

**Oyster River Cooperative School District  
REGULAR MEETING**

**May 5, 2021****Oyster River High School Auditorium****7:00 PM****O. CALL TO ORDER 7:00 PM****I. 6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING****II. APPROVAL OF AGENDA****III. PUBLIC COMMENTS (*Total allotted time for public comment is 30 minutes*)****IV. APPROVAL OF MINUTES**

- Motion to approve 4/21/21 Regular and Non-Public Meeting Minutes.

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

- Summer School Update
- World Language Presentation
- Chinese Program
  - *Motion to take action on Chinese Language Program*

**B. Superintendent's Report**

- Assistant Superintendent Nomination
  - *Motion to support the Superintendent's nomination for Assistant Superintendent.*
- List of "B" Policies for Annual Review
- Fall Planning – Begin discussion

**C. Business Administrator****D. Student Representative Report****E. Finance Committee Report**

- Report

**F. Other:****VII. UNANIMOUS CONSENT AGENDA *{Requires unanimous approval. Individual items may be removed by any Board Member for separate discussion and vote}***

- Motion to approve ORMS Activity Stipends.
- Motion to approve District Position Maternity Leave of Absence from 8/26/21 to 11/30/21.
- Motion to approve two teacher resignations from the middle and high school.
- Motion to approve teacher nominations for the 2021-2022 School year.
- Motion to approve List of Policies for second read/adoption ACA – Racism & Anti-Racism, BCA-School Board Member Ethics, BHC – Board-Employee Communications

**VIII. DISCUSSION & ACTION ITEMS**

- Join Conval, Mascenic, Monadnock and Winchester School Districts case to challenge adequacy aid provided to school districts by the State of NH
  - *Motion to join Conval, Mascenic, Monadnock and Winchester School Districts to challenge adequacy aid.*
- Proposed ground rules for the May 12, 2021 Forum.

**IX. SCHOOL BOARD COMMITTEE UPDATES****X. PUBLIC COMMENTS (*Total allotted time for public comment is 30 minutes*)****XI. CLOSING ACTIONS**

- A. Future meeting dates:** May 12, 2021 Public Forum - 7:00 PM - ORHS Auditorium  
May 19, 2021 Regular Meeting – 7:00 PM – ORHS Auditorium  
June 2, 2021 Regular Meeting – 7:00 PM – ORHS Auditorium

**XII. NON-PUBLIC SESSION: RSA 91-A:3 II c**

- Naming Discussion

**NON-MEETING SESSION: RSA 91-A2 I {If needed}****XIII. ADJOURNMENT:****The School Board reserves the right to take action on any item on the agenda.****Respectfully submitted,****Superintendent**

Public wishing to attend our regular meetings need to arrive between 6:30 and 7:00 as everyone will need to participate in a health screening to enter the auditorium. The doors will be locked at 7 p.m.

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

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

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

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

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

**Oyster River Cooperative School District Members:**

- |                           |                            |
|---------------------------|----------------------------|
| • Michael Williams, Chair | Term on Board: 2020 - 2023 |
| • Denise Day, Vice-Chair  | Term on Board: 2020 - 2023 |
| • Brian Cisneros          | Term on Board: 2021 - 2024 |
| • Thomas Newkirk          | Term on Board: 2019 - 2022 |
| • Allan Howland           | Term on Board: 2021 - 2022 |
| • Daniel Klein            | Term on Board: 2021 - 2024 |
| • Yusi Turell             | Term on Board: 2021 - 2024 |

**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  
Regular Meeting Minutes**

**April 21, 2021**

**DRAFT**

**SCHOOL BOARD PRESENT:** Michael Williams, Al Howland, Brian Cisneros, Yusi Turell, Dan Klein, Tom Newkirk, Denise Day   **Student Representative:** Absent

**ADMINISTRATORS PRESENT:** James Morse, Todd Allen, Sue Caswell, Jay Richard, Misty Lowe, David Goldsmith, Catherine Plourde, Suzanne Filippone

**STAFF PRESENT:** Rheanna Cote

**GUEST PRESENT:**

**I. CALLED TO ORDER at 7:00 PM by Michael Williams**

**II. APPROVAL OF AGENDA**

Michael Williams notified the Board that a non-public session would be added to the end of the meeting. Brian Cisneros brought up the vote from the meeting on April 7, 2021 where it was determined the unanimous consent agenda would be moved behind discussion items. Michael Williams and Denise Day stated the agenda change is part of a policy change the Board will be voting on for a first read later in the meeting.

**Brian Cisneros made a motion to move unanimous consent to follow district reports for this meeting, 2<sup>nd</sup> by Dan Klein. Motion passed 6-1 with Denise Day voting in the negative.**

**Michael Williams moved to approve the agenda as amended, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.**

**III. PUBLIC COMMENTS:** None

**IV. APPROVAL OF MINUTES**

**Denise Day moved to approve Workshop Minutes from March 31, 2021 as written, 2<sup>nd</sup> by Michael Williams. Motion passed 7-0.**

**Denise Day moved to approve Regular Meeting Minutes from April 7, 2021, 2<sup>nd</sup> by Michael Williams.**

**Michael Williams asked that the entire unanimous consent agenda be included in the meeting minutes.**

**The vote to amend the April 7, 2021 minutes passed 7-0.**

**Denise Day moved to approve Non-Public Meeting Minutes from April 7, 2021 as written, 2<sup>nd</sup> by Tom Newkirk. Motion passed 7-0.**

**V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**

Brian Cisneros thanked the members of the Board that were able to tour the new middle school to see the progress that has been made over the last few weeks.

Tom Newkirk praised Dr. Morse for the amount of writing he has done in response to the letters and emails received this year.

Yusi Turell recognized the teachers, staff, and administrators that received their second vaccination shot, and is looking forward to the district starting back at school normally.

Michael Williams presented Tom Newkirk with a proposed proclamation and plaque for his work and dedication to the school district and school Board, recognizing Tom's accomplishments.

**Michael Williams moved to recognize Tom Newkirk for his service as Chair of the Oyster River School Board and to the Oyster River Community in appreciation of his leadership for the last seven years, 2<sup>nd</sup> by Denise Day. Motion passed 6-0-1, with Tom Newkirk abstaining.**

**VI. UNANIMOUS CONSENT AGENDA** – Moved to follow District Reports.

**VII. DISTRICT REPORTS**

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

Todd Allen was joined by Jay Richard and Rheanna Cote to discuss what they hope to accomplish by utilizing ESSER II funds in the hiring of a fourth counselor for the middle school. Jay Richard went on to explain the new middle school was designed to provide the space for this fourth counselor, and that a primary focus of professional development this summer will be how to provide adequate services to students returning to school regularly. Rheanna Cote spoke to the Board regarding the positive impact having a fourth counselor would have on meeting the needs of the students throughout their middle school years.

**Denise Day move to use ESSER II funds to create a fourth counselor position at the middle school, 2<sup>nd</sup> by Tom Newkirk. Motion passed 7-0.**

**B. Superintendent's Report**

Dr. Morse started by providing an update on the progress of the grandstand assembly on Coe Drive, which will allow outdoor graduation. Dr. Morse is continuing to work with Yusi Turell on the Asian-American and Pacific Islander Forum, which is planned to take place on May 25, 2021 and they will release more details as the event gets closer. Dr. Morse also reminded the Board that the pandemic is not over and it is still important to take safety precautions, citing the current outbreak in another school district, as well as the loss of the Oyster River varsity baseball team due to an exposure.

ORCSD Opening 04/22/21

Dr. Morse and Todd Allen visited the schools in the district prior to their openings, and commended the principals, teachers, and custodians for their hard work in preparing the buildings for the return of students.

Misty Lowe discussed the opening of Mast Way and their preparedness for serving lunch indoors and providing outdoor learning opportunities wherever possible to the approximately 80% of students returning, while the other 20% will remain remote.

David Goldsmith thanked the Board for allowing them time to discuss the logistics of students returning to school and how to make it a smooth transition for the 266 in-person and 26 remote students.

Jay Richard discussed the social distancing students will be able to maintain from one another, as well as the ability to be able to offer world language and music courses to the students upon their return.

Suzanne Filippone discussed the high school social distancing with 76% of students returning to the high school and 24% of students staying remote. Suzanne has had an email sent to families with reminders and more information for student return, as well as posting the new schedule.

Dr. Morse reminded families that buses will be running new routes and may need a few weeks to settle, and students will be offered breakfast and lunch at school for the remainder of the school year and next year for free. Dr. Morse also disclosed that families will be able to attend student sporting events so long as they are socially distanced and wearing masks. The interviews for Assistant Superintendent have completed and there will be a nomination for the position brought forth at the May 5, 2021 meeting.

#### Fall Planning – Begin Discussion

Dr. Morse would like the school Board to bring questions to him that they would like answered regarding how they will begin the 2021-2022 school year so logistical planning can begin. It is expected that a large number of high school, and potentially middle school, students will be vaccinated at that time.

#### HB544 Petition

Dr. Morse discussed the Divisive Topics Bill and the subject matter it would prevent the school system from teaching to students, should it be put into effect. Dr. Morse and Yusi Turell reached out to New Hampshire Businesses for Local Responsibility with a proposal to join in an effort to resist the bill, should it be voted into power in New Hampshire. Dr. Morse asked the Board if they would support joining efforts with New Hampshire Businesses for Local Responsibility in fighting the bill.

