

BEDB-R

**Oyster River Cooperative School District
REGULAR MEETING**

March 18, 2020**ORHS Library****7:00 PM****o. CALL TO ORDER (7:00 PM) {Superintendent}**

- a. GOVOTE Acknowledgement

I. 6:30 – 7:00 PM MANIFEST REVIEW AT EACH SCHOOL BOARD MEETING.**Election of Chairperson and Vice-Chair**

1. Review ORCSD Policy BDB – Board Officers/Board Organization Meeting and Review ORCSD Policy BBAB – Duties of the Chairperson
2. Election of Officers
3. Committee Assignment Requests

II. APPROVAL OF AGENDA**III. PUBLIC COMMENTS****IV. APPROVAL OF MINUTES**

- Motion to approve 3/4/20 regular meeting minutes.
- Presentation for Tennis Court Parking by Steve Haight

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**A. District****B. Board****VI. DISTRICT REPORTS****A. Assistant Superintendent/Curriculum & Instruction Report(s)****B. Superintendent's Report**

- Election Results
- Mast Way Principal Nomination
- Corona Virus Update and an Update on School Trips both in-state and international
- Approval of Bus Bid – Lisa Huppe
- Strategic Plan – Operations Update – Transportation – Lisa Huppe
- **Business Administrator**
- Consideration of Early Bonding
- FY20 Budget Update
- MS22

D. Student Senate Report:**E. Other:****VII. DISCUSSION ITEM****VIII. ACTIONS****A. Superintendent Actions****B. Board Action Item**

- Motion to nominate Mast Way Principal
- Motion to Approve Bus Bid.
- Motion to sign the MS22.
- Motion to elect Lisa Harling as ORCSD School District Treasurer for the 2020-2021 school year.
- Motion to nominate and approve Continuing Contract Professional Staff Members as submitted by the Superintendent.
- Motion to Approve ORMS/ORHS Spring Coaches and Volunteers
- Motion to approve List of Policies for First Read EFA – Availability and Distribution of Health Foods, EGAD – Copyright Compliance.

IX. SCHOOL BOARD COMMITTEE UPDATES

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

X. PUBLIC COMMENTS**XI. CLOSING ACTIONS**

- A. Future meeting dates:** 4/1/20- Regular Board Meeting-ORHS Library 7:00PM
4/15/20 – Regular Board Meeting – ORHS Library 7:00 PM
4/29/20 – Manifest – SAU Conference Room

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

<p align="center">If you require special communication aids, please notify us 48 hours in advance.</p>

**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: 2020 - 2023 |
| • Michael Williams | Term on Board: 2020 - 2023 |
| • 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 BOARD	Policy Code: BDB
Second Read/Adoption School Board: October 3, 2012 School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: April 13, 2016 School Board Public Hearing/First Read: April 20, 2016 School Board Second Read/Adoption: May 4, 2016 Policy Committee Annual Review: April 19, 2017 - No Change Policy Committee Annual Review: April 11, 2018 - No Change	Page 1 of 1 Category: Recommended

BOARD OFFICERS

Board officers will include a chairperson, vice-chairperson. Officers will be elected at the board's re-organizational meeting following the school district annual meeting. Board officers will serve a one-year term, concluding at the re-organizational meeting the following year, at which time a new election of officers will occur.

If the chairperson resigns from the school Board or resigns from the office of chair, the vice-chairperson will become chair of the Board. If the vice-chairperson resigns from the School Board or from the respective office, the Board will hold new elections for those offices.

The Superintendent is the chief executive officer and an ex-officio member of the Board and shall be the Executive Secretary ex-officio, and non-voting member of the Board.

Chairperson:

The chairperson shall preside at all meetings. The chairperson will have the right to vote on all matters before the Board. The chairperson will consult with the Superintendent on the preparation of the agenda for each meeting, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may from time to time determine.

Additionally, roles and duties of the chairperson are found in Board Policy BBAB.

Vice-chairperson:

The Vice-Chairperson will have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may from time to time determine.

This policy affects public access to the Board and the public's Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right to Know law, that may not be suspended. This policy will be reviewed by the Board and all standing advisory committees annually before the end of April to ensure full awareness and compliance.

Cross Reference: BBAA – School Board Member Authority
 BDF – Advisory Committees to the Board
 BDB & R – District Clerk/District Treasurer Job Descriptions

Legal Reference: RSA 91A:2 – Public Records and Meetings: Meetings Open to the Public

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAB
Draft to Policy Committee: March 8, 2017 School Board First Read: April 5, 2017 School Board Second Read/Adoption: April 19, 2017	Page 1 of 1 Category: Optional

ROLES AND DUTIES OF THE SCHOOL BOARD CHAIRPERSON

Duties of the Chairperson

The Oyster River Cooperative School Board Chairperson shall preside at all meetings of the Board and shall perform other duties as directed by law, New Hampshire Department of Education rules, and by this Board. In carrying out these responsibilities, the Chairperson shall:

1. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent and Vice-Chair in the planning of the Board meeting agendas;
3. Confer with the Superintendent on crucial matters that may occur between Board meetings;
4. Appoint members to serve on specific committees, subject to full Board approval;
5. Call emergency meetings of the Board as necessary;
6. Be the public spokesperson for the Board at all times except as this responsibility is specifically delegated to others; and
7. Preside at and be responsible for the orderly conduct of all Board meetings.

As presiding officer at all meetings of the Board, the Chairperson shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Put motions to a vote and announce the vote result.

The Chairperson shall have the right, as other Board members have, to offer motions, discuss questions, and vote.

Duties of the Vice-Chairperson

The Vice-Chair will have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such powers and duties as the Board may from time to time determine.

Cross Reference: BDB – Board Officers

Oyster River Cooperative School District

Regular Meeting

March 4, 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, Catherine Plourde, Misty Lowe, David Goldsmith, Jim Rozycki

STAFF PRESENT:

There were 4 members of the public present.

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

Tom noted that Kenny Rotner was absent, and our thoughts are with him and hope that he will be returning soon.

6:30-7:00 Manifest Review

II. APPROVAL OF AGENDA:

Jim Morse asked if two items could be added to the agenda. The first would be under Assistant Superintendent Todd Allen to report out on the decision of the Sabbatical Committee, and the second item would be under the Superintendent Report for an update on the Coronavirus (COVID-19)

Denise Day moved to approve the agenda as amended, 2nd by Brian Cisneros. Motion passed 6-0.

III. PUBLIC COMMENTS: None

IV. APPROVAL OF MINUTES:

Motion to approve 2/19/20 regular meeting minutes:

Revisions:

Dan Klein asked that the last sentence on page 5 of paragraph 2 under ORYA Meeting be replaced with, "Dr. Morse replied that no clarification has been sent. Dan expressed concern that some community members may go to the polls on March 10 believing the misinformation to be accurate."

