

**Oyster River Cooperative School District
REGULAR MEETING**

September 4, 2019

High School - Library

7:00 PM

o. CALL TO ORDER (7:00 PM)

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

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

- Motion to approve 08/7/19 regular and 8/21/19 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)

Report on Summer Professional Development

B. Superintendent's Report

- Opening of School
- Cooperative Program in Boys & Girls Lacrosse

C. Business Administrator

- End of Year 2018-19 Budget Update
- MS25/DOE25
- FY21 Budget Calendar
- 2019/20 Sustainability Stipend Position

D. Student Senate Report

E. Other:

VII. DISCUSSION ITEM

- Proposed Middle School Bonding Options

VIII. ACTIONS

A. Superintendent Actions

B. Board Action Item

- Motion to approve Cooperative Program in Boys & Girls Lacrosse
- Motion to approve FY21 Budget Calendar
- Motion to appoint 2019-20 Sustainability Coordinator Stipend Position
- Motion to approve 2020-2025 Teacher Guild Negotiated Contract Agreement
- Motion to appoint ORCSD SRO and Truant Officers for Durham, Lee and Madbury
- Motion to approve ORHS and ORMS Stipend Activity Advisors
- Motion to approve List of Policies for second read/adoption: JLCF – Wellness, DKC -Expense Reimbursement/District & Federal Funds, DA – Fiscal & Federal Monitoring & Management, D2 – Procurement – Subrecipient Monitoring and Management

IX. SCHOOL BOARD COMMITTEE UPDATES

A. Manifest Reviewed and Approved by Manifest Subcommittee.

X. PUBLIC COMMENTS

XI. CLOSING ACTIONS

A. Future meeting dates: 09/18/19 – Regular Meeting – High School Library – 7:00 PM
10/02/19 – Regular Meeting – High School Library – 7:00 PM

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

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

XIII. ADJOURNMENT:

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

**Respectfully submitted,
Superintendent**

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

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

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

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

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

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

Oyster River Cooperative School District Members:

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

Information Regarding Nonpublic Session

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

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

**Oyster River Cooperative School District
Regular Meeting
High School**

August 7, 2019

DRAFT

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

Not Present: Student Representative: Yasmeen Gunandar

ADMINISTRATORS: Sue Caswell, David Goldsmith, Misty Lowe, Lisa Huppe

There was 1 member of the public present

I. CALL TO ORDER

6:30-7:00 Manifest Review

Tom Newkirk announced that there would not be a non-public session this evening.

II. APPROVAL OF AGENDA

Denise Day moved to approve the agenda with the above change, 2nd by Dan Klein. Motion passed 7-0.

III. PUBLIC COMMENTS: None

IV. APPROVAL OF MINUTES

Motion to approve 7/10/19 regular and communication workshop meeting minutes:

Revisions:

Page 2 - change motion on transit vans from “without” to “with”

Page 4 - 5th paragraph motion insert “Brian Cisneros to Tech Committee and Al Howland to Sustainability Committee.”

Insert “The Board reentered public session at 8:10 p.m. Al Howland made a motion to adjourn, 2nd by Brian Cisneros. The motion to adjourn at 8:11 p.m. passed 7-0.

Denise Day moved to approve the minutes with the above revisions, 2nd by Brian Cisneros. Motion passed 7-0.

Communication Workshop Meeting Minutes:

Denise Day moved to approve the Communication Workshop Meeting Minutes, 2nd by Brian Cisneros. Motion passed 7-0.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District: Misty Lowe, Interim Principal of Mast Way, has invited all the staff to meet with her one on one over the summer. She has also put out invitations to the community and parents for them to come in and meet with her. Misty is thankful for the opportunity.

B. Board: Tom Newkirk mentioned the works of writer Elizabeth Strout who is a Pulitzer Prize Award Winner and former Oyster River student.

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum and Instruction Reports: None

B. Superintendent's Report:

Sustainability Bus Survey Results: Maggie Morrison from the Sustainability Committee reported that last year they hired Justin Klinger to conduct an electric bus survey. Justin Klinger presented the results to the Board:

Electric Bus and EV Charging Stations

Twin Rivers School District - Overview (CA)

Plan for 10 years of use
.17 - .19 cents for a kilowatt mile
Diesel runs about .86 a mile

75% maintenance savings compared to diesel
No oil changes, diesel filters, air filters

Spent \$3,315.15 on maintenance costs from November 2018 – March 5, 2019
Labor and parts
16 buses

Challenges:

No operational challenges

Delay in funding

Took longer than expected to install infrastructure

Topography – very few hills there

Weather – suburb of Sacramento, dry, not as cold as NH

Conclusion: Electric Bus

A new diesel bus costs about \$90,000. When driving more than 10,000 miles a year, it costs ORCSD between \$6,427 (2014) and \$14,266 (2006) for maintenance and fuel.

Kenny Rotner asked about using these buses for field trips. Justin responded that initially these buses could not be used for field trips because of the distance.

Brian Cisneros thinks it would be a great piece of information to find out how many miles would we have to go before we hit a break even point.

A new Lion electric bus costs \$321,235. Estimated cost to operate for a year would be \$1,739.66. \$1,118.66 for electricity and \$621.00 per year for maintenance.

Conclusions: EV Charging Stations

153 responses sent to 450 people (34% response rate)

Data tells us that having an electric vehicle charging station at work would increase the likelihood of an EV purchase for 43% (64 respondents)

41% of respondents (45) would be willing to pay to charge an electric vehicle at work.

Kenny Rotner asked how long it takes to charge a bus, how many would we need, what is the cost of the charging station and would we need personnel at the charging station? Justin mentioned that typically they would charge overnight and that you could charge two or three buses on one charging station. A level 3 charging station does cost hundreds of thousands of dollars but there are rebates available.

Barrington School Board Meeting:

Superintendent Morse informed that Board that they have been invited to attend a Barrington School Board meeting and asked them to look at their calendars to see if the 1st Tuesday or 3rd Tuesday in October works best for them.

Orchard Drive: They have received correspondence that the committee is very close to meeting their fundraising goal.

Enrollment Update: Superintendent Morse reported that in the seven years he has been here, the elementary enrollment is as good as he has seen. The District is in compliance with class sizes at this point.

Kenny Rotner asked how many Barrington students there are and asked for the breakdown of numbers of where they are attending high school.

Construction Projects in the District: The front office at the high school is almost complete. They are working on the punch list now. The Moharimet project is coming along nicely and on track. Superintendent Morse encouraged everyone to check out these projects. They are a nice addition to the schools.

Summer Hiring Updates:

Grade 1 Teacher	Mast Way
.5FTE Biology Teacher	High School
Asst. Special Ed Director	High School

Denise Day moved to accept as presented the Superintendents hiring of the above positions 2nd by Dan Klein. Motion passed 6-0-1 with Kenny Rotner abstaining.

Tuition Student to ORHS:

Denise Day moved to accept a tuition student from Strafford to Oyster River, 2nd by Brian Cisneros. Motion passed 7-0.

Cooperative Program in Boys and Girls Lacrosse:

Superintendent Morse reviewed a memo from Director of Athletics, Andy Lathrop. He is requesting permission to pursue cooperative programs with Newmarket High School in both Boys and Girls Lacrosse. With the decline in numbers over the past four to five years in both programs, it has become increasingly difficult to field Varsity and JV Teams. This past season, we were in danger of losing the Boys Program. While the girl's numbers were not quite as dire, we had to many players for one team and not enough for two.

The Board agreed that this will be a discussion item on the agenda with Andy Lathrop at an upcoming meeting.

**Board Goals: Revised New Middle School/Communication Plan/CBE:
Revisions:**

Communication Goal:

Goal Three Add “And district initiatives” after contract with a professional to write engaging articles focused on staff and students.”

New Middle School Goal:

Goal One: Pre-bond

Goal Two: Post bond

Denise Day moved to adopt the three board goals as presented and amended, 2nd by Dan Klein. Motion passed 7-0.

Addition of 2 School Nutrition Part Time Personnel:

Doris Demers spoke to the Board requesting to add two cashier positions. She is requesting a 2 hour cashier for each of the middle school and high school. The cost would be approximately \$9,200 total. She wills that this would increase the quality of service and allow better management of the kitchens.

Al Howland moved to approve the hiring of 2 part time cashiers 2nd by Dan Klein. Motion passed 7-0.

C. Business Administrator: None

D. Student Senate Report: None

E. Other: None

VII. DISCUSSION ITEM

VIII. ACTIONS

A. Superintendent Actions: None

B. Board Action Items:

Motion to appoint 2019-20 Sustainability Coordinator Stipend Position:

Recommendation: Maggie Morrison: \$20,000

Kenny Rotner asked for a more detailed description on how many hours this entails, the and the job description. Superintendent Morse will return to the board with further information at an upcoming Board meeting.

Brian Cisneros moved to approve the high school volunteer and paid coaches' positions, middle school paid coaches' positions, high school department heads and advisors, middle school paid club and activities advisors, Mast Way and Moharimet activities advisors' stipends, 2nd by Denise Day. Motion passed 7-0.

List of Policies for a first reading:

DKC - Expense Reimbursement/District and Federal Funds

DA - Fiscal and Federal Monitoring and Management

D2 - Procurement Subrecipient Monitoring and Management

JLCF - Wellness

Denise Day moved to pass the above list of policies for a first reading, 2nd by Brian Cisneros. Motion passed 7-0.

IX. SCHOOL BOARD COMMITTEE UPDATES:

A. Manifest Reviewed and Approved by Manifest Subcommittee:

Payroll Manifest #26: \$4,381,041.95

Payroll Manifest #1: \$161,060.61

Payroll Manifest #2: \$364,793.85

Vendor Manifest #31: \$2,615.90

Vendor Manifest # 3 \$1,438,830.03

Tom Newkirk reported that the Middle School Building Committee has been meeting and working on the positioning of the building and whether they will need a road behind the building and the outside of the building. There will be a presentation by the architect at the next meeting.

Orchard Drive Project: Al Howland has written an article on where Orchard Drive is and why it is a lynchpin property.

X. PUBLIC COMMENTS: None

XI. CLOSING ACTIONS:

**A. Future Meeting Dates: 8/21/19 Regular Meeting – High School Library
9/04/19 Regular Meeting – High School Library**

XII NON-PUBLIC SESSION: Removed from Agenda

XIII. ADJOURNMENT:

Al Howland moved to adjourn the meeting at 8:15 p.m., 2nd by Brian Cisneros. Motion passed 7-0.

Respectfully yours,
Laura Grasso Dobson
Recording Secretary

Oyster River Cooperative School District

Regular Meeting

August 21, 2019

High School

DRAFT

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

Not Present: Student Representative: Yasmeeen Gunandar

ADMINISTRATORS: Sue Caswell, David Goldsmith, Misty Lowe, Josh Olstad, Todd Allen, Jay Richard, Suzanne Filippone

There was 6 members of the public present.

I. CALL TO ORDER

6:30-7:00 Manifest Review

II. APPROVAL OF AGENDA

Change order of agenda: Ron LaMarre Middle School update first, Josh Olstad and Sue Caswell presentation, followed by the school board meeting

Denise Day moved to approve the Agenda above as presented 2nd by Brian Cisneros. Motion passed 7-0.

III. PUBLIC COMMENTS

Dean Rubine of Lee asked if they were still considering trying to save parts of the middle school building in the new design.

Bev Ketel of Madbury has children in the District and wanted to thank the Board for everything they have done. Catherine Plourde has been wonderful to work with.

IV. APPROVAL OF MINUTES

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District

—— B. Board

Proposed Middle School Update

Ron LaMarre from Lavallee Bresinger updated the Board on the latest proposed changes.

The city has hired a surveying firm and a traffic engineer to review all the off-site particulars. There will be more information when they have completed their analysis. The buses will be completely separate from the vehicular traffic. There will be parking on Dennison Street depending on approvals from the city. One option is to make it a one way road in the opposite direction. This will negate all the left hand turns and have the buses on Coe Drive. The city is doing traffic studies on the options. They are also trying to maximize green space. Right now, they are around 16%. Kenny Rotner asked about the foot traffic of walkers that goes down Bagdad Road to the Library after school. Currently there is someone that comes out to monitor traffic and with the new proposed design, there will be someone up by Bagdad Road to help the kids cross safely. Superintendent Morse thinks that this new proposal is a significant improvement. The ultimate traffic decision will be up to the town and they have been great to work with on this. Kenny feels that until we environmentally look at our transportation model, there will always be a problem with parents picking up and dropping off kids.

Michael Williams asked about the location of the new building. Ron replied that they have the building oriented in the best position. He reviewed the proposed interior of the building with the Board. There is a less than 25% window to wall ratio which is done strategically for energy purposes. Denise Day asked about the recital seating behind the performers. Ron replied that they moved the performers area back a little and adjusted the seating slightly.

Kenny Rotner asked if there were any spaces available for gardens at the school to grow food. Ron replied that behind the school there would be an ideal location.

Post Vote Milestones:

3/11/20	Start non-site structural construction documents
3/30/20	Bid the site and foundations
4/13/20	Bid the structural steel
5/1/20	Start construction on site
5/25/20	Bid underground MEP/Utilities
6/8/20	Start foundations
7/17/20	Complete remaining construction documents
7/20/20	Bid all remaining trades
8/10/20	Sign final gmp
8/10/20	Start structural steel

3/15/21	Start furniture equipment and tech selections
6/5/11	Furniture equipment and tech decisions
8/1/21	Furniture, equipment and Tech Contracts
1/17/22	Move in furniture
2/18/22	Complete all academic areas
2/21/22	Staff move in
4/04/22	Start demolition of existing school and site
5/13/22	Complete demolition -start clean up
6/20/22	Start Fields and Parking
8/26	Projection completion

Denise Day asked what will happen to the middle school furniture that they are currently using? Superintendent Morse replied that there is a policy in place to deal with excess furniture once it is relocated to other schools in the District. Kenny Rotner thanked everyone for all their work on this and that he really appreciates it.

Superintendent Morse added that initially we were hoping to be able to salvage the gym of the current middle school building but because of the car traffic, they were unable to do it from a safety perspective.

