

Oyster River Cooperative School District
REGULAR MEETING

October 7, 2020 Oyster River High School Auditorium 7:00 PM

I. CALL TO ORDER

6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING
7:00 – 7:45 PM – Joint meeting with Barrington School District School Board
7:45 PM - Begin Regular Board Meeting

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

- Motion to approve 9/16/20 and 9/30/20 Regular Meeting Minutes.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

- A. District
- B. Board

VI. DISTRICT REPORTS

- A. Assistant Superintendent/Curriculum & Instruction Report(s)
- B. Superintendent’s Report
 - New middle school site visit on October 23rd
 - Update for October 21 Board Meeting
 - Request for Athletics to Play in State Tournaments
- C. Finance Committee Report
 - Revision Energy Solar Array agreement
- D. Business Administrator
 - Budget Memo
- E. Student Senate Report
- F. Other:

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

- Motion to approve the Manifest as presented.
- Motion to approve request for athletes to play in state tournaments.
- Motion to approve Revision Energy Agreement as recommend by the Finance Committee.
- Motion to authorize the Chair to sign the MOA between the District, ORPaSS and ORESPA.
- Motion to approve Catherine Plourde as Affirmative Action Officer.
- Motion to approve List of Coaching Nominations and Replacements
- Motion to approve List of Policies one for second read/adoption: Policy FF-Naming of Facilities and one for deletion FL & R- Retirement of Facilities.

VIII. DISCUSSION ITEMS

- October 1 Enrollment

IX. ACTIONS

- A. Superintendent Actions
- B. Board Action Items

X. SCHOOL BOARD COMMITTEE UPDATES

XI. PUBLIC COMMENTS

XII. CLOSING ACTIONS

- A. Future meeting dates: October 21, 2020 Regular Meeting
October 29, 2020 Budget Workshop -Lee Safety Complex

- XIII. NON-PUBLIC SESSION: RSA 91-A:3 {If Required}
- NON-MEETING SESSION: RSA 91-A2 {If Required}

XIV. ADJOURNMENT

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

Respectfully submitted,

Superintendent

**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, Chair | Term on Board: 2019 - 2022 |
| • Yusi Turell | Term on Board: 2020 - 2021 |
| • Michael Williams, Vice Chair | Term on Board: 2020 - 2023 |
| • Denise Day | Term on Board: 2020 - 2023 |
| • 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 Minutes

September 16, 2020

DRAFT

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

Student Representative:

ADMINISTRATORS PRESENT: James Morse, Todd Allen, Sue Caswell, Suzanne Filippone, Andy Lathrop, William Sullivan

STAFF PRESENT: None

GUEST PRESENT: Ron Lamarre, Lavallo Bresinger Architects, Andre Kloetz, Bauen Corp. Ned Reynolds, Dan Klapp – Revision Energy

GUEST'S PRESENT VIA REMOTE ACCESS: None

There were 11 members of the public present.

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

Tom Newkirk stated that he had no additions to the agenda, however he stated that one of the candidates, Brendan Jorgensen, due to a prior commitment, would be late to the public comments and Tom asked the Board Members if they would be okay with Mr. Jorgensen introducing himself when he arrived. All agreed. Tom then went on to welcome everyone that joined this meeting in a public setting since March.

There were no additional changes suggested.

II. APPROVAL OF AGENDA:

Denise Day moved to approve the agenda as presented, 2nd by Brian Cisneros. Motion passed with a vote of 6-0.

At this time Tom introduced public comment.

III. PUBLIC COMMENTS:

Matthew Bacon of Madbury introduce himself as one of the candidates and stated that he has 5 children, one at the middle school and four at Moharimet. His family is heavily invested in the future of the District and appreciates the opportunity of running and thanked the Board.

Alyson Jumper of Durham and has 3 children in schools. Thanked the Board for getting the Hybrid model at the elementary level and getting the children back to school. She also thanked the teachers and paraeducators. She wants to advocate for in person learning for all students in the District and would also like to see a hybrid model for 5th grade and the K-4 model go to five days a week. Also, would like to see easy access to curriculum change and what that impact would be. She thanked everyone who was working hard to keep the children engaged.

Greg Poitras of Lee stated that he has a junior in the high school who is involved in golf, hockey, and tennis team. He had three concerns pertaining to the recent rules concerning participation in non-OR sports, student athletic transportation and the COVID liability release that parents needed to sign.

Yusi Turell of Durham explained her UNH experience, her behind the scenes work on the past superintendent search, and also with the superintendent's plan to retire in the near future, would like to be a part of the search for a replacement. She explained her work surrounding the afterschool mandarin program and all that she hopes to bring to the Board if elected. She is eager to join the Board and thanked the Board for their consideration.

Heather Smith of Durham has two children in the OR schools. She has a lot of activity with the PTO in Moharimet and served 4 years as the Chair. She believes in service and community building engagement. Deeply committed to diversity. She thanked everyone for their service and the opportunity to serve on the Board.

Rebecca Throop of Lee has two sons, one that graduated and a freshman. She is proud of our community and the amazing talent represented in this room now. She shared her background of experience. She felt that whoever was chosen would need the skill set to wear many different hats to serve and support the OR District. She applauded all for the work being done and thanked the Board for their service.

