

**Oyster River Cooperative School District
REGULAR MEETING**

October 18, 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 10/4/17 regular meeting minutes.
- V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**
 - A. District**
 - B. Board**
- VI. DISTRICT REPORTS**
 - A. Assistant Superintendent/Curriculum & Instruction Report(s)**
 - Bus Route Update with Lisa Huppe
 - B. Superintendent's Report**
 - Update on Community Forum
 - Update on Middle School Facilities
 - C. Business Administrator**
 - Barrington Tuition Rate
 - D. Student Senate Report**
 - E. Other: Siemens Report**
- VII. DISCUSSION ITEMS**
- VIII. ACTIONS**
 - A. Superintendent Actions**
 - B. Board Action Item**
 - 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 for second read
 - Motion to approve List of ORMS Activity Stipends.
- IX. SCHOOL BOARD COMMITTEE UPDATES**
- X. PUBLIC COMMENTS**
- XI. CLOSING ACTIONS**
 - A. Future meeting dates:** 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 {If needed}

XIII. ADJOURNMENT:

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

**Respectfully submitted,
Superintendent**

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

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

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

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

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

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

Oyster River Cooperative School District Members:

- | | |
|--------------------------|----------------------------|
| • Brian Cisneros | Term on Board: 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

October 4, 2017

High School Library

**DRAFT
7:00 p.m.**

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, David Goldsmith

There were 9 members of the public present.

I. CALL TO ORDER:

APPROVAL OF MANIFESTS: N/A

II. APPROVAL OF AGENDA:

Revision: Place Superintendent's Report before Assistant Superintendent's Report

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:

Erin Sharp of Durham has two kids in the District. She wrote a letter to the editor about the racial incident in the District this week. The child talked about in the paper is in 2nd grade and we have to be really careful. A second grader can say things and we should be careful about what we call it. We have to be open and supportive as a community and a District. No child at the elementary school level can be a villain.

Karen Smith of Newmarket spoke about the racial incident and feels strongly that people need to be connected. She is supportive of the family of the child who has been accused in this racial incident. She hopes that the response will be in proportion.

Rebecca Troop of Lee has two students in the District. The Busing situation and time change on her tenth grader has had a huge negative impact. She feels that this decision has been rushed into. Her son is up so late doing homework because practice is later and he is up early in the morning to finish homework. Family dinners have been decimated. Bus time is 70 minutes long. Doesn't dispute the science but disputes how it was handled.

Barbara of Lee NH also has concerns for the late start time. She has two sophomores in high school. They both do golf and miss at a minimum two entire classes a week. They need to think about rotating class schedule and adjust rules as to who can take study hall at the end of the day.

IV. APPROVAL OF MINUTES:

Motion to approve 9/13/17 regular and non-public meeting minutes:

Revision Page 1 Section III replace "Pulic" with "PUBLIC"

Page 2 replace "second" with "a new"

Denise Day moved to approve the September 13th regular meeting minutes with the above revisions, 2nd by Brian Cisneros. Motion passed 7-0 with the Student Representative voting in the affirmative.

Denise Day moved to approve both non-public meeting minutes of September 13th, 2nd by Brian Cisneros. Revision: "William" with "Williams". The motion with revision passed 7-0

V. ANNOUNCEMENTS, COMMENDATIONS and COMMENTS:

A. District: Carrie Vaich of Mast Way spoke. They started a running club last spring. The club has doubled in size. She mentioned the "Only One Of You Book" and the focused activities around the book. The fourth graders are touring the hydroponic garden at UNH. Carrie gave a huge thank you to the PTO and donors to the playground. The kids are really enjoying them.

David Goldsmith of Moharimet thanked everyone in the community for making the beginning of the year go so smoothly. A number of afternoon school activities are going on and it is exciting to see so many students involved. David announced that October 19th is the annual Pumpkin Stroll.