**Yusi Turell moved to have the school Board sign a letter of opposition by the New Hampshire Businesses for Social Responsibility and reach out to other districts in united opposition, 2<sup>nd</sup> by Dan Klein. Motion passed 7-0.**

#### **C. Finance Committee Report**

Al Howland discussed the current fund balance, upcoming obligations, and the options available for the year end balance. Brian Cisneros added that the committee is trying to juggle some of next year's projects to bring into this year's fund balance, and the balance will become more solidified as we know the end of year expenses. The Board should expect

to vote on the new finance policy either the second Board meeting in May or the first Board meeting in June. Dr. Morse asked the finance committee to investigate acquiring a proposed policy and sending it to the Policy Committee for refining.

**D. Business Administrator**

Sue Caswell brought forth the annual transportation bid to lease two 77 passenger buses and Lisa's recommendation.

**Brian Cisneros moved to accept the five-year lease of two buses as presented, 2<sup>nd</sup> by Denise Day. Motion passed 7-0.**

**E. Student Representative Report:** None

**F. Other:** None

**UNANIMOUS CONSENT AGENDA** – Moved from beginning of meeting to this location.

Michael Williams asked to remove Policy ECFA – Environmental Sustainability item from this agenda for additional clarification.

**Michael Williams moved to approve the unanimous consent agenda, including the approval of Moharimet Maternity Leave of Absence from 9/27/21 to January 31, 2022 and the second reading adoption of policies BBAA – School Board Member Authority, and BDD – Board Superintendent Relationship, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.**

**VIII. DISCUSSION ITEMS**

Amended Guild Memorandum of Agreement

Dr. Morse stated the Guild successfully negotiated modifications to the Memorandum of Agreement they have had since last August. The biggest changes were changing social distancing from six feet to three feet, the agreement will follow any changes the CDC will put forward, and the current language will carry into summer school given we are still in a pandemic. Dr. Morse recommended the Board approve the Memorandum of Agreement.

**Denise Day moved to approve the amended Memorandum of Agreement between the school district and the Teachers' Guild as presented, 2<sup>nd</sup> by Yusi Turell. Motion passed 7-0.**

Update on Chinese Program

Dr. Morse discussed the history of the Chinese program, and the relationship between the district and the Confucius Institute. As the relationship between UNH and the Confucius Institute will be ending on July 1, 2021, the district must find a way to continue the program. Yige from the Confucius Institute has formed a partnership with a university in China, and through a non-profit in China would provide the funding for two Chinese language teachers in the District. Dr. Morse expressed his concern with continuing to fund the program with soft funding and wants to have a conversation with the Board about the possibility of rearranging the budget to find a solution.

Michael Williams called a 6-minute break at 9:07 PM.

The Board returned at 9:15 PM.

#### Scheduling Board/ Community Forums

Michael Williams stated that during their self-evaluation workshop the Board had wanted to do some less structured Board events with the community and would like to schedule something before the end of the school year. The meeting would be considered a workshop and will be mainly focused on preparing a plan for the fall. The ability to maintain three-foot social distancing was discussed, as well as potentially having the meeting recorded instead of live. Michael Williams will work with Dr. Morse and Wendy to find a date that will work for the workshop and bring to the school Board on May 5, 2021.

### **IX. ACTIONS**

**A. Superintendent Actions:** None

**B. Board Action Items**

#### List of Policies

Michael Williams stated he wanted to remove the Policy ECFA – Environmental Sustainability from the Unanimous Consent Agenda as he believed it should be on the agenda for first read, not second.

Denise Day shows ECFA – Environmental Sustainability for second read, however the agenda itself should be showing as a second read for tonight as well.

After looking into the matter further, it was determined that ECFA – Environmental Sustainability is being voted for second read.

**Michael Williams moved to approve Policy ECFA – Environmental Sustainability for second read/Adoption, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.**

Michael Williams corrected that BEDB & R & R<sub>1</sub> – Agenda Preparation/Format/Agenda Request should appear for second read and not as first read. Michael wanted to be sure there were no further questions.

**Denise Day moved to approve Policy BEDB & R & R<sub>1</sub> – Agenda Preparation/Format/Agenda Request for second read, 2<sup>nd</sup> by Brian Cisneros. Motion passed, 7-0.**

**Denise Day moved to approve Policy ACA – Racism & Anti-Racism for first read, 2<sup>nd</sup> by Yusi Turell.**

Discussion:

Denise Day stated a corrected copy of ACA – Racism & Anti-Racism was sent separate from the meeting's packet reflecting the changes that were voted on last meeting.

Brian Cisneros asked why the beginning of the policy starts with a quote when it does not seem policy related.

Dr. Morse stated he believed it was the goal of the Diversity and Inclusion Committee to be sure the preamble matched their intent, and they felt that the quote said what they wanted to say, only better.

Tom Newkirk offered a word change on item 2 – “availability and incarceration”.

Tom Newkirk offered an edit on item 7 to strike “for teaching faculty positions”.

Michael Williams stated that there are three pages with the number one.

Denise Day clarified that “We support in the words of” will be added before the quote.

**Policy ACA as amended passed as a second read/adoption with a vote of 7-0.**

**Denise Day moved to approve Policy BCA – School Board Member Ethics for first read, 2<sup>nd</sup> by Brian Cisneros.**

Discussion:

Yusi Turell asked for clarification on the removal of line three from the original policy.

Dr. Morse explained it was because the phrase seemed inconsistent with the rest of the policy.

Tom Newkirk offered a word change on number eight – remove the second occurrence of the word “clearly” in the last sentence.

**Policy BCA as amended passed for a first read with a vote of 7-0.**

**Denise Day moved to approve Policy BHC – Board-Employee Communications for first read, 2<sup>nd</sup> by Brian Cisneros.**

Discussion:

Michael Williams offered an edit to the middle paragraph – change “and the guild” to “and any collective bargaining unit”.

Denise Day offered a minor change of “authority” to “authorized”.

Yusi Turell questioned the clarity of the last sentence of the first paragraph of the policy, suggested it become its own paragraph.

After discussion on the intent and clarity of the policy, the Board decided to make the last sentence of paragraph one its own paragraph.

**Policy BHC as amended passed for a first read with a vote of 7-0.**

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

**Michael Williams moved to recommend to the Board Denise Day and Tom Newkirk for Manifest Review Committee, with Dan Klein serving as an alternate, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.**



**XI. PUBLIC COMMENTS:** None

**XII. CLOSING ACTIONS**

**A. Future meeting dates:** May 5, & May 19, 2021 Regular Meeting – 7:00 PM – ORHS Auditorium

**XIII. NON-PUBLIC MEETING SESSION**

- Potential Litigation

**NON-MEETING SESSION {If Needed}**

**Michael Williams moved to enter nonpublic session at 9:42 p.m.in accordance with RSA 91-A:3 II (e) – Consideration or negotiation of pending legal claim or litigation, 2nd by Brian Cisneros. Upon roll call vote, the motion passed 7-0.**

Chair Williams declared the School Board back in public session at 10:05 PM.

**XIV. ADJOURNMENT:**

Brian Cisneros moved to adjourn the meeting at 10:06 PM, 2nd by Yusi Turell. The motion passed with a vote of 7-0.

Respectfully Submitted,  
Alexa Fusilier  
Recording Secretary

Oyster River Cooperative School Board  
Non-Public Meeting Minutes: April 21, 2021

**Michael Williams moved to enter nonpublic session at 9:42 p.m.in accordance with RSA 91-A:3 II (e) –Consideration or negotiation of pending legal claim or litigation, 2nd by Brian Cisneros. Upon roll call vote, the motion passed 7-0.**

School Board Attendees:

Michael Williams  
Al Howland  
Brian Cisneros  
Yusi Turell  
Dan Klein  
Tom Newkirk  
Denise Day

Administrators Present:

Dr. James Morse, Superintendent

**9:42 p.m. - nonpublic session began in ORHS music room**

The Board discussed a potential litigation.

There were no motions during nonpublic session.

**The Board returned to ORHS Auditorium at 10:04 PM.**

# Elementary World Language ▶ Committee

Report to Oyster River School Board  
May 3, 2021

Original / Fricited / November 20, 2019

## Members of the Committee

- ▶ Andrea Birkel, Moharimet Parent
- ▶ Kristin Laberis, Moharimet Parent
- ▶ Anita Mathur, Mast Way Parent
- ▶ Kate Zimar, MW Teacher
- ▶ Candace French, MS Spanish Teacher
- ▶ Leslie Ayers, HS Spanish and French Teacher
- ▶ David Goldsmith, Moharimet Principal
- ▶ Misty Lowe, Mast Way Interim Principal
- ▶ Jay Richard, MS Principal
- ▶ Todd Allen, Assistant Superintendent

## Charge of the Committee

- ▶ To investigate current research related to effective elementary world language programs, to identify the obstacles faced including how world language would fit into the schedule and to present best practice options with a preliminary report in May, with a final report for Board consideration in November 2019.

## Our Process

- ▶ The Committee was formed in January and has met regularly (1-2 times per month) throughout the school year.
- ▶ Research was conducted on best practices in World Language.
- ▶ Model K-4 World Language programs were identified and site visits were conducted.
- ▶ The current World Language program was reviewed.
- ▶ The master schedules at Mast Way, Moharimet and the Middle School were reviewed.
- ▶ Building and district priorities beyond World Language were reviewed.

## Models of Elementary World Language Instruction



### **FLEX Model**

Foreign Language Exploratory Program: Typically once a week for 30-45 minutes. The focus is on exposure to culture and language usually with no proficiency goals.



