

Oyster River Cooperative School District
ABRIDGED - REGULAR MEETING

November 15, 2023

ORMS – Recital Hall

7:00 PM-8:00 PM

- O. MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING
- I. CALL TO ORDER 7:00 PM
- II. APPROVAL OF AGENDA
- III. PUBLIC COMMENTS *(Total allotted time for public comment is 30 minutes)*
- IV. APPROVAL OF MINUTES *Motion to approve 11/01/23 Regular and Non-Public Meeting Minutes.*
- V. ~~ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS~~
 - ~~A. District~~
 - ~~B. Board~~
- VI. DISTRICT REPORTS
 - ~~A. Assistant Superintendent/Curriculum & Instruction Report(s)~~
 - ~~B. Superintendent’s Report~~
 - C. Business Administrator
 - FY24 Current Budget Update
 - D. Student Representative {Maeve Hickok}
 - ~~E. Finance Committee Report~~
 - F. Superintendent Search Committee
 - ~~G. Other:~~
- VII. UNANIMOUS CONSENT AGENDA *{Requires unanimous approval. Individual items may be removed by any Board Member for separate discussion and vote}*
 - Mast Way Maternity Leave of Absence from November 2023 through March 4, 2024. *Motion to approve Mast Way Maternity Leave of Absence from November 2023 through March 4, 2024.*
 - ORHS Maternity Leave of Absence from approximately May 20, 2024, through End of Year. *Motion to approve Maternity Leave of absence from approximately May 20, 2024, through End of Year.*
- VIII. DISCUSSION & ACTION ITEMS
 - FY 25 Draft Budget
- IX. ~~SCHOOL BOARD COMMITTEE UPDATES~~
- X. PUBLIC COMMENTS *(Total allotted time for public comment is 30 minutes)*
- XI. CLOSING ACTIONS
 - A. Future meeting dates: December 6, 2023 – Regular School Board Meeting @ 7:00 PM – **ORHS Library**
December 20, 2023 - Regular School Board Meeting @ 7:00 PM - ORMS Recital Hall
January 3, 2023 - Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall
- XII. NON-PUBLIC SESSION: RSA 91-A:3 II {If needed}
NON-MEETING SESSION: RSA 91-A2 I {If needed}
- XIII. ADJOURNMENT

➤ **Superintendent Search ~ NESDEC Workshop [8:00 PM]**

Respectfully submitted,
Superintendent

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

**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 additional 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:

- | | |
|-----------------------------|----------------------------|
| • Denise Day, Chairperson | Term on Board: 2023 –2026 |
| • Matthew Bacon, Vice Chair | Term on Board: 2022 - 2025 |
| • Brian Cisneros | Term on Board: 2021 –2024 |
| • Daniel Klein | Term on Board: 2021 - 2024 |
| • Thomas Newkirk | Term on Board: 2023 - 2024 |
| • Heather Smith | Term on Board: 2022– 2025 |
| • Giana Gelsey | Term on Board: 2023 - 2026 |

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:

- 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.
- The hiring of any person as a public employee.
- 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.
- 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.
- 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 Board
Regular Meeting Minutes

November 1, 2023

DRAFT

SCHOOL BOARD PRESENT: Denise Day, Brian Cisneros, Dan Klein, Heather Smith, Matt Bacon, Tom Newkirk, Giana Gelsey

STUDENT REPRESENTATIVE: Maeve Hickok

ADMINISTRATORS PRESENT: Dr. Morse, Suzanne Filippone, Catherine Plourde, Amy Ransom, David Goldsmith, Misty Lowe, Bill Sullivan, Rebecca Noe

STAFF PRESENT: Meredith St Onge, Josh Olstad, Andrea von Oeyen, Wendy DiFruscio

GUEST PRESENT:

ABSENT:

I. CALLED TO ORDER at 6:00 PM by Chair Denise Day.

- **NON-PUBLIC SESSION:** RSA 91-A:3 II (c)

Denise Day made a motion to enter Non-Public Session at 6:03 PM under RSA 91-A:3 II (c), 2nd by Brian Cisneros. Motion passed 7-0 by roll call vote.

