

Oyster River Cooperative School District  
REGULAR BOARD MEETING

January 3, 2024

ORMS – Recital Hall

7:00 PM

- O. MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING
- I. CALL TO ORDER 7:00 PM
- Ia. NON-PUBLIC SESSION: RSA 91-A:3 II (f)
  - Consideration of matters relating to the preparation and carrying out of emergency functions.
- II. APPROVAL OF AGENDA
- III. PUBLIC COMMENTS (*Total allotted time for public comment is 30 minutes*)
- IV. APPROVAL OF MINUTES *Motion to approve December 20, 2023, Regular Meeting Minutes.*
- V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS
  - A. District
  - B. Board
- VI. DISTRICT REPORTS
  - A. Assistant Superintendent/Curriculum & Instruction Report(s)
  - B. Superintendent’s Report
    - CBL Survey Update
    - Barrington Tuition Update
  - C. Business Administrator
    - 2024 Warrant Article. *Motion to approve the 2024 Warrant Article.*
  - D. Student Representative {Maeve Hickok}
  - E. Finance Committee Report
  - F. Superintendent Search Committee
  - G. Other:
- VII. UNANIMOUS CONSENT AGENDA *{Requires unanimous approval. Individual items may be removed by any Board Member for separate discussion and vote}*
- VIII. DISCUSSION & ACTION ITEMS
  - 2024-25 School Calendar for Second Read/Adoption. *Motion to approve the 2024-25 School Calendar for Second Read/Adoption.*
  - Assign Presentation of Warrant Articles for Deliberative Session.
  - Public Hearing Discussion.
  - Facilities Fees [Procedure KF-R1]
- IX. SCHOOL BOARD COMMITTEE UPDATES
- X. PUBLIC COMMENTS (*Total allotted time for public comment is 30 minutes*)
- XI. CLOSING ACTIONS
  - A. Future meeting dates: January 10, 2024 – Public Budget Hearing - @ 7:00 PM – ORMS Recital Hall  
 January 17, 2024 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall  
 January 23, 2024 – Joint Board Meeting w/Barrington @ 6:00 PM-Barrington SAU  
 February 6, 2024 – Annual Meeting Session I @ 7:00 PM @ ORMS Recital Hall  
 February 7, 2024 – Regular School Board Meeting @ 7:00 PM @ ORMS Recital Hall
- XII. NON-PUBLIC SESSION: RSA 91-A:3 II (c)
  - Superintendent Evaluation, and
  - Administrator Discussion

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

XIII. ADJOURNMENT

Respectfully submitted,  
Superintendent

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

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

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

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

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

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

**Oyster River Cooperative School District Members:**

- |                             |                            |
|-----------------------------|----------------------------|
| • Denise Day, Chairperson   | Term on Board: 2023 –2026  |
| • Matthew Bacon, Vice Chair | Term on Board: 2022 - 2025 |
| • Brian Cisneros            | Term on Board: 2021 –2024  |
| • Daniel Klein              | Term on Board: 2021 - 2024 |
| • Thomas Newkirk            | Term on Board: 2023 - 2024 |
| • Heather Smith             | Term on Board: 2022– 2025  |
| • Giana Gelsey              | Term on Board: 2023 - 2026 |

**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:

- 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.
- The hiring of any person as a public employee.
- 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.
- 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.
- Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency of any sub-division thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.

**Oyster River Cooperative School Board**  
**Regular Meeting Minutes**

**December 20, 2023**

**DRAFT**

**SCHOOL BOARD PRESENT:** Denise Day, Brian Cisneros, Dan Klein, Heather Smith, Matt Bacon, Tom Newkirk, Giana Gelsey

**STUDENT REPRESENTATIVE:** Maeve Hickok (absent)

**ADMINISTRATORS PRESENT:** Dr. Morse, Suzanne Filippone, Catherine Plourde, Amy Ransom, Gen Brown, Rachael Blansett, Rebecca Noe, Bill Sullivan, Misty Lowe, David Goldsmith

**STAFF PRESENT:**

**GUEST PRESENT:** Dr. Robert Shaps

**ABSENT:**

**I. CALLED TO ORDER at 7:00 PM by Chair Denise Day.**

**Ia. NON-PUBLIC SESSION:** RSA 91-A:3 II (b)

- The hiring of any person as a public employee.

**Denise Day made a motion to go into Non-Public Session RSA 91-A:3 II (b), 2<sup>nd</sup> by Heather Smith. Motion passed 7-0 by roll call vote.**

Regular Meeting resumed at 7:06 pm.