Debbie Harmon of Lee stated that she has three children with her youngest being a freshman. Shared her experience of first planning on moving to the district 20 years ago. She explained that she has been on the middle school PTO, was asked to join the "Go Vote" committee and her experience on that committee. Stated that she understands the difficult decisions that need to be made and will do her homework, attend all meetings and that it would be an honor to serve on the Board and thanked everyone.

Jessica Lewis of Lee has two children in the district schools and that she is a professional pediatric occupational therapist working in Manchester. Felt that the situation has been unique and that the Board has acted admirable and would love to contribute to that. She thanked the Board for their consideration.

Marie O'Neil of Madbury has three children in OR schools. She wanted to speak of families experience to the start of the school year and started by commending the sixth-grade teachers on the explorer team for the program that they rolled out. Explained that she hoped for a full day in learning at the elementary level, so chose the best possible option of Hybrid, and that this is not working. She is appealing to the Board to convert this model into a more in-person model. She thanked the Board for their time.

Adam Gilsdorf of Durham with two sons at the high school. He explained that his children are not having a product start with this model. Concerned about their mental health of being home alone during this time. They need the interaction of being in a school, classroom and with their peers. Understand the risks involved in this type of model but felt it was a risk worth taking to get students back in the classroom. He thanked the Board.

There were no additional public comments.

IV. APPROVAL OF MINUTES:

Motion to approve the September 2, 2020 meeting minutes: Revisions: None
Michael Williams moved to approve the September 2, 2020 meeting minutes, 2nd by Brian Cisneros. Motion passed with a vote of 6-0.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:

A. District: None

B. Board:

Denise Day thanked everyone who spoke during public comment and for those who have taken the time to write letters to the Board, your input is very helpful.

Brian Cisneros thanked Tom for his speech on behalf of the Board during Kenny's ceremony it was a great service.

Tom Newkirk thanked Al and the team from the Town of Durham for all of their help in making Kenny's service such a special event.

Al Howland stated that the ceremony for Kenny was truly amazing and they were able to keep everyone safe.

Dan Klein also echoed Brian's thoughts and thanked Tom. He also thanked Al for all the time he dedicated during Kenny's suffering. He thanked everyone that submitted their information for the open seat and that it will be a difficult decision for the Board with so many great choices to choose from.

VI. DISTRICT REPORTS:

A. Assistant Superintendent Reports:

Todd Allen reported out to the Board on the NHSAS testing. This did not happen last spring due to the COVID shut down. He stated that there will be an interim assessment portal tool for school use that he is working with Josh Olstad to implement, and that it will be available to students October 1 – 31.

Todd reiterated on the two Sabbatical Leave from last year that two teachers took part in and the topics that were undertaken and reported out to the Board. He stated that this year Jon Bromley, a high school science teacher, is taking a ½ year sabbatical and his topic is a capstone project at the high school. He will be reporting out on this project to the Board in an upcoming meeting.

Al Howland asked a question to Todd about the distribution of computers to the 11th and 12th graders and the timeframe for delivery.

Denise Day asked about the update on the agenda surrounding SAT testing.

Todd thanked Denise for the reminder and stated that a pencil/paper test will be given to the seniors on September 23rd. He did not expect 100% participation as some students exercises other means for taking this test.

Tom Newkirk clarified that a Board member would be needed for the Sabbatical Committee and asked when that was needed by and also asked the Board to be thinking about that.

Todd stated in January.

Tom Newkirk interrupted the meeting at 7:49 PM to ask if Brendan Jorgensen was in the audience and if he wished to come up to the podium to introduce himself as another candidate for the vacancy.

Brendan Jorgensen thanked the Board for allowing him to speak at this time. He stated that he has three children and lives in Durham near the campus. He applied for the vacancy as a way to serve the community and also for his children and their future in the OR schools. He would come in as a learner to look for ways to be helpful. He has no agenda or projects in mind. He thanked the Board for their consideration.

B. Superintendent's Report:

Jim stated that before they move onto the presentation by Revision. He wanted to take a moment to express his thanks to the Durham Evangelical Church for their donation of 2,500 reusable face masks for the District. A thank you to the Lee Congregational Church for allowing the District to use their driveway for parent pick up at the Mast Way School. A thank you to the Town of Madbury for allowing the District to use their athletic field lot for parent pick up at the Moharimet School. These are three examples of great community support.

At this time, he also read the following statement from the Guild for Kenny Rotner.

On behalf of the Oyster River Teachers' Guild, we would like to take a moment to express our gratitude for Kenny Rotner's contributions as an integral ORCSD school board member. His humane voice and consistent compassion will be deeply missed. Several of us have served on district committees in collaboration with Kenny. He could be counted on to champion marginalized students, and to ask difficult questions that only improved the outcome of our work together. Kenny was admired by many as a perpetually kind person who was willing to listen, integrate new perspectives, and change his opinion after considering new data. He modeled a healthy process for deliberating on weighty topics. It is difficult to fill the void left by someone like Kenny in our school district and community. We are grateful for all he did to support students, teachers, and our community!

Oyster River Teachers also wish to express our deepest condolences to Tracy, Kenny's wife and a long-time nurse in the District and his daughter Emma an Oyster River High School graduate. May knowing that others are thinking of you at this time help to provide you comfort.

Tom asked Revision Energy to come up to the podium and start their presentation.