VI. DISTRICT REPORTS

- ~~A. Assistant Superintendent/Curriculum & Instruction Reports~~
- B. Superintendent's Report
- ~~C. Business Administrator~~
- ~~D. Student Senate Report~~
- ~~E. Other~~

~~VII. DISCUSSION ITEM~~

VIII. ACTIONS

- A. Superintendent Actions**
- B. Board Action Item**

Orchard Drive:

Sue Caswell: Hoping to close on the sale on Orchard Drive in the near future:

Michael Williams moved to authorized Thomas Newkirk, Chair or Denise Day, Vice Chair to sign the deed for the Orchard Drive, Durham property comprised of 24.97 acres more or less and any other closing documents

related to the sale of this property to the Town of Durham for \$150,000. This action is authorized by Article 5 of the March 8, 2016 annual school district meeting and the January 16, 2019 School Board Meeting, 2nd by Dan Klein. Motion passed 7-0.

Purchase School Buses:

Denise Day moved to approve entering into a Master Installment Purchase Agreement with Mercedes-Benz Financial Services to purchase three Thomas School Buses, 2nd by Brian Cisneros. Motion passed 7-0.

Josh Olstad presented a proposal to purchase 200 iPads through Apple Financial Services.

This is a three year lease for \$58,800 with a purchase of \$1.00 buy out at the end of the financed term.

Denise Day moved to approve the above proposed iPad purchase, 2nd by Brian Cisneros. Motion passed 7-0.

Competency Based Education Workshop:

Todd Allen thanked the Board for the opportunity to talk about the competency based education and where they want to go as a District.

Todd Allen mentioned that the State Board of Education adopted a competency based model in 2005 and this took our state from the traditional approach to a concept of competency and created this idea that learning could take place in lots of different settings. This opened the door for lots of personalized learning approaches. This is about kids being able to demonstrate what they can do.

Oyster River has really been able to deeply dive into this concept and think about what else does this structure impact, how to communicate to students what is expected of them. The middle school has in the past three years really gotten involved with this.

Todd thanked Josh Olstad for all his amazing work on the competency website which is now live on the Oyster River website. He walked through the K-12 approach on the website.

Vision Statement for Competencies:

ORCSD Vision of a Graduate: ORCSD graduates will be empowered through an awareness of self and an awareness of others who utilize a strong foundation of transferable skills.

Awareness of Self: Able to self-direct, self-regulate, self-advocate, and understand oneself as a learner. Be resilient, adaptable and independent thinkers.

ORMS CBE Update:

Jay Richard reported that staff will develop a variety of assessments to measure student achievement through curricular competencies.

ORMS competencies are published on the district website and distributed to parents for Academic Information Nights. Teachers are making some minor adjustments after summer professional development.

ORMS Academic Information Nights and Open House. Jay remarked that they did not have an open house last year, but they will this year. Teachers/Teams will share competencies that they will be teaching in the upcoming academic year. He invited all Board members and parents to attend:

Grades 7/8: September 17th 6:00 – 8:00 p.m.

Grades 5/6: September 25th 6:00 – 8:00 p.m.

ORMS Competency night question and answers with parents will be in the October/November 2019 timeframe.

Student Led Conferences will be in January 2020 on a Teacher Workshop Day. Students will lead parents and describe what they have learned so far this year, what they continue to need to work on with a teacher present. They are considering doing this by advisory. Every professional at ORMS has an advisory (Admin, counselors, teachers, etc.).

High School CBE Update:

Suzanne Filippone highlighted areas of work since 2016. The CBE curriculum is interactive. It is a living document that is worked on regularly by the staff. The work that they are continuing into next year is assessment practices and how do they ensure that they are assessing knowledge that reflects their

learning and working on calibrating and to have professional conversations around what this looks like.

They don't have any intention of changing the grading. Communication: The website is one element. The newsletters will be on a more regular basis that will have competencies and resource links attached to them.

The Science Showcase, Power of One Presentations, Senior Art Show Gallery are events and projects that kids are doing which demonstrate ways to show competencies in action.

Suzanne added that they will be using model of rotations of teachers teaching other teachers on a teacher workshop day and she would like to invite the School Board to see what kind of dialogues they are having around competencies and practices.

Aaron Ward from the Middle School is using a competency-based program called ALEKS, an online adaptive math program in his classroom. It is a great tool for him to use. On Fridays, he will have students do 10-12 review questions. This allows him to work with students and also this past year 87% of his students were proficient on the state assessment.

Val Wolfson who teaches Social studies at the Middle School feels a deeper focus, richer conversation with colleagues and students. The shift in humanities is a focus of skills and enduring and understand what they want the students to have. This allows multiple journeys to one destination. It is a perpetual tweaking of foundation. Best practices are still happening around competencies.

Mike Blouin, a Science Teacher at the High School, who teaches mostly freshman and likes to focus on the relearning in the competencies. Students are asking what they can do, and they become the driving force behind the learning. When they focused on photosynthesis, they were able to come up with experiment concepts and ideas. This is taking lessons to the next level for the students.

Todd Allen added that competency work is an ongoing practice. They are constantly tweaking what they are doing, and students are able to control what

they are learning, and it is transforming the experience that the students are having.

Denise Day thanked everyone for all their efforts. She is very impressed. She hears from parents that their kids aren't trying as much initially because they know they will get another chance. She would like to see this go into an FAQ. Aaron the kids that go through the revision process will have to play catch up and that becomes more work. He feels that students are motivated on round one. Students quickly realize that. Jay Richard reports habits of learning to parents. Suzanne Filippone added that different kids are at different points in their executive function in what they need to be prepared. For teachers the reassessment policies are a part of the syllabi. If a student doesn't perform well on their assessment there are procedures in place. As a district we want them to be lifelong learners and we want them to grow which is started at the elementary level.

Tom Newkirk feels that we need both internal and external motivation and measure. If the measure of achievement is to meet and master a competency as a teacher, you want the student to excel beyond that. It seems that the goal is to meet the competency for some students, it is extremely difficult and for other very easily achieved. What is the motivation for students to achieve excellence in a competency system? Todd replied you can move on when you are ready to move on. People are naturally engaged in something they find interesting. Most of the competences are process oriented ideas.

Jay Richard added that this year they had as many if not more receive scholastic writing awards with the competency-based grading system. In math, for the first time there are 21 students who will be doing Algebra I at the high school. Michael Williams agrees that this works for highly motivated students, answered that we have competencies allow for built in reteaching time if it is needed during the school day. This also makes the special educator's job far easier. Todd Allen said the goals of the competencies is to be transparent of expectations. It is a very personalized environment.

Kenny Rotner has concerns that we have incredibly diverse kids with different developments. He feels we need to objectively study what has been the impact. He feels the concept of CBE is great, but does it work in practice? Do we need to start anticipating how to make our system have pacing and progression? He

would like to see teachers share and develop competencies across departments. Kenny would also like to see at a future board meeting on how ELOs are doing.

Jay Richard thinks a good idea would be to ask 9th grade teachers to see how the students are prepared this year coming from the first year of CBE learning at the middle school. Kenny Rotner has heard from parents that are saying their kids are not as motivated. He doesn't know if that is accurately reflecting on what is happening and that is why we need to have data.

Todd Allen mentioned that the competencies structure is designed to fundamentally achieve success with every student. Grading and competency learning are two different things. Kenny Rotner asked as a Board do, we need to start making adaptations for students who will not make it to the finish line at the same time as other students.

Dan Klein mentioned that we are talking about a cultural shift that doesn't change overnight. We have made grade strides in the thoughtfulness with these changes. He has heard from parents who have witnessed their student who no longer has motivation. They must fine tune their response to that by directly talking to students. Students have lost some of their feedback on what motivates students and we need to find a way to replace that in their mind set.

Al Howland mentioned that this is a very high performing district with parents who have high expectations. There is a big gap between the meets and exceeds. We have two different grading systems, one in the middle school and one in the high school. When kids go from 8th to 9th grade it is a big change for both parents and students. We need to figure out how they fit together, and he thinks that is what a lot of parents are asking.

Michael Williams asked when there will be a committee formed to study grading at the middle school? Superintendent Morse replied that it will be formed this fall.

Denise Day asked how AP Classes fit into competencies. In these classes, the competencies will look a little different because they are learning for the test.

Tom Newkirk noted that there are several powerful strengths that they have heard focused on the learner and on the learning. It carries on the tradition of assessment by performance. He feels that the message is that there are some

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August 21, 2019

DRAFT

really great things going on. Superintendent Morse emphasized Suzanne and Jay's invitation for the Board to attend workshops of teachers teaching teachers. It is very inspiring, and he encouraged the Board to participate.

PUBLIC COMMENTS: None

Kenny Rotner moved to enter into nonpublic session under RSA 91:3 II C, 2nd by Michael Williams. Upon roll call vote the motion passed 7-0.

The School Board returned to Public session at 9:24 PM and adjourned.

Respectfully yours,
Laura Grasso Dobson
Recording Secretary

Oyster River Cooperative School Board

August 21, 2019 ORHS C-120

NON-PUBLIC MEETING
MINUTES

Kenny Rotner moved to enter into nonpublic session at 9:15 p.m. in accordance with RSA 91-A:3 II (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, 2nd by Michael Williams. Upon roll call vote, the motion passed 7-0.

School Board Attendees:

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

Administrators Present:

Dr. James Morse

The superintendent updated the Board on an out of district high school tuition placement request.

The School Board returned to public session at 9:24 pm.

Respectfully Submitted,
Dr. James C. Morse
Superintendent

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Todd Allen
DATE: August 27, 2019

RE: Summer PD

Summer 2019 PD in the Oyster River School District

The public perception often is that teacher's take the summer off. In the ORCSD a significant portion of our preparation and long-range planning takes place during the summer months. In the summer of 2019 ORCSD Professional Staff engaged in more than 600 days of professional development. In the summer of 2019 Oyster River Teachers accomplished a great deal that will benefit the students of the ORCSD.

Below is a list of the PD activities staff have engaged in for Summer 2019:

- Middle School Team Planning
- Technology Boot Camp
- One to One Technology planning at MS and HS
- Competency Development and Training
- Open Circle Training
- World Language Proficiency Curriculum Development
- NGSX Science Teacher Training
- Math Curriculum planning and development
- Literacy curriculum review and development
- Student Support Services training and planning
- MTSS planning and PD
- Professional Collaboration around many topics:
 - Action Research
 - K-8 Technology Curriculum
 - Health Curriculum
 - Advisory Program
 - Math/Science Integration

UNOFFICIAL OPENING DAY ENROLLMENT – August 28, 2019

TOTAL OPENING DAY ENROLLMENT – 2,181

Mast Way - 367

Kindergarten - 62

1st Grade - 51

2nd Grade - 87

3rd Grade - 79

4th Grade - 88

Moharimet - 297

Kindergarten - 56

1st Grade - 48

2nd Grade - 62

3rd Grade - 68

4th Grade - 63

Middle School - 666

5th Grade - 161

6th Grade - 159

7th Grade - 185

8th Grade - 161

High School - 851

9th Grade - 214

10th Grade - 222

11th Grade - 209

12th Grade - 206



ORCSD ATHLETICS MEMORANDUM

TO: DR. JAMES MORSE, ORCSD SUPERINTENDENT OF SCHOOLS

FROM: ANDY LATHROP, DIRECTOR OF ATHLETICS

SUBJECT: COOPERATIVE PROGRAM IN BOYS AND GIRLS LACROSSE

DATE: UPDATED 8/26/19

CC: TODD ALLEN, ORCSD ASST. SUPERINTENDENT
SUZANNE FILIPPONE, ORHS PRINCIPAL

This memo is to request permission to pursue cooperative programs with Newmarket High School in both Boys and Girls Lacrosse. With the decline in numbers over the past four to five years in both programs, it has become increasingly difficult to field Varsity and JV teams. This past season we were in danger of losing the Boys Program. While the girl's numbers were not quite as dire, we had too many players for one team and not enough for two. The coaches were able to pull off a JV squad (for the girls), however we had many players doing double duty on both the Varsity and JV teams. Swing players are sometimes essential, but not always ideal. Players swinging back and forth can cause burnout if not managed properly and can create logistical issues for parents by not having consistent schedules. We were forced to play 9v9 JV games (as opposed to full 11v11 games) in order to play.

There are several 8th graders coming up to the High School next year, but without a JV team many will decide not to participate, and the cycle will continue. It is important that we have JV teams to provide our younger players a developmental and physically appropriate level. This cooperative will be beneficial going forward and is worth pursuing as we have dedicated coaches and interested students invested in the programs.

Newmarket has the potential to bring 8-10 kids to each program next year. Portsmouth and Epping have had good experiences in cooperatives with Newmarket and I am confident we would as well. I recently met with the Newmarket AD and he informed me that his Principal and Superintendent are on board. Provided both Superintendent's and School Board's approve this proposal, it would still need to go before the NHIAA Lacrosse Committees, the Classification Committee and the Executive Council. Below is a look at the lacrosse numbers over the last 5 years.

OYSTER RIVER LACROSSE NUMBERS BY YEAR

Year	Boys Lacrosse		Girls Lacrosse	
	Numbers	JV?	Numbers	JV?
2015	53	Yes	26	Yes
2016	37	Yes	30	Yes
2017	32	Yes	22	No
2018	22	No	23	No
2019	19	No	27	Yes, but many swing players

SCHOOL BOARD QUESTIONS AND ANSWERS:

1. Why the decrease in numbers?

I would attribute the number decrease on both sides to the fact that there has been considerable amount of coach turnover in the past 5 years. The girls are on their 4th coach and the boys their 3rd. As I said previously, we have two very committed coaches for our programs that are in it for the long haul. The drop in numbers has also led to the lack of a viable JV option for kids, which has scared some of the athletes away. Adding Newmarket gives us a much better chance for healthy numbers and sub varsity programs in both.

2. Have parents been notified?

There hasn't been a lot to notify parents on at this stage of the game as we need Board approval before moving forward. The parents I have spoken to in casual conversations are all for saving the programs by any means possible. I am extremely confident that this would receive a positive response from the lacrosse community, as the last two years have been difficult from a number's standpoint. We will definitely keep the parents updated should the process evolve.