Denise Day moved to approve the 2/19/20 meeting minutes as amended, 2nd by Brian Cisneros. Motion passed 6-0.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:

A. District:

David Goldsmith of Moharimet updated the Board about the new logo for Moharimet. He explained the process that was followed and the final outcome. He handed out buttons to the Board Members with the new logo of a maple tree with two students

reading under it. He thanked everyone that was involved in the process. Committee members that included parents, new and seasoned staff members, members of the Abenaki Tribe, students, Cathi Stetson and her design class from the high school who put forward three different designs for consideration. He also thanked Edward Jones, a student who graduated last year who continued to work with the committee through the summer. The staff on the committee were: Tony Lee, Hannah Earle, Joanne Chartrand, Anna McPhee and Sherri Ficker.

Suzanne Filippone of the high school thanked David for giving the high school students a chance to work with the elementary students. She stated that the Boys and Girls Ice Hockey teams are in the quarter finals with games this weekend. Girls play Friday, March 6 at 6:00 pm at the UNH Whittemore Center, and the Boys play Saturday, March 7 at 4:00 PM at the Sullivan Arena at St. Anselms. She also noted that on March 9 in the high school Library is an event entitled "Teen Stress and Anxiety – Parent Session from 6:00 – 8:00 PM, and on March 10 also in the high school Library from 6:00 – 8:00 is "Applying to College 101."

B. Board: None

VI. DISTRICT REPORTS:

A. Assistant Superintendent Reports:

Todd updated the Board on the Sabbatical Proposal that he requested be added to this agenda and provided the Board with a memo and the proposal that was submitted. He went on to state that the committee unanimously voted to recommend a half year sabbatical for 2020/21 to Jon Bromley for his Capstone idea for the high school. Todd agreed with the committee's recommendation and asked the Board for a motion to approve this request.

Tom Newkirk made a motion to approve the sabbatical committees' recommendations for a half year sabbatical to Jon Bromley , 2nd by Denise Day Motion Approved. Vote 6.0.

Tom went on to say that this is a wonderful opportunity and a very in-depth creative project with such potential.

Todd thanked the Board and then invited Maggie Morrison and Kendall Gray to come to the podium and talk about the Waste Management Surveys.

Waste Management Survey Forms to MS/HS Students – Maggie Morrison/Kendall Gray

Maggie Morrison introduced Kendall Gray who is the Sustainability Intern and also a UNH student. She explained that next week they will be doing a Waste Audit at the middle school, Mast Way and Moharimet and that they have already completed the high school audit. Maggie went on to commend the incredible custodial staff in each building, we would not be able to do this without them.

Kendall spoke about the start of this venture back in October. She has collaborated with UNH students, staff and the survey department to make these surveys fair and not to exceed 15 questions. She is hoping that the survey results will identify the weaknesses and also help to make an informed decision down the road to best improve our practices. Kendall and Maggie thanked the Board for their approval to allow the surveys to happen.

Tom asked that they report back to the Board with their results.

Al Howland made a motion to allow the Sustainability Surveys to be given to the middle and high school students, 2nd by Denise Day Motion Approved. Vote 6.0.

Maggie went on to remind the Board of the Zero Waste Dinner sponsored by Sustainability that will be happening at the high school on Wednesday, April 22 and hoped that all could attend.

B. Superintendent's Report:

Jim began by stating that he has several issues he wishes to report out on. The first being that the vote for the proposed middle school is less than a week away. He wanted to take a moment to thank everyone across the District who helped to set this in motion, including Todd, Jay and Bill who along with him, have held over 120 events promoting the middle school. He stated that Jay is not at the meeting this evening as he is conducting a tour at the middle school. There is still time to request a tour as someone will be there every evening for the rest of this week and also on Monday the 9th. We have had a great response to the frequently asked question page on the web which have included some very technical questions that he needed to send to the architect and construction manager for answers. He hopes that all of this effort will result in a positive vote for a new middle school.

ORYA Update:

Jim updated the Board that he and Todd met with the ORYA Board of Directors and there is a draft letter in your packet that ORYA will be issuing to the ORYA community. Jim drew attention to the fourth paragraph that gave special thanks to the Oyster River School District for their continued support of ORYA and its programs. Jim went on to say the he felt a difference in this meeting having the ORYA Chair of the Board of Directors at this meeting. They reviewed the issues of double booking, blocking off large sections of time and then not using it. Jim felt that there was no animosity and the Chair asked what they could do to correct the misinformation that was given, which resulted in this general character letter. Jim also went on to say that they understood the changes in the policy and will following the requirements.

Dan Klein thanked Jim for all of the time and effort that went into this meeting but felt that the letter was very general. He wondered if we could be more proactive in understanding how the usage is monitored.

Principal Search

Jim informed the Board of the process that was undertaken to find a new principal for the Mast Way School. He outlined the procedure that has been followed up to this point. The committee has completed 5 interviews and we are down to our two finalist, Misty Lowe and Devin McNelly. The committee will be doing site visits on Thursday for Misty and will be traveling to Somersworth on Friday for Devin. The committee will meet at 7:30 AM on Monday to review the results of the site visits. There will be a community night to meet the finalist on Monday, March 9th and then the committee will reconvene at 6:00 PM to make a final decision. Both Todd and I have started the reference checks on both finalist. This process has been very thorough, and we will bring the candidate to the Board meeting on March 18 for nomination.

Jim asked the Board to let him know if anyone wished to be a part of the visiting team.

Michael Williams will join the visiting team on Friday to Somersworth.

Jim updated the Board on the UNH Survey that is now a final draft that was reviewed by both him and Tom. This is expected to be sent out in Mid-March.

Jim informed the Board that a reporter from the Seacoast Media Group has already toured the middle school and will be meeting with him tomorrow at 1:00 PM at the SAU office. He asked if any other Board Members wished to join him, Tom and Brian at the meeting.

Coronavirus (COVID-19)

The Board has received the two correspondences that have been sent out to parents so far. There is a memo in your packet that was generated as a result of a webinar that was attended by the administration and the District nurses. The memo covers the precautionary measures and preventative actions to help prevent the spread of COVID-19. These recommendations come from the Centers for Disease Control and Prevention (CDC) and The New Hampshire Division of Public Health Services (NHDPHS).

We have reviewed our emergency and operations plans. We are encouraging everyday preventive actions: Frequent hand washing, cover coughs and sneezes with one's elbow or a tissue, and stay home if you are sick.

