Oyster River Cooperative School District
REGULAR MEETING
December 3, 2014
ORHS – C124
6:30 PM

I. CALL TO ORDER (6:30 PM)

II. MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES
   • Motion to approve: 11/19/14 regular 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
      • Budget Update
   D. Student Senate Report
   E. Other:

VII. DISCUSSION ITEMS
   • Distinguished Service Award Recipient
   • Warrant Article Update
   • Mini Retirement Incentive Update and Approval
   • Mast Way Parking Lot Drainage Solution
   • Bus Lease/Purchase

VIII. ACTIONS
   A. Superintendent Actions
   B. Board Action Items
      • Motion to approve increase of participants requesting approval for mini retirement incentive.
      • Motion to approve list of policies.

IX. SCHOOL BOARD COMMITTEE UPDATES

X. PUBLIC COMMENTS

XI. CLOSING ACTIONS
   A. Future meeting dates: 12/17/14, 1/7/15 regular meetings

XII. ADJOURNMENT

XII. NON-PUBLIC SESSION: RSA 91-A:3 II {If Needed}
    NON-MEETING SESSION: RSA 91-A:2 I {If Needed}

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.
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 Term on Board: 2013 – 2016
- Sarah Farwell Term on Board: 2014 – 2017
- Denise Day Term on Board: 2014 – 2017
- 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.
November 19, 2014

Oyster River Cooperative District

Regular Meeting

SCHOOL MEMBERS PRESENT: Tom Newkirk, Maria Barth, Ed Charle, Al Howland, Kenny Rotner, Denise Day, Sarah Farwell

ADMINISTRATORS PRESENT: Superintendent Morse, Todd Allen, Sue Caswell, Jay Richard, Carrie Vaich, Dennis Harrington

There were twelve members of the public present

I CALL TO ORDER: By Tom Newkirk at 6:30 to review manifests

II PUBLIC COMMENTS: Jeannie Sowers discussed the working group about moving to later start times at the middle school. They will be coming to the Board in March.

The Oyster River Drama Club members from the upcoming fall play Almost Maine gave the Board a review of their play. It is this Thursday, Friday and Saturday at the High School.

III APPROVAL OF MINUTES: Motion to approve November 5th Minutes: Denise Day moved to approve the November 5th minutes, 2nd by Al Howland.

Revision: Under Discussion Items: Remove 2nd paragraph “Shall the District....”
First Paragraph to Read: “Denise Day moved to move forward with a proposed warrant article and to move it into discussion with the community”

Page 6: 4th Paragraph Dean Rubine would like to see more in depth minutes.

Motion approved with the above revisions 6-1-0 with Ed Charle abstaining.

APPROVAL OF MANIFESTS:
Payroll Manifest #10: $887,538.50
Payroll Manifest #11: $62,775.06
Vendor Manifest #11: $190,241.99

NONMEETING: Kenny Rotner moved to enter into a nonmeeting at 7:15 p.m. under RSA 91-A:2 I (a), Strategies with Respect to Collective Bargaining, 2nd by Al Howland. Upon roll call vote the motion passed 7-0.

IV ANNOUNCEMENTS AND COMMENDATIONS

A District: Dennis Harrington of Moharimet described the morale as “astronomical”. The staff at Moharimet is fully committed to each student and it is a healthy thriving environment.

Todd Allen of the high school mentioned the article in Fosters regarding their ranking in the United States. On December 1st, there will be a presentation on the Athletic Fields Upgrade Plan.

Carrie Vaich of Mast Way thanked the PTO for doing a great job in trying different ways to reach out to people. They have an online form for ordering Mast Way apparel. This year there will be an online marketplace as well.

Doris Demers of the Nutrition Program announced that Mast Way and Moharimet was awarded the Bronze Award for the Healthier US School Challenge Bronze Award from the USDA.

B Board: Al Howland attended the French and Spanish Class performances at the High School of their plays last evening. It is a great opportunity for the students.

