

Oyster River Cooperative School District
REGULAR MEETING

October 4, 2017

OR High School Library

7:00 PM

o. CALL TO ORDER (7:00 PM)

~~I. 6:30 - 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING~~

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

- Motion to approve 9/13/17 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 out on Diversity Curriculum
- B. Superintendent's Report**
 - October 1 Enrollment (Monday, October 2)
- C. Business Administrator**
- D. Student Senate Report**
- E. Other:**

VII. DISCUSSION ITEMS

- FY19 Budget Goal

VIII. ACTIONS

- A. Superintendent Actions**
- B. Board Action Item**
 - Motion to appoint Catherine Plourde as Affirmative Action Officer.
 - Motion to approve FY19 Budget Goal.
 - Motion to approve list of policies: KCDA – Memorials, Dedications and Recognitions, KLG – Relations with Police Authorities, CHCA – Approval of Handbooks and Directives, EBCA – Emergency Plans and EEAF – Special Use of School Buses for Deletion.
 - Motion to approve List of ORMS Coaches.

IX. SCHOOL BOARD COMMITTEE UPDATES

X. PUBLIC COMMENTS

XI. CLOSING ACTIONS

- A. Future meeting dates:** 10/16/17 Town of Madbury Select Board - 7:00 PM
10/18/17 Regular - ORHS-Library - 7:00 PM
10/23/17 Town of Lee Select Board - 6:30 PM
11/1/17 Regular – ORHS-Library - 7:00 PM
11/6/17 Town of Durham Council Meeting - 7:00 PM

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

NON-MEETING SESSION: RSA 91-A2 I (b) Consultation with Legal Counsel

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: 2015 –2018 |
| • Thomas Newkirk, Chair | Term on Board: 2016 - 2019 |
| • Kenneth Rotner | Term on Board: 2016 - 2019 |
| • Denise Day, Vice-Chair | Term on Board: 2017 - 2020 |
| • Michael Williams | Term on Board: 2017 - 2020 |
| • Allan Howland | Term on Board: 2015 - 2018 |
| • Daniel Klein | Term on Board: 2015 - 2018 |

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

School Board Meeting

September 13, 2017
Draft

6:30 p.m.

High School Library

SCHOOL BOARD MEMBERS: Denise Day, Michael Williams, Brian Cisneros, Tom Newkirk, Kenny Rotner, Dan Klein, and Al Howland Student Representative: H.J. Wilson

ADMINISTRATORS: Sue Caswell, Todd Allen, Superintendent Morse, Carrie Vaich, Suzanne Filippone, Jay Richard, and Lisa Huppe

There were 5 members of the public present.

I. CALL TO ORDER:

Tom Newkirk noted the passing of former Superintendent John Powers. He gave a lot to the District and this is a loss to the community.

APPROVAL OF MANIFESTS:

Payroll Manifest #4 \$272,673.43

Payroll Manifest #5: \$836,948.40

Vendor Manifest #5 \$230,052.16

II. APPROVAL OF AGENDA:

Policy Committee Item

Denise Day moved to approve the agenda with the above revision, 2nd by Brian Cisneros. Motion passed 7-0 with the Student Representative voting in the affirmative.

III. PUBLIC COMMENTS:

Dean Rubine of Lee feels that intolerance cannot be tolerated. He knows that the administration will take care of this issue.

Brenda Warden of the District spoke that her family represents the one percent. Her son has experienced this type of behavior in this District and she has reported it. This is finally coming to light. Protocols for follow up must be created as well. Brenda would like to know what is being done about all of this.

Ruth Sample of Lee NH is here concerned about how these racist assaults have been handled. It is all disturbing that she had to read it in the paper and feels that parents have a right to know before they heard about it on the news.

IV. APPROVAL OF MINUTES:

Motion to approve the August 16th regular meeting minutes:

Brian Cisneros moved to approve the August 16 minutes, 2nd by Al Howland. Motion passed 7-0.