In terms of operations, we have asked the custodians at the schools, the transportation department, and school nutrition to provide extra cleaning and sanitizing to surface areas, doorknobs, bathroom fixtures, bus seats and rails.

The newly implemented practices using the CDC and NHDPHS as applied to travel for both Level 3 and Level 4 alerts. Jim had asked the staff to let him know if anyone had traveled internationally. We have also asked parents if they traveled as a family to a Level 3 or 4 area, to please keep their children home. We have developed plans for students to receive their work, but also have develop transition plans for catch up.

Jim updated the Board on the upcoming international trips that have already been approved and paid for by parents. He explained that the OR students that are participating are going to France, Spain, Tanzania, and the UK. Jim stressed that these trips are not OR sponsored trips. These are teacher initiated but sponsored by travel agencies. He has been in contact with the involved teachers and has recommended that they get in contact with the parents to discuss and plan their strategy.

Board questions asked were, “are these trips scheduled during April vacation,” “was insurance offered for cancellations,” “does the District have the authority to cancel these trips.”

A lengthy discussion ensued with the posed questions being answered and the Board recommending that for next year really look at all aspects of a trip including insurance.

Jim stated that due to this virus, we did have a support staff member travel internationally in the affected area and has self-quarantined. Jim is asking if the Board would allow him to be paid his weekly paycheck for the absence period. Support staff do not have accumulated sick time and we do budget for these positions.

Denise stated that she had no problem paying one person, but what happens if everyone needs to stay home. We need to consider the implications.

Board questions, “do they need to use sick time,” “there would be no sick bank usage,”

A lengthy discussion ensued.

It was suggested that for this approval, bound the time frame allotted for this type of approval to the end of this school year.

Bring these requests to the Board one time per month for the next 3 months.

Al Howland made a motion to authorize to pay support staff for self-quarantined for the remainder of this year and to be brought to the Board one time per month for the next three months, 2nd by Tom Newkirk Motion Approved. Vote 6.0.

Strategic Plan – Operations Update – Facilities – Jim Rozycki

Jim Rozycki referred to the information that is in their packet.

Goal 1 – New Middle School support

2019/20 accomplishments: present at every MS meeting, provided supporting plans, coordinated site test digs/borings, site walks, traffic and parking input and financial support from the CIP for \$800,000 for architectural design and engineering services.

Upcoming: more security enhancement, ensure a safe environment on the site and in the current building. We adjusted the head custodians' working hours recently to have greater overlap of both shifts and be more of a presence during construction. Maintenance will continue as planned.

Goal 2 – Enhance Security measures/systems

19/20 Accomplishments – Moharimet front entrance/office project complete and on time. Minor spring landscaping and concrete walls to be completed in warmer weather. Another Homeland Security audit was just completed at Mast Way on February 21st. HSEM inspector comments about the recent MW addition and additional cameras were positive.

Upcoming – 20/21 goal for more security enhancements (\$100,000 budgeted) was not approved for next fiscal year. However, we may have the opportunity to buy and install some cameras ourselves out of the operating budget for the SAU and SB. Cables have already been run. IT and Facilities have been working together in reviewing and demoing other security software programs and hard drive storage.

Goal 3 – Upgrade / Improve heating & cooling

19/20 Accomplishments - Our goal is to maintain classroom and office winter temperatures at 72 degree's during the regular school day. Larger spaces like cafeterias and gymnasiums are set to 67. Siemens programmed these in the fall. Very little comments were received this season. Legitimate heating issues are responded to within an hour upon being notified and most are fully addressed in 2 hours.

Upcoming – We are currently gathering quotes for the server room AC unit replacements this summer. Coordination and planning of server down time is being discussed with IT.

Goal 4 – Expand parking and improve grounds

19/20 Update – Aramark grounds survey and inventory manual is being followed. Recommended staffing level is 2.5 FTE's. We continue to struggle with filling the .5 position. Seasonal Full-time position in the past was also very difficult to staff. Currently considering contracting out mowing of elementary schools only and seeking quotes. Plowing bid awarded for 3 years with Landcare for elementary schools only. Irrigation plan / estimate received for front of ORHS but is not in the budget at this time. Fleet replacement plan is not completed at this time. Grounds calendar is still in development. Grounds staff attends workshops and trainings regularly (RAD Syn Turf, NESTMA/NEPA, State of NH)

Upcoming – High School tennis court conversion to parking lot plan is just about complete. Will be going out to bid in March. It is anticipated the project will run from July 1 thru the end of August. Just the parking lot will be constructed at this time. The actual tennis courts will be budgetarily considered for FY22/23.

Jim referred to the MLS Summary Dashboard to give the Board an idea of the facility use throughout the District. Jim explained the various charts and graphs that covered from September 2019 through February 25, 2020.

Jim stated that Alice Moriarty and Stacy Libby are doing a great job with learning and using the MLS System and the high school specific building use scheduling. The integration of the Athletic software "Schedule Star" and MLS is easy, and school related sponsored events involving, OR staff and students are extremely helpful in set up, clean up and break down of events.

Jim asked the Board for some clarification surrounding the current policy fee language. He is also asking the Board to further clarify the policy and their interpretation on charging non-profits for additional custodial support – regular time, overtime, and additional time hours a part-time staff member would spend dedicated to supporting an event.

The Board asked some clarifying questions and determined that any additional time dedicated to a non-profit event that exceeds their normal hours, will be billed to the 3rd party.

Jim Morse will meet with Jim R to review and modify the language needed to clarify the additional cost for events that require custodial services and bring that information back to the Board at their next meeting.

C. Business Administrator: None

D. Student Senate Report: None

E. Other: - None

VII. DISCUSSION ITEM:

School Board Self Evaluation

Tom Newkirk asked to move this agenda item to the first meeting in April. Al Howland asked Tom if the Board could be given another copy of the School Board.

VIII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

Motion to approve List of Policies for second read/adoption.

Revisions/Questions:

Michael Williams clarified that the requested change was added to Policy EEA – Student Transportation, and also asked if a small change in language could happen under the Transportation Supervisor in the fourth paragraph last line. He would like the words "handed out" be replaced with "distributed."

Denise Day made a motion to approve the List of Policies as a slate for second read/adoption as amended, 2nd by Dan Klein 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. Denise Day and Dan Klein will take over reviewing manifest at the next meeting. Dan asked if there was a timeframe for reviewing the current process of the manifest for possible change.

Payroll Manifest #17 \$1,320,495.01

Vendor Manifest #19: \$708,236.17

X. PUBLIC COMMENTS:

Bill Hall of Durham spoke about the vote next Tuesday and congratulated Jim on all of his hard work on the proposed plan for the new middle school. He wanted to reiterate that he hoped that we would not have to dump more money into the existing building. He stated that we will not see 2% again for an interest rate, and that they could not take this building down fast enough.