Ned Reynolds began by thanking the committee for the opportunity for him and his associate, Dan Klapp, to present at this meeting.

He continued by stating that he has worked with the District before on the facilities building and also with the Town of Durham. Ned went on to explain about their company and also showed pictures of other schools and businesses that they have done in the past, and also what they are currently working on.

He continued his presentation by reviewing slides that showed the NH Grid Electricity Rates from 1970-2018, a slide pertaining to the cost of solar PV from 2009 to 2025. He explained the current status of the updated designs for the new middle school rooftop and busport arrays which total 638 kW DC (483 AC) with a total of 1,450 panels. He further explained that those panels would produce

684,555 kWh projected annual production and that they recently are able to upgrade panels to 440W from 375s.

Ned explained the Power Purchase Agreement (PPA) which is a low risk way to get solar built with no up-front capital outlay and, there is immediate energy cost savings with significant long-term savings especially with a buyout. He further stated that it encompasses three parties: host/site owner, Revision Energy, and a third-party investor. There is a buyout option at a significant discount starting in year 6 and there is an option to remain on the PPA for the term which is 25-35 years. He also reported out that the PPA rate changed from his presentation to the Finance Committee to a lower amount of 9.2 cents per Kw rate.

The Board clarified that it would be more advantageous to the District to exercise the buyout. There were questions asked pertaining to the panels used in the past and their decrease in efficiency over time, and the comparison of efficiency and life span of the newer panels that would be utilized for the middle school.

There was additional Board discussion pertaining to the possible credit that the District could receive by using solar and how that would be paid to the District, and the possibility of the excessive usage for another location. There was discussion surrounding the busport not being a part of the PPA and having an additional cost of \$352,820 and should it be included in this year's budget or next years. If it goes into FY22 it needs to be a priority for the CIP and move to the top. Questions pertaining to the obtaining and delivery and storage of materials needed for the work.

Dan Klapp from Revision spoke about the possibility of adding the Busport to the PPA so that Revision can "Safe Harbor" this project in 2020 for the 2021 construction and secure the 26% Investment Tax Credit for the investor for the lowest possible PPA rate. They can put in a clause that protects both parties and also stated that this does not need to be decided by tonight.

There was a discussion surrounding the timeline that the Board is following for budget development.

Tom Newkirk asked what happens next and how do we move forward with this. Jim stated that the Finance Committee is meeting again on September 30th and asked Dan Klapp if that gives them enough time to present a proposal to the Finance Committee. The committee will then review the options presented and come back to the Board with their recommendation for approval at the October 7th meeting.

Additional discussion ensued pertaining to the Solar Array.

Tom Newkirk asked that since it was 8:48 PM would the Board mind moving up the voting for the selection of the vacant seat and then take a 5-minute break. There was no objection.

Tom took a moment to update the Board on Giana Gelsey the one candidate that could not attend the meeting and provide her background. He also clarified that this position was to finish out the current year term until March of 2021 and then they would need to express their intent to run again to fulfill the three-year term or until March of 2022. He then asked the Board if they wished to make any comments before opening up the voting and explained the process. He stated that he was impressed with all 8 candidates and how difficult it will be to choose one.

Michael Williams agreed with Tom and that it is great we have the interest that we have. The qualifications are outstanding, and it is nice to be able to make a positive choice. He appreciates everyone's willingness to serve.

Brian Cisneros agrees that everyone's qualifications are exceptional, but he would ask the Board to look at a representative from Lee, as he is the only one and that this would provide a broader view of what is going on in the town, and also asked to look for a candidate that has the time to contribute.

Al Howland stated that he is thinking the same thing about a representative from Lee to balance out the Board and agrees that the candidates are phenomenal.

Denise Day echo's the sentiments shared and would be thrilled with any candidate that is chosen. Thinking of the District Strategic Plan and the skill sets in relation to that, she is leaning toward Yusi Turell, and asked the Board to consider her candidacy.

Dan Klein agrees that Lee is under represented, but also raised the gender issue that Denise is the only woman on the Board and the talk surrounding diversity are the two factors that have led him to Yusi Turell as the leading candidate.

Michael Williams stated that he is in favor of Matthew Bacon. He has known him for a number of years of working in the community, his temperament and experience in crisis management. He would be an asset to the Board, schools, and community.

Brian Cisneros would recommend Deb Harmon of Lee as she has a great temperament for dealing with people in a professional manner, she is a PTO member and was an active middle school supporter. She would be an asset to this Board.

Tom Newkirk stated that he worked with Deb on the MS committee and if a good idea was presented, she was always willing to step up. With Yusi Turell she was an advocate and active supporter for the World Language program. This will be a very difficult choice.

Al Howland wanted to add that he agrees with Dan is regards to the gender. It would be great to have diversity and additionally to bring the elementary perspective into it but for him, Jessica Lewis met all of his criteria and has a strong science background.

There were no additional comments and the voting proceeded. Tom explained that everyone has one vote and we will eliminate the zero vote and proceed until we get a candidate.

