

**Oyster River Cooperative School District  
REGULAR MEETING**

**November 20, 2019**

**ORHS Library**

**7:00 PM**

**o. CALL TO ORDER (7:00 PM)**

**I. 6:30 – 7:00 PM MANIFEST REVIEW AT EACH SCHOOL BOARD MEETING.**

**7:00 PM – Middle School Update - GMR's (Guaranteed Maximum Rates)**

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENTS**

**IV. APPROVAL OF MINUTES**

- Motion to approve 11/6/19 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**

- UNH Presentation for HS Participation in NSF Survey – Suzanne Filippone

**C. Business Administrator**

- 2020-21 Revenues

**D. Student Senate Report**

**E. Other: Strategic Plan – World Language Report out – Todd Allen**

**VII. DISCUSSION ITEM**

- Draft 2020-2021 School Calendar – 1<sup>st</sup> Review.

**VIII. ACTIONS**

**A. Superintendent Actions**

**B. Board Action Item**

- Motion to approve List of Policies for First Read: JLIE – Student Automobile Use, KF/KF-R/KF-R1 – Use of School Buildings and Facilities, JIHB – Searches of Student Automobiles on School Property, JICJ(A) – Technology Devices – K-8 Cell Phones/Personal Devices, ADB – Drug-Free Workplace/Drug-Free Schools

**IX. SCHOOL BOARD COMMITTEE UPDATES**

**A. Manifest Reviewed and Approved by Manifest Subcommittee.**

**X. PUBLIC COMMENTS**

**XI. CLOSING ACTIONS**

**A. Future meeting dates:** 12/04/19 – Regular Meeting – ORHS – Library – 7:00 PM  
12/18/19 – Regular Meeting – ORHS – Library – 7:00 PM

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

**NON-MEETING SESSION: RSA 91-A:2 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: 2018 - 2021 |
| • Thomas Newkirk   | Term on Board: 2019 - 2022 |
| • Kenneth Rotner   | Term on Board: 2019 - 2022 |
| • Denise Day       | Term on Board: 2017 - 2020 |
| • Michael Williams | Term on Board: 2017 - 2020 |
| • 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

**November 6, 2019**

**Moharimet School**

**DRAFT**

**SCHOOL BOARD:** Brian Cisneros, Dan Klein, Michael Williams, Al Howland, Denise Day, Tom Newkirk. Not Present: Kenny Rotner

**Student Representative:** Yasmeeen Gunandar

**ADMINISTRATORS:** James Morse, Sue Caswell, Todd Allen, Suzanne Filippone, Catherine Plourde, Misty Lowe, David Goldsmith

There were 35 members of the public present.

### **I. CALL TO ORDER:**

6:30-7:00 Manifest Review

David Goldsmith welcomed everyone to the school and for being a part of the dedication of the new front office area. He thanked the special guest Denise Pouliot and Paul Pouliot of the Cowasuck Band of the Pennacook Abenaki People who have contributed to the design features and educating students on the legacy of Moharimet and the Abenaki. Words and symbols related to education in the Abenaki language have been fabricated and will be hung on the school.

### **II. APPROVAL OF AGENDA:**

**Change order of the agenda to move Durham Police Chief Kurz and SRO Tom Kilroy to after public comment.**

**Denise Day moved to approve the agenda as modified, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0 with the Student Representative voting in the affirmative.**

### **III. PUBLIC COMMENTS:**

Dean Rubine of Lee – Stated that the Sustainability workshop at Mast Way on Saturday was wonderful.

Rob Sullivan - Talked about a group of individual from the three towns getting together to promote the MS project. The group meets regularly, and all are welcome.

### **Review Policy JIHB – Search of Student Automobiles on School Property:**

Chief Kurz of the Durham Police Department and SRO Tom Kilroy attended the meeting. Chief Kurz spoke about the searches of vehicles on school property.

He stated that he hoped that the SRO could be a resource to administration in conducting a search. The Chief stated that he would like the search to stop when something illegal is found, i.e. gun, and immediately inform the SRO. In that circumstance the vehicle will be secured until a warrant is issued. The Durham Police Department and the school district will work with an atmosphere of collaboration. The Board recommended that "collaboration" with the Durham Police Department be added to the policy. Also, that the SRO be consulted with when considering a vehicle search.

