

# Oyster River Cooperative School Board

## Regular Meeting Minutes

October 6, 2022

DRAFT

**SCHOOL BOARD PRESENT:** Michael Williams, Denise Day, Brian Cisneros, Dan Klein, Yusi Turell, Heather Smith, Matt Bacon

**STUDENT REPRESENTATIVE:** Paige Burt

**ADMINISTRATORS PRESENT:** Dr. Morse, Suzanne Filippone, Catherine Plourde, Sue Caswell, Rachael Blansett, Misty Lowe, Jay Richard, Rebecca Noe, Shannon Caron, Felicia Sperry, Kim Felch

**STAFF PRESENT:** Alida Carter

**GUEST PRESENT:**

**ABSENT:**

**I. CALLED TO ORDER at 7:06 PM by Michael Williams**

**II. APPROVAL OF AGENDA**

**Brian Cisneros moved to approve the agenda as written, 2<sup>nd</sup> by Yusi Turell. Motion passed 7-0 with the student representative voting in the affirmative.**

**III. PUBLIC COMMENTS – None provided**

**IV. APPROVAL OF MINUTES**

**Denise Day moved to approve the September 21<sup>st</sup>, 2022 Regular Meeting Minutes, 2<sup>nd</sup> by Brian Cisneros.**

**Denise submitted the following revisions:**

On page 1 under Board Comment it should read, “attended the 5<sup>th</sup> and 8<sup>th</sup> grade open house at ORMS and was impressed by the classroom set ups.”

On page 2 under the Superintendent Report, in the last paragraph that starts “In Concord” it should read “relating to cooperative school districts” instead of co-op.

**Motion passed with correction 6-0-1 with Yusi Turell abstaining and the student representative voting in the affirmative.**

**Denise Day moved to approve the September 21<sup>st</sup>, 2022 Non-Public Meeting Minutes, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0-1 with Yusi Turell abstaining and the student representative voting in the affirmative.**

Michael provided a correction to the August 17<sup>th</sup> Regular Meeting Minutes. On page 2 under Rebecca Noe’s update remove the phrase “and fire department.”

**Denise Day made a motion to amend the August 17<sup>th</sup>, 2022 Regular Meeting Minutes, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0 with the student representative voting in the affirmative.**

### **Non-Public Session**

**Chair Michael Williams made a motion to move into Non-Public Session at 7:09 pm under RSA 91-A:3 II (c), 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0 by roll call vote.**

- **Personnel Matter**

The Board returned from Non-Public Session at 7:18 pm.

**V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**

**A. District**

Misty Lowe of Mast Way shared that Open House will be held over two nights to help with parking constraints and crowding in the building. Families can attend at 6pm on Oct. 12<sup>th</sup> for grades K-2 and Oct. 13<sup>th</sup> for grades 3-4. A family can choose the night best for them if they have students across grades, but please note that teachers will only be present on the night their grade is represented. Half of the unified arts team will also be available each night. Classrooms will be open with student work on display, and the rest of the building will be available to explore. Misty announced the PTO is preparing for the Fall-O-Ween events that will take place on Oct. 21<sup>st</sup> from 5:30-7:30pm. She was excited to share that the school is getting back to normal with the return of field trips for every grade level. Real-life curriculum connections include apple picking, Lee Fire Station, Wentworth Gardens, and the Science Center. She gave kudos to Sarah Farwell for her efforts in the Globe Project, in which students recently tested soil in collaboration with math and science.

Jay Richard of ORMS was excited to share that the turf field is complete. Students will be evaluated in Habits of Learning and teachers will post the scores next week. An in-person Open House will take place Nov. 8<sup>th</sup> and families will be given hard copies of progress reports and fall Star Assessments. Planning for the 8<sup>th</sup> grade Washington D.C. trip is underway and information will be going out soon. Jay congratulated ORMS teacher Alida Carter for earning NH PE Teacher of the Year. He praised her growth mindset, willingness to take on initiatives, leadership in competency based learning and exemplary enthusiasm. Dr. Morse echoed the sentiments emphasizing that Alida's contributions are way beyond the curriculum.

Rebecca Noe of ORHS shared that the advisories had a fun time team building with freshmen students at the Browne Center and she really enjoyed participating as a co-advisor. Teachers and students felt the pep rally was a positive experience and they had a fun time coming together as a community. Open House will take place on Oct. 20<sup>th</sup> at 6:30pm and it will include a building tour based on your student's schedule. The counseling department and information from some of the clubs will also be available. A full Club Fair will take place the following day, Oct. 21<sup>st</sup>, during student advisory. Rebecca let the listening audience know that the tennis courts are complete and beautiful, and a newsletter from the counseling department will now be attached to her update on the last Friday of every month.