V DISTRICT REPORTS
A Assistant Superintendent/Curriculum and Instruction Reports
Carolyn Eastman updated their subscription to Survey Monkey. There is survey data on various surveys that have been compiled in the District.

B Superintendent’s Report: Superintendent Morse noted that the Full Kindergarten Committee has been meeting regularly and will be reporting to the Board in February. There was a Middle School Facilities Meeting last evening and there was great representation from staff. The purpose is to focus
on the Academic viability of the building. The goal is to have a report back to
the Board on the Academic viability of the building in May. They are still
working on the elementary strategic plan goals. They are continuing to meet
and refine them.

C Business Administrator: None

D Student Senate Report: None

E Other:
Long Range Planning Committee: Lisa Allison

Long Range Planning Committee Members: Michael Goldberg, Tom Merrick,
David Taylor, Robert Mohr, Lisa Allison, Lorna Jacobsen, Katrina Kasper

Enrollment Projections for ORCSD 2014 – 2024:

Summary of LRPC Goals:
Provide the School Board with enrollment projections for each of the next ten
years

Make every effort to provide projections for the following school year in the fall
when they can be used in the budgeting process

Continually improve and refine the model used to make enrollment projections.

Enrollment Up This Year but Decline Will Resume:
Peak enrollment was 2,393 in 2000

2014-15 (excluding tuition) is 2008

Decline over 14 years was 385

Projected 2024-25 (excluding tuition) 1,647

Projected 2024-25 with Barrington tuition students 1,743 (1,772 with 125
tuition)
The Board and Superintendent thanked Lisa Allison and the LRPC for all their hard work in preparing these numbers.

**Confucius Institute – Chinese Program:**

Yusi Turell updated the Board on the UNH Confucius Institute Chinese Program.

The Information Session will be on December 1st.

**Key Elements of Oyster River’s Proposed Afterschool Program:**

Location: Oyster River Middle School
Day/Time: Tuesday and Thursday 3:45 – 4:45 p.m.
Since this program is envisioned as an intensive and cumulative group program, students will be expected to participate both days each week.

**Add-Ons:**
Community language workshops biweekly on Thursdays 5:00 – 6:30 p.m.
geared towards parents who wish to support their children in Mandarin and build community around the program.

Quarterly field trips to regional Chinatowns

**Students Served in 2014-15:**
Eligible students for the elementary afterschool programs will be in grades 1-3 living in the District.
Our initial estimate is that 15-18 students will enroll.

**Kenny Rotner moved to accept the Chinese Program as presented with possible start in January or February 2015, 2nd by Al Howland. Motion passed 7-0.**

**VI DISCUSSION ITEMS**

**Denise Day moved to nominate Marie Nycz O’Neill and Rob McEwan to the Long Range Planning Committee, 2nd by Al Howland. Motion approved 7-0.**
Draft 2015 Warrant Article: Superintendent Morse presented the first draft 2015 Warrant Article.

There was a Board discussion on the wording with the Athletic Fields with the artificial turf. The Business Administrator will be looking to the District attorney for guiding on crafting the wording of the article.

Superintendent Evaluation: There will be a nonpublic meeting on December 17th where the Superintendent will present his self-evaluation. There will also be a survey from the staff to help engage in the process.

2015-16 School Calendar: Al Howland moved to approve the 2015-16 school calendar, 2nd by Kenny Rotner. Superintendent Morse detailed the start date of school with the Board. The first day of school will be September 2nd. Motion passed 7-0.

ORPaaS Negotiation Update:
Sue Caswell reported that they have reached a tentative agreement with The Oyster River Paraprofessionals and Support Staff Association. The changes to the agreement are as follows:

A three year agreement for school years 2015-16, 2016-17, and 2017-18
A change in the health insurance plan copay for prescription drugs to 10/20/45
Added two holidays to paraprofessional days, added two leave days to food service, reduced required workshop days for both making the total paid days equal for both groups
Deleted language from previous contract no longer relevant
Adjusted steps of existing wage schedule to correct unequal step progression, add three steps to each wage schedule, and gave existing employees two steps to make up for loss in last contract
Revised language for vacancies and added recall procedure due to reduction in force.