V. ANNOUNCEMENTS, COMMENDATION and COMMENTS:

A. District: None

B. Board: Denise Day thanked Suzanne at the High School for all her work on the Newsletter. It was great to get something with all the dates and general information.

Brian Cisneros attended the Mast Way open house. The teachers did a great job and showed a safety video on the new playground. Brian thanked the ORYA Football Team for coming to spread mulch on the playground.

Kenny Rotner thanked the members of the public for speaking this evening. These episodes have shaken him to the core and he believes that the District will be responding appropriately. This is an incredibly serious issue.

Kenny feels inspired that we are lucky to have such an esteemed person running their Board. Tom Newkirk just published his second book.

Tom Newkirk mentioned that this District is not immune to racism. We must examine ourselves and he hopes that something good can come out of this.

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum and Instruction Report: Todd Allen started by saying that John Powers hired and encouraged professionals he hired to be positive and to make a difference. He also introduced the concept of individualized instruction and heterogenous grouping to the District.

Todd Allen discussed the professional development of the summer: There were 400 days of professional development completed by the staff this summer on:

STEM, emotional learning, and Math. He is proud of the work that the staff has done this summer.

B. Superintendent's Reports:

Superintendence Morse noted that our bus drivers have been amazing and have stepped up to the task. The District is 4 drivers short of a full staff. As more drivers are hired the wait times on the bus will be shortened. He recognized Richard Joy and Melody LaMore for their Leadership Roles in ORBDA. The School Department appreciates all their hard work.

Superintendent Morse reported that there is no room for racism sexism or bigotry in this District. Carrie Vaich has done a great job investigating these issues. Superintendent Morse has been in direct contact with the families involved. Oyster River was the first district in the state to have a transgender policy. They want all their students to be safe. He immediately reached out to NAACP, the University of NH Office of Community, Equity and Diversity and the state of New Hampshire's Office of Disproportionate Minority Contact for guidance on how to move forward. A multicultural forum is being planned. This will be a central office issue and they will be putting procedures in place to be sure there is a process in place for reporting. We were heavily involved in due process and we cannot deny that both families have due process rights. We will continue to address this issue. The age of the students does have an impact. This will be faced head on. This is not just a school issue, we need to deal with this as a community.

Al Howland is worried that this is not just an Oyster River problem but we need to have a solution that encompasses all our community. The School is a reflection of our community.

Kenny Rotner moved to have the Policy committee examined Policy AC and related policies and bring back recommendations to the School Board for enhancements or additions, 2nd by Al Howland. Motion passed 7-0 with the Student Representative voting in the affirmative.

Unofficial Opening Day Enrollment:

Mast Way 354
Moharimet 345
Middle School 661

High School 794
PEP Program: approximately 40 students
Total: 2,194

Superintendent Morse reported that this is the fifth year of growth in the District. There are 140 Barrington students in the high school which has stabilized the enrollment at the school. This is the first year that Mast Way has exceeded enrollment over Moharimet.

Kenny Rotner wants the discrepancy of the Long Range Planning Committee and the actual numbers to be examined. Denise Day reported that the LRPC met. Birth rates in the state are going down but what makes it so difficult to project the numbers is the people moving in. Kindergarten numbers were difficult to estimate this year because of the addition of full day. They are trying to find another independent variable that will be a predictor for projections. Moving forward, the first grade projections should be a lot more accurate.

Superintendent's Facility Committee: Superintendent Morse mentioned that the Committee met for the first time. This group will meet monthly and it is open to anyone to come and watch the process. The litany of options will be looked at and discussed through June and at the end give their recommendation to the Board. Tom Newkirk reported that the commentary he wrote about the Middle School was published in the paper and he hopes that this will bring community awareness.

C. Business Administrator

FY17 Budget Update: Sue Caswell reported that there is \$264K estimated general fund balance. She had originally thought this number would be higher but a boiler needed to be replaced and there were more special education fund items needed.

D. Student Senate Report

Hannah Jane Wilson, the Student Representative, reported that the school year has just started and the Student Senate has been working hard planning Spirit Week for the last week of September. She also reported that the students have been adjusting to the new start times.