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
FISCAL YEAR 2018-19
FINANCIAL STATUS AS OF:**

FINAL

	Budgeted	Expended	Encumbrances	Amount Remaining	Percentage Spent
	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018
SALARIES:					
Administrator	1,479,199	1,485,849	0	(6,650)	100%
Teacher	16,287,558	16,045,221	0	242,337	99%
Para	2,175,446	2,062,419	0	113,027	95%
Tutor	220,677	211,268	0	9,409	96%
Custodian	785,237	765,481	0	19,756	97%
Secretary	382,576	426,964	0	(44,388)	112%
District Hourly	755,296	789,665	0	(34,369)	105%
Maintenance	196,754	198,384	0	(1,630)	101%
Drivers	805,718	691,341	0	114,377	86%
Misc & Summer	179,500	151,299	0	28,201	84%
Subs - Professional	358,580	284,904	0	73,676	79%
Subs - Para	35,300	39,080	0	(3,780)	111%
Subs - Secretary	6,700	3,809	0	2,891	57%
O/T	25,500	12,305	0	13,195	48%
Med & Dent Payback	474,087	405,338	0	68,749	85%
TOTAL SALARIES	24,168,128	23,573,327	0	594,801	97.5%
BENEFITS:					
Health Ins	5,242,759	5,364,651	0	(121,892)	102%
Dental Ins	144,579	146,713	0	(2,134)	101%
Life Ins	61,226	64,292	0	(3,066)	105%
LTD Ins	64,475	53,495	0	10,980	83%
FICA	1,838,023	1,734,136	0	103,887	94%
Retirement - Non Professional	336,399	341,785	0	(5,386)	102%
Retirement - Professional	2,941,787	2,891,756	0	50,031	98%
Annuity	128,134	138,555	0	(10,421)	108%
Tuition Reimb	5,000	4,749	0	251	
Unemployment Comp	15,000	124	0	14,876	1%
Workers Com	153,108	153,108	0	0	100%
TOTAL BENEFITS	10,930,490	10,893,364	0	37,126	99.7%
ALL OTHER OPERATING EXPENSES:					
Mast Way	257,563	245,419	0	12,144	95%
Moharimet	177,675	141,830	0	35,845	80%
Middle School	362,001	305,877	0	56,124	84%
High School	690,687	655,070	0	35,617	95%
District	1,973,842	1,966,600	0	7,242	100%
Transportation	495,530	581,241	0	(85,711)	117%
Technology	690,778	653,908	0	36,870	95%
Facilities	3,010,495	3,698,631	0	(688,136)	123%
SPED	1,560,831	1,604,706	0	(43,875)	103%
TOTAL OPERATING	9,219,402	9,853,282	0	(633,880)	106.9%
GRAND TOTAL	44,318,020	44,319,973	0	(1,953)	100.0%
Remove state grant covered facilities spending		(572,403)		572,403	
Adjusted totals	44,318,020	43,747,570	0	570,450	
Additional Adjustments				165,654	
Fund Balance				\$736,104	

Comment Section: Additional adjustments are related to prior year fund balance, encumbrances and prepaid expenses.

SCHOOL FINANCIAL REPORT

COPY

For the Year Ending June 30, 2019

For School District of Oyster River Cooperative, Durham, Lee, Madbury, NH

SAU # 5

DUE TO THE NH DEPARTMENT OF REVENUE

Not Later Than September 1, 2019

"I certify under the pains and penalties of perjury, to the best of my knowledge and belief, that all of the information contained in this document is true, accurate and complete."
Per RSA 198:4-d

Thomas Newkirk

8/28/2019

School Board Chairperson – Thomas Newkirk

Date

Superintendent of Schools: Dr. James C. Morse, Sr.

Date: 8/28/2019

SCHOOL BOARD MEMBERS

Please sign in ink.

Denise Day

Allan Howland

Kenneth Rotner

Brian Cisneros

Daniel Klein

Michael Williams

COPY

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL & PROPERTY DIVISION
P.O. BOX 487
CONCORD, NH 03302-0487
(603)230-5090

For Office Use Only

Dist.	Loc.
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Form DOE-25
School Administrative Unit # 5

NEW HAMPSHIRE STATE DEPARTMENT OF EDUCATION

Annual Financial Report
for the Year Ending June 30, 2019
for the Oyster River Cooperative School District

COPY

Due to the State Department of Education not later than September 1, 2019

This document has been prepared in accordance with the
New Hampshire Financial Accounting Handbook For Local Education Agencies

"I certify under the pains and penalties of perjury, to the best of my knowledge and belief, that all of the information contained in this document is true, accurate and complete." Per RSA 198:4-d

Thomas Nestor

School Board Chairperson

Thomas Newkirk

Date

8/28/2019

Dr. James C. Morse

Superintendent of Schools - Dr. James C. Morse, Sr.

8/28/2019

Date

School Board

Denise Day

Allan Howland

Kenneth Rotner

Brian Cisneros

Daniel Klein

Michael Williams

School Board

COPY

Oyster River Cooperative School District
School Administrative Unit #5
36 Coe Drive
Durham, New Hampshire 03824

Budget Process Calendar
Budget Year 2020-21
TO BE APPROVED BY School Board:

September 18 School Board Goals FY21 Budget

Superintendent Department Reviews:

Sept. 30 – Facilities (10:00 AM)/Technology (1:00 PM) **Oct. 1** - MOH/MW (1:00 PM), **Oct. 3** – MS (10:00 AM)/HS (1:00 PM), **Oct. 7** – Transportation (10:00 AM)/School Nutrition (1:00 PM), **Oct. 8** – SAU/District (10:00 AM), Special Education (1:00 PM).

All meetings will be held at the SAU Office.

October 28 Draft Budget Distribution

October 31 Workshop session with Board 8:00 – 1:00 Town of Lee Safety Complex
First overview of 2020-21 Budgets by each Principal and Departments of District:
Mast Way
Moharimet
Oyster River Middle School
Oyster River High School
District/SAU
Information Technology
Special Education/Grants
Facilities
Transportation
School Nutrition

November 20 Regular Board Meeting Budget Discussion

November 21 Budget Workshop with Board 7:00 HS Library

December 4 Regular Board Meeting Set Budget, 7:00 PM, High School Library

January 13, 2020 Town Budget Forums – Durham Town Hall – 7:00 PM

January 15 Bond Hearing/Public Hearing - 7:00 High School Auditorium

January 20 Town Budget Forums – Madbury Town Hall – 7:00 PM

January 27 Town Budget Forum – Lee Public Safety Complex – 6:30 PM

February 4 First Session /Deliberative Session 7:00 High School Auditorium

March 10 Second Session /Voting by Ballot

Town dates subject to change.

OYSTER RIVER COOPERATIVE SUSTAINABILITY COMMITTEE

TO: School Board
FROM: Susan Caswell
DATE: August 20, 2019
RE: Sustainability Coordinator Nomination

Please accept the following name for nomination as the ORCSD Sustainability Coordinator.

Stipend Positions:

Name	Title	School	Stipend
Maggie Morrison	Sustainability Coordinator	District Wide	\$20,000
		TOTAL	\$20,000

Oyster River Cooperative School District
Sustainability Advisory Committee

Position: Sustainability Coordinator

Status: Stipend Position

Qualifications:

Will have the ability and enthusiasm to interact, motivate, and educate students, school employees, and community members with whom he/she works. He/She will need to be able to experience change and be a change agent in the community schools involving volunteers and stakeholders. He/She will have knowledge of sustainable practices, be a self-starter, and have a willingness to continue learning. He/She will possess excellent oral and written communication skills. Must also have problem solving skills and familiarity with Microsoft Excel, PowerPoint and Word.

Bachelors degree, teaching experience, classroom experience, supervisory experience

Reports to: Business Administrator

Job Goal: To deepen the culture of sustainability throughout ORCSD with the implementation of the Oyster River Cooperative School District Environmental Sustainability Policy and Procedures

Performance Responsibilities:

- Set annual objectives with direction from School Board, Superintendent, Sustainability Advisory Committee (SAC) and district leadership team.
- Develop and deepen relationships with administration, teachers and staff at each school in district.
- Act as resource for all ORCSD personnel on matters relating to sustainability and environmental responsibility.
- Assist district managers (Food Service, Facilities, IT, Admin) with implementation of Environmental Sustainability Policy and Procedures.
- Develop budget for SAC review.
- Manage all aspects of SAC meetings including create agenda, provide supporting documentation, facilitate meeting and record minutes.
- Track expenditures and provide financial report to SAC.
- Recruit, hire and supervise UNH intern(s).
- Meet regularly with Sue Caswell as the liaison to ORCSD administration.
- Regularly attend School Board meetings and report on initiatives and activities.
- Act as a resource to students. Meet as needed with students to actively engage them in learning and problem solving.
- Other duties as assigned

Work Plan for FY 2019-2020

Sustainability Coordinator

- Carry out job responsibilities throughout the year as outlined in job description.
- FY 19-20 vision: Deepen the culture of sustainability throughout the OR School District. Emphasis to include the measurement of the amount of disposed single use plastic generated in all OR buildings. Students, faculty, administration will be actively engaged through events, classroom education and an awareness campaign to quantify through a series of audits to measure the amount of single use plastic generated. Identified faculty at all schools and a UNH intern will assist in working with Sustainability Coordinator to accomplish this year long project.
- Work with Todd Allen to facilitate with identified teachers how ORSD can develop a plan to integrate educating for sustainability into the curriculum throughout targeted grade levels as articulated in strategic plan.
- Attend U.S. Green Building Council's Green School Conference with teachers.

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

INTEROFFICE MEMORANDUM

To: ORCSD School Board
Fr: Jim Morse, Superintendent
Date: May 24, 2019/September 4, 2019

Re: Bonding and Capital Improvement Plan (CIP) Options

With the start of September and a new school year, it is imperative that we move forward with a clear option to develop a plan that makes the proposed middle school affordable. The options that were presented back in June are again being provided for your review. Understanding that the State of New Hampshire provides no funding to build schools the ORCSD needs to develop a local strategy in order to have a successful vote on March 10, 2020. The estimated cost of the proposed school is \$49 million.

Over the past two years we have increased our CIP to anticipate and execute District needs in order to best prepare the school system for a vote of approval in March 2020 for the proposed new middle school. In 2019-20 the CIP is close to the district goal of \$2,000,000.

As we've discussed during our budget deliberations over the past two years, I am recommending that the CIP and Bond goal continue to grow by \$500,000 per year over the next five years, which equates to approximately 1% of the aggregate budget annually through 2023-24 or 2024-25 depending on the option presented.

If other major costs are contained, such as personnel costs and health insurance costs, the net result should be approximately 3.25 - 3.5% increases, inclusive of the annual \$500,000 CIP and Bond goal, annually. All four models have the same annual impact on the budget; where they differ is on cumulative interest and on annual CIP funding. Should any major cost center like insurance come in at a higher rate than expected, the Board always has the option of going to the emergency fund or lowering the CIP.

All options work due to these factors:

- a. Interest only for two years,
- b. CIP offsets bond;
- c. End of HS Bond in February 2023; and
- d. Commitment by the Board to increase CIP/Bond by \$500K annually

Attached are the four options that best align with the District's fiscal capacity and are the best options for our taxpayers. Included with each option are:

1. A cover graphic that cover the years in question,
2. The estimates and payment schedule from the Bond Bank for the given option, and
3. Adjusted CIP that match the option proposed,
4. A summary list of options that work and rejected options.
5. History of municipal interest rates.

This work is intended for discussion only. I expect we will have multiple discussions and adjustments as we move forward. The final decision by the School Board will need to be made next fall. Once your decision is finalized, we will prepare a warrant for the voters to act on for February 2020 Deliberative Session and for the voters in March 2020.

MIDDLE SCHOOL BONDING AND CAPITAL IMPROVEMENT PLAN

OPTION 1

Step-Up Bond (Level Debt)

	2019/20	2020/21	2021/22	2022/23	2023/24
BOND		\$1.255M	\$2.082M	\$2.082M	\$3.354M
CIP BUDGET	\$2M	\$1.245M	\$918K	\$1.418M	\$646K + \$750K
CIP & BOND	\$2M	\$2.5M	\$3.0M	\$3.5M	\$4.75M
	<u>YEAR 1</u>	<u>YEAR 2</u>	<u>YEAR 3</u>	<u>YEAR 4</u>	<u>YEAR 5</u>
	Community Engagement March 2020 vote Plan Design June 2020 Bond Sale	Construction Underway Interest Only Payment	Construction Complete March 2020 Interest Only	Middle School Bond Starts Interest Only Last HS Bond is February 15, 2023	Full MS Payment Full Interest and Principal HS Bond funds Offset CIP

\$49 Million Bond/25 years @ 4.25% * ~ No principal payment for 2 years - interest only.
 * When the NHMBB is asked for projected rates, they are very conservative and ran ours at 4.25%.
 Historical data shows over the past 5 years, the rates were actually 2.45 - 3.24%
 Total Interest = \$33,123,272

Option 1

NHMBB New Hampshire Municipal Bond Bank

Oyster River Cooperative School District

June 2020 Bond Sale

25 Year Estimated Schedule - Level Debt - No principal payment for the first two years

Date Prepared: 05/28/19
 Bonds Dated: June 2020 08/15/20
 Interest Start Date: 217 Days 07/08/20
 First Interest Payment: 02/15/21
 Net Interest Costs 4.25% *

