

**Oyster River Cooperative School District**  
**Hybrid Remote Meeting\* Minutes**

**\*In accordance with Governors Executive Order #12**

**August 19, 2020**

**DRAFT**

**SCHOOL BOARD PRESENT VIA ROLL CALL VOTE:** Brian Cisneros, Dan Klein, Tom Newkirk, Denise Day, Michael Williams, Al Howland

**Student Representative:**

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

**STAFF PRESENT:**

**GUEST'S PRESENT VIA REMOTE ACCESS:**

Tom began by stating that Kenny Rotner has submitted his resignation from the School Board, as most know that he is undergoing treatment for cancer and is at Mass General. He stated that this is a tremendous loss for the Board as Kenny has been a member since 2013. He had great presence, was patient and thoughtful and he will be missed. He wished Kenny and his family all the best, and that he has a great team supporting him.

Tom Newkirk read the following statement:

As Chair of the Oyster River Cooperative School Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

*a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:*

We are utilizing Microsoft Teams for this electronic meeting. All members of the School Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-603-766-5646 and ID Code 461362#, or by clicking on the following website address: <http://www.orcsd.org/stream>

*b) Providing public notice of the necessary information for accessing the meeting:*

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Microsoft Team or telephonically. Instructions have also been provided on the website of the ORCSD Board Agenda for 08/19/20.

*c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:*

If anybody has a problem, please call 603-280-4202 or email at: [orcsd-video@orcsd.org](mailto:orcsd-video@orcsd.org).

*d) Adjourning the meeting if the public is unable to access the meeting:*

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

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Let's start the meeting by taking a roll call attendance without the need to state if you are alone as we are meeting together. A roll call vote was then done with 6 Board Member present

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### **I. CALL TO ORDER at 7:02 PM by Tom Newkirk**

Tom Newkirk stated that he has two additions to the agenda, the General Assurances from Catherine Plourde who will report after the Business Administrator, and the process for the replacement for Kenny Rotner's At-Large open position which will follow the MOU discussion. We will also add a non-public for a student matter. He asked the Board Members if there were any additional changes.

There were none.

### **II. APPROVAL OF AGENDA:**

**Denise Day moved to approve the agenda as revised, 2<sup>nd</sup> by Brian Cisneros. Motion passed via roll call vote 6-0.**

### **III. PUBLIC COMMENTS:**

Jim Morse stated that there were numerous comments received during the past week and apologized in advance to the party that asked to have her comment read at the meeting for the pronunciation of her last name. He then proceeded to read the following statement:

My name is Laura Vittorioso. It is my understanding that models for athletics will be discussed this evening and I greatly encourage you to continue with the Fall sports season. I live in Barrington and I have an incoming Freshman, Jack, who will be joining the Oyster River Cooperative School District. Jack is beyond excited to begin his high school journey at ORHS. Jack and our family are extremely sad, but somewhat understanding, of the decision to begin the school year with mostly remote learning. However, we would like to urge you to continue with the ORHS Fall Sports calendar. Jack has participated in the vast majority of the Boys' Soccer practices and the Fitness Trainings this summer. He has thoroughly enjoyed each and every practice and we would like for him to continue to participate in these activities. Jack has always felt safe and comfortable at these events and we feel that the Athletic Department has taken every precaution necessary to ensure the students' safety. The Athletic Department has been very forthcoming with information and very clear with expectations. Freshman year in high school can be one of the most difficult transitions that a teenager makes. This year will be particularly difficult for all students, especially for those that are joining a new school and a new district. Participation in sports will allow students the opportunity to become more familiar with the ORHS community, to make connections with peers, to gain a better understanding of collaboration and cooperation, and to actively engage in physical activities after spending the majority of their days in front of a computer screen. Our family feels that these opportunities are crucial parts to a successful transition to ORHS. Small cohorts of students will be attending classes in the brick and mortar school buildings. We feel that this same opportunity should be given to athletes who will be OUTSIDE following strict protocols. It states on your website "Working Together to Engage Every Learner" and we feel that valuable lessons are learned in the classroom AND on the athletic fields. In conclusion, we urge you to continue with the ORHS Fall Sports calendar. The social-emotional well-being of ALL students is at stake. Thank you for your time and consideration.