### **FLES Model**

Foreign Language in the Elementary School Program: Typically meets multiple (2-3) times a week for 25-30 minutes with the primary goal to build language proficiency.



### **Immersion Model**

Students spend 50% of their day or more learning and communicating in a target language with the goal of having all students achieve a very high level of proficiency in the target language.

### Committee Recommendation:

Establish a proficiency-based K-12 World Language program utilizing the FLES Model for all students in the district.

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Academic time at the elementary level needs to be expanded to accommodate World Language instruction along with other important district priorities.

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A single target language for K-4 should be selected. (Spanish is most common)

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All students in grades K-4 should have 2-3 World Language classes per week of at least 25-30 minutes.

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Starting in grade 5 students should have world language 3-5 days a week for 45 minutes after choosing from three language options. (Currently French, Spanish and Chinese)

## Benefits of a K-12 Proficiency-Based World Language Model

- ▶ The earlier one starts language study the more fluent you become.
- ▶ The study of language increases creativity and problem-solving skills.
- ▶ World Language study enhances English language skills.
- ▶ World Language study exposes students to a wider range of cultures.
- ▶ Students who study World Languages have improved basic skills in core academic areas.
- ▶ Studying languages contributes to a life-long ability to communicate.
- ▶ Curriculum in the K-5 level lends itself to integration of language study in a meaningful way to students.

## Obstacles to expanded World language instruction in the ORCSD



Where does World Language instruction at the K-5 level fit into district priorities?



How do we find the time to add World Language instruction in K-5?

## Current ORCSD Areas of Focus at K-5 Level



## Sample K-4 Daily Schedule

Time	Activity
8:45-9:00	Arrival, unpacking, breakfast
9:00-10:30	Literacy Block (Whole or small group instruction, word work, MTSS support)
10:30-10:45	Snack
10:45-11:15	Recess
11:15-12:15	Math
12:15-12:30	Open Circle or Read Aloud
12:30-1:00	Lunch
1:00-1:45	Science or Social Studies
1:45-2:15	Writing
2:15-3:00	Encore(PE, Music, Art)
3:00-3:10	Pack up and dismissal

## Sample K-4 Weekly Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
8:45-9:20 Attendance/Math Warm-Up Good Morning Circle (weekend WhIp Share)	8:45-9:30 Attendance Math Warm-Up Open Circle	8:45-9:20 Attendance/Math Warm-Up Good Morning Circle	8:45-9:30 Attendance Math Warm-Up Open Circle	8:55-9:20 Attendance/ Math Warm-Up Good Morning Circle
9:20-10:15 Daily 5 Reader's Workshop	9:30-10:15 Daily 5 Reader's Workshop	9:20-10:15 Daily 5 Reader's Workshop	9:30-10:15 Daily 5 Reader's Workshop	9:20-10:15 Daily 5 Reader's Workshop
10:15 - 10:30 Snack	10:15 - 10:30 Snack	10:15 - 10:30 Snack	10:15 - 10:30 Snack	10:15 - 10:30 Snack
10:30 - 11:15 Trick word review/phonics dance Word Work Writer's Workshop	10:30 - 11:15 Trick word review/phonics dance Word Work Writer's Workshop	10:30 - 11:15 Trick word review/phonics dance Word Work Writer's Workshop	10:30 - 11:15 Trick word review/phonics dance Word Work Writer's Workshop	10:30 - 11:15 Trick word review/phonics dance/Word Work Writer's Workshop - alternate with Math with T.T.
11:20 - 12:05 Library - Day A 12:15-12:40 Recess	11:20 - 12:05 Art - Day B 12:15-12:40 Recess	11:20 - 12:05 Music - Day C 12:15-12:40 Recess	11:20 - 12:05 P.E. - Day D 12:15-12:40 Recess	11:20 - 12:05 Special - Day A etc. 12:15-12:40 Recess
12:40 - 1:05 Lunch	12:40 - 1:05 Lunch	12:40 - 1:05 Lunch	12:40 - 1:05 Lunch	12:40 - 1:05 Lunch
1:10 - 1:30 Mindful Moments/Read Aloud	1:10 - 1:30 Reflex Math	1:10 - 1:30 Mindful Moments/Read Aloud	1:10 - 1:30 Reflex Math	1:10 - 1:30 Tree Trekkers - every other Friday - Fall and Spring
1:30 - 2:30 - Math	1:30 - 2:30 - Math	1:30 - 2:30 - Math	1:30 - 2:30 - Math	Science Fridays - flex time
2:30 - 2:55 - Theme	2:30 - 2:55 - Theme	2:30 - 2:55 - Theme	2:30 - 2:55 - Theme	Clothing O/Compliment box

## K-4 Academic Day

- ▶ The K-4 Academic Day in the ORCSD is 6 hours and 15 minutes long, starting at 8:55 and ending at 3:10.
- ▶ All model World Language programs visited had academic days that were 15 to 40 minutes longer.
  - ▶ Dover-Sherborn, MA +15 minutes
  - ▶ East Kingston, NH +15 minutes
  - ▶ Glastonbury, CT +25 minutes
  - ▶ Keene, NH +20 minutes
  - ▶ Newington, NH +40 minutes
  - ▶ Rye, NH +15 minutes
  - ▶ St. Patrick's Academy, NH +30 minutes



## Other Comparable Elementary School Academic Days

Hanover, NH +30 minutes  
(Has K-4 FLES Program)

Portsmouth, NH +15 minutes  
(Working to add K-4 Program)

Exeter, NH +15 minutes  
(Some schools in district have FLEX Program)

Bedford, NH +5 minutes  
(Doesn't have K-4 WL)

Amherst, NH +25 minutes  
(Has a FLEX Program)

## Action Steps to Adopting a K-12 World Language Proficiency Model

- ▶ The addition of 3 FTE would provide enough staff to fully implement a K-12 program of this type.
  - ▶ One Full-time teacher at each elementary school and one at 5th grade.
  - ▶ Plan to expand to 5th grade should be implemented.
  - ▶ Proficiency-based program should be rolled out gradually at the K-4 level.
- ▶ More academic time in the K-4 school day needs to be identified. (Lengthen day vs. Priorities)
- ▶ Adjustments to the system would need to take place to support decisions made. (Transportation system, master schedule, etc.)

## Options Considered

Option Considered	Considerations/Issues
K-4 Afterschool Model (Could be a transition model)	Not available to all kids, Busing, Staffing, Not a FLES Model, not proficiency-based
K-4 Encore/Unified Arts Block (Could be a transition model)	This is a FLEX Model, Limited language exposure, reduces time to PE, Art, Library and Music, not proficiency-based
K-12 Proficiency-based (Recommended as best practice)	This is a FLES Model, focus is on language fluency, all students will have the opportunity to become fluent in a language.

## Questions for the Board to consider

- ▶ Is the district committed to a K-12 proficiency-based model for World Language?
  - If so, what is our timeline for implementation?
  - Requires one additional World Language teacher at Middle School to add 5<sup>th</sup> grade.
  - Requires the addition of one World Language teacher at each elementary school to offer 2-3 day a week program for K-4.
  - If we adopt a K-12 model at what point does Mandarin become an option for students?
    - ▶ Most schools that have a k-12 model focus on Spanish or French in the early grades, Mandarin and other languages usually become options at the middle or high school level.
- ▶ Does the district want to adopt a short or a long-term strategy for maintaining the Mandarin Program?
  - Do we pursue the grant opportunity through Chengdu University and the Chinese International Education Foundation?
    - ▶ This option could include funding for the K-5 afterschool part of the program as well.
    - ▶ Grant funding is on a year-to-year basis making program more vulnerable.
  - Do we fund the Chinese positions locally?
    - ▶ This option would require 2 teachers for the number of students signed up for the MS and HS Mandarin program next year.
    - ▶ An additional solution would need to be found for the K-5 afterschool program. Could The One World Language School be part of this solution?
    - ▶ The district controls the funding for the program making it more stable.

## Additional Information

### Projected Oyster River Students in Mandarin, French and Spanish for 2021-22

Level	Mandarin	French	Spanish
K-5*	60+	0	0
Grade 6*	12	24	110
Grade 7	8	26	103
Grade 8	14	21	107
ORHS Level 1	10	22	44
ORHS Level 2	19	39	86
ORHS Level 3	6	45	129
ORHS Level 4	5	32	63
ORHS Level 5	0	21	22
ORHS AP	0	0	16
Total	134+(74 in-school)	230	680

\*estimated

## Current World Language Staffing

Level	Mandarin	French	Spanish
K-5	1*	0	0
Middle School	2	1	3
High School	1	2	4
Total	4	3	7

\*One Mandarin teacher is assigned to the OR afterschool program and community outreach at UNH.

To fully implement the recommendations of the World Language Committee 3 additional World Language teachers are needed. One each at Mast Way, Moharimet and the Middle School.

## Addition of One WL Teacher at the Middle School

- ▶ One additional WL teacher would allow the language program to start at 5<sup>th</sup> grade.
- ▶ With one teacher students would have World Language on an A/B rotation in 5<sup>th</sup> and 6<sup>th</sup> grade. (90 classes per year)
- ▶ 7<sup>th</sup> and 8<sup>th</sup> grade would have a daily World Language experience.
- ▶ This model assumes Mandarin as one of 3 options (French and Spanish are the other 2) starting in 5<sup>th</sup> grade.