Dean Rubine of Lee stated that his daughter is scheduled to go to both New York and Tanzania this coming April. He stated that his All State math group are moving forward to the state finals this Saturday. He also reiterated Maggie's announcement for the No Waste Dinner that is being held here at ORHS and encouraged everyone to attend.

XI. CLOSING ACTIONS:

- A. Future Meeting Dates: 3/18/20- Regular Board Meeting - ORHS Library 7:00 PM
4/1/20 Regular Board Meeting - ORHS Library 7:00 PM
4/15/20 Regular Board Meeting - ORHS Library 7:00 PM

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

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

XIII. ADJOURNMENT:

Al Howland made a motion to adjourn the meeting at 9:00 p.m., 2nd by Brian Cisneros. Motion passed 6-0.

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

Trip Planning Guidance

New Hampshire Department of Health and Human Services

New Hampshire Department of Education

March 10, 2020

Everyone should monitor the [CDC's Travel Health Notices](#) and avoid travel to any country with a level 3 travel notice. As a general guideline, we also recommend schools consider postponing travel to Level 2 Travel Health Notice countries (currently only Japan), and other countries with rapidly increasing case counts and evidence of more sustained or widespread community transmission, which includes a number of countries such as France, Germany, Spain, etc.

There are also locations in the United States with higher levels of COVID-19 community transmission (e.g. King and Snohomish Counties in Washington State, Santa Clara County in California, Westchester County in New York), and the number of cases in the United States overall continue to increase.

Because of the rapidly changing global epidemic, it is difficult to provide exact guidance, but we recommend that any school closely scrutinize the purpose and destination of any planned travel and consider postponing any out-of-state travel for the time-being.

Additionally, because of travel restrictions being put in place by other countries, anybody who does travel internationally risks difficulty returning and could potentially face quarantine in another country (e.g. Italy) and/or quarantine upon returning to New Hampshire based on progression of the global COVID-19 outbreak.

Finally, emerging data from China show that people with medical conditions and those older than 60 years are at increased risk of serious health complications and even dying if they become ill with COVID-19. Older adults and those with other medical conditions should talk with their healthcare providers before any domestic or international travel and consider postponing travel to minimize their risk from COVID-19.

We suggest that school travel planners closely review the COVID-19 epidemiology of countries included in travel itineraries before deciding on any travel. More information can be found on the following websites:

- [Johns Hopkins Coronavirus Mapping](#)
- [World Health Organization Travel Advice](#)
- [CDC U.S. Update](#)
- [CDC Traveler Advice](#)

Below is a list of additional considerations for you to weigh in evaluating travel plans:

Location and Itinerary

- What is the level of [travel alert](#) identified by the CDC?
- Will the travel itinerary require travel through areas with heightened risk by CDC?
- Will the travel require transfer or connection through a hub that is likely to include direct transfer of others traveling from areas with heightened risk by CDC?

Trip Planning Guidance

New Hampshire Department of Health and Human Services

New Hampshire Department of Education

March 10, 2020

Mode of Transportation to/from Destination

- Will transportation use public or commercial transportation (e.g., airlines, public bus/train, etc.)?
- Will transportation be on private bus, limiting the groups exposure to individuals outside of the group traveling?

Mode of Transportation at Destination

- Will transportation use public or commercial transportation (e.g., airlines, public bus/train, etc.)?
- Will transportation be on private bus, limiting the groups exposure to individuals outside of the group traveling?

Activities Planned at Destination

- Will activities include public or commercial venues and what is the size of such public gatherings (e.g., Major League Baseball game with 20,000 participants versus a museum tour with far fewer interactions beyond the group traveling)?
- Will activities involve passive activities that can support social-distancing or limited social-distancing or will there be direct engagement and contact with others outside of the group traveling?

Vulnerability of Students and Staff Participating

- Will the trip include travelers with specific health risks, such as compromised immune systems, respiratory problems, heart problems, that may be more susceptible to the effects of COVID-19?

Risk Tolerance of Your Community

- How prepared is your community to tolerate possible risk associated with developments that may take place during the trip?
- What options exists to reschedule the trip or cancel altogether, including the financial implications of such determinations?


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@orcscsd.org

INTEROFFICE MEMORANDUM

TO: School Board

FROM: Sue Caswell 

DATE: March 18, 2020

RE: Bus Bids/Lease

The Transportation budget includes funding to lease two new buses. We received bids from three vendors. The results of the bid is included with your agenda materials. I also included the status of our current leases on all vehicles.

Drivers and trainers were given the opportunity to drive all 3 vehicles. Based on their input we would like to lease/purchase 2 Thomas Built buses from WC Cressey. These vehicles would replace one 36 passenger bus we had to scrap last month and one 77-passenger bus that needs to be retired.

I will need a motion to approve awarding the bid to WC Cressey to lease/purchase 2 Thomas Built buses.

Oyster River Cooperative School District
RFP-RFQ Summary

Name of RFP/RFQ: RFQ Type C 77- Passenger School Bus Purchasing/Leasing
Timeline:

- Release of RFP/RFQ to bidders: Thursday, January 30, 2020
- Classified ad ran in Fosters: Saturday, February 1, 2020
- Posted on website: Thursday, January 30, 2020
- Posted in the SAU Office: Thursday, January 30, 2019
- RFP/RFQ due dates and opening date: Thursday, February 20, 2020, 12pm
- Date contract awarded:
- Projected date of completion

Contract awarded to:
Project was awarded to _____ based on _____

Summary of bids:

Vendor	Bid Amount	Required	Additional	Comments
Dattco	94,138			Cummins Westport
WC Cressy	90,783			Thomas Built
Anderson	90,992			Blue Bird

Person completing this form:

Print name Lisa Huppe

Signature *Lisa Huppe*

Date 2/27/20

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

INTEROFFICE MEMORANDUM

TO: Dr. Morse
FROM: Lisa Huppe
DATE: March 18, 2020
RE: Operations Strategic Plan Transportation Update

Goal 1 - Update Bus Fleet

2019/20 Accomplishments: Transportation Department replaced two 77 passenger buses; Retired two 77 passenger buses. Purchased 4 new vans for Special Needs Transport; scrapped 1 minivan. Currently running 7 vans to cover District needs.

Researched and applied for any qualifying grants to assist in replacing a diesel 77 passenger with an electric 77 passenger. Found electric buses unable to provide adequate charge for District buses daily assignments. The department would be limited on where to use an electric bus. Financially the buses are out of ORCSD financial range even with grant monies. Additionally, we would need to purchase the bus as opposed to leasing the bus. This would need to be adjusted within the budget.

