

**Oyster River Cooperative School District  
REGULAR MEETING**

**February 5, 2020**

**ORHS Library**

**7:00 PM**

**o. CALL TO ORDER (7:00 PM)**

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

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENTS**

**IV. APPROVAL OF MINUTES**

- Motion to approve 1/22/20 regular & non-public 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**

- Guild Retirement Incentive
- Baseball Field Rental Fees
- ORYA Communication
- Candidates Night

**C. Business Administrator**

FY20 Budget Update

**D. Student Senate Report**

**E. Other:**

**VII. DISCUSSION ITEM**

- Charge UNH Survey
- Survey Draft for feedback {Not editing}

**VIII. ACTIONS**

**A. Superintendent Actions**

**B. Board Action Item**

- Motion to approve ORHS Maternity Leave of Absence from BOY to November 6, 2020.
- Motion to approve List of Policies for Second Read/Adoption DM – Cash in School Buildings. EBCD – Emergency Closings.

**IX. SCHOOL BOARD COMMITTEE UPDATES**

**A. Manifest Reviewed and Approved by Manifest Subcommittee.**

**X. PUBLIC COMMENTS**

**XI. CLOSING ACTIONS**

**A. Future meeting dates:** 2/18/20 – Candidates Night – ORHS C120 7:00PM  
2/19/20 – Regular Board Meeting-ORHS Library 7:00PM  
3/4/20 – Regular Board Meeting-ORHS Library 7:00PM  
3/18/20- Regular Board Meeting-ORHS Library 7:00PM

**XII. NON-PUBLIC SESSION: RSA 91-A:3 II (a)**

- Superintendent Self-evaluation

**NON-MEETING SESSION: RSA 91-A:2 I {If Needed}**

**XIII. ADJOURNMENT:**

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

**Respectfully submitted,**

**Superintendent**

**If you require special  
communication aids,  
please notify us 48  
hours in advance.**

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

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

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

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

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

**Oyster River Cooperative School District Members:**

- |                    |                            |
|--------------------|----------------------------|
| • Brian Cisneros   | Term on Board: 2018 - 2021 |
| • Thomas Newkirk   | Term on Board: 2019 - 2022 |
| • Kenneth Rotner   | Term on Board: 2019 - 2022 |
| • Denise Day       | Term on Board: 2017 - 2020 |
| • Michael Williams | Term on Board: 2017 - 2020 |
| • Allan Howland    | Term on Board: 2018 - 2021 |
| • Daniel Klein     | Term on Board: 2018 - 2021 |

**Information Regarding Nonpublic Session**

On occasion, the Board agenda may include (or be adjusted to include) a Nonpublic Session. When a motion is made to do so, it will be done under the provisions of the NH State Law RSA 91-A:3 II, and one or more of the following reasons will be claimed for entering Nonpublic Session:

- a. The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request will be granted.
- b. The hiring of any person as a public employee.
- c. Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.
- d. Consideration of the acquisition, sale or lease of real property or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- e. Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency of any sub-division thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.

**Oyster River Cooperative School District**

**Regular Meeting**

**January 22, 2020**

**ORHS - Library**

**DRAFT**

**SCHOOL BOARD:** Brian Cisneros, Dan Klein, Tom Newkirk, Al Howland, Denise Day, Michael Williams. Absent: Kenny Rotner

**Student Representative:** Absent

**ADMINISTRATORS:** James Morse, Todd Allen, Sue Caswell, Suzanne Filippone

**STAFF PRESENT:** Barbara Milliken, Jon Bromley, Maggie Morrison

There were 2 members of the public present.

**I. CALL TO ORDER at 7:00 PM by Tom Newkirk**

6:30-7:00 Manifest Review

Tom Newkirk took a moment to acknowledge the absence of Laura Dobson for the last couple of meetings due to illness and wishes her the best. He also acknowledged the absence of Kenny Rother due to illness and wishes him well and looks forward to him returning.