## Addition of One WL Teacher Each at Moharimet and Mast Way

- ▶ One WL teacher at each elementary school would provide the staffing for a K-4 FLES program.
- ▶ Students would have 2-3 WL classes per week of 25-30 minutes.
- ▶ The WL Committee recommends a gradual roll out of the program.
  - ▶ K-2 would start immediately with a FLES model 2-3 classes per week.
  - ▶ Grades 3-4 should start with a once-a-week FLEX model giving 2 years for the curriculum to gradually transition to a full k-12 proficiency model.
  - ▶ A gradual roll out would also provide the time for the new WL teachers to collaborate with K-4 teaching staff to integrate language study into various subject areas.
- ▶ This model assumes selecting a single language to focus on in K-4 but does not preclude the continuation of the after school Mandarin program at K-4 level.

## One World Language School

- ▶ OWL is a local 501(c)(3) organization that has provided World Language opportunities to K-8 students in the Seacoast area for many years.
- ▶ OWL offers French, Spanish, German and Mandarin language programs.
- ▶ The cost of the program varies depending on structure of the program designed for a particular school.
- ▶ One OWL class of 20 students at a single level meeting once a week for 32 weeks is approximately \$4500. The more sessions offered the lower the cost per class.
- ▶ OWL has experience running both in-school and afterschool programming.

## Virtual Learning Academy Charter School

- ▶ VLACS is free to all New Hampshire school children.
- ▶ VLACS offers Chinese 1, Chinese 2 and Chinese 3
- ▶ They have the capacity to absorb all ORHS students if needed.
- ▶ The VLACS Chinese program has a heavier emphasis on reading and writing than the Oyster River program.
- ▶ VLACS Chinese 3 would be appropriate placement for all ORHS Level 3 and 4 students.
- ▶ VLACS indicated that students transitioning from a brick-and-mortar classroom generally do quite well in their program.
  - ▶ Recently Bow High School lost their in-house Chinese program and many students transitioned to VLACS successfully.

Questions?

## Policies for Annual Review

SB Meeting of:

May 5, 2021

Title	Code
<b>Policies for Annual Review:</b>	
School Board Member Authority	BBAA*
Board Officers	BDB
Advisory Committees to the Board	BDF
School Attorney	BDG
Regular Board Meetings	BEA
Non-Public Session	BEC
Rules of Order	BEDD
Minutes	BEDG
Public Participation at Board Meetings	BEDH
School Board Use of Emails	BHE
*Reviewed and Revised April 21, 2021	

<b>OYSTER RIVER COOPERATIVE SCHOOL BOARD</b>	<b>Policy Code: BDB</b>
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 School Board Review: May 6, 2020 – No Change School Board Review: May 5, 2021	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: BDF
School Board First Read: May 20, 2015 School Board June 17, 2015 - Request for Public Hearing School Board (Public Hearing): August 19, 2015 School Board Second Read/Adoption: October 7, 2015 Policy Committee Reviewed: 4/13/16, 4/19/17- No Changes Annual Policy Committee Review: April 11, 2018- No Change Board Annual Review: May 6, 2020 – No Change Board Annual Review: May 5, 2021	Page 1 of 2 Category: Optional

### ADVISORY COMMITTEES TO THE BOARD

The Oyster River Cooperative School Board may rely on advisory committees to counsel it as a means of discerning the needs and desires of the School District and its residents. The central purpose of all advisory committees is to contribute to the educational program by conducting studies, identifying problems, and developing recommendations that enhance the effectiveness of the decision-making process. It is not the intent of any sub-committee/advisory committee to ever have the authority to work outside or instead of the authority of the full Board.

Any advisory committee shall have only those duties and powers as the Board determines. Said duties will be reviewed annually by the full Board. The ultimate authority to make decisions will continue to reside with the Board. No advisory committee's recommendations shall have any limiting effect on appropriations, unless all the procedures of RSA 32 have been followed.

Upon completing its assignment, each committee shall either be given new problems or be dissolved. Advisory committees shall not be allowed to continue for prolonged periods without a definite assignment. Each committee shall be instructed as to the length of time each member is being asked to serve, the service the Board wishes it to render, the resources the Board intends to provide, the approximate dates on which the Board wishes it to submit reports, and the approximate date on which the Board wishes to dissolve the committee. The committee shall be instructed as to the relationship it has to the Board, to individual Board members, to the Board member(s) assigned to provide liaison, to the public, to the Superintendent, the committee assistant, and the remainder of the professional staff.

The Board shall have sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committee.

The Board may seek the advice of the Superintendent before establishing or dissolving any advisory committee.

The Board shall make all appointments of citizens to advisory committees unless delegated to the superintendent. The Superintendent shall make all appointments of staff members.

The School Board shall see that the public is made aware of the services rendered by such committees and shall see that the public is informed of the major conclusions and recommendations made by such committees. All public announcements concerning the organization, membership, operation, recommendations and dissolution of such committees shall be made at such time and in such manner as the Board may choose.

Any advisory committee that reports to the Board or informs a decision ultimately to be made by the Board is a public body fully subject to the Right-to-Know law and related policies equally as the Board itself. This does not include advisory committees that only report to or inform a decision made by the Superintendent or his or her designee. For example, an advisory committee to recommend candidates to be nominated by the Superintendent is not a public body even though the Board votes to elect the single nominated candidate.

As each new advisory committee that is a public body is being organized, its members will review the Right-to-Know law and related policies to ensure full awareness and compliance.

<b>OYSTER RIVER COOPERATIVE SCHOOL BOARD</b>	Policy Code: BDF
School Board First Read: May 20, 2015 School Board June 17, 2015 Request for Public Hearing School Board (Public Hearing): August 19, 2015 School Board Second Read/Adoption: October 7, 2015 Policy Committee Reviewed: 4/13/16, 4/19/17 – No Changes Annual Policy Committee Review: April 11, 2018 – No Change Board Annual Review: May 6, 2020 – No Change Board Annual Review: May 5, 2021	Page 2 of 2 Category: Optional

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.

**Cross Reference:**

- BBAA – School Board Member Authority
- BDB – Board Officers/Board Organization Meeting
- EFA: Availability and Distribution of Healthy Foods

**Legal References:**

- RSA 32:24, Other Committees
- RSA 91-A: Access to Public Records and Meetings

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy: BDG
School Board/Superintendent Revisions: January 13, 2014 Reviewed by School Board: March 31, 2015 Policy Committee Review: April 13, 2016 – No Change Annual Policy Committee Review: April 19, 2017-No Change Annual Policy Committee Review: April 11, 2018- No Change Board Annual Review: May 6, 2020 – No Change Board Annual Review: May 5, 2021	Page 1 of 1 Category: Optional

### SCHOOL ATTORNEY

The Superintendent, his or her designees, and the Board Chairperson, are each authorized to confer with or seek legal advice of an attorney. Consistent with Policy BBAA as a specific task, the Board may authorize a specific member to confer with legal counsel on its behalf. The Chairperson or other delegated Board member must report on any legal advice to the Board. A decision to seek legal advice or assistance on behalf of the School District shall normally be made by the Superintendent or by persons specifically authorized by the Superintendent. Such action shall occur where it is consistent with approved District policy or standard practice and meets an obvious need of the District. It may also take place as a consequence of a proper vote of the Board.

The School Board, or the Superintendent for routine legal assistance, may enter into a long-term agreement such as a retainer for legal services with a specific attorney or law firm. The District will only pay for legal services that are provided in accordance with the agreement for legal services or are otherwise authorized by this policy or a proper vote of the Board. The Board retains the right to counsel with or employ other attorneys and to terminate the service of any attorney. For routine legal assistance of the District as defined below, the Superintendent may employ other attorneys at his or her discretion.

Meetings of the Board that are wholly consultation with legal counsel are not subject to public access, except for the abbreviated record required by Policy BEDG, as allowed by the Right-to-Know law. However, any deliberations or actions of the Board, must be done at a proper public or non-public meeting except when allowed at a non-meeting in accordance with RSA 91-A:2. Selecting an attorney or law firm, employing, and entering into or terminating an agreement for legal services are not consultation with legal counsel and may only occur at a proper public meeting. The consultation with legal counsel exemption must not be used to circumvent the spirit of the Right-to-Know law.

Many types of instances of legal assistance to the District may be considered routine and not necessitating specific Board approval or prior vote. For example, the Superintendent may consult with the school attorney to interpret statutory requirements or regulations, prepare or review contracts and seek legal opinions regarding other District issues. Routine legal assistance does not include anything that directly involves the Board or any Board member.

However, in consideration of the Board's fiscal responsibilities, the administration shall provide to the Board a quarterly accounting of the District's legal fees incurred. It is understood that any extraordinary legal cost will be reported to the School Board in a timely manner.

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.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BEA Recorded from BE
School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: 4/13/16, 4/19/17 – No Change Annual Policy Committee Review: April 11, 2018-No Change Board Annual Review: May 6, 2020 – No Change Board Annual Review: May 5, 2021	Page 1 of 2 Category: Recommended

## REGULAR BOARD MEETINGS

The Oyster River Cooperative School Board shall meet at least once every two months. Unless otherwise determined by Board action, regular meetings of the Board shall be held at Oyster River High School on the first and third Wednesday of each month (with the exception of the months of July and August) in a handicapped accessible location, beginning at 6:30 for manifest review and 7:00 for other business. Additional meetings may be called by the Board Chairperson as needed. Public meetings will be scheduled to encourage public attendance.