#### **IV. APPROVAL OF MINUTES:**

**Motion to approve 10/16/19 meeting minutes:**

**Page 5 last paragraph at the beginning of the 4<sup>th</sup> sentence add the words "In response to a question,"**

**Denise Day moved to approve the 10/16/19 meeting minutes as amended with the above revision, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0 with the student representative voting in the affirmative.**

#### **V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:**

##### **A. District:**

Suzanne Filippone, HS Principal stated that there will be a Vape Presentation on Friday at 6:30 PM in the auditorium. Connect Training – Peer to Peer program Suicide Prevention for 9<sup>th</sup> grade run by counseling department is underway. Habits of Work & Learning groups Committee was formed on private industry needs. Sarah Cathey taking students on 10-day trip to Yellow Stone for place-based study for ecologic features.

Misty Lowe, Mast Way Interim Principal – Successful family Halloween social was sponsored by PTO. Tiger Assembly focused on kindness.

##### **B. Board:**

Denise Day – thanked the Moharimet PTO for the refreshments. Suggested that the Policy committee will change the process to bring policies that do not have unanimous support of policy committee to the full Board for discussion and guidance.

Al Howland – Orchard Drive Property – 26 people have started building the trail to Foss Farm.

Tom Newkirk – Thank you to all the participants that made the Orchard Drive project possible. The gun-free school proposal was submitted to NHSBA. Suggested to move November 21 Budget Hearing to the Regular December 4 meeting.

## **VI. DISTRICT REPORTS:**

### **A. Assistant Superintendent Reports:**

Friday is a Teacher Workshop Day and Todd reviewed the initiatives being worked on at each school.

### **B. Superintendent's Report:**

#### **ELO/VLACS/CTE Update: Sean Peschel –**

Sean reviewed the data in the packet that he provided.

VLACS: Students are taking courses that are not offered at ORHS which is an exciting new development.

CTE: discussed enrollment over last 3 years, which has nearly doubled to 53 students at all 3 centers.

ELO: This year we have 45 students actively enrolled in ELO's  
Sean answered various questions from the Board.

#### **Update on Scheduled MS Presentations:**

Dr. Morse discussed the MS presentations that have been completed and the upcoming house/school/district meetings that have been scheduled.

#### **High School Graduation Date:**

**A motion was made by Denise Day, seconded by Brian Cisneros to schedule the high school graduation date for Friday, June 12, 2020. Motion passed 6-0 with the student representative abstaining.**

**MS Off-Site:** Superintendent Morse reported that he and Town Manager Selig are in the process of scheduling a meeting with all parties involved to discuss the traffic situation for the proposed new middle school. The road congestion is the issue in tight budgetary times with neither, the Town of Durham nor the Oyster River School District in a position to incur large costs.

#### **Review Policy/Procedure/Fee Schedule for Policy KF:**

Jim recommended no-charge structure for non-profits that serve District children.

Michael Williams asked about key card access – Jim Rozycki explained the process where key cards are provided to individuals representing the organization requiring use of the facility. Michael Williams suggested that the procedure needs to be consistent with language of charges. Tom Newkirk questioned the fee schedule. Dan Klein suggested adding custodial fees to the schedule – need to clarify when charges would occur. Michael Williams suggested the priority list in the policy be copied verbatim in the procedures.

**C. Business Administrator:**

Sue Caswell updated the Board on the current budget and stated that we are okay at this point.:

The 2019/20 tuition rates were established using the estimated cost per pupil, MS-22 and the current year enrollment and breakdown as follow: Elementary- \$19,393, Middle School - \$18,328 and High School - \$18,747.

**Al Howland moved to approve the 2019/20 Tuition rates as presented, 2<sup>nd</sup> by Brian Cisneros. Motion passed 6-0 with the student representative voting in the affirmative.**

**D. Student Senate Report:**

Reported out the various activities that are happening at the high school, spooky night, Coffee House, Barrington Informational Night along with a sports update: Boys Cross Country – Division2 Runner ups, qualified for the New England’s for 10<sup>th</sup> consecutive year. Girls Cross Country placed 4<sup>th</sup> in Division 2. Field Hockey Best season in recent memory. Gold finished 21-4 with 4 all-state golfers. Volleyball finished the season 13-4. Girls Soccer finished 10-7-\*1. Unified Soccer finished with the highest turn outs for partner’s signing up. Boys Soccer finished regular season 11-2-3.

**E. Other:** None

**VII. DISCUSSION ITEM:**

**Budget Discussion:**

Jim shared with the Board a handout that included the Bond Warrant information and reminded them that it did not include revenue.

**Superintendent Evaluation:**

Superintendent Morse stated that he has begun his self-evaluation.