**II. APPROVAL OF AGENDA:**

Tom Newkirk explained that he is requesting an addition to the agenda for a School Board Representative to attend the NHSBA 2020 Delegate Assembly to vote on their proposed resolutions.

**Denise Day moved to approve the agenda as amended, 2<sup>nd</sup> by Dan Klein. Motion passed 6-0.**

**III. PUBLIC COMMENTS:**

Dean Rubine of Lee informed the Board that his band played for Mark Milliken at a banquet to raise money for trauma at Brigham and Woman's. It was an amazing event with 100+ Oyster River people in attendance. It was great fun.

**IV. APPROVAL OF MINUTES:**

**Motion to approve 1/8/20 regular meeting minutes:**

**Revisions:** None

**Denise Day moved to approve the 1/8/20 meeting minutes as written, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0.**

**Motion to approve 1/8/20 Non-public meeting minutes:**

**Revisions:** None

**Brian Cisneros moved to approve the 1/8/20 non-public meeting minutes as written, 2<sup>nd</sup> by Denise Day. Motion passed 6-0.**

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

**A. District:**

Maggie introduced herself and referenced her backup in the packet that details the work that has been completed so far in the district. She informed the Board that she applied and approved to be a part of the 2020 UNHSI Sustainability Fellows Program. This program requires a matched contribution for \$5,000 which will support the hiring of an intern who will be updating the 2013 ecological footprint for the district. She also mentioned that Jon Bromley the co-coordinator would also be highlighting work achieved for sustainability.

Jon introduced himself and explained that both he and Maggie along with 9 students attended the 2-day Youth Climate Leaders Academy retreat in Vermont, where each student came with a climate related issue to work with. He stated that the students worked very hard and that it was a very successful venture for both staff and students. The students returned to their club with their project this year, which is to focus on Municipal Solid Waste and two main goals. The first will be to conduct a Waste Audit at both the high school and middle school with 2 main questions: What are main sources of waste and what do we do with it. The second goal is trying to create a new normal for sustainability within the schools and then the community.

Al Howland commented that solid waste is a regional problem not only at the school level, but at the town and state level as well. It would be great to get a representative from all levels to meet and brainstorm.

Maggie thanked all of the staff that have been involved in the sustainability effort and also a special thanks to Lisa Huppe and her drivers that made it possible for their group to attend the retreat.

Jim Morse stated that the one aspect of the new middle school is centered around sustainability and informed Jon that the architect would be more than happy to come into the classroom to speak with them.

Tom asked when this audit would be done and if they had a timeframe for completion that they could come back to report out to the Board.

Suzanne Filippone addressed the Board about the upcoming date changes for this years Prom and asked that Barbara Milliken who is the advisory for this committee to speak on her behalf. Barbara explained that she has been serving on this committee for 6 years and explained the procedure that is followed to set a date. She explained that this date is set a year in advance as we are competing with weddings, other school proms and our own district events. She also explained that there are few venues within a reasonable drive to hold this event. She settled on a date of May 22<sup>nd</sup> and reserved the venue, the Red Barn, the DJ and photographer. When it was discovered the 22<sup>nd</sup> would have student conflicts, it was moved to Thursday, May 21<sup>st</sup> as May 22<sup>nd</sup> was a Teacher Workshop day. When the district calendar was changed to accommodate the February 11 primary day, and used the teacher workshop day on May 22<sup>nd</sup>, this now made the 21<sup>st</sup> a school night and not possible for the prom. A new

date of May 29<sup>th</sup> was confirmed with the venue. This date also became an issue due to multiple athletic conflicts as well as the UK trip. At this point we considered having the event at the high school and a survey was given to the students and they did not want to have the prom at the high school. The venue was again contacted, and a new date of April 3<sup>rd</sup> was given and as this date had the least amount of conflict, it was chosen.

Denise Day expressed her appreciation for the extreme effort that was put into this to find an alternate date.

Michael Williams stated that he recognized that we have a role in that we should have anticipated the primary date in the calendar, and also appreciated the effort that was put forward by Barbara and the students to come up with a new date.