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary and Benefit Costs</td>
<td>$156,982</td>
<td>$121,343</td>
<td>$84,600</td>
</tr>
<tr>
<td>Savings for change in Health coverage</td>
<td>-21,358</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cost:</td>
<td>$135,624</td>
<td>$121,343</td>
<td>$84,600</td>
</tr>
</tbody>
</table>
Al Howland moved to accept the ORPaSS Contract, 2nd by Kenny Rotner. Motion passed 7-0.

VII ACTIONS

Proposed Tuition Rates:
Elementary Schools: $15,844
Middle School: $16,378
High School: $17,335

Al Howland moved to approve the above proposed tuition rates, 2nd by Denise Day. Motion passed 7-0.

Al Howland moved to approve the following nominations of ORMS Activity Stipends, 2nd by Kenny Rotner. Motion passed 7-0.

John Silverio   Robotics           $582
John Silverio   Grade 5 Leadership $969
Jason Duff      Grade 7 Student Council $969

Kenny Rotner moved to approve the following ORHS/ORMS Winter Volunteer and Coach Nominations, 2nc by Denise Day. Motion approved 7-0.

Volunteer Positions:
Sam Kerrigan     Boys Basketball
Jason Nifong     Boys Basketball
Robert Fauci     Boys Basketball
Aaron Lacoss     Boys Hockey
Peter Harwood    Girls Hockey
Leslie Gelsomini Girls Hockey
Ned Clarke       Ski Team
Trygg Engen      Ski Team

Paid Positions:
Megan Hinz       Girls 7th Grade Basketball $1,938
Nate Grove       Girls 8th Grade Basketball $2,238
Nicole Casimiro  Boys 7th Grade Basketball  $1,938
Jason Duff  Boys 8th Grade Basketball  $1,938
Paul Kerrigan  Boys JV Basketball  $3,274
Nick Scuderi  Boys Reserve Basketball  $2,594

Policies:

Denise Day moved to approve Policies IFA Instructional Needs of Students with Different Talents, Policy IGAD Career Education, Policy IGD Curriculum Adoption, Policy IF Instructional Program, 2nd by Maria Barth. Motion approved 7-0.

SCHOOL BOARD COMMITTEE UPDATES:
Maria Barth reported that the Policy Committee met today. Also, the End 68 Hours of Hunger Committee met yesterday. They had a lot of brainstorming on fundraising opportunities.

PUBLIC COMMENTS

None

CLOSING ACTIONS:

Future Meeting Dates: December 3 and December 17

ADJOURNMENT:

Denise Day moved to adjourn the meeting at 9:15 p.m., 2nd by Maria Barth. Motion approved 7-0.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary
## OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
### FISCAL YEAR 2014-2015
#### FINANCIAL STATUS AS OF: 11/25/2014