**VIII. ACTIONS**

**A. Superintendent Action Items:** None

**B. Board Action Items:**

ORMS/ORHS winter Coaches, volunteers, department head replacement:

**Motion made by Denise Day, seconded by Brian Cisneros to approve the ORMS/ORHS winter Coaches, volunteers, department head replacement. Motion passed 6-0 with the student representative voting in the affirmative.**

**IX. SCHOOL BOARD COMMITTEE UPDATES:**

**A. Manifests Reviewed and Approved by Manifest Committee:**

Payroll Manifest #8: \$1,350,657.49

Payroll Manifest #10 \$991,592.11

Vendor Manifest #10: \$85,351.25

Al Howland reported that the Sustainability Committee met, and they are working on a review of the policy. He suggested that a climate change resolution should be considered for NHSBA.

Denise Day reported that the LRPC met and they will be reporting out at the December 4, 2020 meeting.

**X. PUBLIC COMMENTS:**

Bevie Ketel from Madbury, asked for clarification on charging parents to use the buildings for tutoring. If this changes asked that parents be reimbursed for past usage.

**XI. CLOSING ACTIONS:**

- A. Future Meeting Dates: 10/30 Manifest Meeting – SAU Conference Room  
11/06 Regular Meeting – Moharimet Cafeteria  
~~11/21/19 Budget Hearing – ORHS Library~~

**XII. NON-PUBLIC SESSION RSA 91-A:3 II {If Needed}  
NON-MEETING SESSION: RSA 91-A:2 I {If Needed}**

**XIII. ADJOURNMENT:**

**Michael Williams moved to adjourn the meeting at 9:03 p.m., 2<sup>nd</sup> by Al Howland. Motion passed 6-0 with the student representative voting in the affirmative.**

Respectfully yours,  
Dr. James C. Morse  
Todd Allen  
Susan Caswell



University of  
New Hampshire

## Welcome to the High School Healthy Relationship Project



### Who are we?

Prevention Innovations Research Center (PIRC) is an internationally recognized organization, known for its community engagement and collaborative research that informs policy and practice. PIRC has received funding from agencies including the National Science Foundation, National Institute of Justice and the Centers for Disease Control and Prevention

### Timeline: October 2019 – December 2019

**Goal:** To understand how high school students use mobile apps and features and information they would like to see in a healthy relationship app.

**Procedure:** High school students will be asked to participate in a facilitated focus group where they will complete a written survey and participate in a focus group discussion. *Parental consent must be given for students under the age of 18 to participate.* Parents and high school administrators and staff will also be asked to participate in focus groups and interviews.

**What to Expect:** PIRC will develop a prototype of a high school healthy relationship app that is tailored to your school community.

### Phase 1: Designing the App

### Timeline: March 2020 – May 2020

**Goal:** To gain feedback about the high school healthy relationship mobile app prototype (developed from the data collected in Phase 1) to further develop and revise the app features and resources.

**Procedure:** High school students, parents, administrators and staff will be presented with the app prototype and will be asked to provide feedback during facilitated focus group discussions. *Parental consent must be given for students under the age of 18 to participate.*

**What to Expect:** PIRC will continue to develop and revise the high school healthy relationship app to best serve your school community.

### Phase 2: Prototype Development & Feedback

### Timeline: September 2020 – December 2020

**Goal:** To provide high school students with a healthy relationship mobile app (specifically tailored to the needs of your school community) and understand how high school students use the app (ex. most commonly used features).

**Procedure:** High school students will be asked to download the app and will complete an online survey about their usage of the app. *Parental consent must be given for students under the age of 18 to participate.*

**What to Expect:** PIRC will examine high school students' usage of the app and work with schools to monitor the app's usage.

### Phase 3: Delivering the Final Product



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

---

INTEROFFICE MEMORANDUM

---

TO: School Board  
FROM: Todd Allen  
DATE: November 14, 2019  
RE: World Language Report

In January 2019 the Oyster River School Board authorized the creation of a World Language Study Committee. The Charge of the group was as follows:

“To investigate current research related to effective elementary world language programs, to identify the obstacles faced including how world language would fit into the schedule and to present best practice options with a preliminary report in May, with a final report for Board consideration in November 2019.”

A committee was formed that was made up of community members, teachers and district administrators. The 10 members of the Elementary World Language Committee are:

Andrea Birkel, Moharimet Parent  
Kristin Laberis, Moharimet Parent  
Anita Mathur, Mast Way Parent  
Kate Zimar, MW Teacher  
Candace French, MS Spanish Teacher  
Leslie Ayers, HS Spanish and French Teacher  
David Goldsmith, Moharimet Principal  
Misty Lowe, Interim Mast Way Principal  
Jay Richard, MS Principal  
Todd Allen, Assistant Superintendent

The committee's process started with conducting research of best practices in Elementary World Language instruction. Research was reviewed from Middlebury Interaction Languages, The Brown University Educational Lab, The University of Essex, The American Council on the Teaching of Foreign Language (ACTFL), The Defense Language and National Security Education Office and The Center for Applied Linguistics. From the research model K-4 World Language schools were identified and visits scheduled. The committee visited 7 schools across New England with a range of program offerings. The following schools were visited.