Rachael Blansett shared the following updates: teacher assessments will be completed by 10/21 and the information collected will help create a professional development plan for January, she is finalizing dates and logistics to host Tona Brown in mid-to late March, and she is consulting with UNH for a potential partnership. The Superintendent's DEIJ Committee held their first meeting on Sept. 26<sup>th</sup> and the agenda and minutes are posted on the website. They plan to meet monthly on Tuesday nights so stay tuned for a schedule of meeting dates. Rachael said she has recently had the opportunity to meet with some teachers, participate in classroom activities, and introduce herself to the 8<sup>th</sup> grade. She will be reaching out to HS advisories to set up more introduction times. Racheal informed the Board that the Equity Work proposal submitted to NHSAA was accepted and that she and the Assistant Superintendent will be presenting at the Equity Conference in November.

**B. Board** – None provided

## **VI. DISTRICT REPORTS**

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

Suzanne announced that teachers will be fully engaged in a Teacher Workshop Day tomorrow with trainings on bullying & harassment and suicide prevention.

Strategic Plan {Reversal of Order was Made to Agenda for these topics}

**MTSS-B:** presented by Felicia Sperry, Kim Felch, and Shannon Caron

Felicia Sperry, Mast Way school psychologist, discussed Social Emotional Learning (SEL) supports that are accessible to students in the K-4 schools. This includes Open Circle lessons that connect real-time student-specific issues with the curriculum, restorative practices that aim to change behavior through communication and problem solving, and school-wide expectations that are communicated through school mottos that are

expanded upon in the classroom, small group and 1:1 setting. Next steps include training new staff on Open Circle, expanding restorative practices, and refining Tier 2 and 3 in content, data analysis, entry/exit criteria and interventions to provide extra student support.

Kim Felch, MS counselor and SEL Coordinator for grades 5-8, discussed the importance of a cohesive transition between the elementary and middle schools, which led to them adopting Open Circle for grade 5 and the evidence-based curriculum "Caring School Community" for grades 6-8. It parallels the circle format of the elementary school, and it aims to improve school climate and culture as well as the individual student to feel inclusive and safe. The first 10 weeks consists of setting norms and a tone, while the rest of the units are based on school need using discipline data and student reflection. Next steps include continuous review of SEL curriculum to determine staff needs for implementation with fidelity and examining practices and options for collection of data.

**MTSS:** presented by Misty Lowe, Jay Richard, Rebecca Noe, and Shannon Caron

Shannon Caron, ORHS Counseling Director, spoke about the Tier One supports that all students are accessing at the high school. The implementation of "One Trusted Adult" has given advisors and advisees the opportunity to create a safe space, build connections, and participate in community activities. Shannon explained that Tier 2/3 is reviewing referrals and student body data and then looking at specific student data to provide an individualized intervention. These supports may include stress management, executive functioning skills, check in/check out, and connecting with our new LADC counselor.

Misty Lowe spoke on behalf of Mast Way and Moharimet stating they have worked hard on the academic side of supports. Data teams meet regularly to help drive instruction and intervention in a systematic approach.

Jay Richard explained the Tier 2/3 interventions at the middle school are provided through Bobcat Time, and they may look like extra motor breaks, extra practice during music, in addition to academic interventions in reading, writing and math. He explained when students have two deficits, the first focus is improving reading since it is essential to all subjects. Students receive Bobcat time every day for 45 minutes, and activities such as robotics and passion projects are provided to students who may benefit from enrichment opportunities.

Rebecca Noe shared that the high school is refining Tier 1 this year and shifting it to a school-wide focus on data rather than on specific students, which will be the focus of Tier 2/3. For example, cell phone use surfaced as a school-wide issue based on last year's feedback. The opening of school focused on preventative cell phone use as a universal intervention. Some teachers are using a hanging pocket holder for students to place their phones in at the start of class, and the school is looking into buying charging stations. The staff received data about the addictiveness of cell phones and the importance of face-to-face interactions. Daily universal supports include advisory and FLEX time for teachers and students to work together to ask questions, relearn and reassess.