Jay Richard of the Middle School announced that all three winners at the New England Writing Awards all are from Oyster River Middle School. It has been a

great start to the school year. They had a great open house. There is now a golf club, and a mythology club at the Middle School.

Suzanne Filipponne of the High School reported that the open house was very successful. Teacher Workshop Day is coming up and teachers are working on competencies. The PSATs will be during the school day on October 11th. Dr. Moyer has been coming to talk to the faculty on mindfulness. She will be returning to work further with the faculty. They have been working on the master schedule and looking at scheduling options. They have visited several schools in the area to get an idea to see how they balance their schedule. The scheduling committee is looking to create two or three options to present to the faculty and to come to the Board to have a conversation on the possibilities.

B. Board: Brian Cisneros attended curriculum night at Mast Way. It was great to see behind the scenes. They were able to sit with the specialists and get feedback. The high school open house was good and the band did a great job!

Kenny Rotner thanked everyone who spoke this evening and also those who send letters. It is great to get feedback from everyone. Kenny would like to have a homework update at a meeting in the near future to address the issue. He has heard from parents that it is such a pressing issue. The impact on bus rides and family dinners is crucial and we need to pay attention to that.

Denise Day noted that the concert at the high school open house was great. She attended a community dinner recently and she encourages everyone to attend. It is a nice community event. Denise Day attended the high school PTO meeting last week and she encourages people to get involved. It is the third Thursday each month. She added that part of the busing issue is that we are still short on drivers.

Hannah Jane Wilson suggested that there is a lot of benefit talking to the students to get their perspective and input. She encourages a dialogue with the students and the Board to see how their needs can best be met. The Board members agree and will be coordinating a conversation at a later date.

Michael Williams has seen and heard conversations that would be more quickly addressed if people knew where to go to get their questions answered. He

suggested crafting a response that is approved by the Board to put on various social media sites to help give the community members direction to get their questions answered. The Board agreed by consensus to Michael's suggestion.

VI. DISTRICT REPORTS:

B. Superintendent's Report: Superintendent Morse reported that enrollment in the District continues to climb. There are 2148 students in the District. The 4th grade classes are in the 23-24 student range. We need to pay attention to the impact of the growth in the District.

Busing: We started the school year 5 drivers short. We are currently 4 drivers short in the District. There are two more additional drivers going through training and they are approximately one month out from being hired. The time that the kids are on the bus is directly related to the bus driver shortage. The bottle neck of the busing issue is primarily in Lee. It is an important issue and is being worked on daily.

Diversity Forum: The forum on Diversity has been scheduled for October 25th at 7:00 at the high school cafeteria. It will be an Oyster River Centric Panel. We have approached this from a much broader perspective and it will be moderated by Andrew Smith. This will talk about discrimination on race, disability, religion, children who identify differently than the gender they were born with, and children who have been the exception. It has become apparent that these other areas could not be omitted. Superintendent Morse has also has invited UNH student representatives to the panel. The capacity of the cafeteria is 450.

Kenny Rotner wants to make sure the word gets out on this forum. Communication is the key. He also suggested the UNH Newspaper to inform of the forum.

A. Assistant Superintendent/Curriculum and Instruction Report:

Todd Allen reported that there are three homework surveys that will be done at the end of October. The surveys will be given to students, parents, and staff.

Todd Allen also detailed the survey the Wellness Committee created and was reported at the last meeting. They met last week and reviewed the data. They will be doing the survey again this spring.

They are working with Lisa Huppe on the bus schedule. They were able add another bus on the road this week for Mast Way. They are continuously working on the bus routes.

Todd Allen reviewed the diversity curriculum with the Board:
K-4 Diversity Curriculum school wide themes: bucket filling, multi-cultural themes, anti-bullying, bystander awareness, and importance of kindness. In encore classes the focus will be on individual difference/tolerance, self-esteem, individual strengths, appreciating each other's abilities, self-expression, celebrating different cultures, responsible use of tech, poster reminders of diversity, exceptionality, diverse library collection.