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Fiscal Year Total Payment
	2/15/2021				\$ 1,255,284.72	** \$ 1,255,284.72	\$ 1,255,284.72
1	8/15/2021	\$ 49,000,000.00	\$	4.25%	1,041,250.00	1,041,250.00	
	2/15/2022				1,041,250.00	1,041,250.00	2,082,500.00
2	8/15/2022	49,000,000.00		4.25%	1,041,250.00	1,041,250.00	
	2/15/2023				1,041,250.00	1,041,250.00	2,082,500.00
3	8/15/2023	49,000,000.00	1,300,000.00	4.25%	1,041,250.00	2,341,250.00	
	2/15/2024				1,013,625.00	1,013,625.00	3,354,875.00
4	8/15/2024	47,700,000.00	1,355,000.00	4.25%	1,013,625.00	2,368,625.00	
	2/15/2025				984,831.25	984,831.25	3,353,456.25
5	8/15/2025	46,345,000.00	1,410,000.00	4.25%	984,831.25	2,394,831.25	
	2/15/2026				954,868.75	954,868.75	3,349,700.00
6	8/15/2026	44,935,000.00	1,470,000.00	4.25%	954,868.75	2,424,868.75	
	2/15/2027				923,631.25	923,631.25	3,348,500.00
7	8/15/2027	43,465,000.00	1,535,000.00	4.25%	923,631.25	2,458,631.25	
	2/15/2028				891,012.50	891,012.50	3,349,643.75
8	8/15/2028	41,930,000.00	1,600,000.00	4.25%	891,012.50	2,491,012.50	
	2/15/2029				857,012.50	857,012.50	3,348,025.00
9	8/15/2029	40,330,000.00	1,665,000.00	4.25%	857,012.50	2,522,012.50	
	2/15/2030				821,631.25	821,631.25	3,343,643.75
10	8/15/2030	38,665,000.00	1,735,000.00	4.25%	821,631.25	2,556,631.25	
	2/15/2031				784,762.50	784,762.50	3,341,393.75
11	8/15/2031	36,930,000.00	1,810,000.00	4.25%	784,762.50	2,594,762.50	
	2/15/2032				746,300.00	746,300.00	3,341,062.50
12	8/15/2032	35,120,000.00	1,885,000.00	4.25%	746,300.00	2,631,300.00	
	2/15/2033				706,243.75	706,243.75	3,337,543.75
13	8/15/2033	33,235,000.00	1,965,000.00	4.25%	706,243.75	2,671,243.75	
	2/15/2034				664,487.50	664,487.50	3,335,731.25
14	8/15/2034	31,270,000.00	2,050,000.00	4.25%	664,487.50	2,714,487.50	
	2/15/2035				620,925.00	620,925.00	3,335,412.50
15	8/15/2035	29,220,000.00	2,140,000.00	4.25%	620,925.00	2,760,925.00	
	2/15/2036				575,450.00	575,450.00	3,336,375.00
16	8/15/2036	27,080,000.00	2,230,000.00	4.25%	575,450.00	2,805,450.00	
	2/15/2037				528,062.50	528,062.50	3,333,512.50
17	8/15/2037	24,850,000.00	2,325,000.00	4.25%	528,062.50	2,853,062.50	
	2/15/2038				478,656.25	478,656.25	3,331,718.75
18	8/15/2038	22,525,000.00	2,425,000.00	4.25%	478,656.25	2,903,656.25	
	2/15/2039				427,125.00	427,125.00	3,330,781.25
19	8/15/2039	20,100,000.00	2,525,000.00	4.25%	427,125.00	2,952,125.00	
	2/15/2040				373,468.75	373,468.75	3,325,593.75
20	8/15/2040	17,575,000.00	2,635,000.00	4.25%	373,468.75	3,008,468.75	
	2/15/2041				317,475.00	317,475.00	3,325,943.75
21	8/15/2041	14,940,000.00	2,745,000.00	4.25%	317,475.00	3,062,475.00	
	2/15/2042				259,143.75	259,143.75	3,321,618.75
22	8/15/2042	12,195,000.00	2,860,000.00	4.25%	259,143.75	3,119,143.75	
	2/15/2043				198,368.75	198,368.75	3,317,512.50
23	8/15/2043	9,335,000.00	2,985,000.00	4.25%	198,368.75	3,183,368.75	
	2/15/2044				134,937.50	134,937.50	3,318,306.25
24	8/15/2044	6,350,000.00	3,110,000.00	4.25%	134,937.50	3,244,937.50	
	2/15/2045				68,850.00	68,850.00	3,313,787.50
25	8/15/2045	3,240,000.00	3,240,000.00	4.25%	68,850.00	3,308,850.00	3,377,700.00
TOTALS			\$ 49,000,000.00		\$ 33,123,272.22	\$ 82,123,272.22	\$ 82,192,122.22

*These interest rates are slightly conservative for budgeting purposes.

** When budgeting the first years interest payment, take the total bond amount x 5% / 2 = estimated interest amount for 2/15/23.

The market is very volatile. Please check with us periodically for current rates

Facilities CIP plan * Level Debt Option 1

5/30/2019

\$49 Million Bond / 25 years @4.25% no principal payment for 2 years - interest only

Year 1

July 1, 2019 - June 30, 2020

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$2,225,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 1	\$418,858.00
Middle School	Fee's	Architect fee's for future MS	\$800,000.00
Moharimet	Construction	Main Office expansion	\$755,320.00
High school	Renovation	Main Office renovations	\$25,000.00
			\$1,974,178.00

Year 2

2020 - 2021

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$2,500,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 2	\$418,858.00
Middle School		*ESTIMATED Bond payment	\$1,255,000.00
High school	Renovation	Tennis court / Parking lot upgrade - Strategic plan*	\$500,000.00
DW	HVAC	A/C replacements for Server rooms - Strategic plan*	\$100,000.00
DW	Security	Security improvements - Strategic plan*	\$100,000.00
Moharimet	Roofing	Roof re-coating phase 1	\$130,000.00
			\$2,503,858.00

Year 3

2021 - 2022

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$3,000,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 3	\$418,858.00
Middle School		*ESTIMATED Bond payment	\$2,082,000.00
Moharimet	HVAC	A/C replacements - Strategic Plan*	\$200,000.00
Moharimet	HVAC	Air handler replacement - 4 systems	\$300,000.00
			\$3,000,858.00

Year 4

2022 - 2023

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$3,500,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 4	\$418,858.00
Middle School	Bond	*ESTIMATED Bond payment	\$2,082,000.00
Mast Way	HVAC	A/C replacements - Strategic Plan*	\$250,000.00
Moharimet	Parking	Parking lot upgrade and Lighting - Strategic plan*	\$300,000.00
Mast Way	HVAC	Air handler replacements - 3 units	\$250,000.00
Moharimet	Roofing	Roof re-coating phase 2	\$100,000.00
High School	Renovation	STEM walls is Juior core	\$91,000.00
			\$3,491,858.00

Year 5

2023 - 2024

*current ORHS Bond payed in full - \$750,000 available

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$4,750,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 5	\$418,858.00
Middle School	Bond	*ESTIMATED Bond payment (peak amount)	\$3,354,000.00
Mast Way	Parking	Parking lot upgrade and Lighting - Strategic plan*	\$300,000.00
Moharimet	Flooring	Flooring replacement in wings and Library	\$65,000.00
Moharimet	Renovation	Existing Main office renovation - (still in design)	\$290,000.00
High School	HVAC	Domestic hot water boiler replacement	\$125,000.00
Athletics	Upgrades	Track/Field Grandstands	\$160,000.00
High school	Flooring	Main Hallway floor replacement	\$51,000.00
			\$4,763,858.00

OPTION 2

MIDDLE SCHOOL BONDING AND CAPITAL IMPROVEMENT PLAN

Step-Up Bond (Level Debt)

2 Issues 24.5M 24.5M
No principal payment 2 years

	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
BOND		\$628K	\$1.6695M	\$2.083M	\$2.719M	\$3.352M
CIP BUDGET	\$2M	\$1.872M	\$1.331M	\$1.417M	\$1.281M+\$750K=\$2.031M CIP	\$1.148M+750K=\$1.898M
CIP & BOND	\$2M	\$2.5M	\$3.0M	\$3.5M	\$4.75M	\$5.25M
	<u>YEAR 1</u>	<u>YEAR 2</u>	<u>YEAR 3</u>	<u>YEAR 4</u>	<u>YEAR 5</u>	<u>YEAR 6</u>
	Community Engagement March 2020 Plan Design Vote June 2020 Bond Sale	Construction Underway Sell Issue 1 @ 24M Interest only	Construction Complete March 2020 Sell Issue 2 @ \$24M Interest Only	Middle School Bond Starts Interest Last HS Bond is February 15, 2023	HS Bond funds offset CIP Interest & Partial Principal	Full Payment Interest & Principal

2 issues 24.5M 24.5M

\$49 Million Bond/25 years @ 4.25%* ~ No principal payment for 2 years - interest only.

* When the NHMBB is asked for projectd rates, they are very conservative and ran ours at 4.25%.

Historical data shows over the past 5 years, the rates were actually 2.45 - 3.24%

Total Interest = \$33,122,210

NHMBB New Hampshire Municipal Bond Bank

Oyster River Cooperative School District

June 2020 Bond Sale

25 Year Estimated Schedule - Level Debt - No principal payment for the first two years

Date Prepared: 05/28/19
 Bonds Dated: June 2020 08/15/20
 Interest Start Date: 217 Days 07/08/20
 First Interest Payment: 02/15/21
 Net Interest Costs 4.25% *

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Fiscal Year Total Payment
	2/15/2021				\$ 627,642.36	** \$ 627,642.36	\$ 627,642.36
1	8/15/2021	\$ 24,500,000.00	\$ -	4.25%	520,625.00	520,625.00	
	2/15/2022				520,625.00	520,625.00	1,041,250.00
2	8/15/2022	24,500,000.00		4.25%	520,625.00	520,625.00	
	2/15/2023				520,625.00	520,625.00	1,041,250.00
3	8/15/2023	24,500,000.00	650,000.00	4.25%	520,625.00	1,170,625.00	
	2/15/2024				506,812.50	506,812.50	1,677,437.50
4	8/15/2024	23,850,000.00	675,000.00	4.25%	506,812.50	1,181,812.50	
	2/15/2025				492,468.75	492,468.75	1,674,281.25
5	8/15/2025	23,175,000.00	705,000.00	4.25%	492,468.75	1,197,468.75	
	2/15/2026				477,487.50	477,487.50	1,674,956.25
6	8/15/2026	22,470,000.00	735,000.00	4.25%	477,487.50	1,212,487.50	
	2/15/2027				461,868.75	461,868.75	1,674,356.25
7	8/15/2027	21,735,000.00	765,000.00	4.25%	461,868.75	1,226,868.75	
	2/15/2028				445,612.50	445,612.50	1,672,481.25
8	8/15/2028	20,970,000.00	800,000.00	4.25%	445,612.50	1,245,612.50	
	2/15/2029				428,612.50	428,612.50	1,674,225.00
9	8/15/2029	20,170,000.00	835,000.00	4.25%	428,612.50	1,263,612.50	
	2/15/2030				410,868.75	410,868.75	1,674,481.25
10	8/15/2030	19,335,000.00	870,000.00	4.25%	410,868.75	1,280,868.75	
	2/15/2031				392,381.25	392,381.25	1,673,250.00
11	8/15/2031	18,465,000.00	905,000.00	4.25%	392,381.25	1,297,381.25	
	2/15/2032				373,150.00	373,150.00	1,670,531.25
12	8/15/2032	17,560,000.00	945,000.00	4.25%	373,150.00	1,318,150.00	
	2/15/2033				353,068.75	353,068.75	1,671,218.75
13	8/15/2033	16,615,000.00	985,000.00	4.25%	353,068.75	1,338,068.75	
	2/15/2034				332,137.50	332,137.50	1,670,206.25
14	8/15/2034	15,630,000.00	1,025,000.00	4.25%	332,137.50	1,357,137.50	
	2/15/2035				310,356.25	310,356.25	1,667,493.75
15	8/15/2035	14,605,000.00	1,070,000.00	4.25%	310,356.25	1,380,356.25	
	2/15/2036				287,618.75	287,618.75	1,667,975.00
16	8/15/2036	13,535,000.00	1,115,000.00	4.25%	287,618.75	1,402,618.75	
	2/15/2037				263,925.00	263,925.00	1,666,543.75
17	8/15/2037	12,420,000.00	1,160,000.00	4.25%	263,925.00	1,423,925.00	
	2/15/2038				239,275.00	239,275.00	1,663,200.00
18	8/15/2038	11,260,000.00	1,210,000.00	4.25%	239,275.00	1,449,275.00	
	2/15/2039				213,562.50	213,562.50	1,662,837.50
19	8/15/2039	10,050,000.00	1,265,000.00	4.25%	213,562.50	1,478,562.50	
	2/15/2040				186,681.25	186,681.25	1,665,243.75
20	8/15/2040	8,785,000.00	1,315,000.00	4.25%	186,681.25	1,501,681.25	
	2/15/2041				158,737.50	158,737.50	1,660,418.75
21	8/15/2041	7,470,000.00	1,375,000.00	4.25%	158,737.50	1,533,737.50	
	2/15/2042				129,518.75	129,518.75	1,663,256.25
22	8/15/2042	6,095,000.00	1,430,000.00	4.25%	129,518.75	1,559,518.75	
	2/15/2043				99,131.25	99,131.25	1,658,650.00
23	8/15/2043	4,665,000.00	1,490,000.00	4.25%	99,131.25	1,589,131.25	
	2/15/2044				67,468.75	67,468.75	1,656,600.00
24	8/15/2044	3,175,000.00	1,555,000.00	4.25%	67,468.75	1,622,468.75	
	2/15/2045				34,425.00	34,425.00	1,656,893.75
25	8/15/2045	1,620,000.00	1,620,000.00	4.25%	34,425.00	1,654,425.00	1,688,850.00
TOTALS			\$ 24,500,000.00		\$ 16,561,104.86	\$ 41,061,104.86	\$ 41,095,529.86

*These interest rates are slightly conservative for budgeting purposes.

** When budgeting the first years interest payment, take the total bond amount x 5% / 2 = estimated interest amount for 2/15/23.