### **IV. APPROVAL OF WORKSHOP MINUTES:**

**Motion to approve the August 5, 2020 meeting minutes:**

#### **Revisions:**

Tom Newkirk requested the following changes: page 13 under the middle school voting options for Middle School Vote 5 – change the No vote to read 4, not 5.

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Michael Williams asked to have on Page 4 under ORMS Bond Final Number heading, add between the and was in the first sentence, “Budgeted Bond Payment” and to the end of the sentence add, “more than needed to make 1<sup>st</sup> payment.” Additionally, on page 9 move Elementary vote 5 to the top of the list.

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Brian Cisneros asked that on page 2 in the motion for approval of minutes in the last sentence replace “sustaining” with “abstaining”

**Denise Day moved to approve the August 5 meeting minutes as amended, 2<sup>nd</sup> by Brian Cisneros. Motion passed with roll call vote 6-0.**

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

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

### **B. Board:**

Denise Day thanked everyone that took the time to write letters to the School Board and that in addition to many parents writing, many students wrote very well thought out and heartfelt letters around sports. She appreciated everyone’s perspective thoughts and concerns.

Tom Newkirk also commented on the public comments that were received. They were very touching, particularly the students talking about what sports meant to them, and as a writing teacher he was very impressed with the comments that he read.

## **VI. DISTRICT REPORTS:**

### **A. Assistant Superintendent Reports:** None

### **B. Superintendent’s Report:**

#### Update/Status for Opening School

Jim began by also thanking parents and students who took the time to write in. He also wanted to thank parents across the District who were asked to re-register their children, and that the response within the 1<sup>st</sup> week was incredible with over a 90% return rate. We had numerous parents reach out with questions, which we were able to answer. He stated that their response made it easier for the meeting he had with administrators to take the data provided and create the staffing for the elementary. The breakdown consisted of 2/3 choosing the AM/PM model and 1/3 choosing the remote model. He invited David and Misty to the podium to bring the Board up to date on all that was completed.

David thanked and acknowledged all of the staff who worked countless hours to make the opening of school a possibility for both Mast Way and Moharimet. He presented the following information.

Hybrid Session: AM Session: 8:45-11:30, PM Session: 12:30-3:15. 11:30–12:30: Transition time for AM and PM students, Time for additional services to targeted students, 30 minute staff lunch 12 - 12:30 (some will have their lunch block at another time based on student service needs). 45-minute Encore Class in the In-Person Session (2 times per week AM session and 2 times per week PM session), Recess will not be scheduled. All classrooms will have a designated space outside for learning and for breaks. There will be spaces on the property for classes to conduct

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learning outside. At home learning portion will not be 3 hours of work, each day, like "school hours at home;" will be a mix of analog and digital. He provided a sample schedule for this scenario.

Remote Learning: At least 2 live sessions with a teacher per day, Direct instruction, SEL, review, problem solving, check-ins, Independent work times, Instruction mix: Live sessions, Videos, Independent practice – digital and analog, Research/Projects

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Attendance, work completion, accountability. He also provided a sample schedule of ways students can be live with teachers throughout a remote week. He explained that encore unified arts happen in person, stated that every class recess will be assigned spaces, not a full grade recess. Tents have been erected for outside learning.

At home learning portion will be a continuation of what happened during the day and wanted to make sure that students have the time to do it.

The Board asked clarifying questions to both David and Misty which included: explaining the encore schedule again, review of the at home learning guidelines, number of students anticipated per class. Questions asked pertaining to accountability and taking attendance and what happens if an in-person child is out for an extended period of time, and how that would be handled. Whether there were any tools teachers could use between the different models, and in forming the remote classes did you need to cross schools and teachers between Mast Way and Moharimet, as well as the schedule for students on Wednesday's. Additionally, has a procedure been worked out in the event that a student tests positive. There with additional concerns relating to this subject being relayed and answered by David, Misty, and Dr. Morse.