Electric vans: Chrysler offers an electric minivan; Triple the cost and insufficient charge for daily usage.

Transportation Director will continue to research opportunities to move us toward Electric buses.

Goal 2 - Student School Bus Safety Program

2019/20 Accomplishments: Transportation Driving Instructors have researched and put together a School Bus Safety program geared toward Elementary age students. The program is in draft form and is nearly ready to present to administration.

Drivers already teach students School Bus Safety while driving the bus. The next step is to get it into the schools.

Goal 3 - Staff Recruitment & Pay

Staff Recruitment: Driver Contract has been adjusted to entice new drivers. Signage advertising bus driver benefits have been placed (during warm months) at the 4 schools and the transportation office in Lee.


Currently we have 30 out of 31 positions filled; Nancy and Lisa are still driving.

Pay: Lisa continues to research and compare school bus driver pay/benefits in order to remain competitive locally.

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

INTEROFFICE MEMORANDUM

TO: School Board

FROM: Sue Caswell, 
Business Administrator

DATE: March 18, 2020

RE: Early Bonding Consideration

Our plan for bonding the middle school project was to be included in the July Bond Bank pool. Funds from the sale would not be available until August 2020. If we decide to stay with this plan, we will need to secure funding to cover roughly 3M of expenses we will incur prior to this date.

We planned to cover this 3M with a Bond Anticipation Note from the Bond Bank. The estimated interest cost for the BAN is \$16,875.

Given the current market for low interest rates we might want to consider the following:

- Have the Bond Bank sell the bonds as soon as possible. We would incur the entire cost of the issue which will be rolled into the total bond. A lower interest rate would mean lower payments over the life of the bond.
- Change the split on the bond to \$30M this year and \$19,847,732 next year. The extra cost would be potentially offset by the lower interest rate. We could earn additional funds for the interest it earns.

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
FISCAL YEAR 2019-20
FINANCIAL STATUS AS OF: 3/12/20**

	Budgeted	Expended	Encumbrances	Amount Remaining	Percentage Spent
	2019-2020	2019-2020	2019-2020	2019-2020	2019-2020
SALARIES:					
Administrator	1,538,444	1,059,874	471,071	7,499	100%
Teacher	16,488,618	8,883,474	7,554,680	50,464	100%
Para	2,209,871	1,260,275	857,647	91,949	96%
Tutor	225,859	130,374	91,223	4,262	98%
Custodian	782,723	527,832	245,626	9,265	99%
Secretary	432,569	287,010	143,581	1,978	100%
District Hourly	785,502	550,170	235,784	(452)	100%
Maintenance	219,172	162,405	54,788	1,979	99%
Drivers	767,987	435,875	246,642	85,470	89%
Misc & Summer	169,724	117,382	40,766	11,576	93%
Subs - Professional	302,340	181,680	69,713	50,947	83%
Subs - Para	59,164	20,280	0	38,884	34%
Subs - Secretary	6,700	3,622	0	3,078	54%
O/T	24,500	18,139	0	6,361	74%
Med & Dent Payback	396,230	241,118	133,751	21,361	95%
TOTAL SALARIES	24,409,403	13,879,510	10,145,272	384,621	98.4%
BENEFITS:					
Health Ins	5,774,676	3,032,255	2,611,567	130,854	98%
Dental Ins	150,516	83,356	71,521	(4,361)	103%
Life Ins	65,326	35,166	30,695	(535)	101%
LTD Ins	55,419	29,173	25,691	555	99%
FICA	1,869,224	1,018,429	784,931	65,864	96%
Retirement - Non Professional	351,290	237,220	116,937	(2,867)	101%
Retirement - Professional	3,048,326	1,676,615	1,393,954	(22,243)	101%
Annuity	136,665	90,853	60,303	(14,491)	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%
TOTAL BENEFITS	11,636,788	6,292,133	5,095,599	249,056	97.9%
ALL OTHER OPERATING EXPENSES:					
Mast Way	266,875	204,894	4,735	57,246	79%
Moharimet	171,785	109,206	9,503	53,076	69%
Middle School	380,468	217,570	13,380	149,518	61%
High School	710,136	436,026	38,919	235,191	67%
District	1,913,520	1,830,583	2,360	80,577	96%
Transportation	554,845	439,295	16,000	99,550	82%
Technology	674,129	623,149	48,380	2,600	100%
Facilities	3,642,736	3,158,654	17,991	466,091	87%
SPED	1,621,153	1,515,211	299,672	(193,730)	112%
TOTAL OPERATING	9,935,647	8,534,588	450,940	950,119	90.4%
GRAND TOTAL	45,981,838	28,706,231	15,691,811	1,583,796	96.6%

Comment Section:

\$50,000 of the teacher salary savings is from coaches not being fully encumbered.

\$11,625 of teacher savings is from summer school/ESY



Report of Appropriations as Voted
Oyster River

COPY

(RSA 21-J:34 and RSA 198:4-a)

For the period beginning July 1, 2020 and ending June 30, 2021

Form Due Date: 20 Days after the Annual Meeting

SCHOOL BOARD CERTIFICATION

This is to certify that the information contained in this form, appropriations actually voted by the school district meeting, was taken from official records and is complete to the best of our knowledge and belief. Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature
Dr. James C. Morse, Sr.	Superintendent	
William Leslie	School District Clerk	
Thomas Newkirk	School Board Member	
Denise Day	School Board Member	
Allan Howland	School Board Member	
Brian Cisneros	School Board Member	
Kenneth Rotner	School Board Member	
Daniel Klein	School Board Member	
Michael Williams	School Board Member	
	School Board Member	
	School Board Member	
	School Board Member	
	School Board Member	
	School Board Member	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>

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Report of Appropriations as Voted