Each Board member should articulate the reason for their votes and the Chairperson should encourage members who have not. Every spoken word should be clear and every document readily available, except when exempt from publication under provision 91-A or otherwise impracticable due to volume, complexity or other legitimate reason. It should be easy for the public to understand and follow along in detail with Board discussions at public meetings.

The Board reserves the right to cancel, adjourn or recess a meeting at any time. The Board also reserves the right to enter non-public session at any time, in accordance with the provisions of RSA 91-A:3 and Policy BEC.

Notice of all Board meetings will be posted in at least two appropriate places at least twenty-four (24) hours prior to the meeting as required by law. Notices will be posted outside of each school and at the District office as well as on the District web site when available. The agenda and related public documents for the meeting will also be posted on the District web site when available twenty-four (24) hours as required by law prior to the meeting. Notices will be posted consistently and to encourage public attendance at all public Board meetings. All changes of regular meetings from normal dates shall be advertised at least twenty-four (24) hours prior to the date of the meeting.

Emergency meetings may be called by the Chairperson or by action of a majority of the Board. For purposes of this policy, an emergency as defined in 91-A:2 II is a situation where immediate un-delayed action that does not allow regular notice is deemed to be imperative by those who called the meeting. In the event of an emergency meeting, the Board will post notice of time, place and purpose of the emergency meeting as soon as possible and will also use other reasonable means to inform the public that an emergency meeting is to be held. Minutes of an emergency meeting will clearly state the need and purpose for the emergency meeting. If the meeting was called by a majority of the Board, then the Board must begin the meeting by a proper vote declaring the need for the meeting. The Board may only discuss or act on the business deemed to be an emergency at an emergency meeting.

A proper meeting for this and other policies is one that fully complies with the Right-to-Know law and related policies. If a meeting is known to be improper, such as it was not properly posted, then it must be rescheduled for a time when it can be properly held.

Except for those meetings expressly exempt under the Right-to-Know law, all Board meetings shall be open to the public. The Board will establish the agenda of each meeting. The Board reserves the right to amend the agenda during the meeting, should a majority of the Board vote to do so. Additionally, the Board will allow public comments at regular public meetings consistent with Policy BEDH.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BEA Recorded from BE
School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: 4/13/16, 4/19/17 – No Change Annual Policy Committee Review: April 11, 2018-No Change Board Annual Review: May 6, 2020 - No Change Board Annual Review: May 5, 2021	Page 2 of 2 Category: Recommended

The School Board recognizes that the consistent attendance of Board members at Board Meetings is essential for the efficient, effective operation of the Board’s duties as well as fulfilling our individual obligations as elected officials. Each member is obligated to attend School Board meetings regularly. Whenever possible, each School Board member shall give advance notice to the Chairperson or Superintendent of his/her inability to attend a School Board meeting.

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: BEC – Non-Public Meetings  
BEDH – Public Participation at Board Meetings

Legal References:

- RSA 91-A, Access to Public Records and Meetings
- RSA 91-A:2, II, Meetings Open to the Public
- N.H. Code of Administrative Rules, Section Ed. 303.01(f), Substantive Duties of School Boards

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BEC
School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: March 9, 2016 & April 13, 2016 School Board Public Hearing/First Read: April 20, 2016 School Board Second Read/Adoption: May 4, 2016 Annual Policy Committee Review: April 19, 2017-No Change Annual Policy Committee Review: April 11, 2018 – No Change Annual Board Review: May 6, 2020 – No Change Annual Board Review: May 5, 2021	Page 1 of 2 Category: Recommended

### NON-PUBLIC SESSIONS

The Board may meet in non-public session for any purposes set out in RSA 91-A:3. Every non-public session must be preceded by a public meeting even if only for the action to enter non-public session. The public meeting must follow all the requirements of the Right-to-Know law and related policies. Upon a motion properly made and seconded, the vote to enter non-public session will be a recorded roll-call vote made in public session. The motion calling for a non-public session will state the matter(s) to be discussed and will state the statutory exemption(s) for entering non-public session.

Discussion in the non-public session must be limited to the matters and statutory exemptions made in the motion. To discuss any other subject, the Board must go back into public session and make another motion to enter into another non-public session. The minutes of the non-public session must enumerate each and every subject discussed during the non-public session. A vote to approve the minutes of a non-public session affirms that no other subject was discussed for which each Board member is individually accountable.

The Board shall record minutes of all non-public sessions. Non-public session minutes will be made publicly available within 72 hours of the non-public session, unless the Board votes to seal the minutes. The Board may seal minutes of a non-public session only by a two-thirds vote. The Board may only vote to seal minutes of non-public sessions if divulging such information would:

1. Adversely affect the reputation of a person other than a member of the Board;
2. Render a proposed board action ineffective; or
3. Thwart safety considerations pertaining to terrorism or other emergency functions of the Board.

The deliberation to seal minutes must occur in public session, and the motion to seal occurs in public. The motion to seal the minutes must be properly made and seconded and state the exemption allowing the minutes to be sealed and the estimate of how long they will be sealed, such estimate not to be considered a definitive timeline but merely an estimate.

Minutes may not be sealed if the session contained discussion of any subject not covered by the exemption. The minutes if sealed should be organized to address one subject covered by an exemption at a time so that the relevant portions of the minutes may be unsealed independently. If it is expected that the minutes for a non-public session may be sealed, then a separate non-public session should be held for each subject, with a separate public motion to enter.

Sealed non-public minutes may only be reviewed by the Board at a proper non-public meeting.

Individual members may not review sealed minutes outside of a Board review. Minutes of all sealed non-public sessions must be reviewed by the Board at least annually to determine whether they should be unsealed.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BEC
School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: March 9, 2016 & April 13, 2016 School Board Public Hearing/First Read: April 20, 2016 School Board Second Read/Adoption: May 4, 2016 Annual Policy Committee Review: April 11, 2018 – No Change Annual Board Review: May 6, 2020 – No Change Annual Board Review: May 5, 2021	Page 2 of 2 Category: Recommended

Board members are prohibited from publicly discussing matters that were properly discussed in non-public session beyond what is reported in the non-public minutes. This prohibition does not apply to subjects not included in the motion entering the non-public session.

The Superintendent or his/her designated administrator, as well as necessary personnel, may attend all non-public sessions of the Board, except those non-public sessions that pertain to the Superintendent's employment.

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.

**Legal References:**

- RSA 91-A:3, Non-Public Sessions
- RSA 91-A:4, Minutes and Records Available for Public Inspection
- RSA 42:1-a, Oaths of Town Officers: Manner of Dismissal; Breach of Confidentiality

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BEDD previously - BDDD
Date of Adoption: September 1970 Dates of Revision: 3/26/97, 5/5/99 Code Revision: November 18, 2009 Review to School Board First Read: November 7, 2012 School Board Second Read/Adoption: November 14, 2012 School Board/Superintendent Revisions: January 13, 2014 Annual Policy Committee Review: April 19, 2017 Annual Policy Review: April 11, 2018 - No Change Board Annual Review: May 6, 2020 - No Change Board Annual Review: May 5, 2021	Page 1 of 1 Category: Optional

## RULES OF ORDER

Robert's Rules of Order shall guide the proceedings of all meetings of the Board, as necessary or to the extent practicable.

A majority of the members of the Board (four) shall constitute a quorum. The affirmative vote of a majority of those members present at any proper meeting having a quorum shall be considered a proper vote sufficient for action except for actions required otherwise by law or these policies. No other form of action shall be sufficient.

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.



<b>OYSTER RIVER COOPERATIVE SCHOOL BOARD</b>	<b>Policy Code: BEDG</b>
School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: 4/13/16, 4/19/17 – No Change Annual Policy Committee Review: April 11, 2018 – No Change Board Annual Review: May 6, 2020 -No Change Board Annual Review: May 5, 2021	Page 1 of 1 Category: Recommended

### MINUTES

A record of all public and non-public School Board meetings shall be kept as minutes. The minutes will include names of Board members in attendance, persons appearing before the Board, a brief description of all issues discussed, and all motions made, votes taken, and decisions made. The record of each motion and vote shall include who moved the motion, who seconded, the method of taking the vote, and how each member voted. The record of each motion must describe the action of the Board in sufficient detail that whoever must comply with the motion need only read the record to know how to fully comply. The minutes must comply with the requirements of the Right-to-Know law, RSA 91-A, and must record all points of compliance with this law and related policies. Documents not part of a formal motion may be omitted if they are referred to and identified by some method.

Copies of draft Board meeting minutes will be sent to Board members in advance of the meeting at which they are to be approved. Corrections to the minutes may be made at the meeting at which they are to be approved.

The minutes of the Board will be kept in an official binder and will be in the custody of the Superintendent. Minutes of all public meetings will be made available on the District web site when available and for public inspection no later than five (5) business days after the meeting. Minutes for all non-public sessions will be made available on the District web site when available and for public inspection within seventy-two (72) hours after the non-public session, unless sealed consistent with Policy BEC.

An abbreviated record shall be kept for non-meetings as allowed under RSA 91-A:2, I. This abbreviated record shall only include the date, time, place, attendees and specific exemption under RSA 91-A:2, I that allowed the non-meeting. The record shall not include any description of the issues discussed. Abbreviated records for non-meetings shall be made available on the District web site when available and for public inspection within seventy-two (72) hours after the non-meeting. Since an abbreviated record for a non-meeting provides no details about the issues discussed, such records may not be sealed.