**II. APPROVAL OF AGENDA**

Denise Day made the following change to the agenda:

The motion to approve the hiring of superintendent will be moved from Non-Public to Public.

**Denise Day made a motion to approve the agenda as amended, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.**

Heather Smith made a comment that the opening of a new door is exciting, but it comes with the closing of a door which is also bittersweet.

**Heather Smith made a motion to approve the hiring of Dr. Robert Shaps as superintendent for a term of 3 years at an annual salary of \$210,000 in accordance to authorize the chairperson to sign the contract, 2<sup>nd</sup> by Brian Cisneros.**

Brian Cisneros shared that the process was long and short, and there were a lot of great people involved. They received applications from very qualified potential superintendents and when it came down to the final three, they were all outstanding candidates that were more than qualified to do the job. Only one person could be chosen, and he said Dr. Shaps is a great person and he is looking forward to seeing how he leads the district.

**Motion passed 7-0.**

Denise Day congratulated Dr. Shaps and invited him to the podium. Dr. Shaps thanked the board and said it was an honor and privilege to be selected as the next superintendent. He thanked everyone for their trust and confidence in his leadership. He was impressed with the screening process since it was not only thorough and rewarding, but also revealing as it allowed him to see what the district values and that a joy of learning is everywhere. He thanked Dr. Morse for making it a welcoming day and he looks forward to listening and learning more over the next 6 months.

**III. PUBLIC COMMENTS** – None provided.

**IV. APPROVAL OF MINUTES**

**Brian Cisneros made a motion to approve the November 29, 2023, minute correction for Default amount, 2<sup>nd</sup> by Giana Gelsey.**

Amy Ransom made the following revision:

Strike the amount \$54,450,352 and replace it with \$54,415,352 in the November 29, 2023 motion by Brian Cisneros to accept the Fund 10 balance.

**Motion passed with correction 7-0.**

**Heather Smith made a motion to approve the November 30, 2023; December 1, 2023; December 4, 2023 Regular Superintendent Screening Public and Non-Public Meeting Minutes, 2<sup>nd</sup> by Matt Bacon.**

Matt Bacon made the following additions:

Non-Public Meeting ended at 7:56 pm and the Regular Meeting resumed at 7:59 pm.

Brian Cisneros made a motion to seal minutes of the Non-Public Session for a period of one year, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0 by roll call vote.

Heather Smith made a motion to adjourn the meeting at 8:01 pm, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.

**Motion passed with correction 7-0.**

**Matt Bacon made a motion to approve the December 6<sup>th</sup>, 2023 Regular Meeting Minutes, 2<sup>nd</sup> by Brian Cisneros.**

Giana Gelsey made the following revisions:

On page 2 under "District Updates" replace the spelling of "Cavanaugh" to "Kavanaugh" and "Cooke" to "Cook".

On page 3 under "Business Administrator" the first sentence should read "...Dr. Morse stated there is a difference of \$318,732 between default budget and proposed budget."

**Motion passed with correction 7-0.**

## **V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**

### **A. Board**

Tom Newkirk announced that he will not be running again in March for the Durham seat. He encouraged anyone interested in running to reach out to him so he can answer questions and provide information.

### **B. District**

Principal Rebecca Noe of ORHS announced that she was proud and impressed by the XC Teams. At the NH XC Awards Banquet the girls were recognized as "Girls XC Team of the Year" and Patrick O'Brien was recognized as "Coach of the Year." The school has been celebrating a special "Staff Appreciation Week" before the holidays in honor of everyone's hard work and dedication. When school resumes on Jan. 2<sup>nd</sup>, there will be two weeks of classes until midterms. Quarter 3 of the new semester will begin on Wed., Jan. 24<sup>th</sup>.

DEIJ Director Rachael Blansett shared updates of her work involving professional development planning and activities with students at the high school and elementary schools. The February Teacher Workshop Day will include a Bias Bootcamp session and on March 15<sup>th</sup> & 16<sup>th</sup> a 4-part training series titled "Intersections of Identities" will be available to 50 staff members who register. Recently, Rachael was able to connect, collaborate, and share work with other regional DEIJ directors at a retreat. She is also preparing transition work that outlines everything she has done. It will be a helpful reference for anyone in the district to access now and down the road. DEIJ Committee meeting dates for the new semester will be available in January and another community event will be planned.