Rye Elementary School in Rye, NH  
Symonds Elementary School in Keene, NH  
Glastonbury Public Schools in Glastonbury, CT  
Chickering Elementary School in Dover, MA  
East Kingston Elementary School in East Kingston, NH  
Newington Village School in Newington, NH  
Saint Patrick's Academy in Portsmouth, NH

There are three general types of elementary World Language Programs. These types of programs are described below.

Foreign Language Exploratory Model (FLEX): In a FLEX Model usually meets once a week. The goal of the program is to expose students to a variety of cultures and introduce students to the study of languages but there are no proficiency goals. Typically, in a FLEX model students make a choice when they reach middle school level of a language to study and then begin a proficiency approach. Students in a FLEX Model do not

advance further from a proficiency standpoint than students with no language program. Schools that have FLEX programs report students having a better understanding of diverse cultures as a result.

Foreign Language in the Elementary School Model (FLES): In a FLES Model the goal is to maximize student proficiency in the target language. The more often students are engaged in using the language to communicate the more proficient they become. In a FLES model the target language is used up to 100% of the time. The curriculum is planned around communicating on everyday topics that create opportunities to connect with student experiences. The more often the class meets the better.

Immersion Model: Students spend 50% or more of their day learning in the target language. The goal of immersion is to immerse students in an environment that requires the use of the target language. This model is proficiency-based. In the immersion model students tend to achieve a higher level of proficiency at an earlier age.

**The committee recommends establishing a proficiency-based K-12 World Language Program for all students in the ORCSD.**

To accomplish this model academic time at the elementary level will need to be identified to support the program. A single target language should be identified for K-4. Spanish is the most common language selected in FLES programs. All students in grades K-4 should have World Language 2-3 times a week for 25-30 minutes. When students reach 5<sup>th</sup> grade students should be given the choice of studying Spanish, French or Chinese. The same choices should continue through high school. At the high school level expanding World Language options should be considered. German, Russian and Latin are all commonly available to high school students.

A K-12 proficiency-based World Language program offers many benefits. The earlier one starts language study the more fluent they become. Research shows that younger student's brains are much more able to absorb language than waiting until adolescence to start. The study of language also increases creativity and problem-solving skills by challenging the brain to think in different ways. World Language study significantly enhances English language skills. Students learn the rules of language and can apply these lessons across the board. As a community focused on equity and inclusion it is important to know that World Language study exposes students to a wider range of cultures leading to more empathy and understanding of differences. From a core academic basis, students who study World Languages have improved basic skills in core academic areas. This is also true about music education. In the ORCSD developing student's language and music brains is a high priority.

The charge of the committee asked for a recommendation of best practice and then to identify obstacles. The committee believes strongly that a K-12 proficiency-based model is best practice, but spent significant time looking at master schedules and reviewing other ORCSD priorities that have been identified. One of the challenges to implementing a K-12 World Language Model in the ORCSD is establishing where it fits into district priorities. There are multiple priorities that have been identified that impact scheduling at the K-5 level.

Priorities that impact master scheduling are:

- Multi-tiered Systems of Support (MTSS)
- Social Emotional Learning (SEL)/Mental Health Support
- Math Instruction
- ELA/Literacy Instruction
- Science Instruction
- Social Studies Instruction
- Music
- Art
- PE/Wellness
- Sustainability Themes
- Equity and Inclusion Themes

Planning the master schedule at any level starts by identifying priorities. What is valued most generally receives the most time in the schedule. Time is the one variable that connects to all initiatives. At Mast Way and Moharimet the academic day is shorter than most schools in the state. Students begin their day at 8:55 and end by 3:10. This gives 6 hours and 15 minutes to work with at our K-4 level. All of the model schools visited by the committee had academic days 15-40 minutes longer than Oyster River.