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.

Legal Reference: RSA 91-A:2 II, Public Records and Meetings: Meetings Open to Public  
RSA 91-A:3 III, Public Records and Meetings: Non-Public Sessions  
RSA 91-A:4 I, Public Records and Meetings: Minutes and Records available for Public Inspection

Cross Reference: BEA – Regular Board Meetings  
BEC – Non-Public Session  
BEDB – Agenda Preparation and Format

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BEDH
School Board/Superintendent Revisions: January 13, 2014 Reviewed by School Board: March 31, 2015 Policy Committee Review: April 13, 2016 – No Change Annual Policy Committee Review: April 19, 2017-No Change Annual Policy Committee Review: April 11, 2018 – No Change Board Annual Review 05 06 20 - No Change <u>Board Annual Review: May 5, 2021</u>	Page 1 of 1 Category: Recommended

## PUBLIC PARTICIPATION AT BOARD MEETINGS

The primary purpose of the Oyster River Cooperative School Board meetings is to conduct the business of the Board as it relates to school policies, programs and operations. The public is encouraged to attend all public meetings of the Board. However, the public is not allowed to participate in public Board meetings except during public comments. The Board will allow public comments at regular public meetings.

Public comments can be limited by the Chairperson in order to accomplish the agenda in a timely manner. For the School Board to conduct its meetings properly and efficiently, and in order to assure that persons who wish to appear before the Board may be heard, it is expected that the following will guide public comments at Board meetings:

1. Consistent with RSA 91-A:3, Policy BEDB, and the laws pertaining to student and family privacy rights, the Board will not place any matter on the public agenda that is to be properly discussed in a non-public session. Complaints regarding district staff will be directed to the Superintendent.
2. All speakers are to conduct themselves in a civil manner. Obscene, slanderous, defamatory or violent statements will be considered out of order and will not be tolerated. The Board Chairperson may terminate the speaker's privilege of address if the speaker does not follow this rule of order.

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.

### **Legal Reference:**

RSA 91-A:2, Meetings Open to Public  
RSA 91-A:3, Non-Public Sessions

### **Cross Reference:**

BEA – Regular Board Meetings  
BEC – Non-Public Sessions  
BEDB – Agenda Preparation and Format  
KEB – Complaints about School Personnel

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BHE <i>Previously BHEA</i>
Date of Adoption: July 20, 2011 , Code Change-Adopted School Board: May 2, 2012 Recently Adopted – No Changes: October 24, 2012 School Board/Superintendent Revision: January 13, 2014 & March 31, 2015 Annual Review Policy Committee: April 19, 2017-No Change Annual Review Policy Committee: April 11, 2018-No Change Board Annual Review: May 6, 2020 – No Change <u>Board Annual Review: May 5, 2021</u>	Page 1 of 1 Category: Recommended

### SCHOOL BOARD USE OF EMAIL

The Right-to-Know law, specifically RSA 91-A:2-a and 91-A:1, requires that “communications outside a meeting ... shall not be used to circumvent the spirit and purpose of” the law, namely to facilitate “the greatest possible public access to the actions, discussions and records” of the Board. To that end, all communications outside of a meeting among any 2 or more Board members, including but not limited to electronic mail (email) shall be limited to scheduling meetings and distributing information from the Superintendent. Use of email by School Board members should conform to the same standards of judgment, propriety, and ethics as other forms of School Board related communication. School Board members shall comply with the following guidelines when using email in the conduct of School Board responsibilities:

- A. The School Board shall not use email as a substitute for discussions or deliberations at School Board meetings or for other communications or business properly confined to School Board meeting.
- B. School Board members should be aware that email and email attachments received or business are to be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law.
- C. School Board members should avoid reference to confidential information about employees, students, or other matters in email communications because of the risk of improper disclosure. School Board members should comply with the same standards as school employees with regard to confidential information.

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.

**Legal Reference:**

- RSA 91-A:2-A, Communications Outside Meetings

**Cross Reference:**

- BHE-R- School Board Use of Email Procedure
- GBJ- Personnel Records
- JRA – Student Records & Information
- JICL – Student Computer & Internet Use
- GBEF & R- Employee Computer & Internet Use

Office of the Principal  
Oyster River Middle School  
1 Coe Drive, Durham, NH 03824  
868-2820

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INTEROFFICE MEMORANDUM

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TO: Dr. Morse  
FROM: Jay Richard  
DATE: 4/29/21

RE: Nominations for ORMS Stipends

Please nominate the following individuals for their stipend activity.

<b>Name</b>	<b>Position</b>	<b>Stipend</b>	<b>Years</b>	<b>Longevity</b>	<b>Total</b>
John Silverio	Robotics	\$618	6	\$150	\$768
Jason Duff	Robotics	\$1,029	5	\$150	\$1,179
John Silverio	Robotics	\$1,029	5	\$150	\$1,179

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 12

Name:	Alison Neri
Date:	4/21/21
Position:	Reading Speacialist
School for Position	<input checked="" type="checkbox"/> MW <input type="checkbox"/> MOH <input type="checkbox"/> MS <input type="checkbox"/> HS
Person Replacing:	Barb Jasinski
Budgeted Amount:	\$71,090
Recommended Step/Salary:	MA+30/Step 15 \$83,868
Interviewed By:	Misty Lowe, Liz Birnam, Amy Leone, Francesca Kennedy, Kirsten Desrochers, Heather Moulton, Deb Perlowski, and Maria Bowden-Gerard.
# Interviewed:	3
Education:	NH - Southern New Hampshire University Performance Assessments 07/2019 NH - Keene State College Orton Gillingham Practitioner 06/2017 NH - Granite State College Reading and Writing Specialist 06/2014 CT - Sacred Heart University Elementary Education Masters 05/2004 CT - Sacred Heart University Psychology Bachelors 05/2003
Certification:	Educational Specialist (0037 Reading Specialist) 6/30/23 Teacher (1810 Elementary Education (K-6) 6/30/23
Related Experience:	SAU 54 Reading Specialist 7 years Private Tutoring Orton Gillingham 4 years Reading Teacher 1 year Grade 4-5 Teacher 2 years 3rd Grade Teacher 3 years Kindergarten Teacher 3 years
Comments:	Alison is an experienced and highly regarded reading specialist based on her references. She has an expertise in diagnostic and prescriptive reading intervention skills, as well as leadership experience in her role as a literacy specialist. Alison enthusiastically accepted the opportunity to work for the ORCSD, noting that she looks forward to working with a team of professionals in a smaller district where the literacy curriculum, instructional, and assessments are aligned.
Date: <u>4.8.21</u>	Authorized Signature: <i>Misty Lowe</i>

**REQUIRED Attachments:**

- Resume     3 Letters of Recommendation     Copy of Certification

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 8

Name:	Trista Fitch
Date:	April 19, 2021
Position:	Art Teacher (.5 FTE)
School for Position	<input checked="" type="checkbox"/> MW <input type="checkbox"/> MOH <input type="checkbox"/> MS <input type="checkbox"/> HS
Person Replacing:	Debra Hasting to .5 FTE
Budgeted Amount:	<b>\$91,868 to .5FTE (\$45,934)</b>
Recommended Step/Salary:	<b>BA/Step 1 \$21,932 (.5 FTE)</b>
Interviewed By:	Misty Lowe, Deb Hastings, Joe Boucher, Melanie Anctil, Pam Felber, Rebecca Biggwither
# Interviewed:	<b>3</b>
Education:	Nazareth Colleg - Bachelors of Science in Art, with a concentration in Art Education 1995 Cazenovia College, A.S. in Liberal Arts 1992 School of the Arts - Intensive summer program with limited acceptance 1990
Certification:	Visual Art Education
Related Experience:	Exeter Center for Creative Arts (ECCA) Private Art School for all ages, Assistant Director and Head Teacher (1996-2001) Durham Maine Street Makery, Workshop Instructor (2015-2016)
Comments:	Trista is a community member who has been actively involved at Mast Way School for many years. Trista began her service at Mast Way as a parent volunteer, PTO mom, and active community member that saw the playground project through. Trista later served Mast Way in the capacity of a substitute teacher, library para-educator, and Kindergarten para-educator. Trista is an excellent fit for this part time art teacher position.
Date: <u>04/19/21</u>	Authorized Signature: <u>Misty Lowe</u>

<b><u>REQUIRED Attachments:</u></b>
<input checked="" type="checkbox"/> Resume <input checked="" type="checkbox"/> 3 Letters of Recommendation <input checked="" type="checkbox"/> Copy of Certification

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 55

Name:	Rachel Allen
Date:	April 15, 2021
Position:	Grade 2 Classroom Teacher
School for Position	<input type="checkbox"/> MW <input checked="" type="checkbox"/> MOH <input type="checkbox"/> MS <input type="checkbox"/> HS
Person Replacing:	Doug Hoff
Budgeted Amount:	<b>\$56,818</b>
Recommended Step/Salary:	<b>MA/Step 5 \$54,439</b>
Interviewed By:	David Goldsmith, Cristina Dolcino, Katie Ray, Terry Nadeau, Molly Jones, Jessica Whalen, Lydia Cupp
# Interviewed:	<b>8</b>
Education:	UNH, Masters in Elementary Education UNH, Bachelors of Science in Human Development & Family Studies
Certification:	NH Elementary Education K-6
Related Experience:	Chamberlain School Rochester, NH Grade 4, 8/2020 - present Grade 2, 8/2017 - June 2020
Comments:	Rachel is excited to join ORCSD and expand on her experience. She is a strong collaborator who is very creative and enthusiastic.
Date: <u>04/15/21</u>	Authorized Signature: <u>David Goldsmith</u>