The Board resumed their regular meeting at 6:17 pm.

II. APPROVAL OF AGENDA

Tom Newkirk made a motion to approve the agenda as written, 2nd by Giana Gelsey. Motion passed 7-0 with the student representative voting in the affirmative.

III. PUBLIC COMMENTS – None provided.

IV. APPROVAL OF MINUTES

Heather Smith made a motion to approve the October 18th, 2023 Regular Meeting Minutes, 2nd by Matt Bacon.

Heather submitted the following revisions:

On page 3, under the first motion, add “Tom” so it reads “...Heather, Tom and Brian agreed...”

On page 5, in the last sentence of the first paragraph strike “reusable tableware.”

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

~~**V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**~~

~~**A. District**~~

~~**B. Board**~~

VI. DISTRICT REPORTS

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

B. Superintendent’s Report – See Discussion & Action Items.

~~**C. Business Administrator**~~

D. Student Representative Report {Maeve Hickok}

Maeve Hickok provided the following sports updates: The Girls XC Team won State Championships and they will be competing on Saturday 11/4 at the Meet of Champions. Girls Volleyball will also play Saturday in a State Championship game verses Coe Brown at Pinkerton. The ClipperCats football team is 9-0, the first time they’ve

been undefeated since 1971, and they will play in a quarter finals game on Nov. 11th. The Cheer team will compete in Championships on Sunday 11/5 and Unified Soccer has a semi-final match tomorrow, Nov. 2nd.

The Senior Class is hosting a fundraiser at Breaking New Grounds on Friday, Nov. 3rd. 10% of all profits will go to them.

The fall play, *Arsenic & Old Lace*, will be held on Nov. 16th, 17th, and 18th.

Maeve shared Principal Noe's dates and reminders:

11/3 End of Quarter 1

11/7 Teacher Workshop Day/No School

11/8 Sports Information Night 6pm (Auditorium)

11/9 Coffee House 6-8 pm (MPR)

11/10 Veteran's Day/No School

11/13 ASVAB Testing & Report Cards

~~E. Finance Committee Report~~

~~F. Superintendent Search Committee~~

~~G. Other:~~

VII. UNANIMOUS CONSENT AGENDA

- Motion to affirm the hiring of the OR District Nurse.

Brian Cisneros made a motion to approve the Unanimous Consent Agenda as presented, 2nd by Matt Bacon. Motion passed 7-0 with the student representative voting in the affirmative.

VIII. DISCUSSION & ACTION ITEMS

FY25 Budget

Dr. Morse summarized the drivers for the FY25 budget, which include the expected costs in staff pay increases and the last bond payment for ORMS, as well as the unexpected costs of a 15.1% increase in health insurance and a \$210k increase in utilities. Other budget drivers include tentative plans for a Mast Way cafeteria expansion and the Tutor Collective Bargaining Agreement which will go before voters as a warrant article. The overall budget increase is projected at a little more than 6.5%.

Dr. Morse also presented options for saving money and decreasing the financial impact on voters. For example, offering retirement incentives, cutting \$305k from the proposed budget, utilizing trust funds, and reallocating funds in the current budget. Stalling projects, such as air conditioner handlers in the high school MPR and expanding Mast Way's cafeteria could also be considered.

Dr. Morse stated that the budget presented adheres to the Board's Strategic Plan, and he encouraged members to ask themselves what services they want and need for children. Supporting mental health has been a topic of importance. A licensed drug and alcohol position was added last year and has been effective in meeting student needs. Adding a mental health behavior specialist is another position that has been discussed, especially since therapists have long wait lists. Although it is a valuable role, it is a pricey consideration for the board.