Dover-Sherborn, MA +15 minutes compared to OR  
East Kingston, NH +15 minutes  
Glastonbury, CT +25 minutes  
Keene, NH +20 minutes  
Newington, NH +40 minutes  
Rye, NH +15 minutes  
St. Patrick's Academy, NH +30 minutes

Time to have K-4 world language needs to be identified. Teachers already report not having enough time to accomplish current priorities. Certainly, adding time to the K-4 school day would help resolve this issue, but a well-developed World Language program would integrate many curricular topics allowing for a shifting of priorities at the classroom level. During site visits conducted by the committee language lessons taught included math, science, music, art, physical education, SEL, social studies and grammar. At Glastonbury, Ct., which was an exceptionally high performing school, they talked about ongoing efforts across the district to integrate language learning with all academic areas.

At ORMS the schedule structure already exists to support adding 5<sup>th</sup> grade World Language. The obstacle at the middle school is lack of space. The construction of the new middle school will resolve the space issue but until then this will be a challenge. Sharing classroom space is an option to consider in the short term to move the program forward.

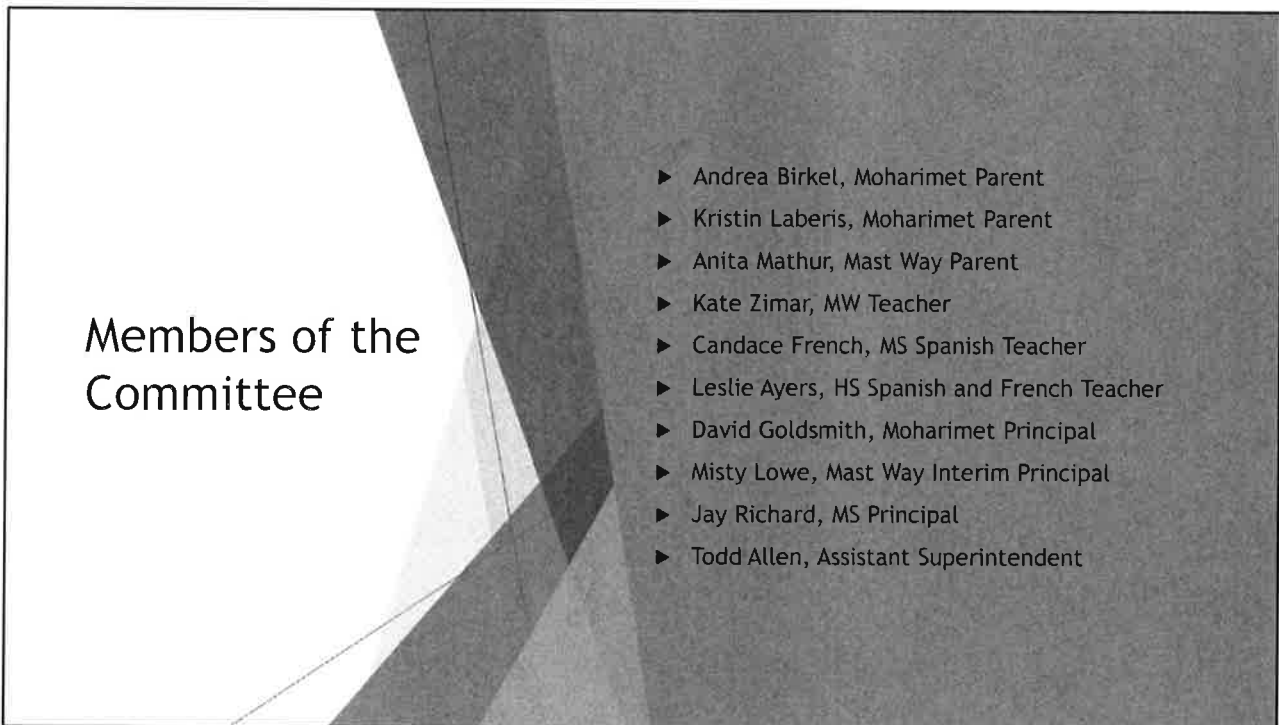
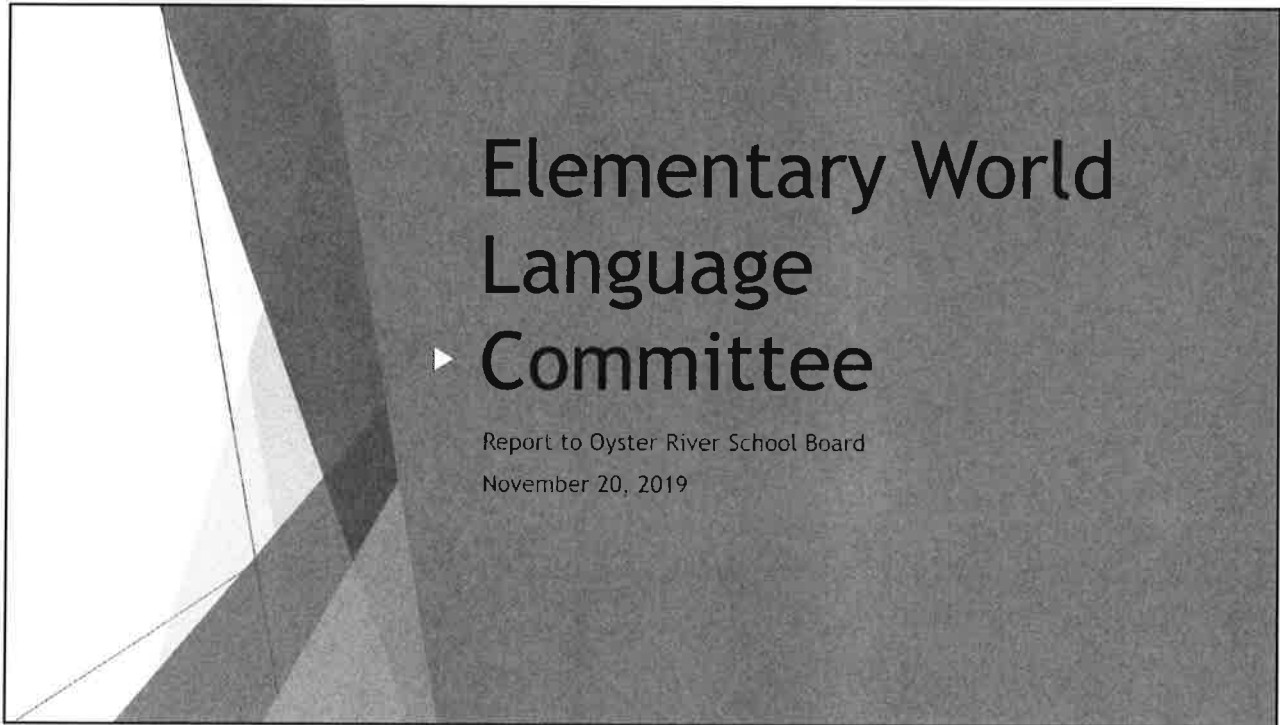
To implement a K-12 Proficiency-based World Language model will involve the following action steps.