E. Other: Jesse Morrell Wellness Survey

Jesse Morrell presented the Wellness Survey to the Board. Members of the District Wellness Committee have developed a survey to address general wellness. The purpose of the Bobcat Wellness Survey is to gather feedback about student experiences and lifestyle habits by surveying all students in grades 7-12 during the spring of 2017. There were 41 questions on the survey. She reviewed some results with the Board and noted that it will be very interesting to compare the results of the two surveys after the second one is administered in the spring.

VII. DISCUSSION ITEMS

MS25/DOE25: Denise Day moved to sign the MS25 and the DOE25, 2nd by Michael Williams. Motion passed 7-0 with the Student Representative voting in the affirmative.

FY19 Budget Goal:

Tom Newkirk presented the Fiscal Year 2019 Budget Goal Draft:

Budgeting is directly related to our academic vision. The proposed 2018-19 budget reflects the priorities of the adopted District Strategic Plan which guides the decisions at a realistic and affordable pace.

The proposed budget will include all completed negotiation agreements, health insurance costs, and other proposed expenditures consistent with the District Strategic Plan.

New revenue from the Barrington tuition agreement may be used to offset increases in staffing, healthcare, and retirement costs.

The budget will ensure that the expendable trust funds, used in the 2017-18 budget, will be replenished by at least \$100,000.

This goal does not take into account additional state revenue for full-time kindergarten, which will go directly to the towns, and which should lessen the tax impact of the budget.

This budget does not include any petitioned warrants.

The budget goal is to limit the overall impact to an increase of 3.25% or less.

For the next meeting, they requested of Sue Caswell a synopsis of a budget with a 3.25% increase. Michael Williams referred to CPI which last year was 2.5%. Superintendent Morse replied that the health increase is an unknown but last year was 4 times the cost increase of CPI. In order to stay within the same increase as CPI, programming and staff would need to be cut.

Al Howland suggested examining the rate increases of other Districts in NH and see where they are.

Substitute Pay Increase: In accordance with Policy GCG, the School Board is asked to approve the substitute teacher rate of pay. For the 2017-18 school year, the District is proposing an increase of \$5.00 to the substitute rate of pay from \$75 to \$80 per day.

Denise Day moved to approve the substitute pay increase of \$5.00 to \$80.00 dollars per day, 2nd by Al Howland. Motion passed 7-0 with the Student Representative voting in the affirmative.

VIII. ACTIONS:

A. Superintendent Action Items: None

B. Board Action Items:

Motion to appoint ORCSD SRO and Truant Officers for Durham, Lee and Madbury.

School Resource Officer ORHS/ORMS	Officer Holly Malasky – Durham
Truant Officer Mast Way School	Officer John Brooks – Lee
Truant Officer Moharimet School	Chief Joseph McGann – Madbury

Al Howland moved to approve the above SRO and Truant Officers for the District, 2nd by Brian Cisneros. Motion passed 7-0.

Motion to approve ORMS Maternity Leave tentatively from December 2, 2017 – March 9, 2018: Denise Day moved to approve the ORMS Maternity Leave tentatively from December 2, 2017 – March 9, 2018 2nd by Brian Cisneros. Motion passed 7-0.

Overnight field trip: Brian Cisneros moved to approve the ORMS Field Trip Request for Grade 5 to Merrowvista from November 13 - 17, 2nd by Dan Klein. Motion passed 7-0.

ORHS Volunteers:
Jim Coxen Golf
Ryan Coxen Golf

Denise Day moved to approve the above list of volunteers, 2nd by Brian Cisneros. Motion passed 7-0.

IX. SCHOOL BOARD COMMITTEE UPDATES

Tom Newkirk reported that the Policy Committee met today and will be bringing forward some policies to the Board in the next meeting.

X. PUBLIC COMMENTS

Deborah Alberts a resident of the District had a child who was a victim of assault in kindergarten. She believes that we need to set a higher standard in this District. She believes in the “trickle up consequences” standard that the District needs to establish.