Shannon Caron explained that the Tier 2/3 team, which consists of the special ed. assistant director, two psychologists, two counselors, the LADC counselor and a teacher, meets frequently throughout the year to focus on academic and SEL supports for individual students. At the Tier 2 level interventions may be small group settings such as learning lab, math lab, writing center, executive functioning skills, and stress management. At the Tier 3 intervention level, students may be identified as needing individualized supports, like check-in/check-out, coaching, counseling, and personalized plans to reduce a behavior, such as class avoidance.

#### Money Pox Update – Catherine Plourde

Catherine Plourde shared the CDC's Monkey Pox FAQ's and Recommendations. The New Hampshire Department of Health has not put out any specific protocols for schools. Per the CDC, the risk of monkeypox to children and adolescents in the United States is low. Catherine stated our district will continue with all good practices for cold, flu and COVID. Regarding COVID, Catherine said there was an uptick in staff cases at the beginning of the year, and the concern is when there is a domino effect in a department, particularly food services and transportation since the impact is district wide. *An information sheet is attached to these minutes.*

**B. Superintendent's Report**October 1 Enrollment

Dr. Morse stated the enrollment numbers are very close to last year's with a total of 2,115 students in district. Numbers on homeschooling and private high school are not entirely accurate since they don't have to report out according to NH state law. Currently we do have three families from other school districts paying to attend the middle school, largely to participate in the strings and robotics programs.

Update on Concord Co-op Workshop

Dr. Morse was unable to attend the workshop, but he provided the board with a summary of the House Education Work Session on Coop Bills HB 1366; HB 1399; HB 1679. A suggestion made by Barrett Christina of NHSBA was to establish a Study Commission and NHED Attorney Liz Brown was in support. She felt it should include educators, such as superintendents who understood the curriculum and instruction side of things, stating that Coops were not just a fiscal matter. The next meeting will be October 12<sup>th</sup> at 9:30 to discuss the composition and charge of the Study Commission.

**C. Business Administrator -**Barrington Tuition Rate for FY24

Sue Caswell presented on the Barrington Tuition Rate for 2023-24. The current rate of \$18,883 will go up to \$19,230, which is a 1.84% percentage difference due to increased operating costs.

**Brian Cisneros made a motion to accept the Barrington Tuition Rate at \$19,230 for FY24, 2<sup>nd</sup> by Denise Day. Motion passed 7-0 with the student representative voting in the affirmative.**

**D. Student Representative Report**

Paige Burt reported that the freshmen officers were inducted, and the full student government is in place. She felt last week's spirit events were a success and shared that students really enjoyed the staff verses student games. Regarding upcoming events, Oct. 21<sup>st</sup> is Open House at 7pm, UNH is hosting a college essay workshop, lots of colleges are visiting and it is helpful to register through SQOIR, although you don't have to. Students are looking forward to next week's Coe Brown soccer and volleyball games. Project Green is underway and hosting a competition between advisories to help reduce the carbon footprint.

**E. Finance Committee Report**

Brian Cisneros shared that the Finance Committee met and continued the athletics conversation. Currently, the district does not have the capacity to provide transportation to games during the week, only on weekends. The committee is looking into the costs of each sport, and since the number of participants vary by sport, they will further calculate the cost per student. The rising costs in the economy is making it a financial challenge for the district, and Brian emphasized the need to show fairness to all sports and clubs, since these other activities require transportation too. Dr. Morse let the board know that he does not want to go down the road of "pay to play." Athletics will continue to be a topic of discussion.

**F. Other -** None provided**VII. UNANIMOUS CONSENT AGENDA**

Chair Michael Williams asked if any items needed to be discussed separately and there were no objections from the board.

- Appoint Catherine Plourde as the FY23 Affirmative Action Officer
- ORCSD Communication Specialist
- ORHS Art Teacher

**Michael Williams made a motion to appoint Catherine Plourde as the FY23 Affirmative Action Officer, approve the ORCSD Communication Specialist, and ORHS Art Teacher, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0 the student representative voting in the affirmative.**

## **VIII. DISCUSSION & ACTION ITEMS**

### Budget Goal

Brian Cisneros presented the board with three options to decide on for the FY24 budget goal. He noted a few potential savings, such as retirement contributions and health insurance costs, as well as anticipated expenditures, such as administration positions, the Capital Improvement Plan, and superintendent search costs. On behalf of the Finance Committee, he described three budget increases for discussion:

3.0% increase at the value of \$1,527,484 with negative funding requiring cuts in the cost of \$165,966

3.65% increase at the value of \$1,858,439 with funding in the amount of \$164,989

4.32% increase at the value of \$2,199,577 with funding in the amount of \$506,127

The board discussed the three increase percentages, and a few board comments are as follows:

Denise Day said she'd like the lowest range to be above level funding and not lower with cuts. She felt it may be a waste of time for administration to be looking at cuts. Yusi Turell cautioned a precedent of accepting grants and absorbing the funds when the grants are done. Brian stated a strength of our district is the staff and he felt they have an obligation to provide professional development to make the district better, adding that it's a reinvestment.