Account	Purpose	Article	Appropriations As Voted	Elementary	Middle/Jr.	High
Instruction						
1100-1199	Regular Programs	4,5	\$19,738,309	\$6,597,754	\$6,156,003	\$6,984,552
1200-1299	Special Programs	4,5	\$6,828,697	\$2,168,492	\$2,237,667	\$2,422,538
1300-1399	Vocational Programs	4	\$35,000	\$0	\$0	\$35,000
1400-1499	Other Programs	4	\$719,678	\$27,642	\$116,081	\$575,955
1500-1599	Non-Public Programs		\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs		\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs		\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0
Instruction Subtotal			\$27,321,684	\$8,793,888	\$8,509,751	\$10,018,045
Support Services						
2000-2199	Student Support Services	4,5	\$4,442,122	\$1,424,408	\$1,116,491	\$1,901,223
2200-2299	Instructional Staff Services	4,5	\$1,111,466	\$471,601	\$302,836	\$337,029
Support Services Subtotal			\$5,553,588	\$1,896,009	\$1,419,327	\$2,238,252
General Administration						
2310 (840)	School Board Contingency		\$0	\$0	\$0	\$0
2310-2319	Other School Board	4	\$117,473	\$37,610	\$35,476	\$44,387
General Administration Subtotal			\$117,473	\$37,610	\$35,476	\$44,387
Executive Administration						
2320 (310)	SAU Management Services		\$0	\$0	\$0	\$0
2320-2399	All Other Administration	4	\$1,346,977	\$438,057	\$424,312	\$484,608
2400-2499	School Administration Service	4	\$1,917,249	\$696,875	\$510,070	\$710,304
2500-2599	Business	4	\$648,209	\$207,533	\$195,758	\$244,918
2600-2699	Plant Operations and Maintenance	4	\$4,245,808	\$1,322,709	\$938,237	\$1,984,862
2700-2799	Student Transportation	4	\$2,142,528	\$665,539	\$639,528	\$837,461
2800-2999	Support Service, Central and Other	4	\$1,530,443	\$489,991	\$462,191	\$578,261
Executive Administration Subtotal			\$11,831,214	\$3,820,704	\$3,170,096	\$4,840,414
Non-Instructional Services						
3100	Food Service Operations	4	\$28,000	\$8,800	\$9,300	\$9,900
3200	Enterprise Operations		\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal			\$28,000	\$8,800	\$9,300	\$9,900
Facilities Acquisition and Construction						
4100	Site Acquisition	4	\$1	\$0	\$1	\$0
4200	Site Improvement	4	\$1	\$0	\$1	\$0
4300	Architectural/Engineering	4	\$1	\$0	\$1	\$0
4400	Educational Specification Development	4	\$1	\$0	\$1	\$0



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Report of Appropriations as Voted

4500	Building Acquisition/Construction	3,4	\$49,847,733	\$0	\$49,847,733	\$0
4600	Building Improvement Services	4	\$418,858	\$0	\$418,858	\$0
4900	Other Facilities Acquisition and Construction	4	\$1	\$0	\$1	\$0
Facilities Acquisition and Construction Subtotal			\$50,266,596	\$0	\$50,266,596	\$0
Other Outlays						
5110	Debt Service - Principal	4	\$1,285,000	\$0	\$0	\$0
5120	Debt Service - Interest	3,4	\$770,358	\$0	\$0	\$0
Other Outlays Subtotal			\$2,055,358	\$0	\$0	\$0
Fund Transfers						
5220-5221	To Food Service	4	\$824,050	\$0	\$0	\$0
5222-5229	To Other Special Revenue	4	\$641,000	\$0	\$0	\$0
5230-5239	To Capital Projects		\$0	\$0	\$0	\$0
5251	To Capital Reserve Fund		\$0	\$0	\$0	\$0
5252	To Expendable Trusts/Fiduciary Funds		\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0
5310	To Charter Schools		\$0	\$0	\$0	\$0
5390	To Other Agencies		\$0	\$0	\$0	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0
Fund Transfers Subtotal			\$1,465,050	\$0	\$0	\$0
Total Voted Appropriations			\$98,638,963	\$14,557,011	\$63,410,546	\$17,150,998



Report of Appropriations as Voted

Description	Function	Object	Elementary	Middle/Jr.	High	Total
Tuition to NH LEA's	All	561	\$0	\$0	\$35,000	\$35,000
Other Tuition	All	562-569	\$257,502	\$225,311	\$281,893	\$764,706
Land & Improvements	All*	710				\$0
Buildings	All*	720				\$0
Additional Equipment	All*	730	\$69,129	\$83,286	\$126,088	\$278,503
Summer School	1430		\$0	\$6,273	\$10,036	\$16,309

* includes all functions except 4100

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

INTEROFFICE MEMORANDUM

TO: School Board

FROM: Dr. James C. Morse, Sr.

DATE: March 18, 2020

RE: Nomination for District Openings

Please nominate the below listed individuals for the 2020-2021 school year:

- School District Treasurer: Lisa Harling

Thank you.

Mast Way 2020-21 Tenured Teachers

List to Board

Updated: March 11, 2020

Last	First	FTE	Position	1 st	2 nd	3 rd	4 th	5 th	Cont.
Ameduri	Kathleen	1.00	Special Education						x
Baker	Catherine	1.00	Physical Education						x
Baker	Melisa	1.00	Special Education						x
Bowden-Gerard	Maria	1.00	Grade 4						x
Burke	Whitney	1.00	Grade 1						x
Buswell	Heather	1.00	Grade 4						x
Desrochers	Kirsten	1.00	Grade 1						x
Drew	Heather	1.00	Grade 3						x
Ervin	Ellen	0.50	Math Coach						x
Felber	Pamela	1.00	Music Education						x
George	Judy	1.00	Grade 4						x
Handwork	Erin	1.00	Grade 1						x
Hastings	Debra	1.00	Art						x
Jasinski	Barbara	1.00	Reading Specialist						x
Leone	Amy	1.00	Speech & Language						x
McCormick	David	1.00	Kindergarten						x
Moore	Katherine	1.00	School Nurse						x
Moulton	Heather	1.00	Grade 3						x
Paquette	Barbara	1.00	Grade 3						x
Spinelli	Heather	1.00	Grade 2						x
Sperry	Felicia	195 days	Psychologist						x
Stacy	Elizabeth	1.00	Grade 2						x
Tomaszewski	Suzanne	1.00	Librarian						x
Webb	Mary Ellen	1.00	Kindergarten						x
Zimar	Katherine	1.00	Grade 2						x