XI. CLOSING ACTIONS

A. Future meeting dates: 9/27 Manifest Review ORHS C-120 5:30 p.m.
10/4 Regular Meeting **ORMS** Library 7:00 p.m.

XII. NON-PUBLIC SESSION: RSA-91-A:2 I(b)

- **Strategies with Respect to collective bargaining and RSA-91-A:3 II (c)**
- **Student Matter.**

NON-MEETING SESSION RSA-91-A2 (If Needed)

Kenny Rotner moved to enter into non-public session at 8:50 p.m., 2nd by Denise Day. Upon roll call vote the motion passed 7-0.

Respectfully yours,
Laura Grasso Dobson
Recording Secretary

REVISED 07/24/17

Oyster River Cooperative School Board

September 13, 2017 ORHS C-120

NON-PUBLIC MEETING
MINUTES

Kenny Rotner moved to enter into nonpublic session at 8:50 p.m. in accordance with RSA 91-A:2 I (b) – Strategies with Respect to collective bargaining 2nd by Denise Day. Upon roll call vote, the motion passed 7-0.

School Board Attendees:

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

Administrators Present:

Superintendent Morse

The School Board discussed the ongoing review pertaining to the transportation negotiations.

Kenny Rotner made a motion to re-enter public session at 9:33 pm, 2nd by Denise Day. Motion passed 7-0

Respectfully Submitted,
Dr. James C. Morse, Sr.
Superintendent

Oyster River Cooperative School Board

September 13, 2017.1 ORHS C-120

NON-PUBLIC MEETING
MINUTES

Kenny Rotner moved to enter into nonpublic session at 9:34 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 body or agency itself, unless such person requests an open meeting 2nd by Denise Day. Upon roll call vote, the motion passed 7-0.

School Board Attendees:

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

Administrators Present:

Superintendent Morse

The School Board discussed a student matter.

Kenny Rotner made a motion to re-enter public session and adjourn at 10:22 pm, 2nd by Brian Cisneros. Motion passed 7-0

Respectfully Submitted,
Dr. James C. Morse, Sr.
Superintendent



OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

36 Coe Drive
Durham, New Hampshire 03824
Telephone: 603-868-5100 Facsimile # 603-868-6668

Fiscal Year 2019 Budget Goal
Draft for School Board: September 13, 2017 & October 4, 2017

Budgeting is directly related to our academic vision. The proposed 2018-19 budget reflects the priorities of the adopted District Strategic Plan which guides the decisions at a realistic and affordable pace.

The proposed budget will include all completed negotiation agreements, health insurance costs, and other proposed expenditures consistent with the District Strategic Plan.

New revenue from the Barrington tuition agreement may be used to offset increases in staffing, healthcare, and retirement costs.

The budget will ensure that the expendable trust funds, used in the 2017-2018 budget, will be replenished by at least \$100,000.

This goal does not take into account additional state revenue for full-time kindergarten, which will go directly to the towns, and which should lessen the tax impact of the budget.

This budget goal does not include any petitioned warrants.

The budget goal is to limit the overall impact to an increase of 3.25% or less.

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

INTEROFFICE MEMORANDUM

To: ORCSD School Board
From: Jim Morse, Superintendent
Date: October 4, 2017
RE: Affirmative Action Officer

I would like to nominate Catherine Plourde to be the Affirmative Action Officer for the 2017-18 school year.

Thank you.

Policies for
 First/Second Read/Adoption/Deletion
**SB Meeting of
 October 4, 2017**

Title	Code
Policies for First Read	
Memorials, Dedications and Recognitions & Procedure	KCDA & R
Relations with Police Authorities	KLG
Approval of Handbooks and Directives	CHCA
Emergency Plans	EBCA
Policies for Second Read/Adoption	
Special Use of School Buses	EEAF
Policies for Deletion	

As a reference the September 13, 2017 policy minutes are attached to this packet.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KCDA
Policy Committee Review: June 14, 2017 & Sept. 13, 2017	Page 1 of 1
School Board First Read: October 4, 2017	

MEMORIALS, DEDICATIONS AND RECOGNITIONS

~~Memorializing is not one of the primary purposes or responsibilities of schools.~~ The loss of a student or staff member deeply impacts the school and larger community. Decisions made in the aftermath of a crisis or death can be filled with emotion and should not be made without the full consideration of potential implications. The Oyster River Cooperative School Board has developed this policy to provide a process for memorial decision-making and to provide guidelines surrounding them.