Chair Michael Williams reminded the board that since the Budget Workshop is on Oct. 27<sup>th</sup>, which is only 3 weeks away, they should adopt a budget goal tonight.

Yusi said she'd like to see more accurate driver information with the new health insurance rates confirmed at 3% instead of the 10% that was projected. Michael felt it was not practical to wait until the November meeting to set the budget goal.

Michael called a 5-minute recess.

**Brian Cisneros made a motion to adopt 4.32% as the budget goal for the FY24 proposed budget, 2<sup>nd</sup> by Yusi Turell.**

Yusi withdrew her second.

Denise said she thought they were adopting a range. Dr. Morse said a range is more workable for him and Sue.

Brian asked Yusi if he amended his goal to utilize a range from 3.65-4.32% range would she reinstate her second. Yusi said no and Brian withdrew his motion.

**Brian Cisneros made a motion to adopt a range of 3.00%-4.32% as the budget goal for the FY24 proposed budget, 2<sup>nd</sup> by Denise Day.**

Yusi requested if the numbers calculated come in lower than 3.00% that they use those numbers and Dr. Morse said he was confident the range would still be 3.00-4.32%.

**Motion passed 7-0 with the student representative voting in the affirmative.**

### Manifest Review

Michael Williams let the board know that Denise Day and Matt Bacon had served their 6-month Manifest Review obligation and it was time to shift members. Denise said she would be happy to serve again and Yusi volunteered to serve.

Michael appointed Denise Day and Yusi Turell for Manifest Review.

**Brian Cisneros made a motion to appoint the two School Board members to Manifest Review for the next 6 months, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0 with the student representative voting in the affirmative.**

The change will be effective for next meeting.

360° Process for Superintendent Evaluation – discuss if using 360° feedback again this year

The board considered whether they would use the same 360° evaluation process or a version for next year. Dr. Morse shared that he valued the process, and felt it was validating. He expressed concern for the tremendous work that goes into it, especially for Michael. He let the board know that he felt validated by both the traditional and 360° evaluations.

Some board members expressed concern for survey fatigue. It was agreed that it would be important to conduct a 360° evaluation with a new superintendent and then consider spreading out the 360° and traditional evaluations. The general consensus was to not do the 360° evaluation this year.

## **IX. SCHOOL BOARD COMMITTEE UPDATES**

**Manifest Committee reviewed the following Manifests.**

**Payroll Manifest #7- \$1,773,553.69**

**Vendor Manifest #8 - \$1,361,393.74**

Dan Klein reported out on his attendance at the School Board Delegate Association meeting. He said several resolutions passed that were not supported by the school board association, and there was a lot of discussion regarding the association's decision to withdraw from the national organization. Dan said he is happy to provide any information regarding specific resolutions if anyone has any questions.

Heather Smith reported that the Sustainability Club met and is working on a student-driven composting program. They are working on efforts to get buy-in from the student body and they have a goal to bring back community dinners. The nutrition department is in support, so it is currently a work in progress with more details to come.

Denise Day reported that the DEIJ Committee met and participated in a valuable exercise of identifying the accomplishments that were made over the years. This reflection is helping to guide plans moving forward.

November 7<sup>th</sup> will be a joint meeting with Barrington.

**X. PUBLIC COMMENTS - None provided**

## **XI. CLOSING ACTIONS**

**A. Future Meeting Dates:**  
 October 19, 2022 – Regular Meeting – Mast Way Cafeteria  
 October 27, 2022 – Budget Workshop – Durham Town Council 8:00-1:00 PM  
 November 2, 2022 – Regular Meeting – ORMS Recital Hall

**XII. NON-PUBLIC SESSION:** RSA 91-A:3 II (Moved to follow Section IV. Approval of Minutes)

**NON-MEETING SESSION:** RSA 91-A2I {If Needed}

## **XIII. ADJOURNMENT:**

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

**Heather Smith made a motion to adjourn the meeting at 9:55, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0 with the student representative voting in the affirmative.**

Respectfully Submitted,  
 Karyn Laird, Records Keeper

## **Monkey Pox FAQs and Recommendations**

**(Schools, Early Care and Education Programs, and Other Settings Serving Children or Adolescents)**

Per the Centers for Disease Control and Prevention (CDC), at this time, the risk of monkeypox to children and adolescents in the United States is low. However, the following information has been provided for schools regarding recommendations and information.