**At this point Lisa Amarosa asked the Board if she could speak about this issue outside of the public comment section? The Board agreed.**

Lisa Amarosa stated that she did write to both Dan Klein and Michael Williams about the date changes for the prom. Expressed concern that the original date of May 22<sup>nd</sup> would be ideal as the following day was a scheduled Teacher Workshop day. When the calendar was changed for the primary day by using the May 22<sup>nd</sup> Teacher Workshop day, she felt that by re-instating the May 22<sup>nd</sup> workshop day and using the March 20<sup>th</sup> workshop day instead, would allow the prom to go back to its original date where all students could go.

#### **B. Board:**

Denise Day attended the Mary Poppins play and it was wonderful. She also attended the reschedule high school concert and said it was amazing.

Tom attended the District Chinese program and also stated that the Terracotta Warrior program at UNH Huddleston Hall was very impressive with artwork from 200 BC.

### **VI. DISTRICT REPORTS:**

#### **A. Assistant Superintendent Reports:**

Sabbatical Committee - Todd Allen updated the Board that Kenny Rotner agreed to be the representative on the Sabbatical Committee.

Kindergarten Registration – He has met with both David Goldsmith and Misty Lowe and developed the letter that is in your packet that outlines the procedure that is being followed for kindergarten registration this year. Registration will run February 3<sup>rd</sup> – February 11<sup>th</sup> at both elementary schools. School placement will be determined by August 1<sup>st</sup>. Todd suggested that both David and Misty report out on the results of the registration process at a meeting in February.

Strategic Plan Update – Todd broke out the update into three separate categories: Sustainability/World Language/Mental Health.

**Sustainability:**

Todd reviewed the current goal of developing a job description and transition plan for review by advisory committee. He stated that by 2024 the K-12 curriculum will embed sustainability concepts and content to promote an understanding of our World's limited resources, promote sustainability practices and prepare students for college and careers. He stated that the team was formed and meets regularly, focus on single-use plastic, team working to develop a vision for sustainability curriculum and recommendations.

**World Language:**

Todd reviewed the current goal of the World Language Plan as developed by the committee and discussed implications. He stated that the 5-year goal is to be determined, and that the elementary World Language committee completed its work and reported out to the Board in November. The middle and high school World Language department is meeting regularly to review and refine proficiency model.

Denise Day asked what it looked like now in the classroom?

Al Howland stated that he has received feedback from a few parents regarding transition. What happens to them next year? Can they be successful?

Dan Klein asked if the middle and high school World Language teachers meet regularly?

Michael Williams asked what the next step is in the elementary level?

Todd stated that the committee made a recommendation in November to hire a 5<sup>th</sup> grade World Language teacher. Once that is accomplished the Board needs to revisit the Strategic Plan to address priority related to K-4 programs.

Michael Williams responded that the Board needs to take action in the next 6 weeks.

**Mental Health:**

Todd again reviewed the current goal for each school to increase supports at each tier, develop proactive vs. reactive; implement screening and data collection procedures, define criteria for support and ongoing self-assessment. The 5-year goal of using a targeted systematic MTSS Mental Health approach from K-12, student's wellness and post-secondary aspirations will be supported. The district level mental health team has been formed, have reviewed options for screening tools, and at all levels programming is under review monitoring effectiveness of evidence-based programs.

Tom Newkirk stated that you often hear about the 3 tier system. Are you able to identify these levels easily and their effectiveness?

Todd informed the Board that he could provide a flowchart and a more structured presentation at a later meeting.

Jim suggested that we provide specifics on how teachers are using the MTSS.

**B. Superintendent's Report:**

Tuition Student to ORHS:

Jim informed the Board that he was approached by the Dover Superintendent for permission to tuition in a high school student. This student has been interviewed by Suzanne Filippone and understands the commitment they are looking at by attending the high school. Suzanne is acceptable to allowing in this tuition student.