<b>REQUIRED Attachments:</b>		
<input checked="" type="checkbox"/> Resume	<input checked="" type="checkbox"/> 3 Letters of Recommendation	<input checked="" type="checkbox"/> Copy of Certification

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 55

Name:	Meghan Hubbard
Date:	April 15, 2021
Position:	Grade 1 Classroom Teacher
School for Position	<input type="checkbox"/> MW <input checked="" type="checkbox"/> MOH <input type="checkbox"/> MS <input type="checkbox"/> HS
Person Replacing:	Renee Torr's Grade 1 Position
Budgeted Amount:	<b>\$56,818 (MA/Step 6)</b>
Recommended Step/Salary:	<b>MA/Step 7 \$59,195</b>
Interviewed By:	David Goldsmith, Cristina Dolcino, Molly Jones, Terry Nadeau, Jessica Whalen, Lydia Cupp
# Interviewed:	<b>8</b>
Education:	Cambridge College - Masters Elementary Education Keene State College - Bachelors of Science Elementary Education/Psychology
Certification:	NH Elementary Education K - 8
Related Experience:	Main Street School, Exeter- First Grade - 8/2019 - Present McClelland School, Rochester - First & Second Grade - 8/2015 - 5/2019
Comments:	Meghan has excellent grade 1 experience and brings excitement and a collaborative spirit. She is excited to teach where she grew up learning.
Date: <u>04/15/21</u>	Authorized Signature: <u>David Goldsmith</u>

<b><u>REQUIRED Attachments:</u></b>
<input checked="" type="checkbox"/> Resume <input checked="" type="checkbox"/> 3 Letters of Recommendation <input checked="" type="checkbox"/> Copy of Certification



Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 52

Name:	Sarah Gahm
Date:	4/27/21
Position:	School Counselor
School for Position	<input type="checkbox"/> MW <input type="checkbox"/> MOH <input checked="" type="checkbox"/> MS <input type="checkbox"/> HS
Person Replacing:	New Position
Budgeted Amount:	<b>NA Grant Funded</b>
Recommended Step/Salary:	<b>MA/Step 4 \$52,059</b>
Interviewed By:	Jay Richard, Catherine Plourde, Kim Felch, Bill Sullivan, Andrea Biniszkwicz, Val Wolfson, Alida Carter, Dr. Morse
# Interviewed:	18 Video Submissions, 8 Candidate Teams Interviews
Education:	BA Psychology University of North Carolina-Ashville Masters of Education in Counseling Plymouth State University
Certification:	School Counselor
Related Experience:	Three years as a school counselor at Hartford Memorial School (grades 6-8 VT)
Comments:	Strong work ethic Experience with creating and implementing new school policies and procedures to benefit all students (Diversity, LGBTQ+, etc). Experience with researched and evidence based intervention programs. Classroom teaching experience Very student centered Strong references
Date: <u>4/28/21</u>	Authorized Signature: <u>Jay Richard</u>

<b>REQUIRED Attachments:</b>
<input checked="" type="checkbox"/> Resume <input checked="" type="checkbox"/> 3 Letters of Recommendation <input checked="" type="checkbox"/> Copy of Certification

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 52

Name:	Stephanie Kadden
Date:	4/27/21
Position:	School Counselor
School for Position	<input type="checkbox"/> MW <input type="checkbox"/> MOH <input checked="" type="checkbox"/> MS <input type="checkbox"/> HS
Person Replacing:	J. Wons
Budgeted Amount:	<b>\$59,195</b>
Recommended Step/Salary:	<b>MA/Step 12 \$71,090</b>
Interviewed By:	Jay Richard, Catherine Plourde, Kim Felch, Bill Sullivan, Andrea Biniszkwicz, Val Wolfson, Alida Carter, Dr. Morse
# Interviewed:	18 Video Submissions, 8 Candidate Teams Interviews
Education:	UNH - Masters in Counseling University of Wisconsin - Bachelors School Health Education
Certification:	School Counselor Health Education
Related Experience:	Nottingham School - Counselor 2019-2021 Seabrook School District - Health Teacher 2010-2019
Comments:	Stephanie has a strong work ethic. She developed a comprehensive guidance program detailing tiered supports for all learners. She created the Red Flag Referral process to address mental health concerns for remote learners and is the student mental health advocate and parent liaison. Stephanie will be a tremendous asset to the middle school counseling program.
Date: <u>4/28/21</u>	Authorized Signature: <u>Dr. James Morse</u>

<b>REQUIRED Attachments:</b>		
<input checked="" type="checkbox"/> Resume	<input checked="" type="checkbox"/> 3 Letters of Recommendation	<input checked="" type="checkbox"/> Copy of Certification

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 29

Name:	John Willemse
Date:	04/26/2021
Position:	Art Teacher - ORHS
Person Replacing:	Tracy Bilynsky
Budgeted Amount:	\$56,818
Recommended Step/Salary:	BA+30/Step 1 \$46,155
Interviewed By:	Maria Rosi, Tracy Bilynsky, Tim Lawrence, Kim Felch, Mark Milliken, Suzanne Filippone, James Morse
# Interviewed:	5
Education:	NY State University of NY, College at New Paltz - Art Education; SUNY Community College at Rockland - Graphic Design; NY - State University of NY, College / Oneonta - Music Business
Certification:	Teacher (0200 Art Education), ME Visual Arts
HQT Status	
Related Experience:	Marshwood High School Long Term Art Substitute, Bellvale Farms Farmer/Land Management, Self Employeed Graphic Design & Art
Comments:	John is a practicing portrait artist with strengths in drawing, digital photography, and graphic design. He comes to Oyster River with a wides variety of life expereinces that range from farming to running his own art and graphic design business to teaching. John is a deep thinker and a hard worker who sets high standards for every endeavor he undertakes. He strives to constantly connect his real world experience to his art lessons. He is a polished professional who has transitioned to the classroom like a seasoned professional. We are fortunate to have him as he will help Oyster River continue to be an outstanding art department.
Date: <u>04/28/21</u>	Authorized Signature: <u>Suzanne Filippone</u>

**REQUIRED Attachments:**

■ Resume ■ 3 Letters of Recommendation ■ Copy of Certification

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 29

Name:	Allison Plourde
Date:	04/26/2021
Position:	Art Teacher ORHS
Person Replacing:	Tim Lawrence
Budgeted Amount:	\$91,868
Recommended Step/Salary:	MA/Step 10 \$66,334
Interviewed By:	Maria Rosi, Tracy Bilynsky, Tim Lawrence, Kim Felch, Mark Milliken, Suzanne Filippone, James Morse
# Interviewed:	5
Education:	RISD MAT, RIT BA,
Certification:	College Board AP Art Certification, NH Art 5-12 certification,
HQT Status	
Related Experience:	Art Teacher Bancroft School, Art Teacher Holderness, Art Teacher Peak to Peak Charter School, Art Teacher Lin-Wood Public School
Comments:	Alli brings a wealth of experience to Oyster River. She is a graduate of RISD and comes to us highly recommended. She has great foundational art skills and is well versed in the areas of drawing & painting, pottery & sculpture, digital art, and graphic design. Her portfolio demonstrates a wide variety of quality self art work as well as student art work. Alli has a great energy and it is obvious that she believes in empathy, humor & flexibility and a strong growth mindset. We are fortunate to have her join our outstanding art department.
Date: <u>04/26/2021</u>	Authorized Signature: <u>Suzanne Filippone</u>

**REQUIRED Attachments:**

■ Resume ■ 3 Letters of Recommendation ■ Copy of Certification

Oyster River Cooperative School District

Nomination Form

#of Resumes Received: 20

Name:	Josie Earle
Date:	4/29/2021
Position:	Special Education Teacher
School for Position	<input type="checkbox"/> MW <input type="checkbox"/> MOH <input checked="" type="checkbox"/> MS <input type="checkbox"/> HS
Person Replacing:	Susan Williams
Budgeted Amount:	\$56,818
Recommended Step/Salary:	MA/Step 6 \$56,818
Interviewed By:	Brittany Morley, Melissa Gianino, Katie Crosby, Nellie Dinger, Melissa Kearney, Brian Ryan, Andrea Biniskiewicz, Catherine Plourde, Dr. James Morse
# Interviewed:	7
Education:	University of New Hampshire, M.Ed. in Special Education, May 2013 University of New Hampshire, New Hampshire Graduate Certificate in General Special Education, May 2013 University of New Hampshire, New Hampshire Graduate Certificate in Specific Learning Disabilities, May 2013 Hampshire College, B.A. in Psychology and Education, May 2008.
Certification:	General Special Education, NH Specific Learning Disabilities, NH
Related Experience:	Special Education Direct Instructor/Tutor, Mast Way (3 yrs) Special Education Teacher, William Allen School (5 yrs)
Comments:	Josie has been working for the district for the past 3 years in the direct instruction tutor role at Mast Way. She also has experience as a special education teacher and started her special education career as an intern as Moharimet. Josie has training and experience in providing direct instruction in reading, writing and math to students and this will be an asset in the position at ORMS. She brings a lot of positive energy, is a collaborator, and knows how to connect with all types of learners. We are excited for her promotion to a teacher position.
Date: <u>4/30/21</u>	Authorized Signature: <u>Catherine Plourde</u>

