

**Oyster River Cooperative School District
EMERGENCY MEETING**

April 1, 2020**Remote Meeting****7:00 PM****o. CALL TO ORDER (7:00 PM) {Superintendent}****I. MANIFEST REVIEW/PRIOR TO SCHEDULED MEETING****Election of Chairperson and Vice-Chair**

1. Election of Officers

II. APPROVAL OF AGENDA**III. PUBLIC COMMENTS: Please see information below****IV. APPROVAL OF MINUTES**

- Motion to approve 3/4/20 and 3/16/20 regular meeting minutes.

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

- Remote Learning Update
- Calendar Issues
- Other Issues
 - HS Issues (Suzanne Filippone)
- Food Program Update
- Middle School Update
- Approval of Bus Bid
- Approval of Roof Bid
- C Business Administrator**
 - FY20 Budget Update
- ~~D. Student Senate Report:~~**
- ~~E. Other:-~~**

~~VII. DISCUSSION ITEM~~**VIII. ACTIONS****A. Superintendent Actions****B. Board Action Item**

- Motion to Approve Bus Bid.
- Motion to Approve Roof Bid.
- Motion to elect Lisa Harling as ORCSD School District Treasurer for the 2020-2021 school year.
- Motion to nominate and approve Non-Continuing Contract Professional Staff Members as submitted by the Superintendent.

~~IX. SCHOOL BOARD COMMITTEE UPDATES~~**~~A. Manifest Reviewed and Approved by Manifest Subcommittee.~~****~~X. PUBLIC COMMENTS:-~~****XI. CLOSING ACTIONS**

- A. **Future meeting dates:** 4/15/20 – Regular Emergency Remote Board Meeting – 7:00 PM
4/29/20 – Manifest will be reviewed prior to scheduled meetings

~~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**

Virtual Location:

<https://www.orcsd.org/stream>

Microsoft Teams Audio

Conference: [tel:+1 917-768-2821](tel:+1917-768-2821)

Conf ID: code: 293 560 289#

If you experience technology problems on the broadcast end, please notify us using orcsd-video@orcsd.org or via telephone # 603-280-4202.

Please note that we cannot assist you if the technology problem is on your end.

Members of the public who join the meeting remotely, either by telephone or computer, will be able to offer public comment prior the meeting by submitting their question/comment by 2:00 PM on Tuesday before the regularly scheduled Board meeting via U.S. mail or email to wdifruscio@orcsd.org. Any submissions will be included as part of the meeting minutes. Please note that each submission needs to be 400 words or less.

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 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

Oyster River Cooperative School District

Emergency Meeting

March 16, 2020

ORHS - Library

DRAFT

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

Student Representative:

ADMINISTRATORS: James Morse, Todd Allen, Sue Caswell, Suzanne Filippone, Catherine Plourde, Misty Lowe, David Goldsmith, Jim Rozycki, Josh Olstad, Jay Richard, Doris Demers.

STAFF PRESENT: Technology integrators were present before the meeting began but were released to go home before the meeting started.

There were no members of the public present.

I. CALL TO ORDER at 5:40 PM by Superintendent Morse

Jim opened the meeting with a question to the 5 members of the Board that were present. Normally the election of Officers would have happened with motions for Chair and Vice-Chair, do you wish to move forward with those nominations or wait until the next regularly scheduled meeting? Also, if it is the decision to wait, do we proceed as normal with Tom and Denise acting in the capacity of Chair and Vice-Chair?

Dan Klein felt that we should postpone. The remainder of the Board agreed.

At this point Jim turned the meeting over to Tom Newkirk to continue with the meeting.

5:00-5:30 Manifest Review by Denise Day and Dan Klein

II. APPROVAL OF AGENDA:

Denise Day moved to approve the agenda as amended, 2nd by Brian Cisneros. Motion passed 5-0.

III. PUBLIC COMMENTS: None

~~IV. APPROVAL OF MINUTES:~~

~~**Motion to approve 2/19/20 regular meeting minutes:
Revisions:**~~

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

~~**A. District:**~~

~~**B. Board:**~~

VI. DISTRICT REPORTS:

~~**A. Assistant Superintendent Reports:**~~

B. Superintendent's Report:

Jim began by stating that there was a lot of work being done over the weekend by the administrative team, the technology integrators and himself so that the Remote Learning aspect would be ready for the Monday workshop day. Jim thanked everyone that was involved in this very exhausting weekend.