**Motion to accept ORHS Tuition Student:**

**Denise Day moved to accept the Dover Tuition Student, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0.**

Update on Principal Search:

Jim explained that he has had three meetings with the Mast Way staff and has collected data to be used during the interview process. We have 9 parents that have requested to be a part of the interview committee and he will use a lottery to decide the committee. The initial screening process will be done by Jim, Todd, Sue and Catherine. The completed packets will be reviewed by the committee the week before February vacation with interviews in March. A copy of the posting is part of your Board packet.

Status of MS Survey with UNH:

Jim explained that he is continuing to work with Andrew Smith and his department on the survey. We received numerous questions from parents and staff. He stated that he will get a draft of the survey to the Board when finished.

Jim also reminded the Board of the February 4<sup>th</sup> Deliberative Session and that a community dinner will be held with childcare, and also a small music presentation will happen before the deliberative session.

**C. Business Administrator:**

Sue Caswell asked if the Board wanted to sign the requested documentation for the Deliberative session at this time. They agreed, and she passed out the paperwork. The Board also stated that they would continue the meeting while they signed.

**D. Student Senate Report:** None

**E. Other:** - None

**VII. DISCUSSION ITEM:** None

## **VIII. ACTIONS**

**A. Superintendent Action Items:** None

**B. Board Action Items:**

**Motion to adopt FY21 budget for Deliberative Session.**

**Brian Cisneros made a motion to adopt FY21 budget for Deliberative Session, seconded by Michael Williams. Motion Approved. Vote 6-0.**

**Motion to approve and sign default budget for Deliberative Session.**

**Brian Cisneros made a motion to approve and sign default budget for Deliberative Session, seconded by Michael Williams. Motion Approved. Vote 6-0.**

**Motion to approve and sign 2020 Warrant Article for Deliberative Session.**

**Brian Cisneros made a motion to approve and sign 2020 Warrant Article for Deliberative Session, seconded by Dan Klein. Motion Approved. Vote 6-0.**

**Motion to approve and sign MS26.**

**Al Howland made a motion to approve and sign MS26 for Deliberative Session, seconded by Dan Klein. Motion Approved. Vote 6-0.**

**Motion to approve ORHS List of Activity Stipends and coach.**

**Denise Day made a motion to approve ORHS List of Activity Stipends and coach, seconded by Brian Cisneros. Motion Approved. Vote 6-0.**

**Motion to approve List of Policies for first read.**

**Revisions/Questions:**

Michael Williams had a question about Policy EBCD – Emergency Closings and stated that there was nothing mentioned about late start. There was a brief discussion by the Board with no changes.

**Denise Day made a motion to approve the List of Policies as a slate for first read, seconded by Brian Cisneros. Motion Approved. Vote 6-0.**

## **X. SCHOOL BOARD COMMITTEE UPDATES:**

**A. Manifests Reviewed and Approved by Manifest Committee:**

Tom Newkirk and Brian Cisneros reviewed the manifests.

Payroll Manifest #14 \$856,598.07

Vendor Manifest #16: \$1,291,634.99



Michael Williams reminded Tom that they needed a motion for the NHSBA Representative for the 2020 Delegate Assembly.

**Tom Newkirk made a motion to be appointed as the Board Representative for the NHSBA 2020 Delegate Assembly and to use his best judgement to vote on each resolution, seconded by Denise Day. Motion Approved. Vote 6-0.**

**X. PUBLIC COMMENTS:**

Dean Rubine from Lee invited everyone to the Zero Waste Dinner on Earth Day (April 20<sup>th</sup>) here at the high school.

**XI. CLOSING ACTIONS:**

- A. Future Meeting Dates: 2/4/20 – Session I Deliberative – ORHS Auditorium 7:00 PM  
2/5/20 Regular Board Meeting – ORHS Library 7:00 PM  
2/18/20 Candidates Night – ORHS C120 7:00 PM  
2/19/20 Regular Board Meeting – ORHS Library 7:00 PM

**Al Howland made a motion to enter into nonpublic session at 8:09 PM under RSA 91 A:3 II(a), for the Superintendent Evaluation, 2<sup>nd</sup> by Dan Klein. Upon roll call vote the motion passed 6-0.**