Rebecca added that the group Chaos & Kindness, who spreads messages of positivity and inclusion, performed at the high school and students really enjoyed the special event.

## **VI. DISTRICT REPORTS**

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

Suzanne Filippone informed the board that STAR Assessments would be given in the new year. She recently met with the social studies department about the Civics in Schools state requirement, and currently, all seniors have passed the Civics Exam. Also, the updated Eureka Math model is running, and Suzanne thanked Sarah Farwell and Ellen Ervin for all their work involved with the implementation. Suzanne let faculty know that Sabbatical Applications are available for submission until January 15<sup>th</sup>. She recognized Julie, Kelley, head of the Sustainability Committee, who is stepping down and thanked her for her service to the district and students.

#### February 13, 2024 Teacher Workshop Day Adjustment

Regarding the February 13<sup>th</sup>, 2024 Teacher Workshop (TW) Day, the district had anticipated the primary; however, since it is not occurring they have determined that moving it to March 15<sup>th</sup>, 2024 will be in better alignment with Rochester, Dover, and Somersworth school districts. Suzanne noted that March is also a more traditional time for a TW Day.

**Brian Cisneros made a motion to approve moving the February 13, 2024 Teacher Workshop Day to Friday, March 15, 2024, 2<sup>nd</sup> by Tom Newkirk. Motion passed 7-0.**

#### **Superintendent's Report**

##### Update on Competency Survey

Dr. Morse thanked Tom Newkirk and Giana Gelsey for their contributions to the Competency Survey Committee and development of the draft being presented tonight. He also thanked the remaining members of the committee which included administrators, teachers, students, and a parent representative. He made special note of the middle school students who communicated very thoughtfully about competency-based reporting during the discussions. The goal is for the UNH Survey Center to distribute the survey via the web mid-January so that results can be collated in February.

Dr. Morse also spoke about the advertisement for a new Facilities Director since the Aramark contract has been discontinued. The purchase of the new kitchen equipment was negotiated without buyouts.

Denise Day pointed out a change to question P13 for survey language consistency. She suggested a revision that was noted. She also asked about what led to the changes. Dr. Morse explained that they eliminated leading questions, especially ones that were negative, in order to neutralize questions. Giana Gelsey noted that language within the survey was carefully critiqued and revised for consistency and better understanding by the various participants.

A discussion was held amongst board members as to the grade levels the survey should address and have access to with the consensus being 5<sup>th</sup>-9<sup>th</sup> grade.

**Giana Gelsey made a motion for the survey to address and have access to up to 10<sup>th</sup> grade, 2<sup>nd</sup> by Dan Klein. Motion passed 4-3-0 with Giana Gelsey, Matt Bacon, Heather Smith, and Dan Klein in favor; Brian Cisneros, Tom Newkirk, and Denise Day in opposition; and no abstentions.**

#### **C. Business Administrator**

##### Review FY 25' Default Budget for Public Hearing

Amy Ranson reviewed the 2024 MS-DSB default budget which is reported to the Department of Revenue. She noted that the figure of \$55,929,305 also includes funds related to Food Service.

**Brian Cisneros made a motion to accept the Default Budget as presented, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0.**

##### Review 2024 Warrant Articles for Public Hearing

Amy Ranson reviewed the warrant articles along with #5, a new warrant article added to address cost items of Tutor CBA if defeated.

Brian Cisneros explained that if the Tutor Agreement doesn't pass, there is no recourse until the following year. He felt Warrant #5 was standard practice and without it, the tutor agreement would not have any support to fall back on should voters not pass it.

Denise Day wondered if the language would confuse voters and discourage them from passing it.

Heather Smith felt the new article was reasonable and wondered if using the language this year would normalize it for following years.

The board tabled a decision on Warrant Article #5 until the next meeting.

**D. Student Representative Report {Maeve Hickok}** – None provided.

**E. Finance Committee Report** – None provided.

**F. Superintendent Search Committee**

A token of appreciation was presented to Heather Smith for all the hard work and time she spent organizing the timeline and planning details for the Superintendent Search.

**VII. UNANIMOUS CONSENT AGENDA – Chair Denise Day asked if any items needed to be discussed separately and there were no concerns from the board.**

- ORMS Physical Education Teacher Letter of Resignation.
- List of Policies for Second Read/Adoption: JLCE – Emergency Care and First Aid, JJIF – Athletic Policy – Sanctioning of Sports, CAN – Lactation Accommodations.