### **FAQs**

#### **Should settings serving children and adolescents worry about monkey pox?**

Monkeypox can infect anyone if they have close, personal, often skin to skin contact with someone who has monkeypox. In this outbreak most cases have been associated with sexual contact and although less common in this outbreak, can also spread by touching contaminated objects.

#### **How should settings serving children or adolescents prepare for possible monkeypox exposures?**

Settings should follow their everyday operational guidance that reduces the transmission of infectious diseases. This includes children, staff, and volunteers staying home when sick, ensuring access to adequate handwashing supplies, including soap and water, maintaining routine cleaning and disinfection practices, identifying private spaces for assessment of an ill child away from others, and providing personal protective equipment (PPE) for staff who care for students with infectious diseases. If there is a monkeypox exposure, the department of health will help in considering appropriate actions to prevent the spread of the virus.

#### **What to do if there is a case of monkeypox in the setting?**

Clean the classroom/space: The areas where the person with monkeypox spent time should be cleaned and disinfected before further use. Focus on disinfecting items and surfaces that were in direct contact with the skin of the person with monkeypox, or often in the presence of the person with monkeypox. Children, staff (other than those who are cleaning and disinfecting), and volunteers should not enter the area until cleaning and disinfection is completed.

Support the health department in contact tracing: Contact tracing can help identify people with exposure to someone with monkeypox and may prevent additional cases. Settings serving children and adolescents should contact their health department if a person with confirmed monkeypox has been in their facility and should support efforts to identify individuals who might have been exposed to the virus.

Communicate: Provide information about preventing the spread of monkeypox to staff members, volunteers, students (when age appropriate), and parents. Keep messages fact-based to avoid introducing stigma.

### **When can someone with monkeypox return to the setting?**

Monkeypox causes a rash with lesions that eventually scab over. People with monkeypox should prioritize isolation and prevention practices until all scabs have fallen off, and a fresh layer of healthy skin has formed. This may take as long as 4 weeks after symptoms began. Caregivers should work with a healthcare provider and the department of health to decide when the child or adolescent can return to the educational setting.

Staff or volunteers who have monkeypox should isolate and be restricted from the workplace according to CDC's isolation and prevention practices.

### **Should we allow someone in our setting who has been exposed to monkeypox?**

Children, staff, and volunteers who are exposed to a person with monkeypox do not need to be excluded from an educational setting in most cases.

In some cases, if contact tracing may not be possible and there was a high degree of exposure, the health department may consider limiting an individual's participation in activities. The health department will consider the age of the individual and their ability to recognize or communicate symptoms, the types of interactions in the environment, and the risk of more severe disease to others in the setting.

### **What should we do if a person who has been exposed to monkeypox develops symptoms while in our setting?**

When someone is exposed to monkeypox, the department of health decides if the amount of exposure warrants monitoring for monkeypox symptoms. Monitoring means that an individual, or a parent or caregiver, watches for development of symptoms for 21 days after the exposure.

If a staff member or volunteer under monitoring for monkeypox develops symptoms, whether at home or while in the setting, they should isolate at home, be medically evaluated, and contact the local health department.

If a child or adolescent develops symptoms while in school:

- The child should:
  - Be separated from other children or adolescents in a private space (such as an office).
  - Wear a well-fitting mask (if the child is at least 2 years old).
  - Be picked up by a caregiver so they can receive medical assessment.
- Staff who are monitoring a child or adolescent should:
  - Avoid close contact, if possible, but continue to attend to the child in an age-appropriate manner.
  - Avoid touching the rash, if present, and cover the rash area with clothing if possible.
  - Wear a respirator (preferred) or a well-fitting mask if not available.
  - If close contact is required (for example, holding the child), gowns/smocks and gloves should be used if available.
  - Wash hands routinely and after the child has been picked up or touched.
  - Change, and launder, or throw away any soiled clothes, gloves, or smocks.