**XII. NON-PUBLIC SESSION RSA 91-A:3 II (a) – Superintendent Evaluation  
NON-MEETING SESSION: RSA 91-A:2 I {If Needed}**

**XIII. ADJOURNMENT:**

**Al Howland made a motion to return to public session and adjourn the meeting at 8:30 p.m., 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0.**

Respectfully Submitted,  
Wendy L. DiFruscio  
Executive Assistant to  
Superintendent of Schools

Oyster River Cooperative School Board

January 22, 2020 ORHS C-120

NON-PUBLIC MEETING  
MINUTES

**Al Howland moved to enter into nonpublic session at 8:09 p.m. in accordance with RSA 91-A:3 II (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, 2<sup>nd</sup> by Dan Klein. Upon roll call vote, the motion passed 6-0.**

School Board Attendees:

Tom Newkirk  
Denise Day  
Michael Williams  
Dan Klein  
Brian Cisneros  
Allan Howland

Administrators Present:

Absent: Kenny Rotner

The School Board met to discuss the Superintendent's Evaluation.

**Allan Howland made a motion to return to public session and adjourn at 8:30 p.m., 2<sup>nd</sup> by Brian Cisneros. The motion passed 6-0.**

Respectfully Submitted,  
Denise Day  
School Board Vice-Chair



## ORCSD ATHLETICS MEMORANDUM

**TO:** DR. JAMES MORSE, ORCSD SUPERINTENDENT OF SCHOOLS

**FROM:** ANDY LATHROP, DIRECTOR OF ATHLETICS

**SUBJECT:** BASEBALL AND SOFTBALL FIELD RENTALS

**DATE:** JANUARY 20, 2020

**CC:** SUZANNE FILIPPONE, ORHS PRINCIPAL

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I am writing today to ask that the School Board consider opening our Baseball and Softball fields up for rentals in the off season to AAU/Travel programs (any for-profit). This would be an opportunity for the District to generate some revenue that could be used to upgrade the facilities with things such as outdoor batting cages, bullpen areas, etc. Having people playing on our fields throughout the summer will keep them maintained and weed free, saving on labor for our maintenance staff in the fall. It also would be a way for people to see our amazing facilities that we are fortunate to have. I have done some research to see what the demand would be and there are organizations that would be very interested in renting from us. The going rate for facilities such as ours would be \$150 per double header. Given the fact that our fields are new, have dugouts, scoreboards and fences, this is a very reasonable rate for perspective users. Fields tend to be booked on Saturdays and Sundays, so the potential to create some good revenue is there.

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

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INTEROFFICE MEMORANDUM

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TO: School Board  
FROM: Dr. James Morse  
DATE: January 31, 2020  
RE: Candidate's Night

In recent years Oyster River School Board Candidates Night has had limited attendance and this year we are struggling to get a moderator for the event. Candidates night began many years ago as an Oyster River Educational Workshop (OREW) sponsored event. OREW was district-wide parent-teacher organization that existed prior to PTOs being formed at all schools of the district. In recent years Candidates Night has been a PTO sponsored event rotating between the 4 PTOs. In recent years attendance to Candidates Night has been small. The way people in the ORCSD learn about candidates and school issues has changed over the years and it may be time to consider if this event is still an effective way to reach voters.

Thank you.

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT  
FISCAL YEAR 2019-20  
FINANCIAL STATUS AS OF:**