1. The addition of 3 FTE positions is necessary to provide the staff at the elementary and middle school level.
  - a. The plan to expand to 5<sup>th</sup> grade already exists, and a yellow sheet is included in the FY 21 budget book.
  - b. A 3 year roll out for K-4 should be implemented starting in K-2 and rolling up over the next two years. During the rollout period an exploratory model could be offered to the 3<sup>th</sup> and 4<sup>th</sup> grade.
2. More academic time needs to be identified in the K-4 day. Options to consider are lengthening the school day, curriculum integration or reprioritization of initiatives.
3. Adjustments to the system would need to be made to support decisions made in this process. Areas impacted could be transportation and master schedules.

The committee also considered 2 other options that were determined to be not best practice.

Offering World Language as an afterschool activity was examined. This option would not make language study available to everyone, would cause transportation issues and is not a proficiency-based FLES model. Offering World Language in the Encore block was also considered, but by itself would not be a proficiency-based model due to the limits of language exposure and would reduce music, PE and Art instruction.

Both of the above models could be considered as part of a transition plan but would not be suitable for a long-term approach. The committee felt that adding a K-12 proficiency-based model was the best option for the ORCSD.



## Charge of the Committee

- ▶ To investigate current research related to effective elementary world language programs, to identify the obstacles faced including how world language would fit into the schedule and to present best practice options with a preliminary report in May, with a final report for Board consideration in November 2019.

## Our Process

- ▶ The Committee was formed in January and has met regularly (1-2 times per month) throughout the school year.
- ▶ Research was conducted on best practices in World Language.
- ▶ Model K-4 World Language programs were identified and site visits were conducted.
- ▶ The current World Language program was reviewed.
- ▶ The master schedules at Mast Way, Moharimet and the Middle School were reviewed.
- ▶ Building and district priorities beyond World Language were reviewed.

## Models of Elementary World Language Instruction



### FLEX Model

Foreign Language Exploratory Program: Typically once a week for 30-45 minutes. The focus is on exposure to culture and language usually with no proficiency goals.



### FLES Model

Foreign Language in the Elementary School Program: Typically meets multiple (2-3) times a week for 25-30 minutes with the primary goal to build language proficiency.



### Immersion Model

Students spend 50% of their day or more learning and communicating in a target language with the goal of having all students achieve a very high level of proficiency in the target language.