~~This policy acknowledges that memorials after a suicide, or a death resulting from at-risk behavior such as the use of alcohol or other drugs, may put other students at risk or contribute to the emotional crises that occur after such a death. This policy also recognizes the need to respect the families affected by the loss as well as the grieving traditions associated with various cultures and religions. Moreover, this policy recognizes that not every student is impacted by the loss of a student or staff member. These considerations must be taken in to account in the memorial decision-making process.~~

General Statement of Policy

In recognition that schools are designed primarily to support learning, [it is best that](#) Oyster River schools should not serve as venues for memorializing students and staff. Memorial activities expressed at school need to be appropriate in scope and duration and serve the purpose to help the community grieve and heal.

The administration of the school in consultation with the crisis response team will assist students and families in selecting memorial activities that are appropriate for school and assist students and staff in healthy bereavement. It is further recognized that the building administration should have discretion in these situations to make professional judgments in consultation with the crisis response team and the superintendent. All decisions regarding memorials in schools will rest with the building administration with an appeal to the superintendent.

[Cross Reference: KCDA-R – Memorials, Dedications and Recognitions Procedure](#)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KCDA-R
Policy Committee Review: June 14, 2017 & Sept. 13, 2017	Page 1 of 3
School Board First Read: October 4, 2017	

MEMORIALS, DEDICATIONS AND RECOGNITIONS PROCEDURE

Flags: Flying a flag at half-staff can only be ordered by the President or Governor.

Assemblies: Large memorial assemblies should not be convened at school and funerals should not be held on school grounds, ~~especially during the school day.~~ When Spontaneous spontaneous assemblies of grieving persons occur, they should be managed by allowing reasonable time to assemble in the individual or group's natural school setting (e.g. classroom, common area, etc.), then asking students and staff to continue with their school day and routine, It is important to provide while providing a place for people to process individually or in small groups with professional support.

Moments of Silence: A moment of silence may be used following the death of a student or staff member to honor their memory. School wide moments should be limited to the time immediately following the death. Moments of silence at an event may be used at the discretion of the organizer of the event, but should not be prolonged nor repeated.

Spontaneous Memorials: Spontaneous memorials such as banners, pictures, collections of objects or notes are discouraged. A memory book where students can write personal and lasting remembrances is preferred. This book can then be given to the family. Any temporary memorial that is spontaneously created cannot alter district-owned property. All temporary memorials ~~will~~ should be removed within two weeks of a death or within two days of a funeral recognizing that death.

Yearbooks, Graduations and Award Assemblies: Deceased students may be recognized as individuals in yearbooks or at graduation events as any other student or graduate would be. If a special memorial is desired, it is encouraged to recognize all the students who have died on one memorial page in a publication or by a single symbol at an event such as a vase of flowers or a plant, or by a general moment of silence for all students who have died. Soliciting input from the school crisis response team and the involved families in planning these tributes is encouraged.

Individual Speech: This policy does recognize individual right to speech and the right of individuals to display symbols memorializing people. However, the policy does allow administrators to regulate time, place and manner of expression to best meet the overall needs of all students, staff, parents and community. The administrator must balance the right to speech with the possible disruption to the educational environment when making decisions on individual memorials.