Vote 1 resulted in the following show of hands:

Matthew Bacon: 1 vote – Michael Williams
Giana Gelsey: 0 votes
Debra Harmon: 2 votes – Brian Cisneros and Tom Newkirk
Jessica Lewis: 1 vote: Al Howland
Heather Smith: 0 votes
Rebecca Throop: 0 votes
Yusi Turell: 2 votes: Dan Klein, Denise Day

Vote 2 and Vote 3 resulted in the following show of hands:

Debra Harmon: 3 votes – Brian Cisneros, Tom Newkirk, Al Howland
Yusi Turell: 3 votes: Dan Klein, Denise Day, Michael Williams

Tom Newkirk proposed that these two candidates will be the finalist and that we will have an additional meeting for interviews on September 30th following the Finance Committee.

Tom thanked all the candidates and called a 5-minute break at 9:15PM.

Meeting resumed at 9:20

Update on MS/HS Sports

Andy Lathrop reported out that athletics has been running since September 8th and doing really well. We have been able to come up with a schedule and are playing games in the Southeast Region. We are proud of the kids and coaches who are following the COVID protocols put in place.

Jim asked Andy to speak about the end of the season and winter sports timeframe for Board support.

Andy hoped that there would be an interdivisional championship tournament that could start local and as you advance it would move further out. In terms of Winter sports, they usually start after thanksgiving with discussions beginning in October, but he believes that the NHIAA will probably delay. These are different sports with different guidelines.

The Board asked how participation has been, did that number include middle school and was it determined based on the final forms or participants.

Andy stated that there is currently 260 compared to 290 last year and Bill confirmed approximately 200 in middle school which is similar to last year.

There was a discussion surrounding clarifying, understanding, and relaying of the rules surrounding non-district and district sports choices, the difference between the MS and HS sports participation.

Andy hoped that the email that he sent would clarify these questions.

Questions asked about the difference between sports, clubs and participation in activities and the guidelines surrounding this.

A discussion ensued.

C. Business Administrator:

FY22 Budget Calendar

Sue Caswell shared the proposed dates for all of the upcoming meetings pertaining to the budget.

Al Howland asked about the November 18 & 19 dates on the calendar, should they be reversed.

Michael Williams reminded the Board that that is about the time that the Finance Committee suggested a second meeting with the three towns.

Denise Day made a motion to approve the FY22 Budget Calendar, 2nd by Brian Cisneros. Motion passed with a vote of 6-0.

D. Finance Committee Update:

Budget Goal Update

Al Howland explained the process he used for the proposed budget goal and explained everything that he included in the language.

Michael Williams asked why the goal excluded Funds 21,22 and 23, these should be included for consistency.

Jim asked Sue what the three numbers would be that are based on \$48,791,231.
Sue relayed the following: 2.5% - \$1,219,781. 3% - \$1,463,767 and 3.5% - \$1,707,693.

Al Howland made a motion to approve the FY22 Budget Goal as revised below, 2nd by Michael Williams. Motion passed with a vote of 6-0.

The 21-22 School Board budget goal will include three options. 2.5% (1,219,781), 3% (1,463,737), and 3.5% (1,707,693) net increases from the approved fiscal 20-21 budget (48,791,231). The total increases will include funds 10, 21, 22/23, and all School Board recommended warrant articles. Revenue and reserve accounts can be used to offset expenses.

Additional discussion ensued pertaining to the budget goal with clarifications made and questioned answered.

~~**E. Student Senate Report:**~~

~~**F. Other:**~~

VII. DISCUSSION ITEM:

Retirement Incentive

Jim began by saying that the budget goal that Al just articulated, and the Board supported will be part of the structural changes made within the budget. If the Board approves this list it will reasonably come close to about ½ a million dollars in savings.

Denise Day asked where the money for this is coming from? There are more people on the list than originally presented.

Jim explained the right now we are running a lean budget, overall, there are about 20 positions that we are not filling this year due to the model we are using. We received an unexpected Heath trust holiday of approximately ¼ million dollars. We are in a good position to pay out the accumulated sick leave and also part of the retirement incentive in this budget.

Dan Klein stated that this is the right think to do, there are amazing teachers on this list with unique talents. This is a big sacrifice.

Additional discussion surrounding the reason behind this incentive and the enrollment decline, positions that will not be recommended for replacement and will this incentive be built into the FY22 budget.

Brian Cisneros made a motion to approve the list of retirement incentives, 2nd by Michael Williams. Motion passed with a vote of 5-1 with Denise Day voting against.

Questions the Board Needs Answers to Regarding Increasing Student Participation in Schools

Jim explained that he wanted to ask the Board to submit questions to him that they wanted answers to before the meeting on October 21st. This would allow everyone to have a clearer understanding of where we are now and where we want to move to. He stated that he would also have the recommendations from the administrators to add to this discussion.

Denise Day asked:

A list of dates of the different groups brought in and the amount traffic coming into the building for orientation, testing, etc.

The number of students and staff sent home that developed symptoms during the day? How many are under precautionary quarantine

Tom Newkirk asked:

What are we moving towards and the criteria to reach that? Are there metrics that we can use to move to a more inclusive model?

What is the next step: K-1 full days? K-4 Full days?

Use the elementary model at the middle school? Middle school 2 days?

Would the model be to have bigger targeted groups but still remain primarily remote?

With the number of staff at the middle school who cannot go in, is the middle school limited by that or are you going to have to find ways to have an inclusive middle school? How are you going to accommodate that?

Al Howland asked:

What is the criteria for expansion? This needs to be clearly articulated.

Given the current staffing at the elementary level, what could we accommodate under our current model for reentry?