### Committee Recommendation:

**Establish a proficiency-based K-12 World Language program utilizing the FLES Model for all students in the district.**

---

Academic time at the elementary level needs to be expanded to accommodate World Language instruction along with other important district priorities.

---

A single target language for K-4 should be selected. (Spanish is most common)

---

All students in grades K-4 should have 2-3 World Language classes per week of at least 25-30 minutes.

---

Starting in grade 5 students should have world language 3-5 days a week for 45 minutes after choosing from three language options. (Currently French, Spanish and Chinese)

## Benefits of a K-12 Proficiency-Based World Language Model

- ▶ The earlier one starts language study the more fluent you become.
- ▶ The study of language increases creativity and problem-solving skills.
- ▶ World Language study enhances English language skills.
- ▶ World Language study exposes students to a wider range of cultures.
- ▶ Students who study World Languages have improved basic skills in core academic areas.
- ▶ Studying languages contributes to a life-long ability to communicate.
- ▶ Curriculum in the K-5 level lends itself to integration of language study in a meaningful way to students.

## Obstacles to expanded World language instruction in the ORCSD

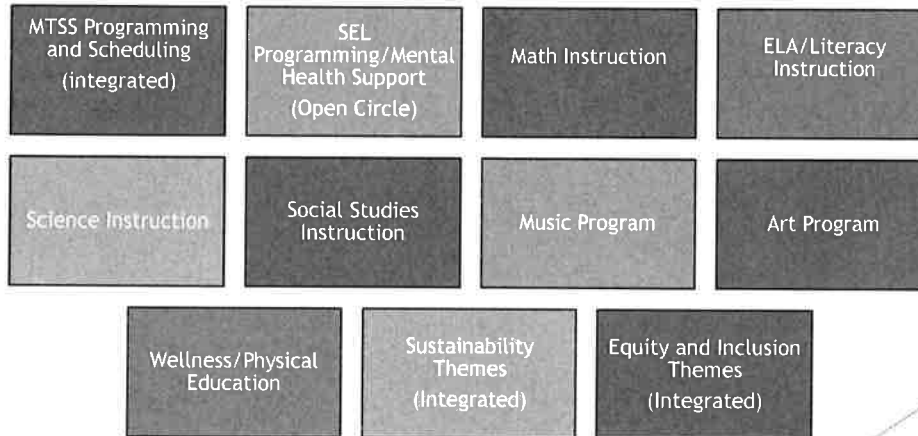


Where does World Language instruction at the K-5 level fit into district priorities?



How do we find the time to add World Language instruction in K-5?

## Current ORCSD Areas of Focus at K-5 Level



## Sample K-4 Daily Schedule

Time	Activity
8:45-9:00	Arrival, unpacking, breakfast
9:00-10:30	Literacy Block (Whole or small group instruction, word work, MTSS support)
10:30-10:45	Snack
10:45-11:15	Recess
11:15-12:15	Math
12:15-12:30	Open Circle or Read Aloud
12:30-1:00	Lunch
1:00-1:45	Science or Social Studies
1:45-2:15	Writing
2:15-3:00	Encore(PE, Music, Art)
3:00-3:10	Pack up and dismissal



## Sample K-4 Weekly Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
8:45-9:20 Attendance/Math Warm-Up Good Morning Circle (weekend Whip Share)	8:45-9:30 Attendance Math Warm-Up Open Circle	8:45-9:20 Attendance/Math Warm-Up Good Morning Circle	8:45-9:30 Attendance Math Warm-Up Open Circle	8:55-9:20 Attendance/ Math Warm-Up Good Morning Circle
9:20-10:15 Daily 5 Reader's Workshop	9:30-10:15 Daily 5 Reader's Workshop	9:20-10:15 Daily 5 Reader's Workshop	9:30- 10:15 Daily 5 Reader's Workshop	9:20-10:15 Daily 5 Reader's Workshop
10:15 - 10:30 Snack	10:15 - 10:30 Snack	10:15 - 10:30 Snack	10:15 - 10:30 Snack	10:15 - 10:30 Snack
10:30 - 11:15 Trick word review/phonics dance Word Work Writer's Workshop	10:30 - 11:15 Trick word review/phonics dance Word Work Writer's Workshop	10:30 - 11:15 Trick word review/phonics dance Word Work Writer's Workshop	10:30 - 11:15 Trick word review/phonics dance Word Work Writer's Workshop	10:30 - 11:15 Trick word review/phonics dance/Word Work Writer's Workshop - alternate with Math with T.T.
11:20 - 12:05 Library -Day A	11:20 - 12:05 Art - Day B	11:20 - 12:05 Music - Day C	11:20 - 12:05 P.E. - Day D	11:20 - 12:05 Special - Day A etc.
12:15-12:40 Recess	12:15-12:40 Recess	12:15-12:40 Recess	12:15-12:40 Recess	12:15-12:40 Recess
12:40 - 1:05 Lunch	12:40 - 1:05 Lunch	12:40 - 1:05 Lunch	12:40 - 1:05 Lunch	12:40 - 1:05 Lunch
1:10 - 1:30 Mindful Moment/Read Aloud	1:10 - 1:30 Reflex Math	1:10 - 1:30 Mindful Moment/Read Aloud	1:10 - 1:30 Reflex Math	1:10 - 1:30 Tree Trekkers - every other Friday - Fall and Spring
1:30 - 2:30 - Math	1:30 - 2:30 - Math	1:30 - 2:30 - Math	1:30 - 2:30 - Math	Science Fridays - flexible
2:30 - 2:55 - Theme	2:30 - 2:55 - Theme	2:30 - 2:55 - Theme	2:30 - 2:55 - Theme	Closing O/Compliment box