Permanent Memorials:

~~All~~ P permanent memorials must be approved by the ~~school board after being proposed by the~~ superintendent. Persons wishing to establish permanent memorials should consult with the superintendent about their proposal. ~~Considerations on~~ Factors pertaining to erecting permanent memorials, based on best practices, should be considered and include but are not limited to:

1. Re-traumatization - Erecting memorials may have the potential for re-traumatizing both students and staff who knew the victim, as well as families and possibly the surrounding community depending on the scope of the event.
2. Design - When designing a memorial, it is important to consider how students and staff will perceive the death of the individual(s) in the future.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KCDA-R
Policy Committee Review: June 14, 2017 & Sept. 13, 2017	Page 2 of 3
School Board First Read: October 4, 2017	

3. Maintenance resources - Permanent school memorials ~~such as gardens, monuments, benches, plaques, a reading area, a sundial, special trees, walkways, walls, and engraved tiles or bricks will all~~ may require long-term ongoing maintenance.

4. Others' input – Members of the school crisis response team, ~~other staff, students, families, and community members~~ should be on the planning committee so that all may have input on the acceptance of and ultimate design of any potential memorial.

Living Memorials: A living memorial is a non-tangible memorial designed to be sustained over time such as named endowments, scholarships or sponsorship of events. Such donations must be approved by the ~~school board after being proposed by the~~ superintendent. ~~Designated donations such as to a library or co-curricular program in the name of a deceased person, but not having an enduring naming right, will be accepted under policy KCD.~~

~~Physical Memorials: Gifts of plaques, furniture fixtures and other items intended to memorialize a member of the school community can only be accepted by a vote of the school board as proposed by the superintendent. In general, physical memorials should fit into a larger facility plan for a building or outdoor area, and be designed to blend with the environment. Memorials must not create a distraction or detrimental environment for students, staff or visitors. They shall reflect community standards and be in scale, size and proportion to their surroundings. The installation of memorials shall not alter the original intent, purpose of the character of the proposed location. Any inscription or dedication on the memorial must be on a removable plaque.~~

~~Such memorial items accepted by a vote of the school board will be maintained by the board for a period of 15 years or until the end of the serviceable use of such items, whichever comes first. Disposal of memorial plaques will only be done after a reasonable attempt to return such plaques to the family or sponsor.~~

Existing Memorials: Existing living or physical memorials established prior to the adoption of this policy will remain intact as originally accepted. Existing memorials are generally the sole responsibility of the entity providing the memorial; district staff or finances may only be used to maintain current memorials as part of the regular maintenance process and to ensure safe conditions. The district reserves the right to remove a memorial if it is not or cannot be maintained or is contrary to the overall educational needs of students.

Any memorial item may be moved, relocated, replaced or removed at the discretion of the school board. The ~~board~~ superintendent shall make reasonable efforts to notify the original donor or representatives of such considerations.

Alternative to Permanent Memorials

~~As best practices discourage the establishment of permanent memorials in schools, temporary and timely memorial activities have been suggested as are suitable encouraged alternatives. Memorial activities provide an opportunity for people to express emotions and to be supported by the school community. Activities symbolize that every student and staff member is important, and help to unite and strengthen those impacted by the death(s). The activities provide a forum for a collective grief and bring people together to reduce feelings of isolation and vulnerability and illustrate the universality of grief. Memorial activities can serve a larger purpose as well – to promote positive action toward a cause, such as safety, mental health services, or health and wellness.~~

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KCDA-R
Policy Committee Review: June 14, 2017 & Sept.13, 2017	Page 3 of 3
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Planning a variety of activities offers people options for ~~remembering the victims.~~ [remembrance.](#) Options for memorial activities include but are not limited to: holding a day of community service or creating a school-based community service program in honor of the deceased; putting together a team to participate in an awareness or fundraising event sponsored by a national health awareness organization; sponsoring awareness events specific to the nature of the loss; purchasing books related to the loss for the school library; and volunteering for a related cause.

Prohibited Memorial Activities

Selling and or fundraising for memorial items during the school day is prohibited. District accounts including student activity accounts cannot be used to support, finance, or fundraise for memorialization. Proceeds from district events cannot be donated to agencies for memorialization. However, fundraising at district events can be done for organizations in the name of deceased persons, limited to a single event. Utilizing formal all-school events including (e.g. Graduation, Prom or other thematic events or weeks) to memorialize deceased students or staff is prohibited. Commemorative items or events can be sponsored by community-based agencies and promoted outside of the school day.