What are expanded targeted groups and what could they be given the current staffing limitations?

Who is the next priority and what can we accommodate?

Michael Williams asked:

How is the elementary level doing with the mask protocol?

How is the meal service working in school?

Utilization of classroom space, transportation, and school nutrition program at all 4 schools?

Competitive intelligence – what are you hearing from other school districts about making changes and what direction are other superintendents intending on going?

Do we plan on sending out another survey to parents before we discuss on October 21st?

Brian Cisneros asked:

How many more spots per grade levels can we fit in with what we have now?

What worked well?

What have we learned, is there something more efficient that we have not seen?

A brief discussion ensued pertaining to how this information will help to define the scope of the next steps that the District will need to take.

VIII. ACTIONS

A. Superintendent Actions: None

B. Board Action Items:

ORHS Department Heads and Advisors

Motion for Department Heads and Advisors

Discussion: None

Denise Day made a motion to approve the list of ORHS Department Heads and Advisors, 2nd by Brian Cisneros. Motion passed with a vote of 6-0.

List of Policies

Tom Newkirk asked Denise to review the policies ready for a vote. Denise explained that there is one policy for first read that had a slight language change and one policy that the committee decided was optional and vague and not needed that they recommend for deletion. She also noted that a School Board procedure was on the list as a first read, and that it really is not a first read it is a requested change from the Board to the agenda format that will be used at the next Board meeting on October 7th.

Motion for List of Policies:

Discussion:

Al Howland expressed his concern for having unanimous consent on the agenda and suggested it be moved up above the discussion and explained his reasoning why.

Jim stated that our intent is to use this at the October 7th meeting, and stated that this is a Board document that does not require a first read.

Dan Klein stated that it is approved at every meeting, so at that time any item that a Board member wished to pull, can happen then.

Brian Cisneros asked for clarification of policy FF and the procedure that would be followed for the naming of a facility.

Denise Day made a motion to approve for a first read Policy FF- Naming of Facilities and as a deletion of policy and procedure FL – FL-R – Retirement of Facility, 2nd by Brian Cisneros.

Motion passed with a vote of 6-0

Al Howland stated that in reading the policy minutes he questioned the paragraph pertaining to the process of possible feedback by the Board before a first read happens. If it is a controversial policy, he likes the idea of having it come to the Board before the policy committee reviews and gets before the Board.

Dan stated that providing a window of opportunity that any member of the Board can flag a policy for discussion by the full Board before the Policy Committee reviews. He asked if this is more process oriented and how would that be determined?

Denise Day stated that we discussed this at the last policy meeting and the agenda is an announcement of what the policy intends to review at their next meeting and if there were concerns with any policy on the list that the Board member could notify Jim with their concerns.

It was determined that moving forward the Policy Agenda and back up will be provided to the full Board for their feedback, if any to Jim before the policy committee meets.

Brian asked if the policy committee could review, if we have one, a policy on the manifest and that it be added to a board meeting as an agenda item.

Dan agreed that this should be an agenda items as he is hoping that there is an efficient way that the full Board can review the manifest.

Tom stated that currently the policy committee has two members and hope that the new member might be interested but asked if the policy committee was okay with two members right now.

IX. SCHOOL BOARD COMMITTEE UPDATES:

A. Manifests Reviewed and Approved by Manifest Committee:

Denise Day and Dan Klein reviewed the manifests.

Payroll Manifest #

Vendor Manifest total \$806,432.43

X. PUBLIC COMMENTS: None

XI. CLOSING ACTIONS:

- A. Future Meeting Date: 9/30/20 – Finance Committee/Manifest/Regular Meeting – 7:00 PM
10/7/20 – Joint Board w. Barrington and Regular Meeting – 7:00 PM

There was a brief discussion to determine the September 30 meeting schedule and process.

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

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

XIII. ADJOURNMENT:

**Michael Williams made a motion to adjourn the meeting at 10:38 p.m., 2nd by Dan Klein.
Motion passed with a vote of 6-0.**

Respectfully Submitted,

Wendy L. DiFruscio
Executive Assistant to
Superintendent of Schools



ORCSD ATHLETICS MEMORANDUM

TO: DR. JAMES MORSE, ORCSD SUPERINTENDENT OF SCHOOLS

FROM: ANDY LATHROP, DIRECTOR OF ATHLETICS

SUBJECT: NHIAA FALL TOURNAMENTS-COVID-19

DATE: SEPTEMBER 25, 2020

CC: SUZANNE FILIPPONE, ORHS PRINCIPAL

This memo is to ask that we be permitted to send our varsity athletic teams to the 2020 Fall NHIAA Tournaments. The NHIAA plans to offer open divisional tournaments, which means that everyone that wants to be in would be included. ORHS would compete in Division 2 events. The NHIAA's plan is to set up brackets that allows schools to play the first couple rounds closer to home, however as teams advance it would mean travelling to other areas. Below are the dates that the tournaments begin in each sport. Golf and Field Hockey are the most pressing as we sit here today:

Golf- 10/15 at Keene Country Club (one day only)

Field Hockey- 10/19 site TBD

Boys Soccer- 10/27 site TBD

Girls Soccer- 10/28 site TBD

Volleyball- 10/28 site TBD

Unified Soccer- 10/29 site TBD

Cross Country- 10/31 Derryfield Park

Football- With Portsmouth, 11/7

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
BUSINESS ADMINISTRATOR'S OFFICE

SAU #5
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DURHAM NH 03824

(603) 868-5100
FAX (603) 868-6668
scaswell@orcscsd.org

To: School Board & Superintendent
From: Sue Caswell, Business Administrator
Date: October 7, 2020
Re: FY2022 Calculations

This memorandum is written to provide budget information to you as you discuss the FY2022 budget.