**1/31/2020**

	Budgeted	Expended	Encumbrances	Amount Remaining	Percentage Spent
	2019-2020	2019-2020	2019-2020	2019-2020	2019-2020
<b>SALARIES:</b>					
Administrator	1,538,444	883,224	647,721	7,499	100%
Teacher	16,488,618	7,010,231	9,418,028	60,359	100%
Para	2,209,871	1,045,424	1,070,782	93,665	96%
Tutor	225,859	106,816	114,782	4,261	98%
Custodian	782,723	443,195	313,762	25,766	97%
Secretary	432,569	238,679	191,282	2,608	99%
District Hourly	785,502	460,627	325,199	(324)	100%
Maintenance	219,172	138,947	75,614	4,611	98%
Drivers	767,987	356,985	314,482	96,520	87%
Misc & Summer	169,724	112,341	42,815	14,568	91%
Subs - Professional	302,340	135,915	88,079	78,346	74%
Subs - Para	59,164	15,480	0	43,684	26%
Subs - Secretary	6,700	3,274	0	3,426	49%
O/T	24,500	14,098	0	10,402	58%
Med & Dent Payback	396,230	185,027	186,981	24,222	94%
<b>TOTAL SALARIES</b>	<b>24,409,403</b>	<b>11,150,263</b>	<b>12,789,527</b>	<b>469,613</b>	<b>98.1%</b>
<b>BENEFITS:</b>					
Health Ins	5,774,676	2,555,640	3,097,475	121,561	98%
Dental Ins	150,516	70,435	84,334	(4,253)	103%
Life Ins	65,326	29,678	36,236	(588)	101%
LTD Ins	55,419	24,606	30,313	500	99%
FICA	1,869,224	818,526	978,397	72,301	96%
Retirement - Non Professional	351,290	197,849	152,943	498	100%
Retirement - Professional	3,048,326	1,327,942	1,740,359	(19,975)	101%
Annuity	136,665	75,531	76,310	(15,176)	111%
Tuition Reimb	5,000	1,750	0	3,250	
Unemployment Comp	15,000	0	0	15,000	0%
Workers Com	165,346	87,316	0	78,030	53%
<b>TOTAL BENEFITS</b>	<b>11,636,788</b>	<b>5,189,273</b>	<b>6,196,367</b>	<b>251,148</b>	<b>97.8%</b>
<b>ALL OTHER OPERATING EXPENSES:</b>					
Mast Way	266,875	197,652	6,474	62,749	76%
Moharimet	171,785	99,427	8,461	63,897	63%
Middle School	380,468	185,009	14,886	180,573	53%
High School	710,136	365,116	33,789	311,231	56%
District	1,913,520	1,738,956	2,360	172,204	91%
Transportation	554,845	402,740	18,000	134,105	76%
Technology	674,129	620,087	33,263	20,779	97%
Facilities	3,642,736	3,014,721	25,227	602,788	83%
SPED	1,621,153	1,453,381	334,920	(167,148)	110%
<b>TOTAL OPERATING</b>	<b>9,935,647</b>	<b>8,077,089</b>	<b>477,380</b>	<b>1,381,178</b>	<b>86.1%</b>
<b>GRAND TOTAL</b>	<b>45,981,838</b>	<b>24,416,625</b>	<b>19,463,274</b>	<b>2,101,939</b>	<b>95.4%</b>

**Comment Section:**

\$59,000 of the teacher salary savings is from coaches not being fully encumbered.  
 \$11,625 of teacher savings is from summer school/1:SY  
 (\$55,000) salary savings from Bailey-Bradley; (\$17,000) health ins savings, (\$12,000) fica, retirement savin

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

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INTEROFFICE MEMORANDUM

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TO: School Board  
FROM: Dr. James C. Morse  
DATE: January 31, 2020  
RE: Board Adopted Charge

The Board charges the Superintendent to create a committee to assess the effectiveness of the current middle school progress reporting system—and, if necessary, to make recommendations for changes. The committee should be composed of parents, teachers, and students. Using survey and focus group tools, the committee will seek out the views of students, parents, and teachers on issues that include, but are not limited to:

- The clarity and precision of the system.
- The effect of the system on student motivation.
- The transition from the middle school system to the high school system.

The committee will complete its work in the Fall of 2019 and have a report to the Board by February 2020. The Board is will create an appropriate budget so that the committee can seek out professional help in designing the tools of its inquiry.