~~There will be no formal recognition of anniversary dates. District staff will not provide memorial monitoring for any site not on school grounds and generally available to the public such as a crash site.~~

[Cross Reference: KCDA – Memorials, Dedications and Recognitions](#)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KLG
Draft to Policy Committee: September 13, 2017 School Board First Read: October 4, 2017	Page 1 of 1 Category: Recommended

RELATIONS WITH POLICE AUTHORITIES

It is the policy of the [Oyster River Cooperative](#) school district to cooperate with law enforcement agencies to the extent necessary to protect the health, safety and welfare of students, staff and visitors to the school.

The district may utilize a school resource officer ~~and may~~ [provided the district](#) collaborate with local law enforcement agencies ~~to engage the use of school resource officer~~. In such situations, the superintendent is authorized to develop and implement a memorandum of understanding with local law enforcement relative to the use of [a](#) school resource officer.

[Cross Reference: Memorandum of Understanding](#)

Legal References:

RSA 186:11, XXXVII, School Resource Officers

RSA 193-D:4, Written Report Required, Memorandum of Understanding

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CHCA
Draft to Policy Committee: June 11, 2013 School Board First Read: June 19, 2013 School Board Second Read/Adoption: July 17, 2013 Policy Committee: September 13, 2017 School Board First Read: October 4, 2017	Page 1 of 1 Category: Recommended

APPROVAL OF HANDBOOKS AND DIRECTIVES

The Oyster River Cooperative School principal(s) and directors, as applicable, are responsible for the development of student handbooks per administrative handbooks.

The contents of all handbooks must conform with District-wide policies, regulations as well as State and Federal Laws. The Board, ~~must annually approve and adopt in the summer of the upcoming school year,~~ [through the superintendent, will be updated annually with a summary of any changes made all in the handbooks.](#) ~~prior to publication and distribution.~~

[The Board will receive copies of the completed handbooks.](#)

~~Cross Reference: CHCH-R – Approval of Handbooks and Directives (when written)~~

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EBCA
Draft to Policy Committee: September 13, 2017 School Board First Read: October 4, 2017	Page 1 of 1 Category: Recommended

EMERGENCY PLANS

The [Oyster River Cooperative School District](#) Superintendent is responsible for ensuring the District's Emergency Response Plan conforms with the requirements of RSA 189:64 and addresses hazards including, but not limited to: acts of violence, threats, natural disasters, fire, hazardous materials, medical emergencies, and other hazards deemed necessary by the School Board or local emergency authorities. The emergency response plans will be based on and conform to the Incident Command System and the National Incident Management System.

The School Board directs the Superintendent to develop site-specific emergency response plans for each school building, to have each plan reviewed annually prior to September 1, and to submit the emergency response plans or if the annual review does not change the plan, notice that the review has been completed to the Department of Education no later than September 1st each year.

The Superintendent is authorized to provide a current building schematic floor plan in digital format to the Division of Homeland Security and Emergency Management of the Department of Safety.

The Superintendent is responsible for ensuring that at least two times per year, the District conducts emergency response drills. The Superintendent will establish a relationship with local and state emergency and law enforcement authorities. The Superintendent or his/her designee will serve as a coordinator/liaison with these authorities.

Legal References:

RSA 189:64, Emergency Response Plans

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EEAF
Date of Adoption: May 21, 1987 Code and Title Change-Adoption School Board: May 2, 2012 Review Policy Committee for deletion: June 14, 2017 <u>School Board for Deletion: October 4, 2017</u>	Previously: EEAD Page 1 of 1

SPECIAL USE OF SCHOOL BUSES

The board's general philosophy is that school buses operated by the school district are to be used primarily for school purposes and that taxpayers will not be expected to subsidize busing equipment or personnel not necessary for school district purposes.

Nevertheless, it is the policy of this board to make available for use by community groups school buses to the extent that such use does not impinge upon or impair use for school district purposes.