We have made the adjustments to all salaries for current contracts and non-bargaining unit employees. There are two units up for negotiations this year, ORBDA and ORPASS, so salaries for these employees are left at FY21 levels. Salaries for retiring teachers have been entered at mostly the MA Step 6 level except for positions known to require higher steps. We intend to pay the incentive out of our current budget.

All utility, supply, contracted service, and equipment accounts have been maintained to the amounts in the current budget. There have also been no adjustments made to the special education budget accounting for any update in services or out of district tuition needs.

Keep in mind that we have moved the budget presentation back to accommodate the setting of the guaranteed maximum rate (GMR) for health insurance. We should have this figure before we meet on October 29. To give you an idea of how much this impacts the budget we have calculated a 10% increase to be approximately \$430,000.

The capital budget is currently at \$677,000. Included in this budget is the \$353,000 needed to complete the parking lot solar canopy for the new middle school and \$225,000 to complete the Moharimet project. The current Capital Plan also includes the middle school bond payment figures through the year 2024-25.

The attached sheets will outline the 3 different options requested by the Board. When we adjusted the budget for the retirement incentive, we saved \$676,878 and met the

3.5% goal. To get to 3% we would need to reduce the budget by an additional \$240,515 and to get to 2.5% it will require an additional \$242,956 reduction. Each will have different options for reducing the budget to obtain the level of expenses to within the range.

Revenues have not been applied to these options. The Adequacy estimate will be available on November 15. It is assumed that the levels will be restored to those of two years ago without the additional 50M that resulted in \$421,277 to Lee and \$237,411 to Madbury. To offset this possible loss, we estimate an additional \$130,000 from the increase in the Barrington tuition rate. Once the tax rate is set, we will know of any increase in town assessments that help to lower the rate. We also have our Emergency fund with a balance of \$900,000 and several Expendable Trust Funds to offset any revenue loss. Balances in those funds are listed below:

Facilities Development Capital Reserve	\$431,071
Facilities Development, Maintenance, & Replacement	\$20,730
Benefits Stabilization Fund	\$455,348
Special Education Fund	\$510,385

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 7, 2020
RE: Affirmative Action Officer 2020-21

I would like to nominate Catherine Plourde to be the Affirmative Action Officer for the 2020 - 21 school year.

Thank you.



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

ORCSD ATHLETICS DEPARTMENT

To: Dr. James Morse, Superintendent
From: Andy Lathrop, Director of Athletics
Date: 10/01/2020
Re: 2020 HS/MS Coach Nominations

Message:

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

High School:

Volunteer Positions:

Paid Positions:

Name	Team	Stipend	Years	Longevity	Total
Allyson Reynolds*	Girls Reserve Soccer	\$2,109	1	0	\$2,109

* Replacing Sabrina Rivers who was previously nominated.

Middle School Paid Positions:

Name	Team	Stipend	Years	Longevity	Total
Jason Duff	MS Boys Soccer-Gr 7	\$2,057	1	\$0	\$2,057
Michele Vizzo	MS Girls Soccer – Gr 7	\$2,057	0	\$0	\$2,057
Kelly Lacoste**	MS Field Hockey	\$2,057	3	\$75	\$2,132

** Replacing Emma Danais who was previously nominated.

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Allyson Reynolds	School: ORHS
Position: Girls Reserve Soccer Head Coach	Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/>

Athletic Director Narrative:
Allyson will replace Sabrina Rivers who just departed to take the Varsity job at STA. Ally has a vast knowledge of soccer having played 4 years at UNH. She will be an excellent addition to the staff.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

9-11-2020
Date

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Jason Duff	School: ORMS
Position: 7th Grade Boys Soccer	Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/>

Athletic Director Narrative:
Please accept this nomination of Jason Duff as the 7th Grade Boys Soccer Coach. Due to sheer numbers, we had to add a second team this year and Jason brings us experience and knowledge to that role. This is a budgeted, stipend position.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

9/10-2020
Date

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Michele Vizzo	School: OMHS
Position: 7th Grade Girls Soccer	Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/>

Athletic Director Narrative:

Due to numbers, we need to use the 7th grade girls soccer position. Michele Vizzo, who works at the Middle School, will take the position and help Jen Snow.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

9-20-2020
Date

Oyster River Cooperative School District

COACHING NOMINATION FORM

Name of Candidate: Kelly Lacoste	School: OMHS
Position: MS Girls Field Hockey Head Coach	Paid: <input checked="" type="checkbox"/> Non-Paid: <input type="checkbox"/>

Athletic Director Narrative:

Kelly will replace Emma Danais who has decided not to coach this year due to schedule reasons. Kelly has been the JV Coach at ORHS and has worked with our MS Field Hockey players in the past.