**Denise Day made a motion to approve the List of Policies for Second Read/Adoption: JLCE – Emergency Care and First Aid, JJIF – Athletic Policy – Sanctioning of Sports, ACN – Lactation Accommodations, 2<sup>nd</sup> by Tom Newkirk. Motion passed 7-0.**

**VIII. DISCUSSION & ACTION ITEMS**

2024-25 School Calendar for First Read

Dr. Morse met with fellow superintendents to align the 2024-2025 calendar as much as possible with Dover, Somersworth, and Rochester. The February and April breaks are now aligned with the NH state calendar.

**Brian Cisneros made a motion to approve the 2024-25 School Calendar for First Read, 2<sup>nd</sup> by Matt Bacon. Motion passed 7-0.**

**IX. SCHOOL BOARD COMMITTEE UPDATES**

The Manifest Committee met and completed the following manifests.

Payroll Manifest # 13 Total is \$781,188.74

Vendor Manifest #14 Total is \$1,011,816.76

Dan Klein stated that the Policy Committee met last week and due to the on-going occurrence of hate speech they are looking at all policy related to make it clearer and more robust. These incidents, although unfortunate, are a necessary opportunity to update and revise policy and procedure for everyone involved.

Heather Smith stated that the Sustainability Committee met on Dec. 11<sup>th</sup> and is working on reducing waste across the district. Moharimet's Sustainability Club recently held a secret challenge in which waste was weighed after each lunch. The 4<sup>th</sup> grade received an extra recess for being the least wasteful. Cookies will no longer be wrapped in individual plastic bags and the nutrition department is looking into using baskets instead of paper boats. A spring event for Earth Week has been tentatively planned and they are looking for additional members to join the Sustainability Committee.

Giana Gelsey stated that she attended the NHSA legislation where 300+ proposals are being tracked. She noted that one proposal would reduce the probation period of a teacher and remove the criminal background check.

She learned that some schools have a legislative committee and wondered if our district should consider forming one.

**X. PUBLIC COMMENTS** – None provided.

**XI. CLOSING ACTIONS**

**A. Future Meeting Dates:** January 3, 2024 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall  
January 10, 2024 – Public Budget Hearing @ 7:00 PM – ORMS Recital Hall  
January 17, 2024 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall  
January 23, 2024 – Joint Board Meeting w/Barrington @ 6:00 PM – Barrington SAU

**XII. NON-PUBLIC SESSION:** RSA 91-A:3 II (b) – [moved to beginning of the meeting]

- The hiring of any person as a public employee.

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

**XIII. ADJOURNMENT:**

**Heather Smith made a motion to adjourn the meeting at 8:14 pm, 2<sup>nd</sup> by Giana Gelsey. Motion passed 7-0.**

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

Respectfully Submitted,

Karyn Laird, Records Keeper

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT THE STATE  
OF NEW HAMPSHIRE  
2024  
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 Middle School in said district on the 6<sup>th</sup> day of February 2024, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 8 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 through 6 will occur at town polling locations on Tuesday, March 12, 2024:

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

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

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

ARTICLE 3: 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 \$56,248,037. Should this article be defeated, the operating budget shall be \$55,929,305 (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)*

Note:

Fund 10 = \$54,415,352 (regular operating budget); Fund 21 = \$1,191,685 (expenditures from food service revenues); Fund 22 = \$600,000 (expenditures from federal/special revenues); Fund 23 = \$41,000 (expenditures from pass through funds).

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 Intervention and Tutors Association and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

2024-2025	\$139,846.63
2025-2026	\$35,219.00
2026-2027	\$18,695.59

and further to raise and appropriate the sum of \$ 139,846.63 for the 2024-2025 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 school district, if Warrant Article 4 is defeated, authorize the governing body to call one special meeting, at its option, to address Warrant Article 4 cost items only? (Majority vote required)*



ARTICLE 5: Shall the District vote to raise and appropriate the sum of \$125,000 to be added to the Facilities Development, Maintenance, and Replacement Trust which was established in March of 2017. This sum to come from June 30 fund balance available for transfer on July 1. *The School Board recommends this appropriation. (Majority vote required)* No amounts to be raised from taxation.