Dr. Morse explained that the School Nurses will be the local lead to contact the State and that the District will be following one plan for everyone. Jim stated that the nurses have done a great job and if the Board would like them to come to a future Board meeting to outline their efforts, we can put them on the agenda.

There was no additional discussion on this.

### Update on Hiring

Jim stated that at this time there are no open positions, but if a position does open he is having a conversation with the principals and directors whether in this established model by the school Board, the need to fill it. Right now, we have 114 children from Moharimet and 139 students from Mast Way whose parents have chosen bus transportation. We currently have 29 drivers, but full staffing is 31 and we are currently leaving those positions open. When we re-evaluate this model in October, we might need to re-evaluate these positions.

Jim stated that he will have the middle and high school report out on their opening at the next meeting.

### Antiracism Committee

Jim updated the Board that this small committee has met for a 90-minute span and that they plan to meet every three weeks. We will be working on how to discuss the options of expanding out to the school community and beyond.

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Tom Newkirk stated that an additional member of the Board will be needed for this committee and we can do that at the next meeting.

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

#### ESSER Funds Assurances

Sue explained that as in the past, these funds need to have Board authorization granted to the Superintendent to sign.

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#### **Denise Day moved to authorize the superintendent to sign the ESSER Funds, 2<sup>nd</sup> by Brian Cisneros. Motion passed with roll call vote 6-0.**

Jim Morse clarified that these funds are what the Governor has been talking about for the millions of dollars that are being allocated for district schools, and wanted to state that ORCSD has been given a total of \$39,496 for total funds received related to COVID-19.

General Assurances for FY2021 added to the agenda at the beginning of the meeting presented by Catherine Plourde. She stated that every year this form needs to be provided to districts for signature before accessing grant funds. Last school year it was changed to include sign off by the School Board Chair as well.

#### **Denise Day moved to authorize the superintendent and Board Chair to sign the FY2021 General Assurances, 2<sup>nd</sup> by Brian Cisneros. Motion passed with roll call vote 6-0.**

### **D. Finance Committee Update:**

Al Howland informed the Board that the Finance Committee met last week and started a discussion surrounding the budget process and how to get to a budget goal. There was a discussion about the setup of the October Board Budget meeting with the administrators and a possible change in how the information could be presented. The timeline involved in obtaining information that is needed to draft the proposed language with the unknowns of the retirement incentive as well as the health insurance. He hopes that the Finance Committee can begin to work on the language to bring to the Board at the September 16<sup>th</sup> meeting for the Board to provide guidance and clarity to the discussion.

Al stated that Jim and Sue would need to come up with all of the expenses, what the departments need, and the unknowns would be the health insurance and retirement incentive, but in that case the budget goal of 2.5% - 3.5% using the revenue from Barrington and the emergency fund, but the expenses will change and the revenue would stay the same for each separate scenario.

There was discussion surrounding the different tax impacts to the towns, possible town assistance to aid the school district, and a suggestion of another meeting after November with the town representatives to discuss a collaborative effort that can be taken by both.

There were clarifying questions asked by the Board Members which were answered by Al and Michael.

~~E. Student Senate Report:~~

~~F. Other:~~

## **VII. DISCUSSION ITEM:**

Tom Newkirk began by stating that they will use the same process that was used at the last meeting for determining the decision surrounding OR Sports. We will use repeated voting to eliminate the individual options until they have a majority vote of four. He stated that Andy Lathrop, Athletic Director will go over his presentations, and after their presentation the Board will have a chance to

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ask questions and have a discussion before the elimination voting. He asked the Board if they had any questions.