<table>
<thead>
<tr>
<th>Budgeted</th>
<th>Expended</th>
<th>Encumbrances</th>
<th>Amount Remaining</th>
<th>Percentage Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrator</td>
<td>1,301,715</td>
<td>556,114</td>
<td>758,338</td>
<td>(12,737)</td>
</tr>
<tr>
<td>Teacher</td>
<td>14,207,423</td>
<td>4,012,740</td>
<td>10,059,926</td>
<td>134,757</td>
</tr>
<tr>
<td>Para</td>
<td>2,019,395</td>
<td>708,843</td>
<td>1,403,728</td>
<td>(93,176)</td>
</tr>
<tr>
<td>Tutor</td>
<td>179,021</td>
<td>58,549</td>
<td>125,159</td>
<td>(4,687)</td>
</tr>
<tr>
<td>Custodian</td>
<td>689,634</td>
<td>286,160</td>
<td>405,592</td>
<td>(2,118)</td>
</tr>
<tr>
<td>Secretary</td>
<td>351,434</td>
<td>134,234</td>
<td>216,771</td>
<td>429</td>
</tr>
<tr>
<td>District Hourly</td>
<td>598,653</td>
<td>251,411</td>
<td>347,185</td>
<td>57</td>
</tr>
<tr>
<td>Maintenance</td>
<td>196,661</td>
<td>90,524</td>
<td>87,776</td>
<td>18,361</td>
</tr>
<tr>
<td>Drivers</td>
<td>760,290</td>
<td>344,991</td>
<td>387,278</td>
<td>28,021</td>
</tr>
<tr>
<td>Media Assistant</td>
<td>8,100</td>
<td>2,411</td>
<td>2,603</td>
<td>3,086</td>
</tr>
<tr>
<td>Misc &amp; Summer</td>
<td>204,544</td>
<td>98,476</td>
<td>68,998</td>
<td>37,070</td>
</tr>
<tr>
<td>Subs - Professional</td>
<td>248,027</td>
<td>85,393</td>
<td>55,091</td>
<td>107,543</td>
</tr>
<tr>
<td>Subs - Para</td>
<td>22,300</td>
<td>15,210</td>
<td>14,783</td>
<td>(7,693)</td>
</tr>
<tr>
<td>Subs - Secretary</td>
<td>3,000</td>
<td>2,380</td>
<td>0</td>
<td>620</td>
</tr>
<tr>
<td>O/T</td>
<td>36,577</td>
<td>80</td>
<td>0</td>
<td>36,497</td>
</tr>
<tr>
<td>Med &amp; Dent Payback</td>
<td>537,292</td>
<td>201,047</td>
<td>292,665</td>
<td>43,580</td>
</tr>
</tbody>
</table>

**TOTAL SALARIES**: 21,364,066 | 6,848,563 | 14,225,939 | 289,610 | 98.6% |

**BENEFITS**:  
- Health Ins: 4,308,627 | 1,233,856 | 3,101,777 | (26,806) | 101% |
- Dental Ins: 126,717 | 35,721 | 89,398 | 1,598 | 99% |
- Life Ins: 51,270 | 15,090 | 37,376 | (1,556) | 103% |
- LTD Ins: 49,039 | 14,128 | 36,903 | (1,182) | 102% |
- FICA: 1,630,188 | 505,433 | 1,094,394 | 30,361 | 98% |
- Retirement - Non Professional: 321,390 | 126,426 | 195,500 | (536) | 100% |
- Retirement - Professional: 2,099,479 | 585,946 | 1,477,385 | 36,148 | 98% |
- Annuity: 105,050 | 28,911 | 80,251 | (4,112) | 104% |
- Tuition Reimb: 0 | 1,551 | 0 | (1,551) | 0% |
- Unemployment Comp: 24,065 | 51 | 0 | 24,014 | 0% |
- Workers Com: 102,177 | 0 | 55,832 | 46,345 | 55% |

**TOTAL BENEFITS**: 8,818,002 | 2,547,113 | 6,168,166 | 102,723 | 98.8% |

### ALL OTHER OPERATING EXPENSES:
- Mast Way: 148,802 | 82,759 | 8,551 | 57,492 | 61% |
- Moharimet: 161,818 | 82,786 | 9,830 | 69,202 | 57% |
- Middle School: 280,926 | 127,206 | 24,732 | 128,988 | 54% |
- High School: 543,222 | 227,759 | 37,828 | 277,635 | 49% |
- District: 2,023,591 | 2,051,320 | 8,263 | (35,992) | 102% |
- Transportation: 710,942 | 363,945 | 12,665 | 334,332 | 53% |
- Technology: 432,256 | 220,323 | 69,408 | 142,525 | 67% |
- Facilities: 1,977,560 | 1,146,403 | 119,603 | 711,554 | 64% |
- SPED: 1,920,266 | 741,737 | 1,171,964 | 6,565 | 100% |

**TOTAL OPERATING**: 8,199,383 | 5,944,238 | 1,462,844 | 1,692,301 | 79.4% |

**GRAND TOTAL**: 38,381,451 | 14,439,914 | 21,856,903 | 2,084,634 | 94.6% |
OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
THE STATE OF NEW HAMPSHIRE
2015
SCHOOL WARRANT

To the Inhabitants of the Oyster River Cooperative School District of Durham, Lee, and Madbury qualified to vote upon District affairs:

You are hereby notified to meet at the Oyster River High School in said district on the 3rd day of February 2015, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 7 and for any amendments thereto. Warrant articles whose wording is prescribed by law shall not be amended and no warrant article shall be amended to eliminate the subject matter of the article at Session I.