Moharimet 2020-21 Tenured Teachers

List to Board

Updated: March 11, 2020

Last	First	FTE	Position	1st	2nd	3rd	4th	5th	Cont
Anderson	Rebecca	1.00	Speech/Language						x
Open	Position	1.00	Grade 1						
Birnam	Elizabeth	1.00	Literacy Specialist						x
Carter	Eileen	1.00	Art Education						x
Chartrand	Joanne	1.00	Kindergarten						x
Crosby	Katherine	1.00	Special Education						x
Cupp	Lydia	1.00	Special Education						x
Curtin	Sarah	1.00	Technology Integrator						x
Czepiel	Robyn	1.00	Speech/Language						x
Dolcino	Carina	1.00	School Counselor						x
Dolcino	Cristina	1.00	Grade 1						x
Ervin	Ellen	0.50	Math Coach						x
Filion	Jacqueline	1.00	Special Education						x
Fitzhenry	Michelle	1.00	Grade 4						x
Gordon	Ann	1.00	ESOL Teacher/Coordinator						x
Hall	Trisha	1.00	Grade 3						x
Hinchey	Gwen	1.00	Special Education						x
Hoff	Douglas	1.00	Grade 2						x
Jones	Margaret	1.00	Grade 2						x
Kelley	Margaret	1.00	Librarian						x
Lapierre	Marsha Lynn	1.00	Kindergarten						x
Larson-Dennen	Sarah	1.00	Grade 3						x
Lee	Tony	1.00	Grade 4						x
Nadeau	Terry	1.00	Grade 2						x
Raspa	Jessica	1.00	Kindergarten						x
Schmitt	Elizabeth	1.00	Grade 3						x
Struthers	Beth	1.00	Choral Music						x
Swift	Virginia	1.00	Grade 3/4						x
Torr	Renee	1.00	Grade 1						x
Van Ledtje	Matthew	1.00	Grade 4						x
Whalen	Jessica	1.00	Physical Education						x

Last	First	FTE	Position	1st	2nd	3rd	4th	5th	Cont.
Wesson	Kim	1.00	Special Education						x
Widelski	Julia	1.00	Mathematics						x
Williams	Susan	1.00	Special Education						x
Wolfson	Valerie	1.00	Social Studies						x
Wons	Jean	1.00	School Counselor						x
Woodbury	Juliann	1.00	Speech/Language						x

ORHS 2020-21 Tenured Teachers

List to Board

Updated: March 11, 2020

Last	First	FTE	Position	1 st	2 nd	3 rd	4 th	5 th	Cont.
Anderson	Gabrielle	1.00	Social Studies						x
Ayer	Leslie	1.00	World Language						x
Baker	Jason	195 days	School Counselor						x
Beaton	Mary	1.00	World Languages						x
Benkosky	Tracey	1.00	Science Teacher						x
Best	Celeste	1.00	Science						x
Bilynsky	Tracy	1.00	Art Education						x
Blais	Corey	1.00	English Teacher						x
Bromley	Jonathan	1.00	Biology						x
Cangelo	Derek	1.00	Social Studies						x
Cassamas	Kim	195 days	School Counselor						x
Cathey	Sara	1.00	Science						x
Cooke	Erica	1.00	Mathematics						x
Devins	Sandra	1.00	Transition Coordinator						x
Drake	Andrea	1.00	Mathematics Teacher						x
Ervin	David	0.20	Music Education						x
Freeman-Caple	Meredith	0.60	Theater						x
Garman	Trevor	1.00	English						x
Gibson	Gwendolyn	1.00	World Language						x
Golding	Anne	1.00	Special Education						x
Hallbach	Lisa	1.00	Mathematics						x
Harwood	Peter	1.00	Mathematics						x
Hausmann	Thomas	1.00	World Languages						x
Hawley	David	1.00	Social Studies						x
Healy	Heather	1.00	Economics						x
Horsley	Shauna	1.00	English						x
Johnson	Katie	1.00	Mathematics						x
Kearney	Chris	1.00	Mathematics						x
Kelly	Shawn	1.00	English						x
Lacasse	Adam	1.00	Business/Computer						x
LaForce	Marc	1.00	Music Education						x
Lawrence	Timothy	1.00	Art Education						x
Long	Ryan	195 days	Psychologist						x
Machanoff	Heather	195 days	School Counselor						x
Maynard	Donald	1.00	Physical Education						x
McGuinness	Jennifer	1.00	Special Education						x
Milliken	Barbara	1.00	World Language						x
Monahan	John	1.00	English						x
Morin	John	1.00	Physical Education						x
Ott	Esther	1.00	Special Education						x
Oxnard	Nathan	1.00	Biology/Physical Science						x
Pappas	Matthew	1.00	Social Studies						x
Pearce	Kathleen	1.00	Librarian/Media Specialist						x
Peschel	Sean	195 days	ELO Coordinator						x
Quaglieri	Robert	1.00	Health/Computer Ed/PE						x
Reeves	William	1.00	Mathematics						x
Ricciardi	Nicholas	1.00	Life Skills/Culinary						x
Rosi	Maria	1.00	Art Education						x
Sekera	Kimberly	195 days	School Counselor						x

Last	First	FTE	Position	1st	2nd	3rd	4th	5th	Cont.
Stanley	Heather	1.00	Special Education						x
Stetson	Cathi	1.00	Business/Computer Ed						x
Sullivan	Kara	1.00	English						x
Therrien	Amy	1.00	Special Education						x
Thibault	James	1.00	Physics/Physical Science						x
Troy	Michael	1.00	Indust. Tech						x
Van Dyke	Karen	1.00	Social Studies						x
Von Oeyen	Andrea	0.20	Strings Teacher						x
Wainwright	Jennifer	1.00	Chemistry						x
Whalen	Brendan	1.00	Mathematics						x
Yatsevitch	Marjke	1.00	English						x
(LOA)	Open Pos.	1.00	Social Studies						
Open	Position	1.0	Special Education						



To: Dr. Jim Morse, Superintendent
From: Andy Lathrop
Date: March 12, 2020
Re: MS/HS Spring Coach Nominations

Message:

Please accept the following names for nominations for coaching their selected sports for the spring season.

HS Paid Positions:

Name	Position	Stipend	Years	Longevity	Total
Nicholas Ricciardi	Head Outdoor Track	\$5,293	15	\$375	\$5,668
Scott McGrath	Boys Assist. Outdoor Track	\$3,441	2	0	\$3,441
Drew Thibault	Girls Assistant Outdoor Track	\$3,441	1	0	\$3,441
James Thibault	Boys JV Baseball	\$2,714	15	\$375	\$3,089
Cameron Calato	Varsity Baseball	\$4,175	1	0	\$4,175
Glen Miller	Varsity Softball	\$4,175	6	\$150	\$4,325
Nancy Bulkley	Girls Varsity Tennis	\$3,259	1	0	\$3,259
Erin Murphy	Girls Varsity Lacrosse	\$4,175	1	0	\$4,175
Robert Hailey	Boys Varsity Lacrosse	\$4,175	3	\$75	\$4,250
Molly Linscot	JV Softball (stipend from boys volleyball)	\$2,714	1	0	\$2,714
Justin Loring	Boys JV Lacrosse .50 FTE	\$1,357	2	0	\$1,357
Troy LaPolice	Boys JV Lacrosse .50 FTE	\$1,357	0	0	\$1,357
James MacVane	Girls JV Lacrosse	\$2,714	1	0	\$2,714
Michael Pare'	Boys Tennis	\$3,259	2	0	\$3,259

MS Paid Positions:

Sunpreet Sadana	MS Outdoor Track	\$2,443	11	\$375	\$2,818
Heather Concannon	MS Outdoor Track	\$2,443	2	0	\$2,443
Emily Geltz	MS Outdoor Track	\$2,443	3	\$75	\$2,518
Nate Grove	MS Baseball	\$2,037	10	\$300	\$2,337
David Geschwendt	MS Softball	\$2,037	2	0	\$2,037

Volunteers:

Name	Position
Chad Pomeroy	Baseball Asst.
Scott Clark	Asst. JV Softball
Dee Brown	V Softball Asst.
John Cunningham	V Softball Asst.
Jared Goldstein	Boy's Varsity Tennis Asst.
Elliot Davis	Boy's Lacrosse Asst.