Andy began by thanking Kim Wolph, HS Nurse and Mike Feld, AD Trainer for all of their assistance in helping to put this presentation together. Andy began his presentation with a slide that showed all of the questions that need to be answered for OR Sports to happen. He gave a listing of the middle and high school fall sports, along with the benefits and challenges of Athletics this fall. He went on to explain the 5 possible scenarios: Full Fall Sports Offerings, Hybrid #1 (HS Interscholastic Competitions only), Hybrid #2 (Varsity Interscholastic Competition Only), Hybrid #3 (No Interscholastic Competition), No Athletic or Physical Activities.

Option 1 the Board asked how many possible games could be scheduled for the remainder of the season, how many games are played by the middle school teams a week, where would they play, the number of practices that happen in 1 week and transportation challenges and relying on parents,.

Option 2 Hybrid #1 (HS Interscholastic Competition Only) the Board expressed that it would be easier for parents to transport if we remain closer to home, allowance of spectators at the games, whether there were coaches that did not want to return, the concern in the drop in MS sports participation, space concerns and clarification of the differences between Option 1 & 2.

Option 3 Hybrid #2 (Varsity Interscholastic Competition) Andy stated that this is the same as option #2 but limited to varsity only competition.

Option # 4 Hybrid # 3 (No Interscholastic Competition) NHIAA fall sports for OR would be cancelled, no post season eligibility for Varsity teams, programs run by fall coaches.

Option #5 No Athletic or Physical Activities, this is the most restrictive with no athletic or intramural based programs at any level, teams would not be permitted to practice in any way, no interscholastic competition. NHIAA fall sports for ORHS would be cancelled.

The Board clarified what the difference was between Option 1 & 2. There was discussion surrounding the indoor sport of volleyball and the concerns associated with this sport and the protocols that they are following for play. Question asked about the ability to increase air circulation in the gyms and the questions about the NHIAA and if they have provided any guidance pertaining to spectators. There was additional discussion pertaining to the list of categorized sports of Low, Medium, and High and that we would not participate in a high categorized sport. What

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protocols would be followed for parents to watch, and for teams to play. A question was asked if the District Liability would need to change, and if we stick with low risk sports what the impact would be for Title IX. What the difference in number or participants would be between Option 2 & 3. There was additional discussion as to what other districts were doing, response time for reporting cases, the current rooms that would be used, limiting team play to surrounding towns and risk factor now and moving forward, research of face coverings as some are not as effective as others, clear guidelines on ventilation of air flow. The inclusion for option 1 to include bullet 2 and 4 from option 2.

There was additional discussion and Tom asked if ready to vote.

- **Option 1. Full Fall Sports Offerings – Option Chosen with Roll Call Vote**

**VOTE: Yes – 4 – Denise Day, Dan Klein, Brian Cisneros, Tom Newkirk.  
No – 2 - Al Howland, Michael Williams**

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- Option 2 Hybrid #1 (HS Interscholastic Competition Only)

VOTE: Not voted on due to choosing Option 1

- Option 3 Hybrid #2 (Varsity Interscholastic Competition)

VOTE: Not voted on due to choosing Option 1

- Option # 4 Hybrid # 3 (No Interscholastic Competition)

VOTE: Not voted on due to choosing Option 1

- Option #5 No Athletic or Physical Activities,

VOTE: Not voted on due to choosing Option 1

At 8:55 a 5-minute recess was taken, and the meeting resumed at 9:00 with the Memorandum of Understanding.

Tom Newkirk began by stating the MOU included in the back up was the first time he and the Board saw this. He stated that it appears like a draft of a negotiated agreement and typically this is reviewed by the Board's negotiating team. He asked the Board if they wanted the Board's negotiating team to review and then come back at the next meeting and discuss at a non-meeting.

Jim Morse apologized to the Board and stated that as he was working through this document, he believed that it was a side bar agreement to the Guild contract. When he was provided with a revised document requiring Board signature, he had a conversation with the Guild suggesting that they meet with the Board negotiation team to fine tune the document and then bring forward to the Board.