Policies for  
 First/Second Read/Adoption/Deletion  
**SB Meeting of**  
**February 5, 2020**

Title	Code
<b>Policies for First Read</b>	
<b>Policies for Second Read/Adoption</b>	
Cash in School Buildings	DM
Emergency Closings	EBCD
<b>Policies for Deletion/Replacement</b>	
<b>As a reference the January 9, 2020 policy minutes are attached to this packet.</b>	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: DM
Date of Adoption: June 22, 1988 Reviewed Policy Committee: July 9, 2014 School Board First Read: July 16, 2014 School Board Second Read/Adoption: August 20, 2014 <a href="#">Policy Committee Review: December 11, 2019/January 9, 2020</a> <a href="#">School Board First Read: January 22, 2020</a> <a href="#">School Board Second Read/Adoption: February 5, 2020</a>	Page 1 of 1 Category: Recommended

### CASH IN SCHOOL BUILDINGS

Monies collected by Oyster River Cooperative School District school employees and by student treasurers shall be handled with good and prudent business procedures. All monies collected shall be receipted, accounted for, and directed without delay to the District bank.

In no case shall monies be left overnight in schools, except in safes provided for safekeeping of valuables, ~~and even then, not to exceed more than a few dollars.~~ All schools shall provide for making bank deposits after regular banking hours in order to avoid leaving money in school overnight.

Insurance - The ~~School Board~~ [superintendent or designee](#) shall procure and maintain fidelity bonds in reasonable amounts, in order to protect against the loss of money, securities, and checks by actual destruction, disappearance, or wrongful abstraction from within all premises and also while off any premises. Such coverage will include a commercial blanket bond covering employee dishonesty, and may include a comprehensive dishonesty, disappearance and destruction bond, with optional coverage depending on the exposures at various locations.



OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EBCD
Review/First Read School Board: December 19, 2012 Second Read/Adoption School Board: January 2, 2013 <a href="#">Policy Committee Review: January 9, 2020</a> <a href="#">School Board First Read: January 22, 2020</a> <a href="#">School Board Second Read/Adoption: February 5, 2020</a>	Page 1 of 1 Category: Recommended

### EMERGENCY CLOSINGS

The Oyster River Cooperative Superintendent is empowered to close the district schools or to dismiss them early in the event of hazardous weather or other emergencies which threaten the health or safety of students and personnel.

Students, parents, and staff shall be informed early in each school year of the procedures which will be used to notify them in case of emergency closing, whether action is taken before or during school hours. When schools are closed for emergency reasons, staff members shall comply with Board policy in reporting for work.

[Cross Reference: ORCSD Guild Contract](#)

Policy Committee Meeting Minutes

Thursday, January 9, 2020 @ 3:30 PM

Attendees: Denise Day, Brian Cisneros, James Morse, Wendy DiFruscio

Absent: Kenny Rotner

Visitors: 0

Denise called the meeting to order at 3:30 PM.

Dr. Morse opened the meeting by explaining that the first policy DM – Cash in Schools was placed on hold from the last meeting so that we could get the principal's response on the current practice at each of the schools. The general consensus was that each of the schools follow the current policy and do not see a reason to change. The prior suggested changes will be kept, and this policy is ready for a first read.

The remaining list of policies have been reviewed by Jim Rozycki, Facilities Director and all are accurate as they read, and he does not have any changes or revisions to apply.

Policy EBBB – Indoor Air Quality needs its annual review. Jim explained that this is current and that if an issue occurs, it is immediately addressed and fixed. There was no additional discussion. Denise will report out to the full Board this policy and any other policies from this agenda that are reviewed with no changes. Each of these said policies will be updated with the Policy meeting date as being reviewed and noted as no changes.

Policy EBCD – Emergency Closing – Jim explained that this is the current practice and that he sends out an annual letter to all staff after the first storm. The policy committee asked that the Guild Contract be added as a cross reference. This will go for a first read.

Policy EC – Buildings and Grounds Management – This policy needs its annual review. There was no discussion or revisions needed.

Policy ECAC – Vandalism – In need of its annual review – no questions asked, or revisions required.

No additional questions or comments. Meeting ended at 4:10 PM – Next meeting: February 12, 2020

Respectfully submitted,  
Wendy L. DiFruscio