Also, under consideration to the budget is adding a second full time teacher to the music program. Dr. Morse invited Strings Teacher Andrea von Oeyen, who has been teaching for 10 years, to provide an overview of the program and how it currently operates. Andrea informed the board that she is running the middle and high school orchestra with the help of an assistant teacher. Although the assistant is there most days, their hours are limited, as well as their responsibilities. Andrea receives vital day to day help in the classroom by the assistant, largely with tuning and repairing instruments, which are timely tasks that must be done individually with students. She said it helps immensely in cutting down the amount of class time spent preparing instruments so she can teach. However, the assistant's role does not include planning, grading, and communicating to parents,

which Andrea does single-handedly. She spoke about limitations she faces as the only strings teacher, such as providing differentiation at the high school. While the middle school program is tailored to meet students where they are by grade level, the high school class encompasses grades 9-12. Andrea said it makes choosing music more challenging, especially in finding ways for the varying skill levels to play together. She pointed out that many students began playing a stringed instrument in lessons outside of school, so there is a wide range in abilities.

Denise Day asked Andrea what would be ideal, and her thoughts on a part-time second teacher or replacing the assistant with a full-time teacher. Andrea said in an ideal world the program would have two full-time teachers and an assistant. She said getting rid of the assistant complicates the matter of the everyday instrument help that is vital, while on the other hand, her workload wouldn't be alleviated unless there is a second full-time teacher. She wasn't sure a part-time teacher position would be attractive to candidates and felt it may be difficult to fill. Ultimately, she said if a second teacher was hired, a global discussion would need to occur. Her tentative idea is a new teacher that focused on the younger grades, while she bridged the gap between middle and high school and focused on upper grades. Overall, the numbers for the music program are higher at the middle school, but the department is trying to expand chorus at the high school. She said in hiring a second teacher, it would be important to consider all the music needs and to look at the program globally. Currently, Andrea has a complex workload preparing for and assessing 220 strings students, 160 of which are at the middle school and 60 at the high school.

Dr. Morse invited Child Nutrition Director Meredith St Onge to speak to the board on behalf of costs related to food services. Meredith has been working many roles due to staffing shortages, and Dr. Morse credited her hard work. Meredith spoke about the dramatic increase in food costs due to supply chain issues, which came about during the pandemic and have continued. She said many products are either unavailable, low in quantity, or are considerably more expensive. Overall, participation in meals have increased in both students and staff since the start of the year. The only revenue being generated is sales from a la carte and paid meals. Since the district does not refuse any child food, there is approximately a negative \$800 for unpaid accounts. Meredith is honoring the district's previous agreement to purchase fresh food locally. Apples, grass fed beef, and bulk milk for the middle and high school are still supplied by local farmers, and they are looking to see what else can be purchased locally, such as eggs, cheeses, and fish.

Principals Misty Lowe and David Goldsmith of the elementary schools asked the board to consider hiring a paraeducator that would be exclusive to students with behavior health services. This paraeducator would be managed by counseling to provide students with check in and check out services, regulation work, and breaks to minimize daily stress. It is one of the last pieces of MTSS-B that has been identified but hasn't been implemented.

Principal Rebecca Noe of ORHS confirmed with Dr. Morse there is a need to add a second person to work in the counseling office as the registrar. A school year position would be approximately \$68k while year-round would be \$81k. Currently, one person acts as counseling department secretary and registrar, but over the years the office has seen many pieces of the job grow. The amount of state regulated paperwork has increased, and the student body is up 200 students, therefore a year-round registrar position would be favorable.

Denise Day confirmed with Dr. Morse that a budget with a 4% increase could be possible if they tapped into existing revenues.

Dr. Morse asked board members to send any additional budget questions to him or Wendy.

~~IX. SCHOOL BOARD COMMITTEE UPDATES~~

X. PUBLIC COMMENTS – None provided.

XI. CLOSING ACTIONS

A. Future Meeting Dates: November 15, 2023 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall
December 6, 2023 - Regular School Board Meeting @ 7:00 PM – ORHS Library
December 20, 2023 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall

XII. NON-PUBLIC SESSION: RSA 91-A:3 II (b) – Postponed until next meeting.

- The hiring of any person as a public employee – New Superintendent Salary Range

~~NON-MEETING SESSION: RSA 91-A21 {If Needed}~~

XIII. ADJOURNMENT:

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

Brian Cisneros made a motion to adjourn the meeting at 7:01 pm, 2nd by Heather Smith. Motion passed 7-0 with the student representative voting in the affirmative.