Middle School Diversity Curriculum: Tolerance of individual differences, conflict resolution, appreciating diversity, understanding diversity values, beliefs and practices, analyze visual arts in relation to culture, impact of technology on culture, perform music from diverse genres and cultures. Counseling will focus on acceptance of individual differences, anti-bullying, beauty in all cultures, celebrating strengths, supporting challenges, stereotypes, Project LEAD in 6th grade, Advisory Program all grades.

High School Diversity Curriculum: Counseling/Advisory will focus on Bystander Training, Bullying awareness, 21st Century Learning Expectations, Awareness month themes. Courses with a Cultural Diversity Focus: Biology, Anatomy and Physiology, AP Biology, World Cultures, Citizen Education, US History, American Studies, Russian Studies, Mythology, Nonfiction, Science Fiction, Issues in Literature, World Language Classes, Health, PE, and Advisory.

The entire staff in the District is involved with Diversity Training. The training is in groups of twenty and is three hours.

C. Business Administrator: None

D. Student Senate Report: Hannah Jane Wilson talked about the student parking passes. The seniors get first priority and then it was opened up to a lottery for the remaining spots for juniors. There are many juniors that were unable to obtain passes. They are looking for a solution to the parking issue. Suzanne Filippone mentioned that they are looking at how the parking spots

are selected and will be talking to the Student Senate to get their feedback on the process.

Mr. Bobcat was a huge success this year. There is a video on Mouth of the River website. The junior class hosted a fundraiser with hypnotist and Spirit week was a fun success.

E. Other: None

VII. DISCUSSION ITEMS

FY19 Budget Goal:

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.

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

This goal does not include any petitioned warrants.

This budget goal is to limit the overall impact to an increase of 3.25% or less in the general fund.

FY 2019 Calculations:

Guild Contract	\$568,708	
ORESPA Contract	\$ 45,638	
ORRA Contract	\$554,042	
Health at 10%	\$528,000	
Total:	\$1,196,388	2.78%
3% increase:	\$1,288,302.03	\$91,914.03
3.25% increase	\$1,395,660.53	\$199,272.53

Additional Revenue:

Tuition:	\$180,000
Kindergarten	\$130,900

These calculations do not currently include any funding for facilities.

The Board had a lengthy discussion on the overall increase to the budget and what the impacts are. Michael Williams would like to have a thoughtful discussion on the long-term vision and approach to the budget.

Denise Day moved to approve the budget goal as presented by draft 2nd by Brian Cisneros. Motion passed 7-0.

VIII. ACTIONS

A. Superintendent Actions: None

B. Board Action Items:

Motion to approve list of policies:

Michael Williams moved to approve the following policies for a first reading , 2nd by Denise Day:

KCDA - Memorials, dedications and recognitions and procedure

KLG - Relations with Police Authorities

CHCA - Approve of Handbooks and Directives

EBCA - Emergency Plans

The motion passed 7-0.

Policy EAAF Special Use of School Buses for Deletion:

Denise Day moved to delete Policy EAAF, 2nd by Brian Cisneros. Motion passed 7-0.

Motion to appoint Catherine Plourde as Affirmative Action Officer: Denise Day moved to appoint Catherine Plourde as Affirmative Action Officer, 2nd by Brian Cisneros. Motion passed 7-0.

Motion to approve the list of ORMS Coaches:

Heather Concannon	.50 fte Cross Country	\$1,197.50
Juliann Woodbury	.50 fte Cross Country	\$1,197.50

Brian Cisneros moved to approve the above list of ORMS Coaches, 2nd by Dan Klein. Motion passed 7-0.

IX. SCHOOL BOARD COMMITTEE UPDATES:

Tom Newkirk reported that the Negotiations Committee met with the Bus Drivers Guild and negotiations are ongoing.

Superintendent Morse announced that the Superintendent's Facilities Committee will be meeting tomorrow evening.