Official ballot voting for school district officers (articles 1 and 2) and on articles 3-7 will occur at town polling locations on Tuesday, March 10, 2015:

- Town of Durham: Oyster River High School
  - 7:00 am to 7:00 pm
- Town of Lee: Lee Safety Complex
  - 7:00 am to 7:00 pm
- Town of Madbury: Madbury Town Hall
  - 11:00 am to 7:30 pm

ARTICLE 1: To choose a Moderator for the coming year.

ARTICLE 2: To choose three School Board members, one each from Durham, Lee and Madbury for the ensuing three years.

ARTICLE 3: Shall the District raise and appropriate the sum of $3,000,000 for the renovation and construction of athletic fields and tracks at Oyster River High School, and to authorize the issuance of not more than $1,700,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the term and rate of interest thereon; and $300,000 to come from an expendable trust fund for this purpose; and in addition to raise and appropriate the additional sum of $36,833 for the first year's principal and interest payment on the bonds or notes, and authorize the School Board to apply for, accept and expend federal, state or other aid which may be available for the project and to comply with all laws applicable to the project and take any other action necessary to carry out this vote. The School Board recommends this appropriation with a three-fifths (3/5) ballot vote of those in attendance and voting at the annual meeting.

Explanation: Warrant article 5 asks Oyster River taxpayers to approve a bond of up to $1.7M over a (10 or 15) year period to fund the costs for an athletic facility upgrade project at the high school. This project will include an 8 lane all-weather track, an artificial turf rectangular playing field and reconfigured baseball and softball fields. The total cost of the project is $2.5 million. Assuming the $1.7 million bond is approved by the voters the remaining $800,000 for the project has/will be privately fundraised. The Friends of Oyster River Track (FORT) have already fundraised $300,000 which will be used to fund the construction of the 8 lane all-weather track. An additional $500,000 will need to be raised to fund lights, bleachers and dug-outs for the baseball and softball fields. An artificial turf field will improve drainage and the reconfiguration of our baseball and softball fields will allow for multi-use play.

ARTICLE 4: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargaining agreement reached between the Oyster River Bus Driver's Association (ORBDA) and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:
and further to raise and appropriate the sum of $57,147 for the 2015-2016 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? The School Board recommends this appropriation. (Majority vote required)

ARTICLE 5: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargaining agreement reached between the Oyster River Paraprofessionals and Support Staff (ORPaSS) and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015-2016</td>
<td>$135,624</td>
</tr>
<tr>
<td>2016-2017</td>
<td>$121,343</td>
</tr>
<tr>
<td>2017-2018</td>
<td>$ 84,600</td>
</tr>
</tbody>
</table>

and further to raise and appropriate the sum of $135,624 for the 2015-2016 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? The School Board recommends this appropriation. (Majority vote required)

ARTICLE 6: Shall the District vote to create an expendable trust fund under the provisions of RSA 198:20-c, to be known as the benefit stabilization fund, for the purpose of offsetting unexpected increases in various benefits in which the principal and interest may be appropriated and expended. Furthermore, to raise and appropriate a sum up to $200,000 to be added to the benefit expendable trust fund, with such amount to be funded from the year-end undesignated fund balance surplus and to name the School Board as agents to expend from this fund. The School Board recommends this appropriation. ( Majority vote required)