The market is very volatile. Please check with us periodically for current rates

NHMBB New Hampshire Municipal Bond Bank

Oyster River Cooperative School District

June 2021 Bond Sale

25 Year Estimated Schedule - Level Debt - No principal payment for the first two years

Date Prepared: 05/28/19
 Bonds Dated: June 2021 08/15/21
 Interest Start Date: 217 Days 07/08/21
 First Interest Payment: 02/15/22
 Net Interest Costs 4.25% *

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Fiscal Year Total Payment
	2/15/2022				\$ 627,642.36	** \$ 627,642.36	\$ 627,642.36
1	8/15/2022	\$ 24,500,000.00	\$	4.25%	520,625.00	520,625.00	
	2/15/2023				520,625.00	520,625.00	1,041,250.00
2	8/15/2023	24,500,000.00		4.25%	520,625.00	520,625.00	
	2/15/2024				520,625.00	520,625.00	1,041,250.00
3	8/15/2024	24,500,000.00	650,000.00	4.25%	520,625.00	1,170,625.00	
	2/15/2025				506,812.50	506,812.50	1,677,437.50
4	8/15/2025	23,850,000.00	675,000.00	4.25%	506,812.50	1,181,812.50	
	2/15/2026				492,468.75	492,468.75	1,674,281.25
5	8/15/2026	23,175,000.00	705,000.00	4.25%	492,468.75	1,197,468.75	
	2/15/2027				477,487.50	477,487.50	1,674,956.25
6	8/15/2027	22,470,000.00	735,000.00	4.25%	477,487.50	1,212,487.50	
	2/15/2028				461,868.75	461,868.75	1,674,356.25
7	8/15/2028	21,735,000.00	765,000.00	4.25%	461,868.75	1,226,868.75	
	2/15/2029				445,612.50	445,612.50	1,672,481.25
8	8/15/2029	20,970,000.00	800,000.00	4.25%	445,612.50	1,245,612.50	
	2/15/2030				428,612.50	428,612.50	1,674,225.00
9	8/15/2030	20,170,000.00	835,000.00	4.25%	428,612.50	1,263,612.50	
	2/15/2031				410,868.75	410,868.75	1,674,481.25
10	8/15/2031	19,335,000.00	870,000.00	4.25%	410,868.75	1,280,868.75	
	2/15/2032				392,381.25	392,381.25	1,673,250.00
11	8/15/2032	18,465,000.00	905,000.00	4.25%	392,381.25	1,297,381.25	
	2/15/2033				373,150.00	373,150.00	1,670,531.25
12	8/15/2033	17,560,000.00	945,000.00	4.25%	373,150.00	1,318,150.00	
	2/15/2034				353,068.75	353,068.75	1,671,218.75
13	8/15/2034	16,615,000.00	985,000.00	4.25%	353,068.75	1,338,068.75	
	2/15/2035				332,137.50	332,137.50	1,670,206.25
14	8/15/2035	15,630,000.00	1,025,000.00	4.25%	332,137.50	1,357,137.50	
	2/15/2036				310,356.25	310,356.25	1,667,493.75
15	8/15/2036	14,605,000.00	1,070,000.00	4.25%	310,356.25	1,380,356.25	
	2/15/2037				287,618.75	287,618.75	1,667,975.00
16	8/15/2037	13,535,000.00	1,115,000.00	4.25%	287,618.75	1,402,618.75	
	2/15/2038				263,925.00	263,925.00	1,666,543.75
17	8/15/2038	12,420,000.00	1,160,000.00	4.25%	263,925.00	1,423,925.00	
	2/15/2039				239,275.00	239,275.00	1,663,200.00
18	8/15/2039	11,260,000.00	1,210,000.00	4.25%	239,275.00	1,449,275.00	
	2/15/2040				213,562.50	213,562.50	1,662,837.50
19	8/15/2040	10,050,000.00	1,265,000.00	4.25%	213,562.50	1,478,562.50	
	2/15/2041				186,681.25	186,681.25	1,665,243.75
20	8/15/2041	8,785,000.00	1,315,000.00	4.25%	186,681.25	1,501,681.25	
	2/15/2042				158,737.50	158,737.50	1,660,418.75
21	8/15/2042	7,470,000.00	1,375,000.00	4.25%	158,737.50	1,533,737.50	
	2/15/2043				129,518.75	129,518.75	1,663,256.25
22	8/15/2043	6,095,000.00	1,430,000.00	4.25%	129,518.75	1,559,518.75	
	2/15/2044				99,131.25	99,131.25	1,658,650.00
23	8/15/2044	4,665,000.00	1,490,000.00	4.25%	99,131.25	1,589,131.25	
	2/15/2045				67,468.75	67,468.75	1,656,600.00
24	8/15/2045	3,175,000.00	1,555,000.00	4.25%	67,468.75	1,622,468.75	
	2/15/2046				34,425.00	34,425.00	1,656,893.75
25	8/15/2046	1,620,000.00	1,620,000.00	4.25%	34,425.00	1,654,425.00	1,688,850.00
TOTALS			\$ 24,500,000.00		\$ 16,561,104.86	\$ 41,061,104.86	\$ 41,095,529.86

*These interest rates are slightly conservative for budgeting purposes.

** When budgeting the first years interest payment, take the total bond amount x 5% / 2 = estimated interest amount for 2/15/23.

The market is very volatile. Please check with us periodically for current rates

Facilities CIP plan * Level Debt Option 2

5/30/2019

\$49 Million Bond / 25 years @4.25% no principal payment for 2 years - interest only
2 issues 24.5M 24.5M

Year 1

July 1, 2019 - June 30, 2020

School	Trade	Project	Cost
<i>Ordered by Priority</i>		<i>Target</i>	<i>\$2,225,000.00</i>
DW	Upgrades	Siemens LEASE PAYMENT - Year 1	\$418,858.00
Middle School	Fee's	Architect fee's for future MS	\$800,000.00
Moharimet	Construction	Main Office expansion	\$755,320.00
High school	Renovation	Main Office renovations	\$25,000.00
			\$1,974,178.00

Year 2

2020 - 2021

School	Trade	Project	Cost
<i>Ordered by Priority</i>		<i>Target</i>	<i>\$2,500,000.00</i>
DW	Upgrades	Siemens LEASE PAYMENT - Year 2	\$418,858.00
Middle School		*ESTIMATED Bond payment	\$628,000.00
High school	Renovation	Tennis court / Parking lot upgrade - Strategic plan*	\$500,000.00
DW	HVAC	A/C replacements for Server rooms - Strategic plan*	\$100,000.00
DW	Security	Security improvements - Strategic plan*	\$100,000.00
Mast Way	HVAC	Air handler replacements - 3 units	\$250,000.00
Moharimet	Roofing	Roof re-coating	\$230,000.00
Athletics	Upgrades	Track/Field Grandstands	\$160,000.00
Elementary	Engineering	Mechanical engineer for MOH/MW HVAC systems	\$60,000.00
High school	Flooring	Main Hallway floor replacement	\$55,000.00
			\$2,501,858.00

Year 3

2021 - 2022

School	Trade	Project	Cost
<i>Ordered by Priority</i>		<i>Target</i>	<i>\$3,000,000.00</i>
DW	Upgrades	Siemens LEASE PAYMENT - Year 3	\$418,858.00
Middle School		*ESTIMATED Bond payment	\$1,669,500.00
Moharimet	HVAC	A/C replacements - Strategic Plan*	\$200,000.00
Moharimet	HVAC	Air handler replacement - 4 systems	\$300,000.00
Moharimet	Renovation	Existing Main office renovation - (still being designed)	\$290,000.00
High School	Flooring	Flooring replacement on 2nd floor	\$40,000.00
High School	Renovation	STEM walls is Juior core	\$91,000.00
			\$3,009,358.00

Year 4

2022 - 2023

School	Trade	Project	Cost
<i>Ordered by Priority</i>		<i>Target</i>	<i>\$3,500,000.00</i>
DW	Upgrades	Siemens LEASE PAYMENT - Year 4	\$418,858.00
Middle School	Bond	*ESTIMATED Bond payment	\$2,083,000.00
Mast Way	HVAC	A/C replacements - Strategic Plan*	\$250,000.00
Moharimet	Parking	Parking lot upgrade and Lighting - Strategic plan*	\$300,000.00
Mast Way	Parking	Parking lot upgrade and Lighting - Strategic plan*	\$300,000.00
Moharimet	Flooring	Flooring replacement in wings and Library	\$75,000.00
Mast Way	Flooring	Flooring replacements	\$75,000.00
			\$3,501,858.00

Year 5

2023 - 2024

*current ORHS Bond payed in full - \$750,000 available

School	Trade	Project	Cost
<i>Ordered by Priority</i>		<i>Target</i>	<i>\$4,750,000.00</i>
DW	Upgrades	Siemens LEASE PAYMENT - Year 5	\$418,858.00
Middle School	Bond	*ESTIMATED Bond payment	\$2,719,000.00
High School	HVAC	Domestic hot water boiler replacement	\$125,000.00
Mast Way	Flooring	Classroom 1,2,3,4, and hallway replacements	\$125,000.00
Mast Way	Renovation	Interior renovations. Staff / single stall restrooms	\$125,000.00
DW	Security	Building access upgrades - Strategic plan*	\$150,000.00
Moharimet	Renovation	Interior renovations. Staff / single stall restrooms	\$200,000.00
Service Building	Renovation	Team room/restrooms/expanded concessions	\$200,000.00
High School	HVAC	Walk-in cooler controls	\$25,000.00
DW	Energy	Electric Vehicle charging stations	\$150,000.00
SAU	Improvement	Siding replacement	\$40,000.00
Service Building	Parking	Parking lot re-surfacing	\$40,000.00
High School	Roofing	Gym and Aud. roof restoration (solar)	\$120,000.00
Moharimet	Flooring	Flooring replacment	\$25,000.00
SAU	Electrical	Full Service generator	\$25,000.00
Service Building	HVAC	Furnace replacement (2) and A/C	\$100,000.00
High School	Roofing	Tower and C roof	\$150,000.00
			\$4,737,858.00

Year 6

2024 - 2025

Ordered by Priority	School	Trade	Project	Target	Cost
					\$5,250,000.00
DW		Upgrades	Siemens LEASE PAYMENT - Year 6		\$418,858.00
Middle School		Bond	*ESTIMATED Bond payment (peak amount)		\$3,352,000.00
High School		Parking	Parking lot / side walk improvements		\$200,000.00
Mast Way		Fire systems	Fire pump and tank replacement		\$75,000.00
Mast Way		HVAC	Heating radiator replacement		\$200,000.00
Moharimet		HVAC	Heating radiator replacement		\$200,000.00
SAU		HVAC	Heating / A/C system replacement		\$155,000.00
Mast Way		Renovation	Restroom renovations - rear and staff		\$150,000.00
Mast Way		Roofing	Rear classroom roof replacement		\$200,000.00
Service Building		Roofing	Roof replacement		\$100,000.00
High School		Renovation	Exterior Door replacement		\$175,000.00
					\$5,225,858.00

2 Issues 24.5M 24.5M MIDDLE SCHOOL BONDING AND CAPITAL IMPROVEMENT PLAN **OPTION 3**
 Principal/No payment 2 years Step-Up Bond (Level Principal)

	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
BOND		\$621K	\$1.663M	\$2.083M	\$3.130M	\$4.127M
CIP BUDGET	\$2M	\$1.879M	\$1.337M	\$1.417M	\$870K+\$750K=\$1.620M CIP	\$373K+\$750K=\$1.123M CIP
CIP & BOND	\$2M	\$2.5M	\$3.0M	\$3.5M	\$4.75M	\$5.25M
	<u>YEAR 1</u>	<u>YEAR 2</u>	<u>YEAR 3</u>	<u>YEAR 4</u>	<u>YEAR 5</u>	<u>YEAR 6</u>
Community Engagement March 2020 Plan Design Vote June 2020 Bond Sale			Construction Complete March 2020 Sell Issue 2 @ \$24M Interest Only	Middle School Bond Starts Interest Last HS Bond is February 15, 2023	Interest & Partial Principal HS Bond funds offset CIP	Full Payment Interest & Principal

2 issues of 24.5M

\$49 Million Bond/25 years @ 4.25%* ~ No principal payment for 2 years - interest only.
 * When the NHMBB is asked for projected rates, they are very conservative and ran ours at 4.25%. Historical data shows over the past 5 years, the rates were actually 2.45 - 3.24%

Total Interest = \$29,352,790

NHMBB New Hampshire Municipal Bond Bank

Oyster River Cooperative School District

June 2020 Bond Sale

25 Year Estimated Schedule - Level Principal - No principal payment for first two years

Date Prepared: 05/28/19
 Bonds Dated: June 2020 08/15/20
 Interest Start Date 07/08/20
 First Interest Payment: 02/15/21
 Net Interest Costs: 4.25% *

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Fiscal Year Total Payment
	2/15/2021						
1	8/15/2021	\$ 24,500,000.00	\$ -	4.25%	\$621,857.64 **	\$621,857.64	\$621,857.64 1
	2/15/2022				520,625.00	520,625.00	520,625.00
2	8/15/2022	24,500,000.00	-	4.25%	520,625.00	520,625.00	1,041,250.00 2
	2/15/2023				520,625.00	520,625.00	520,625.00
3	8/15/2023	24,500,000.00	1,070,000.00	4.25%	520,625.00	1,590,625.00	1,041,250.00 3
	2/15/2024				497,887.50	497,887.50	497,887.50
4	8/15/2024	23,430,000.00	1,065,000.00	4.25%	497,887.50	1,562,887.50	2,088,512.50 4
	2/15/2025				475,256.25	475,256.25	475,256.25
5	8/15/2025	22,365,000.00	1,065,000.00	4.25%	475,256.25	1,540,256.25	2,038,143.75 5
	2/15/2026				452,625.00	452,625.00	452,625.00
6	8/15/2026	21,300,000.00	1,065,000.00	4.25%	452,625.00	1,517,625.00	1,992,881.25
	2/15/2027				429,993.75	429,993.75	429,993.75
7	8/15/2027	20,235,000.00	1,065,000.00	4.25%	429,993.75	1,494,993.75	1,947,618.75
	2/15/2028				407,362.50	407,362.50	407,362.50
8	8/15/2028	19,170,000.00	1,065,000.00	4.25%	407,362.50	1,472,362.50	1,902,356.25
	2/15/2029				384,731.25	384,731.25	384,731.25
9	8/15/2029	18,105,000.00	1,065,000.00	4.25%	384,731.25	1,449,731.25	1,857,093.75
	2/15/2030				362,100.00	362,100.00	362,100.00
10	8/15/2030	17,040,000.00	1,065,000.00	4.25%	362,100.00	1,427,100.00	1,811,831.25
	2/15/2031				339,468.75	339,468.75	339,468.75
11	8/15/2031	15,975,000.00	1,065,000.00	4.25%	339,468.75	1,404,468.75	1,766,568.75
	2/15/2032				316,837.50	316,837.50	316,837.50
12	8/15/2032	14,910,000.00	1,065,000.00	4.25%	316,837.50	1,381,837.50	1,721,306.25
	2/15/2033				294,206.25	294,206.25	294,206.25
13	8/15/2033	13,845,000.00	1,065,000.00	4.25%	294,206.25	1,359,206.25	1,676,043.75
	2/15/2034				271,575.00	271,575.00	271,575.00
14	8/15/2034	12,780,000.00	1,065,000.00	4.25%	271,575.00	1,336,575.00	1,630,781.25
	2/15/2035				248,943.75	248,943.75	248,943.75
15	8/15/2035	11,715,000.00	1,065,000.00	4.25%	248,943.75	1,313,943.75	1,585,518.75
	2/15/2036				226,312.50	226,312.50	226,312.50
16	8/15/2036	10,650,000.00	1,065,000.00	4.25%	226,312.50	1,291,312.50	1,540,256.25
	2/15/2037				203,681.25	203,681.25	203,681.25
17	8/15/2037	9,585,000.00	1,065,000.00	4.25%	203,681.25	1,268,681.25	1,494,993.75
	2/15/2038				181,050.00	181,050.00	181,050.00
18	8/15/2038	8,520,000.00	1,065,000.00	4.25%	181,050.00	1,246,050.00	1,449,731.25
	2/15/2039				158,418.75	158,418.75	158,418.75
19	8/15/2039	7,455,000.00	1,065,000.00	4.25%	158,418.75	1,223,418.75	1,404,468.75
	2/15/2040				135,787.50	135,787.50	135,787.50
20	8/15/2040	6,390,000.00	1,065,000.00	4.25%	135,787.50	1,200,787.50	1,359,206.25
	2/15/2041				113,156.25	113,156.25	113,156.25
21	8/15/2041	5,325,000.00	1,065,000.00	4.25%	113,156.25	1,178,156.25	1,313,943.75
	2/15/2042				90,525.00	90,525.00	90,525.00
22	8/15/2042	4,260,000.00	1,065,000.00	4.25%	90,525.00	1,155,525.00	1,268,681.25
	2/15/2043				67,893.75	67,893.75	67,893.75
23	8/15/2043	3,195,000.00	1,065,000.00	4.25%	67,893.75	1,132,893.75	1,223,418.75
	2/15/2044				45,262.50	45,262.50	45,262.50
24	8/15/2044	2,130,000.00	1,065,000.00	4.25%	45,262.50	1,110,262.50	1,178,156.25
	2/15/2045				22,631.25	22,631.25	22,631.25
25	8/15/2045	1,065,000.00	1,065,000.00	4.25%	22,631.25	1,087,631.25	1,132,893.75
							1,087,631.25
TOTALS		\$ 24,500,000.00			\$ 14,676,395.14	\$ 39,176,395.14	\$ 39,176,395.14