ARTICLE 6: Shall the District establish an Artificial Turf Field Replacement Expendable Trust Fund under the provisions of RSA 198:20-c, for replacing the District's Artificial Athletics Turf Fields, and raise and appropriate up to \$125,000 for this purpose with such amount to be funded from the year-end undesignated fund balance, and further, to name the School Board as agents to expand from the Artificial Turf Field Replacement Trust. *(Majority vote required)*

ARTICLE 7: Shall the District establish a non-lapsing Athletic Field Revolving Fund in accordance with RSA 194:3-c to be funded by receipts from the use of the District's athletic fields for the purpose of maintaining and replacing the athletic funds. Further to raise and appropriate the sum of one dollar (\$1.00). Withdrawals from the revolving fund will be made on an annual basis as needed. *(Majority vote required)*

Given under our hands at said Durham NH this \_\_\_\_\_ day of January 2024:

\_\_\_\_\_  
Denise Day, Chairperson

\_\_\_\_\_  
Matthew Bacon, Vice-Chair

\_\_\_\_\_  
Brian Cisneros

\_\_\_\_\_  
Daniel Klein

\_\_\_\_\_  
Heather Smith

\_\_\_\_\_  
Thomas Newkirk

\_\_\_\_\_  
Giana Gelsey

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

DRAFT

2024-2025 SCHOOL CALENDAR

DRAFT

School Board Approved – TBD

Deliberative Session: February, 2025\*

Voting Day: March , 2025

\*Subject to Change

S(22)  
T(24)

AUGUST/ SEPTEMBER 2024				
M	T	W	Th	F
			29	X
TW	TW	▲		
X	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

S(21)  
T(22)

OCTOBER 2024				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	TW
X	15	16	17	18
21	22	23	24	25
28	29	30	31	

S(16)  
T(17)

NOVEMBER 2024				
M	T	W	Th	F
				1
4	TW	6	7	8
X	12	13	14	15
18	19	20	21	22
25	26	X	X	X

S(15)  
T(15)

DECEMBER 2024				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
X	X	X	X	X
X	X			

S(20)  
T(21)

JANUARY 2025				
M	T	W	Th	F
		X	2	3
6	7	8	9	10
13	14	15	16	17
X	21	22	23	24
TW	28	29	*30	31

8/26, 8/27..... Teacher Workshop Days  
8/28 ..... 1st Day for All Students  
8/29..... 1st Day Preschool

8/30 – 9/2..... Labor Day Observance

10/11..... Teacher Workshop  
10/14..... Indigenous Peoples' Day

11/5 ..... Teacher Workshop -  
(Parent/Teacher Conference Gr K-8)

11/11..... Veterans' Day Observed  
11/27 - 11/29... Thanksgiving Break

12/23 - 1/1..... Winter Break

1/20..... Martin Luther King Day  
1/27 ..... Teacher Workshop

2/24 - 2/28..... February Break

3/14..... Teacher Workshop

4/28 – 5/2..... April Break

5/23 ..... Teacher Workshop  
5/26..... Memorial Day

TBD..... ORHS Graduation  
6/24..... With 5 Built In - Snow Days

▲ First Day of School for Students  
▲ Last Day of School - **Early Release**  
(unless more than 5 make-up days are required)

TW Teacher District Workshop Days  
(no school for students)

X School Closed – Holiday/Vacation

\* End of Semester One

SD Snow Days (5 Built in)

Anticipated last day for students is 6/24. The calendar allows for five school cancellation days. If less or more than five days are needed to cover cancellations, the schedule will be adjusted accordingly.

S(15)  
T(15)

FEBRUARY 2025				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
X	X	X	X	X

S(20)  
T(21)

MARCH 2025				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	TW
17	18	19	20	21
24	25	26	27	28
31				

S(19)  
T(19)

APRIL 2025				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
X	X	X		

S(18)  
T(19)

MAY 2025				
M	T	W	Th	F
			X	X
5	6	7	8	9
12	13	14	15	16
19	20	21	22	TW
X	27	28	29	30

S(12)  
T(12)

JUNE 2025				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	SD	SD	SD
SD	SD/▲			