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Jared Goldstein	School: ORHS
Position: Asst. Boys Tennis	Paid: <input type="checkbox"/> Non-Paid: <input checked="" type="checkbox"/>

Athletic Director Narrative:

Please accept this nomination of Jared Goldstein for the position of Boys Varsity Tennis Asst. Coach. Jared is a current UNH student that has an extensive background in tennis. He is a Sports Studies and Coaching major and this will be a good opportunity for him to gain valuable experience and it will also be beneficial for our athletes.

Attachments:

Reference Checks:

Application:

Andrew P. Lathrop

Signature of Athletic Director

3-10-20

Date

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Elliot Davis	School: ORHS
Position: Asst. Boys Lax	Paid: <input type="checkbox"/> Non-Paid: <input checked="" type="checkbox"/>

Athletic Director Narrative:

Please accept this nomination of Elliot Davis. Elliot is an ORHS alum that would like to give back by helping the Boys Lacrosse team. I think he would be a welcome addition to the coaching staff.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

3-10-20
Date

Policies for
 First/Second Read/Adoption/Deletion
**SB Meeting of
 March 18, 2020**

Title	Code
Policies for First Read	
Availability and Distribution of Healthy Foods	EFA
Copyright Compliance	EGAD
Policies for Second Read/Adoption	
Policies for Deletion/Replacement	
As a reference the March 11, 2020 policy minutes are attached to this packet.	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EFA
Review/First Read School Board: December 19, 2012 Second Read Adoption: September 18, 2013 Review Policy Committee: March 11, 2020 School Board First Read: March 18, 2020	Page 1 of 1 Category: Required

AVAILABILITY AND DISTRIBUTION OF HEALTHY FOODS

The Oyster River Cooperative School District will support the availability and distribution of healthy foods and beverages in all school buildings during the school day.

The Superintendent or [Food Service Nutrition](#) Director is responsible for ensuring that all foods and beverages distributed within the district meet nutritional standards established by state and federal law relative to: (1) nutrient density; (2) portion size; and (3) nutrition targets, as defined in pertinent law [\(4\) The District strives to utilize locally sourced foods when available.](#)

The Superintendent or Food Service Director is responsible for implementing developmentally appropriate opportunities to learn food preparation skills that support nationally recognized research-based nutrition standards. The Superintendent or Food Service Director is responsible for providing annual communication information about the policy and procedure and related curricula to the school community.

Cross Reference: JLCF – Student Wellness

JLCK – Health Needs of Students

[EFC – Free and Reduced Price Meals](#)

[ECFA – Environmental Sustainability Policy](#)

Legal References:

7 CFR 210.10, Nutrition Standards And Menu Planning Approaches For Lunches And Requirements for Afterschool Snacks

NH Department of Education Administrative Rules, Section Ed 306.04(a)(21)

NH Department of Education Administrative Rules, Section Ed 306.11(g), (h)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EGAD
Date of First Reading SB: July 1, 2009 Date of Adoption: August 5, 2009 Reviewed by Policy: January 10, 2013 – No Changes Policy Committee Review: February 12, 2020 Policy Committee Review: March 11, 2020 School Board First Read: March 11, 2020	Page 1 of 1 Category: Recommended

COPYRIGHT COMPLIANCE

The Board expects all employees and students in the Oyster River Cooperative School District to comply with the federal copyright law and guidelines. Employees and students who willfully disregard the law/guidelines and the Board’s copyright policy and procedure do so at their own risk. The Oyster River Cooperative School District will not extend legal and/or insurance protection to employees or students for willful violations of this policy. Such violations may also result in disciplinary action.

The Superintendent is responsible for implementing this policy and the accompanying administrative procedure. The Superintendent may delegate specific responsibilities to building principals and others as he/she deems appropriate.

The Oyster River Cooperative School District will take the following steps to discourage violations of the copyright law in ORCSD:

- A. All instructional staff and administrators shall receive a copy of this policy and the accompanying administrative procedure.
- B. Copyright notices shall be posted within view of copying/[scanning/printing](#) equipment.
- C. Teachers and library media specialists shall be responsible for informing students about the legal and ethical issues raised by copyright infringement and illegal use of copyrighted materials.

Cross Reference: EGAD-R – Copyright Compliance Administrative Procedure
GBEF & R – School District Internet Access for Staff
JICL – Student Computer and Internet Use

Legal Reference: 17 U.S.C. § 101 et seq. (The Copyright Act of 1976)
P.L. 107-273 (The TEACH Act of 2002)

Policy Committee Meeting Minutes

Wednesday, March 11, 2020 @ 3:30 PM

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

Visitors: 0

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

Dr. Morse opened the meeting by explaining that he pulled policy JFABB – Foreign Exchange Students from this agenda as he has not had a chance to review with Principal Filippone, or Asst. Superintendent Allen. He will bring this back at a later meeting.

Policy EFA – Availability and Distribution of Healthy Foods: Jim explained that this policy has been reviewed by the School Nutrition Director and she requested a change in the title within this policy, along with the addition of a cross reference. Kenny asked if there could be addition of language surrounding sourcing local farm fresh foods as well as language surrounding single stream plastics. Discussion ensued surrounding the current sustainability policy language, and whether this language belongs in this policy. It was decided to add a number 4 with language surrounding locally sourced food and also add the sustainability policy as a cross reference. This is ready for a first read.

Policy EFC – Free and Reduced-Priced Meals was reviewed. No changes made to the context of this policy. This policy will be labelled as reviewed.

Policy EDAG – Copyright Compliance was reviewed by District Librarian's. It was determined that the existing policy is accurate, but they added additional verbiage for clarifying language to the existing policy and requested that a procedure be added for usage by the District. This policy is ready for a first read.

No additional questions or comments. Meeting ended at 4:00 PM – Next meeting: April 8, 2020

Respectfully submitted,
Wendy L. DiFruscio