Jim explained that he met with all the unions last week to discuss the roll out of Remote Learning and how it will affect the District in the coming weeks. Jim explained that for the Workshop day on Monday, he remotely broadcasted his opening statement to all four of the District schools. Jim handed out a copy of his opening statement to the Board. Jim explained that Remote Learning is a new process for all and we will have a learning curve as well as hiccups as we move forward in using Remote Learning. Also, he just heard that Maine has closed down the schools, but do not have a plan in place for educating their students.

Jim commended our administrators, technology staff, school nurses and counselors for their continued dedication and support to all as we tackle this COVID-19 situation.

Jim asked each of the principals and Directors to come up one at a time and give a brief update on how their schools faired today.

Suzanne Filippone, HS Principal explained that they have two different styles of learning, synchronous and Asynchronous. Synchronous is when the student and teacher live stream and Asynchronous is when a student can learn at any time with prerecorded videos. She also explained that they will not be using the blue and white scheduling, but day 1 and day 2 with 1 hour long periods. They will also begin the day with office time where emails can be checked and answered. They will be able to offer flexibility with content area, but also structure if needed. They will be able to offer parent support as well. There is also a plan in place if there is no student contact for 72 hours.

Denise Day asked about counseling services for students.

Suzanne explained that the counselors will continue to do what they always do. They are still in their master scheduling period.

Jim stated that he was in the counseling office that day and their whiteboard was full of their plans for students.

Tom Newkirk asked about the possibility of face to face contact and if we were using Zoom.

Denise asked about other subject areas like art. What if students need supplies?

Suzanne explained as an example that Mike Troy found some amazing activities that can be done at home. There was also input about art studies that can also be done at home and activities outside in the student's yard.

Jim explained that he has reached out to the transportation department for dropping supplies at student's homes.

Jay Richard, Middle School Principal explained that he has an amazing staff and that they sent the laptops home with the kids on Friday. He also polled the student body and it was discovered that less than 10% of the student body do not have Wi-Fi at home. They will keep this in mind when rolling out the Remote Learning. He explained that they are fortunate to have 1:1. In terms of schedules he is using the same one as Suzanne. He stated that he is very fortunate to work with Suzanne.

David Goldsmith and Misty Lowe, Moharimet and Mast Way Principals worked together today with Brian Ryan, Asst. Special Education Director. They started the day with Superintendent Morse's address to everyone and then worked in micro teams for their Schoology training. Their goal is to build consistency with their grade level teams. They will work through any learning challenges with Special Education and paraeducators for learning consistency. David went on to explain that the schedules will be very different as they are working with a 5 year age range. They will provide enriching learning opportunities for all grade levels.

Denise Day questioned what would happen if households did not have internet access.

Josh Olstad stated that he is currently researching a company "Hotstop" that could be utilized for \$200-250/family, but the lead time is 2 to 4 weeks and he is working on a quote. They could possibly have a short term lease of 4 months.

David explained that more students need a device than internet access. Misty wants to make sure that each student has their own laptop.

Tom Newkirk asked if there was any way to have collaborative groups.

David stated that there would be book groups and math works with teachers.

Josh stated that the IT department along with the tech integrators have been working hard to assist staff with the abundance of information that is required to roll out the Remote Learning and wanted to acknowledge and thank them for all of their hard work. Additionally, questions raised about phones for remote access and people are concerned about releasing their cell numbers. Today was troubleshooting day. We are making corrections as they happen, but we still have a back log of waiting requests and we are working on that. We still need to clean the equipment and we are still brainstorming on how we are going to set up a way for parents to contact the staff. We are continuing to support the tech integrators, we have lots of meetings right now, principals are working on identifying families with no access to technology. We need to develop video guides for step by step training. Unfortunately, this is changing hour by hour. I cannot say enough about my staff and how great they are.

Jim invited Doris Demers, School Nutrition Director to report out on the silver lining in this situation. Doris explained that as of tomorrow we will have Meals on Bus Wheels. I was proactive on Friday when I placed an order for tons of paper goods and

supplies. Also, with State of NH permission and due to the past summer program, this allows us to be able to access free meals for our students during this current closure. We sent a survey out to parents asking who wished to receive free breakfast and lunch and as of right now we will be providing over 550 meals. We will have a certified school nutrition worker for safe food handling on each of the buses that are dropping off food.