178 Student Days

185 Teacher Days

## OTHER RECOGNIZED 2024-25 HOLIDAY

Independence Day	July 4, 2024
Muharram [Al Hijrah New Year] (Islamic)	July 8
Janmashtami (Hindu)	August 26
Labor Day	September 2
Mawlid al-Nabi [birthday of Mahammad] (Islamic)	September 27#
Rosh Hashanah [New Year] (Jewish) <i>Designated non-workday for observers +</i>	October 2 -October 4*
Navaratri/Dussehra (Hindu)	October 3
Yom Kippur [Day of Atonement] (Jewish) <i>Designated non-workday for observers +</i>	October 11–October 12*
Sukkot [Feast of Tabernacles] (Jewish)10/17 & 10/18 <i>Designated non-workday for observers</i>	October 16-October 23*
Shemini Atzeret (Jewish) <i>Designated non-workday for observers +</i>	October 23- October 24*
Simchat Torah (Jewish) <i>Designated non-workday for observers +</i>	October 24 – October 25*
Indigenous Peoples Day	October 14
Diwali (Hindu)	October 31
Veterans Day	November 11
Thanksgiving Day	November 28
Native American Heritage Day	November 29
Hanukkah [Chanukah] (Jewish) +	December 25- January 2
Christmas	December 25
New Year's Day	January 1, 2025
Orthodox Christmas (Christian Orthodox)	January 7
Martin Luther King Day	January 20
Lunar New Year	January 29
President's Day	February 17
Maha Shivaratri (Hindu)	February 25
Beginning of Ramadan (Islamic)- <i>evening of February 28 – March 29 +</i>	March 1#
Ash Wednesday (Christian)	March 5
Beginning of Lent (Christian Orthodox)	March 5
Purim (Jewish) +	March 13 - March 14
Holi (Hindu)	March 14
Lailat al-Qadr (Islamic)	March 27#
Eid al-Fitr [End of Ramadan] (Islamic)	March 29#
Ramanavami (Hindu)	April 6
Passover [Pesach] (Jewish) <i>April 12 &amp; 13, 18 &amp; 19 Primary obligation days +</i>	April 12-20*
Good Friday (Christian)	April 18
Easter (Christian)	April 20
Memorial Day	May 26
Shavuot (Jewish) <i>Designated non-workday for observers +</i>	June 1-3*
Eid al-Adha (Islamic)	June 16#
Juneteenth	June 19

\* These holidays (or dates within holidays) are designated non-work (observance) days.

# Some of these dates are not fixed to a calendar but based on the actual sighting of the moon & therefore there may be some variance by day.

+ Begins at sunset of first date

<https://councilofpresidents.org/2022-2023-holiday-observance-calendar>

## Facility Use Requirements

IRS Tax Exempt Certificate shall be required to substantiate non-profit annually.

Proof of Insurance will be provided by all user annually.

When there are two events held: one in the afternoon and one in the evening - a separate fee is charged for each event, providing there is an admission fee charged for each event.

Elementary Day Care Usage Monthly Charge \$200.00

UNH will be charged in the Outside Non-Profit Category

After regular hours, weekends or holidays, custodial, kitchen and auditorium tech fees to be charged to all outside groups & non-profit w/in District. Other charges may occur for turf field, lights, vandalism, damages and any other equipment outside the use of the space requested.

The Towns of Durham, Lee and Madbury, or any approved subcommittee of said towns, will not be charged for rental or custodial.

\*A minimum of one hour will be charged for all of these locations

### BUILDING/GROUNDS RENTAL FEES

#### STAFF FEES:

Custodial Fee	\$40.00 per hr. minimum charge 3 hrs.
Kitchen Fee	\$40.00 per hr. minimum charge 3 hrs.
Auditorium Tech Fee	\$50.00 per hr. minimum charge 3 hrs.
Application Fee	\$25 per event

#### AUDIO/VISUAL FEES:

Audio/Visual	\$20.00 per day
Piano	\$50.00 per day
Tables and Chairs	\$10 per table \$1 per chair
Gym Floor Cover Tarp	\$800 per set up and breakdown

#### SCHOOL RENTAL FEE/DAY

<u>MOHARIMET SCHOOL</u>	<u>SEATING CAPACITY</u>	<u>Outside Groups For Profit</u>	<u>Outside Group Non Profit</u>	<u>Non-Profits w/in District</u>
Cafeteria/Stage	298 (seating only set ups) 147 chairs allowec	\$200	\$125	\$0
Gym	518 (seating only set ups) 357 chairs allowed	\$500	\$200	\$0
Cafe/Gym combined space	816 - 504 chairs			\$0
Kitchen		\$100	\$75	\$0
East Commons	50	\$150	\$75	\$0
West Commons	50	\$150	\$75	\$0
Library	44	\$200	\$100	\$0
Classroom	30	\$100	\$50	\$0
Sports Field		\$75/hr	\$20/hr*	\$0
		*(Minimum 1 Hour)	*(Minimum 1 Hour)	