ARTICLE 7: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling $xx,xxx,xxx distributed as follows: Fund 10 = $xx,xxx,xxx (regular operating budget); Fund 21 = $xxx,xxx (expenditures from food service revenues); Fund 22 = $xxxx,xxx (expenditures from federal/special revenues); Fund 23 = $x,xxx (expenditures from pass through funds)? Should this article be defeated, the operating budget shall be $xx,xxx,xxx (Default Budget) which is the same as last year with certain adjustments required by previous action of the district or by law; or the district may hold one special meeting in accordance with RSA 40:13, X, and XVI to take up the issue of the revised operating budget only. The School Board recommends this appropriation. (Majority vote required)

Given under our hands at said Durham NH this ___ day of January 2015:

Thomas Newkirk, Chairperson
Allan Howland, Vice-chair

Kenneth Rotner
Maria Barth

Edwin Charlie
Denise Day

Sarah Farwell
**Budget Analysis**

<table>
<thead>
<tr>
<th></th>
<th>Durham</th>
<th>Lee</th>
<th>Madbury</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Budget</td>
<td>$39,454,621</td>
<td>$0.40</td>
<td>$0.60</td>
</tr>
<tr>
<td>ORBDA Warrant</td>
<td>$69,147</td>
<td>$0.04</td>
<td>$0.05</td>
</tr>
<tr>
<td>ORPASS Warrant</td>
<td>$135,624</td>
<td>$0.08</td>
<td>$0.11</td>
</tr>
<tr>
<td>Total General Fund</td>
<td>$39,659,392</td>
<td>$0.52</td>
<td>$0.76</td>
</tr>
</tbody>
</table>

**Field Upgrade Warrant**

<table>
<thead>
<tr>
<th></th>
<th>1.7 M Bond - 10 year</th>
<th>3.746%</th>
<th>1.7 M Bond - 15 year</th>
<th>3.998%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
<td>$36,833</td>
<td>$0.02</td>
<td>$39,289</td>
<td>$0.03</td>
</tr>
<tr>
<td>Year 2</td>
<td>$230,563</td>
<td>$0.14</td>
<td>$180,700</td>
<td>$0.11</td>
</tr>
<tr>
<td>Year 3</td>
<td>$224,188</td>
<td>$0.13</td>
<td>$176,100</td>
<td>$0.10</td>
</tr>
<tr>
<td>Year 4</td>
<td>$217,813</td>
<td>$0.13</td>
<td>$171,500</td>
<td>$0.10</td>
</tr>
<tr>
<td>Year 5</td>
<td>$211,438</td>
<td>$0.12</td>
<td>$166,900</td>
<td>$0.10</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,055,583</strong></td>
<td></td>
<td><strong>$2,244,289</strong></td>
<td></td>
</tr>
</tbody>
</table>
Oyster River Cooperative School District
Business Administrator’s Office
SAU #5
36 Coe Drive
Durham, NH 03824
(603) 868-5100 x2003
FAX (603) 868-6668
scaswell@orcsd.org

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Sue Caswell,
Business Administrator
DATE: December 3, 2014
RE: Bus Lease

Attached you will find data pertaining to options for leasing 2-3 buses. We are looking at this as a way to upgrade the status of our fleet within the next few months. This year we have experienced numerous breakdowns with vehicles making it difficult to cover routes. We have managed to get by, but not without disrupting the schedules for our students. Adding these buses will hopefully assure we have enough working vehicles and spares to meet all district demands. We will be bringing you the details of the lease for approval once we confirm them. Our budget has funding to support this in the repair account. We anticipate a balance in this account since we are holding off on expensive repairs to several older buses. Lisa Huppe, Transportation Director, will be available to answer any questions you may have in regards to this proposal.
<table>
<thead>
<tr>
<th>Requested specs - ORCSD</th>
<th>BlueBird</th>
<th>Thomas</th>
<th>International</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driver seat – high back, adj, tilt back</td>
<td>$80,255.00</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Built in 5 pt harness’ in both front seats</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Seatbelts installed in 2nd row of seats</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>AM/FM Radios with interior PA</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Push button/electric entrance door control</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Heated Mirrors</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Reflective strobing stop arm</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>Crossing Gate; front bumper</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Interior lock for emergency door(s)</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Exterior vandal lock and key; front door</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Tinted Windows</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Maximized luggage comp</td>
<td>28.4/16/22.7 CU FT</td>
<td>8/8/5FT</td>
<td>11/13.5/22.5 CU FT</td>
</tr>
<tr>
<td>Webasto Heater</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>750 watt engine block heater</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Glow plug system</td>
<td>YES</td>
<td>intake heater</td>
<td>YES</td>
</tr>
<tr>
<td>Fuel Tank Capacity</td>
<td>60 gal</td>
<td>60 gal</td>
<td>65 gal</td>
</tr>
<tr>
<td>Hydraulic Brakes</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
</tbody>
</table>