Attachments: Reference Checks: Application:

Andrew P. Lathrop
Signature of Athletic Director

9-20-2020
Date

Policies for
 First/Second Read/Adoption/Deletion
SB Meeting of
October 7, 2020

Title	Code
Policies for First Read	
Policies for Second Read/Adoption	
Naming of Facilities	FF
Policies for Deletion/Replacement	
Retirement of Facilities Policy & Procedure	FL/FL-R

As a reference the September 10, 2020 policy minutes are attached to this packet.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: FF
Reviewed by Policy Committee: 2/4/14 School Board First Read: March 5, 2014 School Board Second Read/Adoption: April 2, 2014 Policy Committee Review: September 10, 2020 School Board First Read: September 16, 2020 School Board Second Read/Adoption: October 7, 2020	Page 1 of 1 Category: Optional

NAMING OF FACILITIES

District Buildings/Facilities:

In the naming of [Oyster River Cooperative School District](#) buildings/facilities, the board will ~~defer to~~ [receive a recommendation from](#) the superintendent, ~~and administration~~. The source of funding will be a consideration and the School Board will have final approval.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: FL-R
Date of Adoption: June 29, 1988 Review First Read School Board: December 5, 2012 Second Read/Adoption: December 19, 2012 Policy Committee Review: September 10, 2020 School Board for Deletion: 09/16/20/October 7, 2020	Page 1 of 1

~~RETIREMENT OF FACILITIES—Procedure~~

~~A closing study will include direct involvement by those communities considered in the study and will be concerned with the following factors:~~

- ~~1. Review of the in-depth demographic studies and groupings, and consideration of alternatives.~~
- ~~2. Age and current physical condition of the building, its operating systems and program facilities.~~
- ~~3. Adequacy of site, location, access, surrounding development, traffic patterns, and other environmental conditions.~~
- ~~4. Reassignment of children, including alternative plans, according to Board policy.~~
- ~~5. Transportation factors including numbers of children bused, time, distance and safety.~~
- ~~6. Alternate uses of the building.~~
- ~~7. Costs/savings
 - ~~a. Personnel~~
 - ~~b. Plant operation~~
 - ~~c. Transportation~~
 - ~~d. Capital investment~~
 - ~~e. Alternate use~~~~
- ~~8. Continuity of instructional and community programs.~~

~~Cross Reference:-~~

- ~~FL – Retirement of facilities~~
- ~~FBB – Enrollment Projections~~

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: FL Category: Optional
Date of Adoption: June 29, 1988 Review First Read School Board: December 5, 2012 Second Read/Adoption: December 19, 2012 Policy Committee Review: September 10, 2020 School Board For Deletion: September 16, 2020/October 7, 2020	Page 1 of 1

~~RETIREMENT OF FACILITIES~~

~~Oyster River Cooperative School District facilities will be considered for closing study if any of the following conditions apply:~~

- ~~1. The building is inadequate by virtue of age, condition, size of site, or other overriding limitations and cannot reasonable and economically be brought up to the current educational standards.~~
- ~~2. District needs/enrollment are no longer sufficient to warrant the use of buildings.~~

~~A closing study of such a facility may be authorized by the Board following all appropriate legal requirements of the State of New Hampshire.~~

~~Cross Reference:~~

- ~~FL R Retirement of Facilities Procedure~~
- ~~FBB Enrollment Projections~~

Policy Committee Remote Meeting Minutes

Thursday, September 10, 2020 @ 3:30 PM

Attendees: Denise Day, Dan Klein, James Morse, Tom Newkirk, Wendy DiFruscio

Visitors:

Dr. Morse opened the meeting by explaining that we will add a policy pertaining to the hiring of coaches that will be informational only at this time. He continued by stating that the policies listed on the agenda are ones that are up for renewal and there are no issues or concerns with any of them. Jim also stated that on future agendas an additional heading of "Other" will be added to the end of the agenda.

Policy FBB – Enrollment Projections is fine as stated, we have multiple sources for collection of enrollment numbers. October 1 count, NESDEC and the Long-Range Planning Committee. Denise Day spoke briefly about the make up of the LRPC and the process involved with creating the yearly report. She also noted that with the retirement of the chair of the committee they have been having a hard time filling the vacant position as well as the responsibilities that this position entails. There were no changes and this policy has been reviewed.

Policy FF – Naming of Facilities – Review of this policy resulted in the removal of language that seemed contradictory, and a small insert of clarifying language was added. There was a brief discussion and no additional changes were made. This will go for a first read at the September 16, 2020 Board meeting.

Policy FL – Retirement of Facilities – Denise Day stated that this is an optional policy and asked if we really needed it. She stated that we have a similar policy that would cover this topic. After a brief discussion the committee agreed that this policy and procedure would be deleted at the next Board meeting.

At this point in the meeting a discussion ensued pertaining to the process of possible feedback by the Board before a first read happens. What if someone had a concern or question about an agenda item and the timeline currently used does not allow for ample time to be provided clarification. Is there a possibility that release of information could be extended to allow for more ample time for review before it appears on the agenda?

Denise Day stated that the policy information can be sent to the full Board instead of just the committee to allow for extra time for review.

Jim Morse stated that the point of a first read is to send notice to the public of the upcoming review of information being presented. He suggested that Denise work with Wendy for agenda items earlier so that the list of policies that are slated for review will give the Board additional time to review, and if they see a concern or have a question they can notify him for answers or to determine if additional research is needed. Contacting him will not create a right-to-know violation.