Respectfully Submitted,

Karyn Laird, Records Keeper

Oyster River Cooperative School Board
Non-Public Meeting Minutes: November 1, 2023

Denise Day moved to enter nonpublic session at 6:03 p.m. in accordance with RSA 91-A:3 II (c) –Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting, 2nd by Brian Cisneros. Upon roll call vote, the motion passed 7-0.

School Board Attendees:

Denise Day
Brian Cisneros
Matt Bacon
Heather Smith
Dan Klein
Tom Newkirk
Giana Gelsey

Administrators Present:

Dr. James C. Morse, Sr.
Rebecca Noe

6:03p.m. - nonpublic session began.

The Board had a discussion pertaining to District Communication.

There were no motions during nonpublic session.

The Board returned to public session at 6:17 PM.

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
FISCAL YEAR 2023-2024
FINANCIAL STATUS AS OF: 11/08/23**

	Budgeted	Expended	Encumbrances	Amount Remaining	Percentage Spent
	2023-2024	2023-2024	2023-2024	2023-2024	2023-2024
SALARIES:					
Administrator	1,855,521	645,257	1,212,125	(1,861)	100%
Teacher	18,511,957	3,784,878	14,229,998	497,080	97%
Para	2,360,835	497,425	1,745,186	118,224	95%
Tutor	400,455	79,713	303,489	17,253	96%
Custodian	1,014,304	318,918	615,375	80,011	92%
Secretary	452,777	139,910	318,682	(5,815)	101%
District Hourly	860,099	296,893	592,483	(29,276)	103%
Maintenance	279,076	89,479	190,542	(945)	100%
Drivers	937,537	202,419	628,918	106,200	89%
Misc & Summer	182,043	57,833	58,568	65,641	64%
Subs - Professional	375,960	60,705	109,088	206,167	45%
Subs - Para	37,100	4,296	645	32,159	13%
Subs - Secretary	6,700	113	0	6,588	2%
O/T	22,000	905	236	20,859	5%
Med & Dent Payback	343,218	74,793	252,698	15,727	95%
TOTAL SALARIES	27,639,582	6,253,538	20,258,033	1,128,011	95.9%
BENEFITS:					
Health Ins	6,226,635	1,689,258	4,295,894	241,483	96%
Dental Ins	179,651	56,922	0	122,729	32%
Life Ins	70,965	0	0	70,965	0%
LTD Ins	58,406	0	0	58,406	0%
FICA	2,104,794	464,703	1,471,146	168,945	92%
Retirement - Non Professional	479,077	162,314	334,105	(17,342)	104%
Retirement - Professional	3,801,595	786,703	2,839,749	175,143	95%
Annuity	177,746	39,592	159,989	(21,834)	112%
Tuition Reimb	5,000	0	0	5,000	
Unemployment Comp	15,000	0	0	15,000	0%
Workers Com	134,106	134,128	0	(22)	100%
TOTAL BENEFITS	13,252,975	3,333,620	9,100,882	818,473	93.8%
ALL OTHER OPERATING EXPENSES:					
Mast Way	282,194	132,191	50,794	99,209	65%
Moharimet	191,791	86,513	15,493	89,786	53%
Middle School	416,207	137,510	60,951	217,746	48%
High School	837,940	300,889	60,209	476,842	43%
District	2,933,785	1,873,281	80	1,060,424	64%
Transportation	629,586	403,736	1,812	224,038	64%
Technology	821,966	738,044	3,684	80,238	90%
Facilities	2,566,008	1,522,849	238,957	804,202	69%
SPED	2,232,850	965,348	1,526,519	(259,017)	112%
TOTAL OPERATING	10,912,327	6,160,360	1,958,500	2,793,467	74.4%
GRAND TOTAL	51,804,884	15,747,517	31,317,415	4,739,951	90.9%