Doris went on to say that the parents are thrilled that we are doing this as there is a hardship for some. She wanted to thank everyone who has been dropping off food and monetary donations for the End 68Hours of Hunger. It is greatly appreciated.

Jim explained that he was just informed of a \$500 donation that will be forthcoming to help with End68Hours of Hunger.

Catherine Plourde, Director of Special Education, thanked all colleagues, staff and every administrator who are working closely with us on providing Remote Learning. She stated that at 3:00 PM today they received a memo offering guidance, but it was not very supportive for us. She explained that she is working closely with staff on how we are to provide services to our students. She stated that some of the services are direct services and some are consultations. They will be sending directions home to parents. She went on to say that some services are not going to be able to be provided. The staff are keeping logs on the services that are being provided and not being provided. A review of all logs will happen when we reconvene. Catherine stated that we will not be providing services in home or schools. The residential placements will remain where they are, and the day placements will be providing the remote learning to our students.

Denise Day asked what was happening to the Special Education process.

Catherine explained that they are continuing with timeline compliance. The evaluations in process have a 90 day timeline. The new evaluations cannot be tested now but we will work with families. If support is needed, we will do that now.

Michael Williams asked if the needs for compensatory education is based on the students current IEP and the goals within that IEP or the level of service?

Catherine responded that student growth is based on goal attainment.

Jim Rozycki, Facilities Director stated that he also was proactive and ordered extra cleaning supplies, hand soap and hand sanitizer. He also let the Board know that we have plenty of toilet paper. Jim explained that he has modified the custodial schedules to attack the touch points. He also explained that his staff were questioning whether they come to work or not. The Board said, "Yes." Jim thanked the Board. Additional, Jamie and I meet with the head custodians daily to plan schedules. We feel that security is a big concern and recontamination of rooms after cleaning. We are reverting to a summer clean with top to bottom cleaning, rugs and sigh off sheets for completion of areas. This would also include contractors coming in to do work. We will be placing closed signs around the property and cancelling the room reservations within our facilities.

Jim Morse explained that the SAU office will be alternating staff on a two day rotation so that a limited number of staff will be in the facility at all times. The office will be closed on Friday for a deep clean and the SAU staff will work from home on their off days, with everyone working from home on Fridays.

Jim Morse explained the Lisa Huppe was not at the meeting, but our plans are to keep bus drivers working, but different missions every day.

Todd Allen explained that he has received inquiries regarding the NH Standardized Testing and the SAT Testing. At this time the testing is still on at this time.

Jim Morse stated that the shut down is assuming that we are returning, but there is a very high likely hood that this will be extended. This could carry into the spring and also to the end of this school year.

Tom Newkirk expressed the extraordinary work that you have done in such a short time frame. Expressed how professional and nimble the teachers are for adjusting to this. Congratulations to everyone this presentation gives us confidence. Tom also thanked Dr. Morse.

Denise Day asked about the daycares that are in our schools.

Catherine stated that Growing Places has already closed.

Mast Way Principal Nomination

Jim asked the Board to endorse his nomination of Misty Lowe as the new Mast Way Principal. He explained to the Board the interview process, and the broad base committee that made up the search committee. He explained that Misty had tough competition, and that he honored the work she has done for the past 6 years in the District. He explained that the staff are responding excellently to Misty's leadership and hope that the Board will honor his recommendation.

Michael Williams asked if it was procedural correct to do this nominate outside of a regular meeting.

Jim explained that the Board can always add items to an agenda at any meeting, and when we needed to cancel the March 18, 2020 meeting we consolidated information.

Brian Cisneros made a motion to endorse the Superintendent's chose of Misty Lowe as the new Mast Way Principal, 2nd by Denise Day. Motion passed 5-0.

C. Business Administrator:

Sue Caswell reported out to the Board that this is the traditional report that is signed every year after voting takes place. She asked for a motion to sign this form.

Denise Day made a motion to authorize the signing of the MS22 form, 2nd by Brian Cisneros. Motion passed 5-0.

~~D. Student Senate Report:~~

~~E. Other:~~

F. VII. DISCUSSION ITEM:

VIII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

Cancel all Spring Events and Field Trips

Jim asked the Board moving forward to cancel all district events for the remainder of the year with the exception of graduation. This means no prom, award ceremonies, Baccalaureate.