*These interest rates are slightly conservative for budgeting purposes.
 ** When budgeting the first years interest payment, take the total bond amount x 5% / 2 = estimated interest amount for 2/15/20.
 The market is very volatile. Please check with us periodically for current rates

OPTION 3

NHMBB New Hampshire Municipal Bond Bank

Oyster River Cooperative School District

June 2021 Bond Sale

25 Year Estimated Schedule - Level Principal - No principal payment for first two years

Date Prepared: 05/28/19
 Bonds Dated: June 2021 08/15/21
 Interest Start Date 07/08/21
 First Interest Payment: 02/15/22
 Net Interest Costs: 4.25% *

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Fiscal Year Total Payment
	2/15/2022				\$621,857.64 **	\$621,857.64	\$621,857.64 2
1	8/15/2022	\$ 24,500,000.00	\$ -	4.25%	520,625.00	520,625.00	520,625.00
	2/15/2023				520,625.00	520,625.00	1,041,250.00 3
2	8/15/2023	24,500,000.00	-	4.25%	520,625.00	520,625.00	520,625.00
	2/15/2024				520,625.00	520,625.00	1,041,250.00 4
3	8/15/2024	24,500,000.00	1,070,000.00	4.25%	520,625.00	1,590,625.00	497,887.50
	2/15/2025				497,887.50	497,887.50	2,088,512.50 5
4	8/15/2025	23,430,000.00	1,065,000.00	4.25%	497,887.50	1,562,887.50	475,256.25
	2/15/2026				475,256.25	475,256.25	2,038,143.75
5	8/15/2026	22,365,000.00	1,065,000.00	4.25%	475,256.25	1,540,256.25	452,625.00
	2/15/2027				452,625.00	452,625.00	1,992,881.25
6	8/15/2027	21,300,000.00	1,065,000.00	4.25%	452,625.00	1,517,625.00	429,993.75
	2/15/2028				429,993.75	429,993.75	1,947,618.75
7	8/15/2028	20,235,000.00	1,065,000.00	4.25%	429,993.75	1,494,993.75	407,362.50
	2/15/2029				407,362.50	407,362.50	1,902,356.25
8	8/15/2029	19,170,000.00	1,065,000.00	4.25%	407,362.50	1,472,362.50	384,731.25
	2/15/2030				384,731.25	384,731.25	1,857,093.75
9	8/15/2030	18,105,000.00	1,065,000.00	4.25%	384,731.25	1,449,731.25	362,100.00
	2/15/2031				362,100.00	362,100.00	1,811,831.25
10	8/15/2031	17,040,000.00	1,065,000.00	4.25%	362,100.00	1,427,100.00	339,468.75
	2/15/2032				339,468.75	339,468.75	1,766,568.75
11	8/15/2032	15,975,000.00	1,065,000.00	4.25%	339,468.75	1,404,468.75	316,837.50
	2/15/2033				316,837.50	316,837.50	1,721,306.25
12	8/15/2033	14,910,000.00	1,065,000.00	4.25%	316,837.50	1,381,837.50	294,206.25
	2/15/2034				294,206.25	294,206.25	1,676,043.75
13	8/15/2034	13,845,000.00	1,065,000.00	4.25%	294,206.25	1,359,206.25	271,575.00
	2/15/2035				271,575.00	271,575.00	1,630,781.25
14	8/15/2035	12,780,000.00	1,065,000.00	4.25%	271,575.00	1,336,575.00	248,943.75
	2/15/2036				248,943.75	248,943.75	1,585,518.75
15	8/15/2036	11,715,000.00	1,065,000.00	4.25%	248,943.75	1,313,943.75	226,312.50
	2/15/2037				226,312.50	226,312.50	1,540,256.25
16	8/15/2037	10,650,000.00	1,065,000.00	4.25%	226,312.50	1,291,312.50	203,681.25
	2/15/2038				203,681.25	203,681.25	1,494,993.75
17	8/15/2038	9,585,000.00	1,065,000.00	4.25%	203,681.25	1,268,681.25	181,050.00
	2/15/2039				181,050.00	181,050.00	1,449,731.25
18	8/15/2039	8,520,000.00	1,065,000.00	4.25%	181,050.00	1,246,050.00	158,418.75
	2/15/2040				158,418.75	158,418.75	1,404,468.75
19	8/15/2040	7,455,000.00	1,065,000.00	4.25%	158,418.75	1,223,418.75	135,787.50
	2/15/2041				135,787.50	135,787.50	1,359,206.25
20	8/15/2041	6,390,000.00	1,065,000.00	4.25%	135,787.50	1,200,787.50	113,156.25
	2/15/2042				113,156.25	113,156.25	1,313,943.75
21	8/15/2042	5,325,000.00	1,065,000.00	4.25%	113,156.25	1,178,156.25	90,525.00
	2/15/2043				90,525.00	90,525.00	1,268,681.25
22	8/15/2043	4,260,000.00	1,065,000.00	4.25%	90,525.00	1,155,525.00	67,893.75
	2/15/2044				67,893.75	67,893.75	1,223,418.75
23	8/15/2044	3,195,000.00	1,065,000.00	4.25%	67,893.75	1,132,893.75	45,262.50
	2/15/2045				45,262.50	45,262.50	1,178,156.25
24	8/15/2045	2,130,000.00	1,065,000.00	4.25%	45,262.50	1,110,262.50	22,631.25
	2/15/2046				22,631.25	22,631.25	1,132,893.75
25	8/15/2046	1,065,000.00	1,065,000.00	4.25%	22,631.25	1,087,631.25	1,087,631.25
TOTALS		\$ 24,500,000.00			\$ 14,676,395.14	\$ 39,176,395.14	\$ 39,176,395.14

*These interest rates are slightly conservative for budgeting purposes.

** When budgeting the first years interest payment, take the total bond amount x 5% / 2 = estimated interest amount for 2/15/20.

The market is very volatile. Please check with us periodically for current rates

Facilities CIP plan * Level Principal Option 3

5/30/2019

\$49 Million Bond / 25 years @4.25% no principal payment for 2 years - interest only
2 issues 24.5M 24.5M

Year 1

July 1, 2019 - June 30, 2020

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$2,225,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 1	\$418,858.00
Middle School	Fee's	Architect fee's for future MS	\$800,000.00
Moharimet	Construction	Main Office expansion	\$755,320.00
High school	Renovation	Main Office renovations	\$25,000.00
			\$1,974,178.00

Year 2

2020 - 2021

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$2,500,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 2	\$418,858.00
Middle School		*ESTIMATED Bond payment	\$621,000.00
High school	Renovation	Tennis court / Parking lot upgrade - Strategic plan*	\$500,000.00
DW	HVAC	A/C replacements for Server rooms - Strategic plan*	\$100,000.00
DW	Security	Security improvements - Strategic plan*	\$100,000.00
Mast Way	HVAC	Air handler replacements - 3 units	\$250,000.00
Moharimet	Roofing	Roof re-coating	\$230,000.00
Athletics	Upgrades	Track/Field Grandstands	\$160,000.00
Elementary	Engineering	Mechanical engineer for MOH/MW HVAC systems	\$60,000.00
High school	Flooring	Main Hallway floor replacement	\$55,000.00
			\$2,494,858.00

Year 3

2021 - 2022

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$3,000,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 3	\$418,858.00
Middle School		*ESTIMATED Bond payment	\$1,663,000.00
Moharimet	HVAC	A/C replacements - Strategic Plan*	\$200,000.00
Moharimet	HVAC	Air handler replacement - 4 systems	\$300,000.00
Moharimet	Renovation	Existing Main office renovation - (still being designed)	\$290,000.00
High School	Flooring	Flooring replacement on 2nd floor	\$40,000.00
High School	Renovation	STEM walls in Junior core	\$91,000.00
			\$3,002,858.00

Year 4

2022 - 2023

Ordered by Priority	School	Trade	Project	Target	Cost
					\$3,500,000.00
DW		Upgrades	Siemens LEASE PAYMENT - Year 4		\$418,858.00
Middle School		Bond	*ESTIMATED Bond payment		\$2,083,000.00
Mast Way		HVAC	A/C replacements - Strategic Plan*		\$250,000.00
Moharimet		Parking	Parking lot upgrade and Lighting - Strategic plan*		\$300,000.00
Mast Way		Parking	Parking lot upgrade and Lighting - Strategic plan*		\$300,000.00
Moharimet		Flooring	Flooring replacement in wings and Library		\$75,000.00
Mast Way		Flooring	Flooring replacements		\$75,000.00
					\$3,501,858.00

Year 5

2023 - 2024

*current ORHS Bond payed in full - \$750,000 available

Ordered by Priority	School	Trade	Project	Target	Cost
					\$4,750,000.00
DW		Upgrades	Siemens LEASE PAYMENT - Year 5		\$418,858.00
Middle School		Bond	*ESTIMATED Bond payment		\$3,130,000.00
High School		HVAC	Domestic hot water boiler replacement		\$125,000.00
Mast Way		Flooring	Classroom 1,2,3,4, and hallway replacements		\$125,000.00
Mast Way		Renovation	Interior renovations. Staff / single stall restrooms		\$125,000.00
DW		Security	Building access upgrades - Strategic plan*		\$150,000.00
Moharimet		Renovation	Interior renovations. Staff / single stall restrooms		\$200,000.00
Service Building		Renovation	Team room/restrooms/expanded concessions		\$200,000.00
High School		HVAC	Walk-in cooler controls		\$25,000.00
Mast Way		Fire systems	Fire pump and tank replacement		\$75,000.00
SAU		Improvement	Siding replacement		\$40,000.00
High School		Roofing	Gym and Aud. roof restoration (solar)		\$120,000.00
					\$4,733,858.00

Year 6

2024 - 2025

Ordered by Priority	School	Trade	Project	Target	Cost
					\$5,250,000.00
DW		Upgrades	Siemens LEASE PAYMENT - Year 6		\$418,858.00
Middle School		Bond	*ESTIMATED Bond payment (peak amount)		\$4,127,000.00
High School		Parking	Parking lot / side walk improvements		\$200,000.00
Moharimet		Flooring	Flooring replacment		\$25,000.00
SAU		Electrical	Full Service generator		\$25,000.00
Service Building		HVAC	Furnace replacement (2) and A/C		\$100,000.00
High School		Roofing	Tower and C roof		\$150,000.00
Service Building		Roofing	Roof replacement		\$100,000.00
High School		HVAC	Main 5hp Circulator pump replacement		\$65,000.00
Service Building		Parking	Parking lot re-surfacing		\$40,000.00
					\$5,250,858.00

\$49M all at once

MIDDLE SCHOOL BONDING AND CAPITAL IMPROVEMENT PLAN

OPTION 4

No Principal for 2 years
Step-Up Bond (Level Principal)

	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
BOND		\$1.244M	\$2.083M	\$2.083M	\$4.172M	\$4.082M
CIP BUDGET	\$2M	\$1.256M	\$917K	\$1.417M	\$<172K>+\$750K=\$578K	\$418K+\$750K=\$1.168K CIP
CIP & BOND	\$2M	\$2.5M	\$3.0M	\$3.5M	\$4.75M	\$5.25M
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6
	Community Engagement March 2020 Plan Design Vote June 2020 Bond Sale	Construction Underway Interest only	Construction Complete March 2020 Interest Only	Middle School Bond Starts Interest only Last HS Bond is February 15, 2023	Full MS Payment Interest & Principal HS Bond funds offset CIP	Full MS Payment Interest & Principal HS Bondfunds offset CIP

\$49 Million Bond/25 years @ 4.25%* ~ No principal payment for 2 years - interest only.
* When the NHMBB is asked for projected rates, they are very conservative and ran ours at 4.25%. Historical data shows over the past 5 years, the rates were actually 2.45 - 3.24%

Total Interest = \$29,353,003

NHMBB New Hampshire Municipal Bond Bank

Oyster River Cooperative School District

June 2020 Bond Sale

25 Year **Estimated** Schedule - Level Principal - No principal payment for first two years

Date Prepared: 05/28/19
 Bonds Dated: June 2020 08/15/20
 Interest Start Date 07/08/20
 First Interest Payment: 02/15/21
 Net Interest Costs: 4.25%