#### MAST WAY SCHOOL

Multi-Purpose Room/Stage	250 (lecture style) 134 (with tables/chairs)	\$500	\$200	\$0
Cafeteria	225 (lecture style) 170 (with tables/chairs)	\$200	\$125	\$0
Kitchen		\$100	\$75	\$0
North Commons	40	\$150	\$75	\$0
Library	44	\$200	\$100	\$0
Classroom	30	\$100	\$50	\$0
Sports Field		\$75/hr	\$20/hr*	\$0
		*(Minimum 1 Hour)	*(Minimum 1 Hour)	

#### MIDDLE SCHOOL

Recital Hall	911	\$850	\$350	\$0
Gymnasium	1128 (seating) 236 (performance) 892	\$750	\$350	\$0
Changing Rooms	23	\$50	\$50	\$0
Adaptive PE	18	\$100	\$50	\$0
Learning Commons	330	\$200	\$125	\$0
Kitchen/Servery	13/55	\$100	\$75	\$0
Multi-Purpose Room/Stage	336 (lecture style) 174 (with tables/chairs)	\$500	\$225	\$0
Library	44	\$200	\$100	\$0

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

KF-R1

**BUILDING/GROUNDS RENTAL FEES - Revised: 6/30/22**

Chorus/Band Rooms	86/65	\$225	\$125	
Classroom	45	\$100	\$50	\$0
Turf Field		\$300/hr	\$150/hr*	\$0
		*(Minimum 1 Hour) *(Minimum 1 Hour)		
<b><u>HIGH SCHOOL</u></b>				
Auditorium/stage & Music Rrr	524 seats with 6 spots for wheelchairs	\$850	\$350	\$0
Gymnasium	<b>PLEASE SEE BOX BELOW</b>	\$750	\$350	\$0
Multipurpose Room/Stage	242 (tables & Chairs) 519 (Lecture style)	\$500	\$225	\$0
Locker Rooms		\$50	\$50	\$0
Cafeteria	428 (lecture style) 200 (with tables/chairs)	\$200	\$125	\$0
Kitchen		\$100	\$75	\$0
Library	64	\$200	\$100	\$0
Music Room	40	\$225	\$125	\$0
Classroom	30	\$100	\$50	\$0
HS Athletic Turf Field & Track		\$300/hr	\$150/hr*	\$0
Lights for all users will be charged		\$75/hr	\$75/hr	\$75/hr
			*(Minimum 1 hour)	
Baseball Field/Double Header updated 02/10/20		\$150	\$125	\$0
Softball Field/Double Header updated 02/10/20		\$150	\$125	\$0
Tennis Courts		\$150/hr	\$75	\$0

Audio/Visual systems are included in Auditorium but notice must be given at time of reservation.

**HS Gymnasium Capacity**

Bleachers closed no furnisher	1729
Bleachers closed chairs only	1153
Bleachers closed tables & chairs	808
Bleachers	672
Bleachers open & chairs	907
Bleachers open table & chairs	636

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CBI
Reviewed by Policy Committee: 1/29/14 previously CBG School Board First Read: March 5, 2014 School Board Second Read/Adoption: April 2, 2014	Page 1 of 1

## EVALUATION OF THE SUPERINTENDENT

The superintendent is the executive head of the public schools and shall be responsible for planning and administering their affairs to statutory requirements, the regulations of the State Board of Education, and the policies of the Oyster River Cooperative School District.

The superintendent shall develop and maintain a system of public schools capably staffed to provide quality education and supportive services. The superintendent shall provide, develop, and implement the procedures to achieve educational objectives with the administrative unit.

In performance of these duties, the superintendent shall be directly responsible to the Oyster River Cooperative School Board.

The school board shall evaluate the superintendent on an annual basis by February 15 utilizing the criteria established under CBI-R. The Board shall direct the superintendent to furnish a written self-assessment which addresses the performance areas as outlined in CBI-R in a timely manner.

Through evaluation of the superintendent, the board will strive to accomplish the following:

- Clarify for the superintendent his/her role in the school system as seen by the board.
- Clarify for all board members the role of the superintendent in the light of his/her job description and the immediate priorities among his/her responsibilities as agreed upon by the board and the superintendent.
- Develop harmonious working relationships between the board and superintendent.
- Provide effective administrative leadership for the school system.

The board will provide the superintendent with periodic opportunities to discuss superintendent/board relationships and will inform him/her at least annually of its assessment of his/her performance.