Nonschool use of district school buses shall not interfere with:

- 1) transportation to, from, and between schools and/or educational placement,
- 2) transportation for school activities and functions,
- 3) emergency transportation of students,
- 4) time required for maintenance and service,
- 5) availability of standby equipment for school purposes.

Regulations for community use of school buses will be developed by the administration and made part of transportation regulations.

Policy Committee Meeting Minutes

Wednesday, September 13, 2017@ 3:30 PM

Attendees: Kenny Rotner, Denise Day, Tom Newkirk, James Morse, Wendy DiFruscio

Visitors: 0

Jim opened the meeting by asking the current members if they had a nomination for a new chair for the committee. Tom nominated Denise and Kenny seconded. All in favor. Denise moved the meeting forward.

Policy EFAA – School Meals Program Charging – this policy was brought before the committee as it is now a required policy. Doris Demers our School Nutrition Director was unable to attend this meeting, but had thoroughly reviewed and revised for the policy committee to review. Several clarifying questions were asked and after a lengthy discussion it was decided to place this policy on hold until the next meeting and have Doris and possibly Jay Richard attend as well.

Policy KCDA & R- Memorials, Dedications and Recognitions Policy/Procedure – Jim explained to Tom the background on why this policy and procedure were brought before the committee in June. He explained that at the June meeting both Heather Machanoff and Jason Baker had worked on developing this and that it was reviewed and revised at that meeting. The revised policy is being brought forward for a second review by the committee. Tom asked some clarifying questions and it was agreed that this policy will be sent to the Board as a first read.

Policy KLG – Relations with Police Authorities – this is now a required policy as we have a school resource officer who also serves as a local law enforcement officer. Minor changes were made and this policy is ready for a first read.

Policy CHCA – Approval of Handbooks and Directives – This policy is being brought back to the committee at the request of the School Board that it be changed to reflect that approval by the Board is no longer required. A summary of changes to the individual handbooks will be reported to the Board prior to the start of each new school year and an electronic copy of the handbooks will be provided to the Board members. This policy is ready for a first read.

Policy EBCA – Emergency Plans – This is a recommended policy for districts as the law has changed surrounding the submission of these plans to the state. No changes were made and this policy is ready for a first read.

A lengthy discussion ensued pertaining to the current District policy surrounding non-discrimination. The committee suggested that policy AC -Non Discrimination/Equal Opportunity be added to the Board meeting agenda tonight for a full Board discussion.

Meeting ended at 4:30 PM – Next meeting October 11, 2017.

Respectfully submitted,
Wendy L. DiFruscio



ORHS ATHLETICS
55 Coe Drive
Durham, NH 03824
603-868-2375 x1105
603-868-1355 Fax

OYSTER RIVER HIGH SCHOOL ATHLETICS DEPARTMENT

To: Dr. Jim Morse, Superintendent
From: Andy Lathrop
Date: 9/29/17
Re: 2017 MS Coach Nominations

Message:

Please accept the following names for nomination to coach their selected sports this upcoming fall season.

Middle School:

Paid Positions:

Name	Activity	Stipend	Years	Longevity	Total
Heather Concannon	.50 fte Cross Country	\$1,197.50	0	\$0	\$1,197.50
Juliann Woodbury	.50 fte Cross Country	\$1,197.50	0	\$0	\$1,197.50

Yours in Sport,
Andy Lathrop
Director of Athletics
Oyster River Cooperative School District

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Juliann Woodbury	School: OMHS
Position: Middle School XC	Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/>

Athletic Director Narrative:

Juliann is currently employed as the speech and language teacher at the middle school. She brings extensive experience in cross country to the program. She will split the stipend with Heather Concannon.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

9-19-2017
Date

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Heather Concannon	School: ORMS
Position: Middle School XC	Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/>

Athletic Director Narrative:

Heather is currently employed at the Middle School as a para professional. She has worked with the track to in the past and brings extensive running experience to the program. She will split the stipend with Juliann Woodbury.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

9-19-2017
Date