Denise Day spoke of the chatter that is on Facebook that parents are talking about doing something for those seniors. The silver lining is the community is coming together to do what we can if it is safe.

Michael Williams asked if we took an incremental approach to cancelling events up to the end of April or mid-May.

Suzanne Filippone asked that if this approach was taken, she advised the Board that ample time to plan and prepare staff would be needed, as an example they are already planning for graduation.

Brian Cisneros suggested that we give full discretion for cancelling to the Superintendent.

David Goldsmith stated that there is a financial piece to cancelling events.

Denise Day understands how heartbreaking the outcome of this decision will be not only on students and parents, but also the staff. She feels that cancelling all is best, or at least until the end of May, but she also felt that administration has enough to deal with right now.

Suzanne Filippone stated that it breaks her heart to have to cancel all of the major events but going with cancelling to the end of May will not allow for enough time to plan.

Dan Klein takes Michael's point, but felt that cancelling all major events at this time until the end of the year with the exception of graduation is best.

Todd Allen asked a clarifying question, Is the cancellation including all sports events.

Dan Klein thought that this was for events, not sports.

Tom Newkirk questioned the NHIAA and their take on sporting events. We would need to keep this separate. He also was trying to figure out what the motion could be.

Jim stated that sports are NHIAA and we do not have control over that and it would need to be a separate motion.

Dan Klein suggested that the safe and reasonable way is to keep it open and not make that decision now.

The Board had a lengthy discussion surrounding the sports programming.

Jim Morse stated that bringing people together, students in groups is problematic.

Tom Newkirk made a motion to approve the cancellation of all major spring events and field trips with the exception of graduation, 2nd by Dan Klein. Motion passed. Vote: 4-1 with Michael Williams voting no.

Denise Day made a motion to nominate and approve Continuing Contract Professional Staff Members as submitted by the Superintendent, 2nd by Brian Cisneros. Motion passed. Vote 4-0-1 with Michael Williams abstaining.

Jim asked the Board how they wished to proceed with Board meetings for the remainder of the year. Do they wish to continue to meet publicly keeping the social distancing between all like we are doing today, or to remotely meet if this is possible?

Brian Cisneros felt that we should continue to meet publicly.

Tom Newkirk is reluctant to do that. He felt that this was putting people at risk.

Jim Morse asked Josh if remote meetings were a possibility?

Josh stated that we are streaming live right now and thinks that it is possible. He and Alexander will look into this and get back to Dr. Morse with the answer.

There was discussion surrounding the law for making sure that meetings were still open to the public.

Michael Williams asked about items on the agenda moved from the March 18 meeting to today that required action during an emergency meeting, if this was acceptable practice.

Jim Morse reminded the Board that they have the authority to place any item on an agenda at any time.

There was no further discussion.

X. SCHOOL BOARD COMMITTEE UPDATES:

A. Manifests Reviewed and Approved by Manifest Committee:

Denise Day and Dan Klein reviewed the manifests.

Payroll Manifest #18 \$867,282.96

Vendor Manifest #20: \$166,640.12

X. PUBLIC COMMENTS:

XI. CLOSING ACTIONS:

- A. Future Meeting Dates: 4/1/20 Regular Board Meeting – ORHS Library 7:00 PM -
{Possible Remote Meeting}
4/15/20 Regular Board Meeting – ORHS Library 7:00 PM –
{Possible Remote Meeting}

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

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

XIII. ADJOURNMENT:

Brian Cisneros made a motion to adjourn the meeting at 7:15 p.m., 2nd by Michael Williams. Motion passed 5-0.

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

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Dr. James Morse
DATE: March 27, 2020
RE: Calendar Issues

Board Members,

As of Thursday, March 26th, the Governor issued a Stay at Home directive which includes an extension for closure of schools until May 4, 2020.

1. I asked teachers to share what their workday looks like when education happens remotely (attached). They are powerful stories of dedication and resilience.
2. Administration and Teacher leadership request that we continue teaching through April vacation in order to end the school year earlier.
3. Given that teachers and students are putting in extraordinary time and effort, I ask the Board to waive the lost snow days.

In conclusion, I want to thank you for your consideration of these matters during these unprecedented times.

