**

**Motion to approve 7/10 minutes:** Kenny Rotner moved to approve the July 10th minutes, 2nd by Ann Lane. Motion approved 5-1-0 with Ann Lane abstaining.

The 6/19 minutes will be approved at the next meeting.

**Approval of Manifests:**

Payroll Manifest #26 $2,882,258.21
Payroll Manifest #27 $976,919.49
Payroll Manifest #1 $391,720.90
Vendor Manifest #26 $103,747.43
Vendor Manifest #1 $236,990.34

**PUBLIC COMMENTS**

David Taylor of Durham appreciates the apology from the Chair at the beginning of the meeting on the right to know law.
CLOSING ACTIONS:

Tom Newkirk moved to adjourn the meeting at 8:30 p.m., 2nd by Kenny Rotner. Motion approved 6-0.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary
Oyster River Cooperative School Board
July 31, 2013 ORHS-C-124
Regular Manifest Meeting Minutes

Attendees:
Ed Charle
Maria Barth
Tom Newkirk
Kenny Rotner
Susan Caswell

Meeting called to order at 5:55 PM

Manifest signed.

Meeting adjourned at 5:59 PM – all in favor. Vote 4-0

Respectfully submitted,
Maria Barth
ORCSD School Board