<b>REQUIRED Attachments:</b>
<input checked="" type="checkbox"/> Resume <input checked="" type="checkbox"/> 3 Letters of Recommendation <input checked="" type="checkbox"/> Copy of Certification

Oyster River Cooperative School District  
Nomination Form

#of Resumes Received: 21

Name:	Briana Roman
Date:	4/29/2021
Position:	Special Education Teacher
School for Position	<input type="checkbox"/> MW <input checked="" type="checkbox"/> MOH <input type="checkbox"/> MS <input type="checkbox"/> HS
Person Replacing:	Jackie Fillion
Budgeted Amount:	\$56,818
Recommended Step/Salary:	MA/Step 10 \$66,334
Interviewed By:	Brittany Morley, Melissa Gianino, Katie Crosby, Nellie Dinger, Melissa Kearney, Brian Ryan, Andrea Biniskiewicz, Catherine Plourde, Dr. James Morse
# Interviewed:	7
Education:	Franklin Pierce University, M.Ed. General Special Education, Learning Disabilities  University of New Hampshire, B.A., English
Certification:	General Special Education, NH Specific Learning Disabilities, NH
Related Experience:	Special Education Teacher, SCS (7 yrs) Tutor, Exeter Speech and Language Assoc. (3 yrs) Special Education Teacher, Exeter School District (3 yrs)
Comments:	Briana has a variety of teaching experience she's bringing to Moharimet. She has special training in specific reading interventions and has taught students with varying abilities. She's seen as a collbaorator in her current position and works well amongst a team while supporting students' programming and instruction in the classroom. She wil bring positive energy and a student centered focus to the Moharimet community.
Date: <u>4/30/21</u>	Authorized Signature: <u>Catherine Plourde</u>

<b>REQUIRED Attachments:</b>
<input checked="" type="checkbox"/> Resume <input checked="" type="checkbox"/> 3 Letters of Recommendation <input checked="" type="checkbox"/> Copy of Certification

Policies for  
 First/Second Read/Adoption/Deletion  
**SB Meeting of**  
**May 5, 2021**

Title	Code
<b>Policies for First Read</b>	
<b>Policies for Second Read/Adoption - Unanimous Consent</b>	
Racism & Anti-Racism	ACA
School Board Member Ethics	BCA
Board-Employee Communications	BHC
<b>Policies for Deletion/Replacement</b>	
<b>Policies in Process</b>	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ACA
School Board First Read: June 6, 2018 School Board Second Read/Adoption: June 20, 2018 School Board First Read: April 7, 2021, April 21 School Board Second Read/Adoption: May 5, 2021	Page 1 of 2

### ORCSD Racism and Anti-Racism Policy

The Oyster River Cooperative School District (ORCSD) policy on racism is both a denouncement of racism and a public commitment to continually support social justice and equity for all in the ORCSD community by becoming anti-racist. We recognize this is a journey and that staff and students will be at different phases of that Journey, however, we are committed to this critical work as we aspire to be an inclusive and equitable school system. We support in the words of Ibram X. Kendi HTBAAR

**“...being anti-racist requires persistent self- awareness, constant self-criticism and regular self-examination.”**

Racism in any form is not acceptable nor will it be tolerated in the ORCSD. Racism can take many forms including implicit bias, as well as personal, cultural and institutional racism.

The ORCSD is committed to being anti-racist by counteracting expressions of racism that may occur on District property or at any District event.

The ORCSD has identified steps to take that support anti-racism and to confront racism in all forms. They include, but are not limited to, the following:

1. Educate and teach about stereotyping. Stereotypes are destructive to and undermine the learning environment that ORCSD seeks to foster for all staff and students. Inform ORCSD students about stereotyping and the negative consequences and that by not intervening when stereotypes occur, one is complicit in the face of injustice.
2. Educate students that combatting racial bias involves more than inter-personal behavior. It involves recognizing, and working to change systems including, but not limited to banking, health care, education, food security and availability, and incarceration that perpetuate racial inequality.
3. Responding to the role racism has played and is playing, the District will teach the history of racism and its negative effects on society and the individual.
4. Expect that staff and students be role models against hate language, and speech in any form. All members of the ORCSD community are expected to intervene when witnessing discrimination in any form. If someone who sees or experiences discrimination is uncomfortable in the moment, they are encouraged to report the incident to someone in authority
5. Educate and remind all students and staff to think before you speak, words can hurt especially racially charged words. Educate about microaggression which is indirect, subtle or unintended language against marginalized groups. Microaggression is an act of racism.
6. In teaching, emphasize how culture and race enhance and enrich life. Across the District community, promote awareness of the contributions all people and cultures make to global citizenship.
7. Embracing hiring practices that recruit from diverse candidate groups. The District recognizes that this recruiting requires us to go beyond traditional/typical local postings for teaching faculty positions to make working in Oyster River attractive to all candidates specifically including minority candidates.



OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ACA
School Board First Read: June 6, 2018 School Board Second Read/Adoption: June 20, 2018 School Board First Read: April 7, 2021, April 21 School Board Second Read/Adoption: May 5, 2021	Page 2 of 2

The ORCSD will use metrics which objectively measure equity in delivery of services, disciplinary action, and other relevant characteristics and report on these annually in the Annual Report of the District. The metric used will be the annual report to the Office of Civil Rights.

This policy will be reviewed every year that ends in an odd number to ensure that it is under continuous review.

Cross Reference:

ACA-R1 – Racism Definitions

ACA-R2 – Curriculum Review

ACA-R3 – Professional Development

AC – Non-Discrimination/Equal Opportunity

JICK – Bullying/Cyberbullying – Pupil Safety & Violence Prevention

JBAB & R - Transgender

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BCA
Review First Read School Board: September 5, 2012 Second Read/Adoption School Board: September 19, 2012 Correct clerical oversight reviewed by Board: March 6, 2013 Policy Committee Review – No Changes – August 19, 2015 Policy Committee Review: June 13, 2018 School Board First Read: June 20, 2018 School Board Second Read/Adoption: July 18, 2018 Policy Committee Review: April 2, 2021 School Board First Read: April 21, 2021 School Board Second Read/Adoption: May 5, 2021	Page 1 of 1 Category: Recommended

### SCHOOL BOARD MEMBER ETHICS

Each board member shall comply with the following ethical provisions:

1. Attend all regularly scheduled Board meetings, insofar as possible, and become informed concerning issues to be considered at those meetings.
2. Make decisions only after full discussion at public Board meetings; render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups.
3. Work respectfully with other Board members to achieve the educational goals of the school district by encouraging the free expression of opinions by all Board members.
4. Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs.
5. Be informed about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by my state and national school board associations.
6. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.
7. Respect the confidentiality of information that is privileged under applicable law or is received in confidence or executive session.
8. Recognize that no individual member has authority to speak or act for the entire Board, except as specifically designated to do so by Board action. As such, Board members should clearly articulate that positions taken are clearly their own and not the position of the full Board.
9. Recognize that final Board actions will be supported by all members of the Board; take no action that will compromise the Board or administration, and refrain from actions which undermine or compromise official Board action.
10. Display and demonstrate courtesy and decorum toward fellow Board members at all public meetings and in all public statements.
11. Engage in respectful, public discourse and do not disparage- individuals on the basis of their gender, sexual orientation, and other personal differences and affiliations toward fellow Board members and participants.
12. Avoid being placed in a position of conflict of interest, and refrain from using my Board position for personal or partisan gain.
13. Work with the other Board members to establish effective Board policies and foster a relationship with the District administration toward the effective implementation of those policies and management of the District operations, personnel and facilities.
14. Understand the chain of command and refer problems or complaints to the proper administrative office per applicable School Board policies.

Appendix BCA-R

Cross Reference: BCB – Board Member Conflict of Interest

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BHC Previously BID
Review Policy Committee: January 15, 2014 School Board First Read: April 2, 2014 Back to Policy: May 14, 2014 School Board Second Read/Adoption: June 4, 2014 Policy Committee Review: April 8, 2021 School Board First Read: April 21, 2021 <a href="#">School Board Second Read/Adoption: May 5, 2021</a>	Page 1 of 1 Category: Optional

### EMPLOYEE COMMUNICATIONS WITH THE BOARD

The primary line of communication between the Oyster River School Board and school staff is through the superintendent. Staff will address all concerns at the building/department level to their principal or director, then the assistant superintendent or business administrator and finally to the superintendent. The superintendent is responsible for keeping school staff informed about the Board's goals, initiatives and concerns. The superintendent is also responsible for keeping the Board informed about activities in the schools and input from school staff regarding issues of concern.

[School employees should have the same rights as other speakers to address the Board on issues before it.](#)

This policy shall not be used to circumvent the formal grievance procedure agreed to in the master agreement between the Board and ~~the Guild~~ [any collective bargaining unit.](#)

It is understood that Board members and staff share a keen interest in the schools and in education generally, and it is expected that they may discuss educational trends and issues of interest in the schools on an informal basis. However, all parties should keep in mind that individual Board members have no authority to act, and have no authority to speak for the Board, unless [authority authorized](#) to do so by the majority of the Board, except when they are convened in a legal meeting of the Board. Staff are expected to use the communication channels provided through Board policies and other means to address specific complaints or issues of interest.

Cross Reference: BBAA – Board Member Authority  
BG – Board Policy Development  
BEDH – Public Participation at Board Meetings  
KI – Visitors to the Schools