Sincerely,

Dr. Jim Morse

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Todd Allen
DATE: March 27, 2020
RE: Proposed Calendar

ORCSD Proposed Calendar for the remainder of Remote Learning

With the Governor's order to extend remote learning until at least May 4th it is necessary that we develop a plan for how to manage the flow of work for both teachers and students. In the remote learning environment teachers are reporting being on-call 24/7 to support students and colleagues. Moving forward the district needs to build time into the calendar for students to absorb material and re-learn where needed, and for teachers to plan for continued learning. The following proposed calendar is recommended by the Leadership Team for the ORCSD to follow for as long as we are operating in a remote learning environment.

Re-learning or Catch-up/Planning Days: Each of these days is intended for there to be no new material introduced by teachers. For students it will be an opportunity to re-learn concepts, catch up on work from the week or to engage in enriching activities like reading a good book, or doing some deeper learning about a topic of choice.

Proposal: Starting with the week of March 30-April 3 the ORCSD will introduce the concept of re-learning days to students. The following days will be designated as re-learning days. The needs of the k-4 and the 5-12 levels are different, so relearning days could be structured different at each level. The basic concept is to provide one day a week for re-learning/planning as well as time in between grading periods at the MS/HS level for transition to a new quarter. The last day of the 3rd quarter will be Friday, April 10th.

Scheduled Re-learning days:

Friday, April 3rd

Monday, April 13th (For MS and HS this corresponds with the transition to the 4th quarter.)

Tuesday, April 14th

Friday, April 24th

Friday, May 1st (This assumes we have school instead of April vacation this week)

If remote learning continues beyond May 1st we would continue with re-learning days every Friday.

memo



Oyster River High School

To: ORCSD School Board
From: Suzanne Filippone and the ORHS Administrative Team
CC: James Morse, Todd Allen
Date: March 27, 2020
Re: Remote Learning and Q4 Grading

Remote learning has now been extended by Governor Sununu until May 4th and will be reassessed for possible extension. In our first few weeks of remote learning our teachers and students have been adjusting to new working conditions, new instructional practices as well as shifts in assessments. This transition has been both challenging and successful but is not complete.

There are many challenges for our teachers and students with the removal from the educational environment. When students are in our brick and mortar building, we can ensure an equity of environment and access that we cannot in remote learning. Teachers can administer assessments and support all students in a consistent, fair manner. Students now are engaged in learning in their homes which all look and function differently. Students are also not able to have the same type of access and supports that we can provide in our brick and mortar setting.

Now that remote learning has been extended it is important to look at all aspects of our current system and evaluate equity, effectiveness and appropriateness for students and learning. Our goal is to create a structure which honors our mission and allows for equitable and appropriate practices that honor student learning and alleviates unnecessary stress in a time of uncertainty for students and teachers.

The Oyster River High School Administrative Team would like to propose moving to a pass/fail or credit/no credit model for the fourth quarter. This change to our current practices would allow students and teachers to focus on instruction and *students demonstrating that they have learned the knowledge and skills they are expected to learn as they progress through their course work*. This request is made due to the reality that in a remote learning setting we cannot guarantee equity and fairness in accessibility for our students.

Many high schools throughout the state are exploring the option of a pass/fail or credit/no credit model similar to Dartmouth College and other institutions in higher education. Some of the high schools engaging in these conversations include Exeter High School, Portsmouth High School, Souhegan High School and others.

As educators we miss having our students under one roof, in our brick and mortar setting, teaching and learning together as a community. We are struggling with the reality that we cannot ensure all students are learning in equitable environments with equitable accessibility to their education. Moving to a different system allows students and teachers the ability to shift focus on learning during a time of uncertainty and stress.