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Fiscal Year Total Payment
	2/15/2021				\$1,243,715.28 **	\$1,243,715.28	\$1,243,715.28
1	8/15/2021	\$ 49,000,000.00	\$ -	4.25%	1,041,250.00	1,041,250.00	
	2/15/2022				1,041,250.00	1,041,250.00	2,082,500.00
2	8/15/2022	49,000,000.00	-	4.25%	1,041,250.00	1,041,250.00	
	2/15/2023				1,041,250.00	1,041,250.00	2,082,500.00
3	8/15/2023	49,000,000.00	2,135,000.00	4.25%	1,041,250.00	3,176,250.00	
	2/15/2024				995,881.25	995,881.25	4,172,131.25
4	8/15/2024	46,865,000.00	2,135,000.00	4.25%	995,881.25	3,130,881.25	
	2/15/2025				950,512.50	950,512.50	4,081,393.75
5	8/15/2025	44,730,000.00	2,130,000.00	4.25%	950,512.50	3,080,512.50	
	2/15/2026				905,250.00	905,250.00	3,985,762.50
6	8/15/2026	42,600,000.00	2,130,000.00	4.25%	905,250.00	3,035,250.00	
	2/15/2027				859,987.50	859,987.50	3,895,237.50
7	8/15/2027	40,470,000.00	2,130,000.00	4.25%	859,987.50	2,989,987.50	
	2/15/2028				814,725.00	814,725.00	3,804,712.50
8	8/15/2028	38,340,000.00	2,130,000.00	4.25%	814,725.00	2,944,725.00	
	2/15/2029				769,462.50	769,462.50	3,714,187.50
9	8/15/2029	36,210,000.00	2,130,000.00	4.25%	769,462.50	2,899,462.50	
	2/15/2030				724,200.00	724,200.00	3,623,662.50
10	8/15/2030	34,080,000.00	2,130,000.00	4.25%	724,200.00	2,854,200.00	
	2/15/2031				678,937.50	678,937.50	3,533,137.50
11	8/15/2031	31,950,000.00	2,130,000.00	4.25%	678,937.50	2,808,937.50	
	2/15/2032				633,675.00	633,675.00	3,442,612.50
12	8/15/2032	29,820,000.00	2,130,000.00	4.25%	633,675.00	2,763,675.00	
	2/15/2033				588,412.50	588,412.50	3,352,087.50
13	8/15/2033	27,690,000.00	2,130,000.00	4.25%	588,412.50	2,718,412.50	
	2/15/2034				543,150.00	543,150.00	3,261,562.50
14	8/15/2034	25,560,000.00	2,130,000.00	4.25%	543,150.00	2,673,150.00	
	2/15/2035				497,887.50	497,887.50	3,171,037.50
15	8/15/2035	23,430,000.00	2,130,000.00	4.25%	497,887.50	2,627,887.50	
	2/15/2036				452,625.00	452,625.00	3,080,512.50
16	8/15/2036	21,300,000.00	2,130,000.00	4.25%	452,625.00	2,582,625.00	
	2/15/2037				407,362.50	407,362.50	2,989,987.50
17	8/15/2037	19,170,000.00	2,130,000.00	4.25%	407,362.50	2,537,362.50	
	2/15/2038				362,100.00	362,100.00	2,899,462.50
18	8/15/2038	17,040,000.00	2,130,000.00	4.25%	362,100.00	2,492,100.00	
	2/15/2039				316,837.50	316,837.50	2,808,937.50
19	8/15/2039	14,910,000.00	2,130,000.00	4.25%	316,837.50	2,446,837.50	
	2/15/2040				271,575.00	271,575.00	2,718,412.50
20	8/15/2040	12,780,000.00	2,130,000.00	4.25%	271,575.00	2,401,575.00	
	2/15/2041				226,312.50	226,312.50	2,627,887.50
21	8/15/2041	10,650,000.00	2,130,000.00	4.25%	226,312.50	2,356,312.50	
	2/15/2042				181,050.00	181,050.00	2,537,362.50
22	8/15/2042	8,520,000.00	2,130,000.00	4.25%	181,050.00	2,311,050.00	
	2/15/2043				135,787.50	135,787.50	2,446,837.50
23	8/15/2043	6,390,000.00	2,130,000.00	4.25%	135,787.50	2,265,787.50	
	2/15/2044				90,525.00	90,525.00	2,356,312.50
24	8/15/2044	4,260,000.00	2,130,000.00	4.25%	90,525.00	2,220,525.00	
	2/15/2045				45,262.50	45,262.50	2,265,787.50
25	8/15/2045	2,130,000.00	2,130,000.00	4.25%	45,262.50	2,175,262.50	2,175,262.50
TOTALS		\$ 49,000,000.00			\$ 29,353,002.78	\$ 78,353,002.78	\$ 78,353,002.78

*These interest rates are slightly conservative for budgeting purposes.

** When budgeting the first years interest payment, take the total bond amount x 5% / 2 = estimated interest amount for 2/15/20.

The market is very volatile. Please check with us periodically for current rates

Facilities CIP plan * Level Principal Option 4

5/30/2019

\$49 Million Bond / 25 years @4.25% no principal payment for 2 years - interest only

Year 1

July 1, 2019 - June 30, 2020

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$2,225,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 1	\$418,858.00
Middle School	Fee's	Architect fee's for future MS	\$800,000.00
Moharimet	Construction	Main Office expansion	\$755,320.00
High school	Renovation	Main Office renovations	\$25,000.00
			\$1,974,178.00

Year 2

2020 - 2021

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$2,500,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 2	\$418,858.00
Middle School		*ESTIMATED Bond payment	\$1,244,000.00
High school	Renovation	Tennis court / Parking lot upgrade - Strategic plan*	\$500,000.00
DW	HVAC	A/C replacements for Server rooms - Strategic plan*	\$100,000.00
DW	Security	Security improvements - Strategic plan*	\$100,000.00
Moharimet	Roofing	Roof re-coating phase 1	\$150,000.00
			\$2,512,858.00

Year 3

2021 - 2022

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$3,000,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 3	\$418,858.00
Middle School		*ESTIMATED Bond payment	\$2,083,000.00
Moharimet	HVAC	A/C replacements - Strategic Plan*	\$200,000.00
Moharimet	Roofing	Roof re-coating phase 2	\$75,000.00
Elementary	Engineering	Mechanical engineer for MOH/MW HVAC systems	\$50,000.00
High school	Flooring	Main Hallway floor replacement	\$51,000.00
SAU	Improvement	Siding replacement	\$40,000.00
High School	Renovation	STEM walls is Juior core	\$91,000.00
			\$3,008,858.00

Year 4

2022 - 2023

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$3,500,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 4	\$418,858.00
Middle School	Bond	*ESTIMATED Bond payment	\$2,083,000.00
Mast Way	HVAC	A/C replacements - Strategic Plan*	\$250,000.00
Moharimet	Parking	Parking lot upgrade and Lighting - Strategic plan*	\$300,000.00
Moharimet	Renovation	Existing Main office renovation - (still in design)	\$200,000.00
Mast Way	HVAC	Air handler replacements - 3 units	\$250,000.00
			\$3,501,858.00

Year 5

2023 - 2024

*current ORHS Bond payed in full - \$750,000 available

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$4,750,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 5	\$418,858.00
Middle School	Bond	*ESTIMATED Bond payment (peak amount)	\$4,172,000.00
Athletics	Upgrades	Track/Field Grandstands	\$160,000.00
			\$4,750,858.00

Year 6

2024 - 2025

ORHS Bond payed - \$750,000 applied

School	Trade	Project	Cost
<i>Ordered by Priority</i>			<i>Target</i> \$5,250,000.00
DW	Upgrades	Siemens LEASE PAYMENT - Year 6	\$418,858.00
Middle School	Bond	*ESTIMATED Bond payment (peak amount)	\$4,082,000.00
Mast Way	Parking	Parking lot upgrade and Lighting - Strategic plan*	\$300,000.00
Moharimet	HVAC	Air handler replacement - 4 systems	\$300,000.00
Mast Way	Flooring	Classroom 1,2,3,4, and hallway replacements	\$120,000.00
			\$5,220,858.00




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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: James Morse/Sue Caswell
DATE: August 29, 2019
RE: Summary of Bonding Options

Below is a summary of all the options we looked at to determine the best options to present for bonding. All were calculated using a conservative interest rate of 4.25%

SUMMARY Other Options Tested Work 1-4

1. Option 1 Level Debt
\$48M No principal for 2 years
25 Years @ 4.25% \$32,441,383 Interest
-  2. Option 2 Level Debt
Split Issue 24M 24M
25 Years @ 4.25% \$32,449,316 Interest
-  3. Option 3 Level Principal
Split Issue 24M 24M
25 Years @ 4.25% \$28,734,536 Interest
4. Option 4 Level Principal
No principal payment for 2 years
25 years @ 4.25% \$28,744,946 Interest
-  Best options to achieve CIP goal and bond affordability

SUMMARY Other Options Tested and Rejected 5-8

5. Traditional Bond/Level Principal
Interest only 1st year \$26,718,333

Problem: \$3.9M payment due in 2020-21 too big/too fast

Summary of Bonding Options

Page 2

6. Traditional Bond/Level Debt
Interest only 1st year \$31,056,308

Problem: 2020-21 \$1,218,000
2021-22 \$3,131,000 - payment too big/too fast

7. Split \$48M into two \$24M issues
Traditional Level Principal

Problem: payment get too high too fast in 2022-23 \$3,878,400
Total Interest: \$26,718,332

8. Rejected ALL 30-year options because payments/interest too high.

Additionally, even though we are using 4.25% for our estimate, the June bond sale interest rate was 2.7% for 20-year bonds. We will have updates using this rate and various rates between 2.7% and 4.25% to show the impact on interest costs.

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

INTEROFFICE MEMORANDUM

TO: School Board

FROM: Dr. James C. Morse, Sr.

DATE: September 4, 2019

RE: Appointment of SRO and Truant Officer's

Please nominate the below listed individuals for the 2019-2020 school year:

School Resource Officer ORHS/ORMS
Truant Officer Mast Way School:
Truant Officer Moharimet School:

Officer Tom Kilroy - Durham
Officer Justin Doty - Lee Chief
Joseph McGann - Madbury

Thank you.

To: Dr. James Morse
 From: Suzanne Filippone, HS Principal
 Jay Richard, MS Principal
 Date: August 27, 2019
 Subject: Nomination for Stipend Activities

Please accept the following nominations for stipend activities for the 2019-2020 school year:

OYSTER RIVER HIGH SCHOOL

Name	Activity	Years	Stipend	Longevity	Total
Kate Mellitz	Musical Director	0	\$3,259	\$0	\$3,259
Marc Laforce*	Music Activities .5 FTE	9	\$1,221.50	\$150	\$1,371.50

*Revised to split stipend between two individuals.

OYSTER RIVER MIDDLE SCHOOL

Name	Activity	Years	Stipend	Longevity	Total
Michele Martin	Science Club	9	\$612	\$300	\$912
Andrea Von Oeyen	Music Activities .5 FTE	0	\$1,221.50	\$0	\$1,221.50

Policies for
 First/Second Read/Adoption/Deletion
**SB Meeting of
 September 4, 2019**

Title	Code
Policies for First Read	
Policies for Second Read/Adoption	
Wellness	JLCF
Fiscal & Federal Monitoring & Management	DA
Expense Reimbursement/District & Federal Funds	DKC
Procurement – Subrecipient Monitoring and Management	D2
Policies for Deletion/Replacement	

As a reference the July 31, 2019 policy minutes are attached to this packet.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JLCF
Wellness Committee Review: April 30, 2019 Policy Committee Review for: June 12, 2019 & July 31, 2019 School Board First Read: August 7, 2019 School Board Second Read/Adoption: September 4, 2019	Page 1 of 2

Wellness Policy

Overview

[In implementation of this policy](#) The Oyster River Cooperative School District (ORCSD) is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the Oyster River Cooperative School District to:

- Engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district wide nutrition and physical activity policies.
- Provide all students in grades K-12 opportunities, support, and encouragement to be physically active on a regular basis.
- Ensure that foods and beverages sold or served to students by ORCSD will meet the nutrition recommendations of the [Dietary Guidelines for Americans](#).
- Ensure that qualified child nutrition professionals provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students. Further, ORCSD will accommodate the health, religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- Participate in the available federal school meal programs, to the maximum extent possible, including the [School Breakfast Program](#), [National School Lunch Program](#) and other related programs
- Provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity; and to establish linkages between health education, school meal programs, and related community services.
- Meet or exceed federal and local regulations as they relate to nutrition, physical activity, and wellness.
- [ORCSD is committed to sourcing local fresh foods to maximize nutritional value with an eye toward sustainability.](#)

ORCSD has taken into consideration our unique circumstances, challenges, and opportunities. Among the factors considered in the policy are socioeconomic status of the student body, school size, location, and presence of dual-language or limited-English students. A baseline assessment of schools' existing nutrition and physical activity environments was done. We are fortunate to have a well-educated public that supports the healthy development of its children. This district has been proactive with physical education and health education components that have met or exceeded the state guidelines for many years. Currently, the district's obesity percentage is below that of the [national average](#). We continue with a conscious effort to support and maintain a healthy environment for our students.

Component #1: Goals for Nutrition Education

ORCSD shall teach, encourage, support and model healthy eating habits for students.

Component #2: Goals for Physical Activity

ORCSD shall teach, encourage, support, and model age appropriate physical activity.

Component #3: Nutrition Guidelines for Students

To facilitate the adoption of healthier eating habits, ORCSD shall comply with the nutrition guidelines outlined in this policy.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JLCF
Wellness Committee Review: April 30, 2019 Policy Committee Review for: June 12, 2019 & July 31, 2019 School Board First Read: August 7, 2019 School Board Second Read/Adoption: September 4, 2019	Page 2 of 2

Component #4: School Environment

The ORCSD shall educate students, employees to the important benefits of a healthy lifestyle. The district shall offer nutrition education to the community.

Component #5: Implementation & Review of the Wellness Policy

The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies.

Component #6: Local Fresh Food

ORCSD is committed to sourcing local fresh foods to maximize nutritional value with an eye toward sustainability.

Cross Reference: JLCF-R – Wellness Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: DA
First Read School Board: May 15, 2013 Second Read/Adoption School Board: June 5, 2013 Policy Committee Review: July 31, 2019 School Board First Read: August 7, 2019 School Board Second Read/Adoption: September 4, 2019	Page 1 of 1 Category: Recommended

FISCAL & FEDERAL MONITORING MANAGEMENT

The Oyster River Cooperative School Board recognizes the importance of thorough fiscal management in managing public [and federal](#) resources to achieve the goals of the educational plan of the district. The board will be vigilant in fulfilling its responsibilities to see that these funds are used wisely to achieve the purpose for which they are allocated.

[All fiscal transactions must be approved by the superintendent or designee who can attest that the expenditure is allowable and approved under the federal program. The superintendent or designee submits all required certifications.](#)

Through district management the plan seeks to achieve the following:

1. Engage in thorough advance planning to develop budgets and guide expenditures to achieve the greatest educational returns and the greatest contributions to the educational program.
2. Establish levels of funding which will provide high quality education for the students of the district.
3. Use the best available techniques and processes for budget development and management.
4. Provide timely and appropriate information to the Board and all staff with fiscal management responsibilities.
5. Establish and implement efficient procedures for accounting, audit, risk management, investing, purchasing delivery, payroll, payment of vendors and contractors, and all other areas of fiscal management.