The Board expressed concern for the timing of this document as staff was returning and would this be a problem.

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Jim explained that the relationship that he has with the Guild Negotiation team and the integrity of this body that they would be able to in good faith work through this document quickly and the Guild also provided some dates to do that. The Guild also understands that ideally it should have been done prior to the opening of school but will expedite the review for an agenda item at the September 2<sup>nd</sup> Board meeting.

Dan Klein asked the Board if they had any specific concerns.

Michael Williams suggested that they review tonight in non-meeting.

Open Board Position that was added at the beginning of the meeting.

Tom Newkirk explained that the responsibility for filling this position falls back on the School Board and not the towns. He asked the Board for their input for a timeframe and procedure that they would like to follow to fill this opening.

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There was a brief discussion which resulted in the Board advertising the opening in the various District avenues as well as word of mouth. There would be a three-week timeline being established for receipt of resumes, paper review of the applicants and screening by the full Board with a non-meeting followed by announcement of replacement at the September 16<sup>th</sup> meeting.

**A. Superintendent Actions**

**B. Board Action Items:**

Appointment of District Clerk

**Brian Cisneros made a motion to appoint Jessica Laughton as District Clerk 2<sup>nd</sup> by Denise Day. Motion passed with roll call vote 6-0.**

List of Policies

Tom Newkirk asked for a motion to approve the list of policies.

Denise Day questioned if it was for a first read.

Brian Cisneros asked that since these were non-negotiable could we do both a first and second read as they would not be changing.

Al Howland stated that a first and second at one time is only in an emergency.

**Denise Day made a motion to approve the List of Policies for a first and second read 2<sup>nd</sup> by Brian Cisneros.**

**Discussion:**

Michael Williams asked why we were approving the procedures along with the policies.



Jim explained that due to the complication of the law aspect of these policies and procedures, similar to the wellness policy we are asking for both a first and second read.

Catherine Plourde explained that the law is the reason and with the August 14 deadline, if a complaint came in now she would still need to follow the new regulations even if the Board chooses to review and not approve them at this meeting.

There was additional discussion between the Board members pertaining to the process for procedure approval, that this is not an emergency situation and if additional time was needed for review.

There was no further discussion and Tom Newkirk called a roll call vote.

**Vote: Yes: Denise Day, Brian Cisneros, Tom Newkirk**

**No: Al Howland, Dan Klein, Michael Williams**

**A tied vote – Motion Failed**

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Tom Newkirk asked if the motion was for a first read only would the Board be willing to vote and could he have a new motion.

**Dan Klein made a motion to approve the List of Policies for a first read 2<sup>nd</sup> by Brian Cisneros. Motion passed with roll call vote 5-1 with Michael Williams voting against.**

**IX. SCHOOL BOARD COMMITTEE UPDATES:** None

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

~~Denise Day and Dan Klein reviewed the manifests.~~

~~Payroll Manifest #~~

~~Vendor Manifest #~~

~~**X. PUBLIC COMMENTS:**~~

**XI. CLOSING ACTIONS:**

- A. Future Meeting Dates:                   9/2/20 – Regular Hybrid/Remote Meeting – 7:00 PM  
  9/16/20 – Regular Hybrid/Remote Meeting – 7:00 PM

**Michael Williams made a motion to enter into nonpublic session at 9:20 PM under RSA 91 A:3 II (c), for a student matter, 2<sup>nd</sup> by Denise Day. Motion passed with a roll call vote of 6-0.**

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

- Student Matter

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**NON-MEETING SESSION: RSA 91-A:2**

**XIII. ADJOURNMENT:**

**Michael Williams made a motion to adjourn the meeting at 9:41 p.m., 2<sup>nd</sup> by Dan Klein.  
Motion passed with a roll call vote of 6-0.**

Respectfully Submitted,

Wendy L. DiFruscio  
Executive Assistant to  
Superintendent of Schools