Oyster River Cooperative School District
Business Administrator's Office

SAU #5
36 Coe Drive
Durham, NH 03824

(603) 868-5100 x2003
FAX (603) 868-6668
scaswell@orcsd.org

INTEROFFICE MEMORANDUM

TO: School Board

FROM: Sue Caswell 

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

Transportation Leases

Lessor	Description	Start date	Term	Annual \$	2018	2019	2020	2021	2022	2023	2024	2025
Wells Fargo Finance	3 Buses	8/1/17	5 years	55,355	55,605	55,355	55,355	55,355	55,355			
WCC Leasing	1 Thomas Minotour	6/20/18	3 years	18,585	18,585	18,585	18,585					
MBFS	2 Thomas	8/17/18	5 years	37,725		37,725	37,725	37,725	37,725	37,725		
Santander	4 Ford Transits		5 years	40,562			40,562	40,562	40,562	40,562	40,562	
MBFS	2 Thomas 77 passenger, 1 Thomas Minotour	8/20/19	5 years	51,650			51,650	51,650	51,650	51,650	51,650	
New Lease	2 Buses	7/1/20	5 years					33,651	33,651	33,651	33,651	33,651
Total					74,190	111,664	203,876	218,942	218,942	163,588	125,863	33,651

Oyster River Cooperative School District
RFP-RFQ Summary

Name of RFP/RFQ: RFQ Moharimet Roof Re-Coating

Timeline:

- Release of RFP/RFQ to bidders: Monday, February 17, 2020.
- Classified ad ran in Fosters: Wednesday, February 19, 2020
- Posted on website: Monday, February 17, 2020
- Posted in the SAU Office: Monday, February 17, 2020
- RFP/RFQ due dates and opening date: Friday, March 13, 2020, at 12pm
- Date contract awarded: 3/20/20
- Projected date of completion August 21st 2020

Contract awarded to: BR Jones Roofing Co.


Project was awarded to BR Jones Roofing Co. based on Preferred Vendor and cost

Summary of bids:

Vendor	Bid Amount	Required	Additional	Comments
LGR1	\$195,000	\$185,000	\$5,000	
Corolla Construction	\$163,200	\$163,200		
AW Therrien	\$195,150	\$189,250	\$5,900	
BR Jones Roofing	\$168,620	\$163,860	\$4,760	

Person completing this form:

Print name Jim Rozycki, Facilities Director

Signature  Date 3/23/20

**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

**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.

Oyster River Cooperative School District
School Administrative Unit #5
Office of the Superintendent of Schools

Position: School District Treasurer

Status: Part-Time; Stipend Position

Qualifications: Must be a registered voter of the School District (RSA 671:18); cannot be a member of the School Board (RSA 195:5, II); must have the experience or expertise in the area of fiscal management for medium to large size organizations or companies. It is preferred that the School District Treasurer be a certified public accountant.

Reports to: School Board

Job Goal: The School District Treasurer performs the duties mandates by New Hampshire law. Those duties require the Treasurer to handle and account for all School District money. The Treasurer must understand accounting principles required for municipalities and have an attention to detail.

Performance Responsibilities:

- Before beginning duties, provides a bond from a company licensed to do business in New Hampshire that is acceptable to the School Board for the faithful performance of the Treasurer's duties. (RSA 197:22);
- Maintains custody of all School District moneys. (RSA 197:23-a,I);
- Pays out money upon orders of School Board. (RSA 197:23-a,I);
- Deposits moneys in authorized banks. (RSA 197:23-a,I);
- Keeps suitable books to fairly and correctly account for all sums received into or paid from School District funds, and all notes given by the School District, with the particulars thereof. (RSA 197:23-a,III);
- Maintains payroll/vendor manifests and cashbooks. (RSA 197:23-a,III);
- Keeps a register which states the denomination, number, and date of every bond issued by the School District, including the time and place at which the payment of principal and interest is to be made, as well as any other information the Commissioner of Revenue Administration may require. (RSA 33:12);
- Within ten (10) days after the issuance of bonds and notes, submits to the Commissioner of Revenue Administration a report setting forth the details of the issue on the form prescribed by the Commissioner of Revenue Administration. (RSA 33:14);
- At the close of each fiscal year, shall make a report to the School District, giving a particular account of all of the Treasurer's financial transactions during the year. (RSA 197:23-a,III);
- Upon request, shall furnish to the School Board statements from the books and/or submit the books and vouchers to the School Board and to the auditors for examination. (RSA 197:23-a,III);
- Prepares for and participates in yearly audit. (RSA 197:23-a,III);

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BDB-R-2
School Board: May 2, 2012	Page 2 of 2

- Prepares Treasurer's report for School Board. (RSA 197:23-a,III);
- Verifies all bank statements and reconciles monthly accounts. (RSA 197:23-a,III);
- For excess funds which are not immediately needed for the purpose of expenditure, shall invest with the approval of the School Board those funds in approved accounts and in accordance with the School District's investment policy and statutory limitations. (RSA 197:23-a, IV);
- Appoint with the approval of the School Board a deputy treasurer. (RSA 197:24-a);
- Shall pay to the School Board and other District officers their salaries granted by the School District. (RSA 194:11);
- Shall pay the truant officer upon order of the School Board. (RSA 194:11);
- Receives payment from the town all moneys to support the schools. (RSA 198:5);
- Performs any other duties as may be required by law.