Chassis: 5 yr warranty/75000 mi
Engine: 5 yr/unl mileage
Allison transmission: 5 yr/unl mileage
body
paint

5 yr/UNL MILE 5 yr/100,000 mi 5 yr/100,000 mi
5 yr/100,000 MI 5 yr/100,000 mi 5 yr/unl mi
5 yr/ UNL MILE 5 yr/unl mi 5 yr/100,000 mi
5 yr full paint 5 yr full paint 5 yr/unl mi

3 year lease/no balloon pmt $27,298.97 $27,695.78 $27,579.79
5 year lease/no balloon pmt $16,859.61 $17,044.17 $16,995.51
fixed int rate no YES/higher no
current build turnover 2-3 mos 2-3 mos 2-3 mos
<table>
<thead>
<tr>
<th>Title</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Policies for First Read</strong></td>
<td></td>
</tr>
<tr>
<td>World Language Program</td>
<td>IHAH</td>
</tr>
<tr>
<td>Character and Citizenship Education</td>
<td>IHAK</td>
</tr>
<tr>
<td><strong>Policies for Second Read/Adoption</strong></td>
<td></td>
</tr>
<tr>
<td>Curriculum Development</td>
<td>IGA</td>
</tr>
<tr>
<td><strong>Policies for Deletion</strong></td>
<td></td>
</tr>
<tr>
<td>Buildings and Grounds Maintenance</td>
<td>ECB</td>
</tr>
</tbody>
</table>
WORLD LANGUAGES PROGRAM

It is the policy of the Oyster River Cooperative School Board to provide students with opportunities to explore a broad range of academic fields. In keeping with the Oyster River Cooperative School Districts mission to provide broad academic opportunities, developmental needs of to students, a world language program will be offered to students in the elementary, middle school and high school and when possible at the elementary.

Content will include basic vocabulary as well as an introduction to the culture of countries speaking the studied languages. Instruction will include speaking and listening skills with some writing skills. The world languages teacher(s) and the building principal will develop other curriculum components.

Students who demonstrate content mastery at the exploratory level may be offered the opportunity to participate in a full year instructional program in 7th and 8th grades with the expectation that they will continue to study world language at the high school level.

Legal Reference:

NH Code of Administrative Rules, Section Ed. 306.26(c), World Languages, Middle School
NH Code of Administrative Rules, Section Ed. 306.27(e)(16), High School Curriculum,
World Languages,
NH Code of Administrative Rules, Section Ed. 306.48, World Languages Program
CHARACTER AND CITIZENSHIP EDUCATION

The Oyster River Cooperative School Board assumes its leadership role in the development of ethical values among young people by endorsing and modeling character and citizenship education.

Those in charge of curriculum development will have the responsibility for integrating into the curriculum, as appropriate, the following principles:

1. Each individual has dignity and worth.
2. A free society requires respect for persons, property, principles, and for self.
3. Each individual has a right to learn and freedom to achieve.
4. Each individual, regardless of race, creed, color, sex, sexual orientation, ethnic background, or economic status, has the right to equal opportunity.
5. Each individual has the right to personal liberties.
6. Each individual is responsible for his/her own actions, and should exercise self-discipline where and when appropriate.
7. Each individual has a responsibility to the group as well as to the total society.
8. A democratic government is established by majority vote, subject to individual rights guaranteed by the Constitution.
9. Democratic societies are based on law.
10. Problems are solved through reason and orderly processes.
11. An individual should be tolerant of another's beliefs and should have freedom to express his/her own.
12. Each individual has the right to work, to pursue an occupation, and to gain satisfaction from personal efforts.