There was no further discussion on this, and the meeting moved forward.

Policy GBA – Equal Opportunity Employment – was reviewed with no changes to the policy, it was suggested that cross referenced policies be added to this. Jim also questioned the status of recommendation instead of required for this policy. This will be verified through NHSBA. This policy will be documented as reviewed.

Policy GBB – Employee Involvement in Decision Making was reviewed by the committee with no discussion or changes. Jim Morse stated that we do follow this as part of our system.

Policy GBE – Employee Rights and Responsibilities was reviewed by the committee. Denise questioned the order of the list, thinking that the last item should be first on the list. There was no additional discussion and the policy will be marked as reviewed.

Policy GBEB – Staff Dress Code is another policy that was up for review and is basically a policy that is guided by OSHA standards. There was no discussion and this policy is reviewed.

Policy GEA – Hiring of Coaches was the policy that Jim referenced at the beginning of the meeting that is being given to the committee as informational at this time. He explained that it is a recommended policy by NHSBA and that it was reviewed by the athletic director for accuracy. There were changes made to the policy and Jim also requested that the athletic director, along with the asst. athletic director use this policy, and the guidelines provided by NHSBA to produce a procedure to this policy.

There was a brief discussion pertaining to the process for nominations for coaches, if evaluations are completed on existing coaches, and thoughts on additional time being given to the Board for review if concerns need to be addressed before the list goes before the Board.

An additional discussion surrounding Booster Clubs, 503c status and financial obligations for the District for the different clubs. It was requested that the athletic director clarify roles and protocols pertaining to school sports and outside sports, and accountability for the responsible parties.

Jim explained that accountability is proven if the activity runs through the school district and that it happens yearly.

It was requested that a policy surrounding Booster Clubs be developed with the athletic director's involvement. There was additional discussion surrounding the procedure that should be followed for new coaches that are nominated and also returning coaches that a Board member might want to relay concerns about. There was also a discussion pertaining to the actual meeting nominations that happen and the various ways of removing a name if a concern is presented, and how that concern is handled.

Tom Newkirk asked if the previously requested consent agenda was revised and if this was ready for Board review and adoption. A copy of the revised document was given out and a discussion ensued that items requiring routine approval such as nominations, state forms, grants, and appointments. There was no additional discussion and this Board procedure will be included on the list of policies that go to the Board on September 16th.

Denise will work with Wendy on future agendas and the policy agenda and back up will be provided to the full Board for additional time of review.

No additional questions or comments. Meeting ended at 4:45 PM – Next meeting: October 8, 2020.

Respectfully submitted,
Wendy L. DiFruscio

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

2020

OCTOBER 1, 2020 ENROLLMENT DATA

CLASSROOM ENROLLMENT BY SCHOOL

(RESIDENT STUDENTS + TUITION)

GRADE	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
Mast Way	53	58	56	83	76									326
Moharimet	48	54	50	65	71									288
Middle School						152	161	160	185					658
High School										210	204	218	207	839
Totals	101	112	106	148	147	152	161	160	185	210	204	218	207	2111

HOME EDUCATION ENROLLMENT BY SCHOOL

GRADE	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
Mast Way	4	6	3	6	2									21
Moharimet	4	4	2	0	0									10
Middle School						9	6	8	8					31
High School										4	3	4	9	20
Totals	8	10	5	6	2	9	6	8	8	4	3	4	9	82

TOTAL ENROLLMENT BY SCHOOL

(RESIDENT STUDENTS + TUITION + HOME EDUCATION)

GRADE	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
Mast Way	57	64	59	89	78									347
Moharimet	52	58	52	65	71									298
Middle School						161	167	168	193					689
High School										214	207	222	216	859
Totals	109	122	111	154	149	161	167	168	193	214	207	222	216	2193

SCHOOL ENROLLMENT BY TOWN (RESIDENT STUDENTS ONLY)

(HOME EDUCATION AND TUITION STUDENTS EXCLUDED)

GRADE	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
Durham	46	47	52	68	79	72	70	71	86	78	77	86	78	910
Lee	39	42	42	56	46	57	53	53	57	52	62	50	59	668
Madbury	16	23	12	24	22	23	38	36	42	30	28	30	27	351
Totals	101	112	106	148	147	152	161	160	185	160	167	166	164	1929

HOME EDUCATION ENROLLMENT BY TOWN

GRADE	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
Durham	3	9	0	0	1	4	1	5	3	3	0	1	6	36
Lee	4	1	3	6	1	4	3	3	2	1	3	3	1	35
Madbury	1	0	2	0	0	1	2	0	3	0	0	0	2	11
Totals	8	10	5	6	2	9	6	8	8	4	3	4	9	82

TOTAL ENROLLMENT BY TOWN

(SCHOOL + HOME EDUCATION STUDENTS) (TUITION STUDENTS EXCLUDED)

GRADE	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
Durham	49	56	52	68	80	76	71	76	89	81	77	87	84	946
Lee	43	43	45	62	47	61	56	56	59	53	65	53	60	703
Madbury	17	23	14	24	22	24	40	36	45	30	28	30	29	362
Total Town	109	122	111	154	149	161	167	168	193	164	170	170	173	2011

TOTAL TUITION ENROLLMENT

GRADE	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
Tuition	0	0	0	0	0	0	0	0	0	50	37	52	43	182