Suggested process for appointment of the School District Treasurer:

District policy BDB requires that the School Board appoint the School District Treasurer annually; however, it does not specify the process that the School Board must use. The following is a process that the School Board can utilize to appoint the School District Treasurer.

If more than one candidate applies follow steps 1 through 5. If only one candidate applies, proceed from step one to step 5.

1. Advertise for the position by posting at the SAU office and in the other school buildings in which job openings are posted;
2. At a meeting held and posted in accordance with the Right-to-Know Law, the School Board or subcommittee of the School Board screens all applications and identifies candidates to be invited for interviews;
3. At a meeting held and posed in accordance with the Right-to-Know Law, the School Board interviews the selected candidates;
4. The School Board discusses the candidates in public;
5. The School Board publicly votes to appoint a candidate.

NOTE: The School District Treasurer is a public official, not an employee, so interviews, discussions, and votes regarding the selection of this candidate must occur in public. It is, however, permissible to discuss candidates in non-public only if the School Board will be discussing matters that would adversely affect the reputation of the candidate(s).

Original Effective: 03-2012
Revision Date:

Non-Tenure Teacher List to Board Updated March 27, 2020

First Name	Last Name	Location	Continuing Contract Date
Melissa	Gianino	Moharimet	2022-2023
Sheila	Koutelis	Moharimet	2022-2023
Brittany	Morley	Moharimet	2022-2023
Melanie	Anctil	Mast Way	2024-2025
Rebecca	Biggwither	Mast Way	2022-2023
Francesca	Kennedy	Mast Way	2021-2022
Susan	Laliberte	Mast Way	2022-2023
Susan	Leifer	Mast Way	2022-2023
Katherine	Ray	Mast Way	2022-2023
Open	Position	Mast Way	2021-2022
Erica	Talbot	Mast Way	2022-2023
Michael	Blouin	ORHS	2023-2024
Nicole	Casimiro	ORHS	2024-2025
Daniel	Chick	ORHS	2022-2023
Alissa	Clark	ORHS	2021-2022
Sean	Fonteyne	ORHS	2024-2025
Lucy	Garfield	ORHS/PEP/District	2024-2025
Anna	Goscinski	ORHS	2023-2024
Kristen	Hughes	ORHS	2021-2022
Vivian	Jablonski	ORHS	2024-2025
Jaclyn	Jensen	ORHS	2023-2024
Emily	Johnson	ORHS	2023-2024
Scott	McGrath	ORHS	2021-2022
Alexander	Satterfield	ORHS	2022-2023
Victoria	Sickler	ORHS	2022-2023
Megan	Thompson	ORHS	2024-2025
Margaret	Trier	ORHS	2021-2022
Jennifer	Weeks	ORHS	2021-2022
Kimberly	Wolph	ORHS	2021-2022
Bernadette	Byrne	ORMS	2024-2025
Clayton	Cahoon	ORMS	2022-2023
Rheanna	Cote	ORMS	2022-2023
Kimberly	Donovan	ORMS	2022-2023
Kyra (Jane)	Dulmage	ORMS	2022-2023
Joseph	Dunn	ORMS	2023-2024
Candace	French	ORMS	2022-2023
Ruth	Gehling	ORMS	2022-2023
Lauren	Gray	ORMS	2024-2025
Caroline	Hird	ORMS	2022-2023
Melissa	Kearney	ORMS	2021-2022
Kayla	Livingston	ORMS	2024-2025
Sara	O'Brien	ORMS	2022-2023
Erin	Pasay	ORMS	2024-2025
Laurenne	Ramsdell	ORMS	2022-2023
Nicholas	Schidlovsky	ORMS	2023-2024
Patricia	Van Deventer	ORMS	2024-2025
Nikola	Viens	ORMS	2022-2023
Michele	Vizzo	ORMS	2021-2022