X. PUBLIC COMMENTS: None

XI. CLOSING ACTIONS

Future Meeting Dates:

10/16/17 Town of Madbury Select Board 7:00 p.m.
10/18/17 Regular School Board Meeting ORHS Library 7:00 p.m.
10/23/17 Town of Lee Select Board 6:30 p.m.
11/1/17 Regular School Board Meeting ORHS Library 7:00 p.m.
11/6/17 Town of Durham Council Meeting – 7:00 p.m.

XII. NON-PUBLIC SESSION RSA 91-A:3 II (if needed)

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

XIII. ADJOURNMENT:

Michael Williams moved to adjourn the School Board Meeting at 9:56 p.m., 2nd by Brian Cisneros. Motion passed 7-0.

Respectfully yours,
Laura Grasso Dobson
Recording Secretary

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

SAU # 5

36 Coe Drive

Durham, New Hampshire

To: Oyster River School Board
 Dr. James Morse, Superintendent

From: Sue Caswell, Business Administrator

Date: October 18, 2017

Subject: Barrington Tuition Rate for 2018-19

The Tuition Agreement we have with the Barrington School District requires that we notify them on or before October 1 of each year the tuition rate for the next succeeding year. The current rate is \$15,562. The new rate is determined by the percentage change of the actual difference in appropriation operating cost of the Oyster River High School in the prior fiscal year. We have calculated the percentage change to be 5.98%. Therefore, the tuition rate for Barrington students for the 2018-19 school year will be \$16,493. The details of this calculation are:

Barrington Tuition calculation				
Data from MS 22 forms				
	Appropriated budget FY 16 FY 2016	Appropriated budget FY 16 FY 2017	Appropriated budget FY 17 FY 2018	
Function	High School	High School	High School	
Regular Programs	5,694,560	5,953,558	6,473,488	
Special Programs	2,303,427	2,321,348	2,471,686	
Vocational Programs	31,000	31,000	17,300	
Other Programs	512,732	533,819	539,740	
Student Support Services	1,115,906	1,131,466	1,329,215	
Instructional Staff Services	298,629	305,667	295,837	
School Board	40,517	46,436	47,364	
Other Executive Admin	406,949	428,552	447,500	
School Admin Services	587,785	621,463	639,096	
Business	208,220	202,100	216,474	
PPO & M	1,559,395	1,846,484	1,742,946	
Support Services	384,518	420,559	449,490	
	13,143,638	13,842,452	14,670,136	
		5.32%	5.98%	
	14,776	15,562	16,493	
	FY 2017 Tuition	FY 2018 Tuition	FY 2019 Tuition	

Policies for
 First/Second Read/Adoption/Deletion
SB Meeting of
October 18, 2017

Title	Code
Policies for First Read	
Policies for Second Read/Adoption	
Memorials, Dedications and Recognitions & Procedure	KCDA & R
Relations with Police Authorities	KLK
Approval of Handbooks and Directives	CHCA
Emergency Plans	EBCA
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	
School Board Second Read/Adoption: October 18, 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
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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
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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
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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 School Board Second Read/Adoption: October 18, 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 School Board Second Read/Adoption: October 18, 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 School Board Second Read/Adoption: October 18, 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

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



ORMS

**1 Coe Drive
Durham, NH 03824
603-868-2820**

OYSTER RIVER MIDDLE SCHOOL

From: Jay Richard
Date: October 11, 2017
Re: Club and Extracurricular Nominations

Message:

Please accept the following names for nomination for ORMS clubs and activities.

Positions:

Name	Activity	Stipend	Years	Longevity	Total
Nick Bellows	MS News {Replacing Jennifer Snow}	\$999	0	\$0	\$999
Jennifer Snow	MS News	\$999	7	\$225	\$1,224
Jonathan Derick	MS Yearbook	\$1997	0	\$0	\$1997

Jay Richard
Principal
ORMS