Cross Reference: CBI-R – Evaluation of the Superintendent - Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CBI-R
Date: March 1, 1990 Date of Revision: May 20, 1998 Code Revision: November 18, 2009-previously CBG-R Reviewed by Policy Committee: August 7, 2013 - No Change	Page 1 of 3

## EVALUATION OF THE SUPERINTENDENT

The superintendent, in developing his/her self-assessment report, and each board member, in providing the chair with his/her assessment of the superintendent's performance, will use the following criteria:

### **PERFORMANCE AREAS**

#### Relationship with the Board

- Keeps the board informed consistently through oral and written communications on important issues and needs of the school district.
- Anticipates sensitive issues and acts proactively to minimize potential difficulties.
- Offers professional advice/recommendations on items requiring school board action or review.
- Feels free to openly express an opinion on a matter under discussion by the school board until a final decision has been reached; then implements the decision in a timely and effective manner regardless of any previously held view.
- Is knowledgeable of, adheres to, and enforces all policies and fulfills all directives of the Oyster River Cooperative School Board.
- Respects the school board's policy making authority and responsibility.
- Alerts board when new policies are needed or old policies need updating.
- Participates actively in the contract negotiations process.
- Deals with each board member equally and refrains from public criticism of board members.

#### Community Relations

- Keeps the community informed of school district plans, programs, and achievements.
- Demonstrates sensitivity and responsiveness to parental concerns
- Actively solicits participation by community members in the decision-making process whenever appropriate.
- Exhibits awareness of and responds to community concerns as they relate to the school district.
- Works effectively with news media.
- Accepts opportunities to attend or participate in community sponsored activities/organizations whenever possible while balancing other responsibilities or priorities.
- Fosters positive relationships and good communication with community leaders.

#### Staff/School Relations

- Develops sound personnel practices including, but not limited to, the assessment of staffing needs, nomination of best qualified candidates, assignment of staff, definition of duties, reviewing the evaluations of district staff, and evaluating central office administrative staff and building principals.
- Treats all personnel fairly and impartially while demanding high levels of performance.
- Adheres to all federal and state regulations that govern employment activities.
- Oversees a workable program for staff evaluation.

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### EVALUATION OF THE SUPERINTENDENT (continued)

- Organizes and promotes an effective program for professional growth.
- Delegates responsibility/work effectively.
- Establishes clear performance expectations to all with whom he/she works.
- Implements goal setting as a strategy to improving classroom performance.
- Deals with personnel issues impartially and objectively, within a timely manner.
- Keeps informed of current conditions and needs at each of the buildings through good communication with administrators.
- Maintains a high visibility within the schools' facilities.
- Promotes positive morale.
- Readily accepts and abides by the mandates of district employee contracts.

#### Educational Leadership

- Keeps focus of education on improving student learning.
- Exhibits genuine concern for student welfare and achievement.
- Presents, coordinates and evaluates an effective measurement process for student achievement.
- Possesses awareness of innovative methods for enhancing student achievement.
- Provides leadership in the study and development of curriculum options.
- Promotes and supports efforts to establish and improve K-12 curriculum development.
- Participates with staff, board, and community in the development of educational curriculum, priorities, and opportunities.
- Requires school programs and support services to reflect sound educational practices.
- Resists pressure to take actions contrary to the best interests of students.
- Accepts proposals for educational change from inside and outside the educational community.
- Keeps informed about current developments and research in education and student learning.
- Is knowledgeable of and adheres to all applicable state and federal laws/guidelines.

#### Fiscal Management

- Uses well designed, user friendly and effective budget reporting procedures.
- Develops and recommends the annual budget to the school board within stated school board objectives.
- Maximizes the use of all available resources.
- Monitors the ongoing physical/financial needs of the school system.
- Provides leadership in identifying, planning, and implementing capital improvements.
- Assures that school facilities are maintained in an optimal cost effective manner.
- Regularly provides financial reports to the school board.
- Oversees the district's equipment inventory and procurement process, ensuring that bid processes are consistent and cost efficient.
- Implements and adheres to the budget as directed by the school board.
- Administers expenditures consistent with appropriations.



OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CBI-R
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EVALUATION OF THE SUPERINTENDENT (continued)

Personal Qualities

- Is respected in the schools, community, and profession.
- Works well with others.
- Is suitably attired and well groomed.
- Communicates clearly and effectively.
- Is poised and effective in a crisis.
- Maintains good physical and mental health.

Goals and Objectives

- Assists the school board in the development of attainable goals and objectives.
- Develops effective programs/procedures to achieve both short and long term goals within established time frames.
- Monitors progress toward goals and informs school board.
- Establishes personal goals and monitors progress toward achievement.