Teaching in the area of character and citizenship values will take place throughout the K-12 program.

Legal References:

NH Code of Administrative Rules, Section Ed 306:04(a)(5), Character and Citizenship
NH Code of Administrative Rules, Section ED 306:04(i), Character and Citizenship
CURRICULUM DEVELOPMENT

The Oyster River Cooperative school board will encourage and support the professional staff in its efforts to investigate new curricular ideas, develop and improve programs, and evaluate results.

The superintendent will direct and/or delegate curriculum development for the school system. The superintendent will establish curriculum committees for the study of curriculum improvements, including the selection of new instructional materials, as found necessary and desirable.

Teacher obligations to the school beyond regular classroom duties include work on curriculum committees. It is expected that all teachers will make contributions to curriculum development.

The superintendent will submit to the board recommendations developed by the curriculum committees and the professional staff. Recommendations will be submitted to the board for its consideration and adoption, as appropriate.

Curriculum Maps & Scope & Sequences Guides

Curriculum guides shall be provided developed for the various- all subject areas. These guides shall present at least a minimal outline for instruction which will include the scope and sequence and a basis for future development of the particular course.

The guides shall be designed to assist all users in strengthening and in clarifying their philosophy regarding the teaching of a subject and will, when possible, suggest a variety of possibilities for instruction, patterns of individualization, and variations of approaches and materials.

1) Development of Guides:
   a) Curriculum guides should be initially developed by the staff and teachers who are to use them.
   b) Where entire staff participation is not feasible, a system of representatives of staff and/or departments concerned shall form committees for study, creation, and revision of any particular guide.
   c) When work is completed on a guide, the committee responsible for its development shall present it to the appropriate staff and then through the office of the superintendent.

2) Use of the Guides Curriculum Maps:
   a) Curriculum guides are to serve as a framework from which a teacher will develop units of study, individual lesson plans, and approaches to instruction which will serve the pupils' particular needs at a particular time. The guides shall be used to map the logical sequence of instruction.
   b) The principal is responsible for monitoring optimum use of available curriculum guides.
CURRICULUM DEVELOPMENT

Curriculum Guides Maps will be developed for all courses and will contain the following three parts:

1) A listing of the instructional standards and/or competencies of the course consistent with the goal of continuous progress and stated as far as possible in measurable behavior.

2) A suggested method of assessment for stated instructional standards/competences in order to measure when and to what degree learning has been accomplished.

3) Suggested learning activities such as workbook pages, selected readings, activity cards, games, etc. to accompany each objective.

The board recognizes that curriculum is not static and, therefore, expects that curriculum guides will be updated on a regular basis ensuring alignment with standards adopted by the New Hampshire Department of Education.

Copies of all relevant guidelines will be on file in the Central office, District web-site, principal's office, and as appropriate the school library.

Cross Reference:
IL – Evaluation of Curricular Programs
IGD – Curriculum Adoption

Legal Reference:
NH Code of Administrative Rules, Section Ed. 302.02(f), Substantive Duties of Superintendents
NH Code of Administrative Rules, Section Ed. 303.01(g), Substantive Duties of School Boards
BUILDINGS AND GROUNDS MAINTENANCE

The board will develop and execute a continuing program of maintenance of all district-owned buildings and grounds. This program of maintenance will be administered in such a manner as to preserve the capital investment of the district and to prevent deterioration due to lack of proper care.

The Superintendent will carry out the above policy through providing for:

1. Buildings and ground improvements and additions as established by capital outlay line items approved by the board.

2. An adequate custodial program for all schools.

3. Improvement and maintenance of school grounds and fields.

4. Repairs, including repairs of equipment, and painting.

5. Determination of obsolete equipment.