Legal Reference: RSA 32:4, Preparation of Budgets: Estimate of Expenditures and Revenues
 RSA 32:5, Budget Preparation
 RSA 197:5-a, School Meetings and Officers: Budget

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: DKC
School Board First Read: June 5, 2013 School Board Second Read/Adoption: June 19, 2013 Policy Committee Review: May 17, 2017 School Board First Read: May 17, 2017 School Board Second Read/Adoption: June 7, 2017 Policy Committee Review: July 31, 2019 School Board First Read: August 7, 2019 School Board Second Read/Adoption: September 4, 2019	Page 1 of 1 Category: Optional

EXPENSE REIMBURSEMENT DISTRICT AND FEDERAL FUNDS

Oyster River Cooperative School District personnel and officials who incur expenses in carrying out their authorized duties may be reimbursed by the District upon submission of a properly filled out and approved form and such supporting receipts as required.

The validity of payments for travel costs for all district employees and school officials shall be determined by the superintendent or designee.

Meals and Incidental Expenses shall be limited to a total of \$54.00 per day.

When official travel by personally owned vehicle has been authorized, mileage payment shall be made at the current approved IRS rate.

In addition, for any costs that are charged directly to the federal award, the superintendent or designee shall maintain sufficient records to justify that:

- A. Participation of the individual is necessary to the federal award.
- B. The costs are reasonable and consistent with Board policy.

All travel outside New Hampshire must have the prior written approval of the Superintendent.

Cross Reference:

DJ – Purchasing

GCI – Professional Staff Development Opportunities and Re-imburement Form

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: D2
Draft to Policy Committee: July 31, 2019	Page 1 of 7
School Board First Read: August 7, 2019	
School Board Second Read/Adoption: September 4, 2019	

Procurement

The Oyster River Cooperative School District shall maintain the following information for procurement.

All purchases for property and services made using federal funds must be conducted in accordance with all applicable Federal, State and local laws and regulations, the Uniform Guidance, and the District's written policies and procedures.

Procurement of all supplies, materials equipment, and services paid for from Federal funds or District matching funds shall be made in accordance with all applicable Federal, State, and local statutes and/or regulations, the terms and conditions of the Federal grant, District policies, and procedures.

The Superintendent shall maintain a procurement and contract administration system in accordance with the USDOE requirements (2 CFR 200.317-.326) for the administration and management of Federal grants and Federally-funded programs. The District shall maintain a contract administration system that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall also conform to the provisions of the District's documented general purchase Policy DJ – Purchasing.

The District avoids situations that unnecessarily restrict competition and avoids acquisition of unnecessary or duplicative items. Individuals or organizations that develop or draft specifications, requirements, statements of work, and/or invitations for bids, requests for proposals, or invitations to negotiate, are excluded from competing for such purchases. Additionally, consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase. And, where appropriate, an analysis shall be made to lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach. These considerations are given as part of the process to determine the allowability of each purchase made with Federal funds.

Contracts are awarded only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration is given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. No contract is awarded to a contractor who is suspended or debarred from eligibility for participation in federal assistance programs or activities.

Purchasing records are sufficiently maintained to detail the history of all procurements and must include at least the rationale for the method of procurement, selection of contract type, and contractor selection or rejection; the basis for the contract price; and verification that the contractor is not suspended or debarred.

To foster greater economy and efficiency, the District may enter into State and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services.

A. Competition: All procurement transactions shall be conducted in a manner that encourages full and open competition and that is in accordance with good administrative practice and sound business judgement. In order to promote objective contractor performance and eliminate unfair competitive advantage, the District shall exclude any contractor that has developed or drafted specifications, requirements, statements of work, or invitations for bids or requests for proposals from competition for such procurements.

Some of the situations considered to be restrictive of competition include, but are not limited to, the following:

1. unreasonable requirements on firms in order for them to qualify to do business;
2. unnecessary experience and excessive bonding requirements;
3. noncompetitive contracts to consultants that are on retainer contracts;
4. organizational conflicts of interest;
5. specification of only a "brand name" product instead of allowing for an "or equal" product to be offered and describing the performance or other relevant requirements of the procurement; and/or

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: D2
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Further, the District does not use statutorily or administratively imposed State, local, or tribal geographical preferences in the evaluation of bids or proposals, unless (1) an applicable Federal statute expressly mandates or encourages a geographic preference; (2) the District is contracting for architectural and engineering services, in which case geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

To the extent that the District uses a pre-qualified list of persons, firms or products to acquire goods and services, the pre-qualified list must include enough qualified sources as to ensure maximum open and free competition. The District allows vendors to apply for consideration to be placed on the list as requested.

B. Solicitation Language: The District shall require that all solicitations incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it shall conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible.

When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which shall be met by offers shall be clearly stated; and identify all requirements which the offerors shall fulfill and all other factors to be used in evaluating bids or proposals.

The Board will not approve any expenditure for an unauthorized purchase or contract.

C. Procurement Methods: The District shall utilize the following methods of procurement:

1. Micro-purchases

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed \$10,000. To the extent practicable, the District shall distribute micro-purchase equitably among qualified suppliers. Micro-purchases may be made without soliciting competitive quotations if the Superintendent considers the price to be reasonable. The District maintains evidence of this reasonableness in the records of all purchases made by this method.

2. Small Purchases (Simplified Acquisition)

Small purchase procedures provide for relatively simple and informal procurement methods for securing services, supplies, and other property that does not exceed the competitive bid threshold of \$250,000. Small purchase procedures require that price or rate quotations shall be obtained from an adequate number of qualified sources.

3. Sealed Bids

Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to \$250,000 and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility the cost of which will exceed \$250,000.

- a. In order for sealed bidding to be feasible, the following conditions shall be present:
 - i. a complete, adequate, and realistic specification or purchase description is available;
 - ii. two (2) or more responsible bidders are willing and able to compete effectively for the business; and
 - iii. the procurement lends itself to a firm fixed price contract and the selection of the successful

bidder can be made principally on the basis of price.

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b. When sealed bids are used, the following requirements apply:

- i. Bids shall be solicited in accordance with the provisions of State law and Policy DJ. Bids shall be solicited from an adequate number of qualified suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised.
- ii. The invitation for bids will include product/contract specifications and pertinent attachments and shall define the items and/or services required in order for the bidder to properly respond.
- iii. All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.
- iv. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine the low bid when prior experience indicates that such discounts are usually taken.
- v. The Board reserves the right to reject any and all bids for sound documented reason.
- vi. Bid protests shall be handled pursuant to the process set forth in D2, Paragraph I.

4. Competitive Proposals

Procurement by competitive proposal, normally conducted with more than one sources submitting an offer, is generally used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method.

If this method is used, the following requirements apply:

- a. Requests for proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to the publicized requests for proposals shall be considered to the maximum extent practical.
- b. Proposals shall be solicited from an adequate number of sources.
- c. The District shall use its written method for conducting technical evaluations of the proposals received and for selecting recipients.
- d. Contracts shall be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated, and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

5. Noncompetitive Proposals

Procurement by noncompetitive proposals allows for solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

- a. the item is available only for a single source;
- b. the public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- c. the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; and/or
- d. after solicitation of a number of sources, competition is determined to be inadequate.

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D. Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor

Surplus Area Firms: The District must take necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

E. Contract/Price Analysis: The District shall perform a cost or price analysis in connection with every procurement action in excess of \$250,000 (i.e., the Simplified Acquisition/Small Purchase limit), including contract modifications. (See 2 CFR 200.323(a)). A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements.

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the District shall come to an independent estimate prior to receiving bids or proposals.

When performing a cost analysis, the District shall negotiate profit as a separate element of the price. To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

F. Time and Materials Contracts: The District shall use a time and materials type contract only (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract mean a contract whose cost to the District is the sum of the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiently. Therefore, the District sets a ceiling price for each contract that the contractor exceeds at its own risk. Further, the District shall assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls, and otherwise performs in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

G. Suspension and Disbarment: The District will award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of the proposed procurement. All purchasing decisions shall be made in the best interests of the District and shall seek to obtain the maximum value for each dollar expended. When making a purchasing decision, the District shall consider such factors as (1) contractor integrity; (2) compliance with public policy; (3) record of past performance/ and (4) financial and technical resources.

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The Superintendent shall have the authority to suspend or debar a person/corporation, for cause, from consideration or award of further contracts. The District is subject to and shall abide by the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR Part 180.

Suspension is an action taken by the District that immediately prohibits a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1) for a temporary period, pending completion of an agency investigation and any judicial or administrative proceedings that may ensue. A person so excluded is suspended. (See 2 CFR Part 180 Subpart G).

Debarment is an action taken by the Superintendent to exclude a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1). A person so excluded is debarred. (See 2 CFR Part 180 Subpart H).

The District shall not subcontract with or award sub-grants to any person or company who is debarred or suspended. For contracts over \$25,000 the District shall confirm that the vendor is not debarred or suspended by either checking the Federal government's System for Award Management ("SAM"), which maintains a list of such debarred or suspended vendors at www.sam.gov (which replaced the former Excluded Parties List System or EPLS); or collecting a certification from the vendor. (See 2 CFR Part 180 Subpart C).

Documentation that debarment/suspension was queried must be retained for each covered transaction as part of the documentation required under D2, paragraph J. This documentation should include the date(s) queried and copy(ies) of the SAM result report/screen shot, or a copy of the or certification from the vendor. It should be attached to the payment backup and retained for future audit review.

H. Additional Requirements for Procurement Contracts Using Federal Funds

1. For any contract using Federal funds under which the contract amount exceeds the upper limit for Simplified Acquisition/Small Purchases (see DAF-3.C.2), the contract must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and must provide for sanctions and penalties. (See 2 CFR 200, Appendix II(A)).
2. For any contract using Federal funds under which the contract amount exceeds \$10,000, it must address the District's authority to terminate the contract for cause and for convenience, including the manner by which termination will be effected and the basis for settlement. (See 2 CFR 200, Appendix II(B)).
3. For any contract using Federal funds under which the contract amount exceeds \$150,000, the contract must include clauses addressing the Clean Air Act and the Federal Water Pollution Control Act. (See 2 CFR 200, Appendix II(G)).
4. For any contract using Federal funds under which the contract exceeds \$100,000, the contract must include an anti-lobbying clause, and require bidders to submit Anti-Lobbying Certification as required under 2 CFR 200, Appendix II (J).
5. For each contract using Federal funds and for which there is no price competition, and for each Federal fund contract in which a cost analysis is performed, the District shall negotiate profit as a separate element of the price. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of the contractor's past performance, and industry profit rates in the surrounding geographical area for similar work. (See 2 CFR 200.323(b)).

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I. Bid Protest: The District maintains the following protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency.

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request For Proposals (RFPs) or the individual bid specifications package, for resolution. Bid protests shall be filed in writing with the Superintendent within seventy-two (72) hours of the opening of the bids in protest.

Within five (5) days of receipt of a protest, the Superintendent shall review the protest as submitted and render a decision regarding the merits of the protest and any impact on the acceptance and rejection of bids submitted. Notice of the filing of a bid protest shall be communicated to the Board and shall be so noted in any subsequent recommendation for the acceptance of bids and awarding of contracts.

Failure to file a notice of intent to protest, or failure to file a formal written protest within the time prescribed, shall constitute a waiver of proceedings.

J. Maintenance of Procurement Records: The District shall maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and records regarding disbarment/suspension queries or actions. Such records shall be retained consistent with Policy EHB - School Records Retention Policy.

Procurement Provisions Pertinent to Food Service Program

The following provisions shall be included in all cost reimbursable contracts for food services purchases, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts: (7 CFR Sec. 210.21, 215.14a, 220.16)

A. Mandatory Contract Clauses: The following provisions shall be included in all cost reimbursable contracts for food services purchases, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts:

1. Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority;
2. The contractor must separately identify for each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account); or
3. The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;
4. The contractor's determination of its allowable costs must be made in compliance with the applicable departmental and program regulations and Office of Management and Budget cost circulars;
5. The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the state agency, the school food authority may permit the contractor to report this information on a less frequent

basis than monthly, but no less frequently than annually;

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6. The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and

7. The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the state agency, or the department.

B. Contracts with Food Service Management Companies: Procedures for selecting and contracting with a food service management company shall comply with guidance provided by the NHDOE, including standard forms, procedures and timelines for solicitation, selection and approval of proposals and contracts.

Cross Reference: Policy D – Allowable Use of Funds

Policy DJ – Purchasing

Policy DGD – School District Credit Cards, Procurement Cards, or Other Purchasing Cards

Policy EHB – School District Record Retention

Policy Committee Meeting Minutes

Wednesday, July 31, 2019 @ 3:30 PM

Attendees: Denise Day, Brian Cisneros, Kenny Rotner, James Morse, Todd Allen, Sue Caswell

Visitors:

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

Jim explained that we are meeting for a second look at Policy JLCF – Wellness, with the revisions that were suggested at the last policy meeting. He also re-iterated that the majority of the policy was broken down and became the procedure. A copy of the revised procedure was passed out.

Kenny asked that for consistency we add as an additional component the language pertaining to the sourcing of local fresh food. It was agreed that a sixth component would be added at the end of the policy and it is ready for a first read.

Jim then stated that we needed to add three additional policies to the agenda for a Federal deadline. We had two of the policies already in place but needed to adjust the language to meet the Federal requirements, and the third policy was new, also due to Federal Requirements. He explained that all the School Districts throughout the State are all adopting these new policies.

Sue explained that there were five policies in total and that we have already adopted one new and revised the other.

Brian asked if these were just for accountability and questioned the approval process.

Jim stated that he approves anything over \$5,000 and Sue is responsible for the remainder. Todd stated that he approves the curriculum purchases.

Additional questions were asked and answered pertaining to the bidding process. Jim also stated that we have a separate bidding policy and procedure that we follow.

Brian asked if we also had a policy dealing with liquidating assets no longer needed or required. Jim answered in the affirmative.

Denise reviewed the suggest policy dates for the next year and asked if anyone had any questions.

No additional questions or comments.

Meeting ended at 3:45 PM – Next meeting September 11, 2019

Respectfully submitted,
Wendy L. DiFruscio for
Superintendent Morse