## K-4 Academic Day

- ▶ The K-4 Academic Day in the ORCSD is 6 hours and 15 minutes long, starting at 8:55 and ending at 3:10.
- ▶ All model World Language programs visited had academic days that were 15 to 40 minutes longer.
  - ▶ Dover-Sherborn, MA +15 minutes
  - ▶ East Kingston, NH +15 minutes
  - ▶ Glastonbury, CT +25 minutes
  - ▶ Keene, NH +20 minutes
  - ▶ Newington, NH +40 minutes
  - ▶ Rye, NH +15 minutes
  - ▶ St. Patrick's Academy, NH +30 minutes

## Other Comparable Elementary School Academic Days

Hanover, NH +30 minutes  
(Has K-4 FLES Program)

Portsmouth, NH +15 minutes  
(Working to add K-4 Program)

Exeter, NH +15 minutes  
(Some schools in district have FLEX Program)

Bedford, NH +5 minutes  
(Doesn't have K-4 WL)

Amherst, NH +25 minutes  
(Has a FLEX Program)

## Action Steps to Adopting a K-12 World Language Proficiency Model

- ▶ The addition of 3 FTE positions would provide enough staff to fully implement a K-12 program of this type.
  - ▶ One Full-time teacher at each elementary school and one at 5th grade.
  - ▶ Plan to expand to 5th grade should be implemented.
  - ▶ Proficiency-based program should be rolled out gradually at the K-4 level.
- ▶ More academic time in the K-4 school day needs to be identified. (Lengthen day vs. Priorities)
- ▶ Adjustments to the system would need to take place to support decisions made. (Transportation system, master schedule, etc.)

## Options Considered

Option Considered	Considerations/Issues
K-4 Afterschool Model (Could be a transition model)	Not available to all kids, Busing, Staffing, Not a FLES Model, not proficiency-based
K-4 Encore/Unified Arts Block (Could be a transition model)	This is a FLEX Model, Limited language exposure, reduces time to PE, Art, Library and Music, not proficiency-based
K-12 Proficiency-based (Recommended as best practice)	This is a FLES Model, focus is on language fluency, all students will have the opportunity to become fluent in a language.

# Questions?

# Draft Calendar for Students starting August 27, 2020

## OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

### SCHOOL CALENDAR

2020-2021

School Board: 1<sup>st</sup> Review – 11/20/19

Deliberative Session: February \_\_, 2021\*

Voting Day: March \_\_, 2021\*

\*Subject to Change

AUGUST/ SEPTEMBER 2020				
M	T	W	Th	F
	<b>TW</b>	<b>TW</b>	△	28
S(24) T(26)	31	1	2	3
	<b>X</b>	8	9	10
	14	15	16	17
	21	22	23	24
	28	29	30	

OCTOBER 2020				
M	T	W	Th	F
			1	2
S(20) T(21)	5	6	7	8
	<b>X</b>	13	14	15
	19	20	21	22
	26	27	28	29
				30

NOVEMBER 2020				
M	T	W	Th	F
S(16) T(17)	2	<b>TW</b>	4	5
	*9	10	X	12
	16	17	18	19
	23	24	X	X
	30			

DECEMBER 2020				
M	T	W	Th	F
S(16) T(16)	7	8	9	10
	14	15	16	17
	21	22	X	X
	<b>X</b>	<b>X</b>		

JANUARY 2021				
M	T	W	Th	F
S(18) T(19)	4	5	6	7
	11	12	13	14
	<b>X</b>	19	20	21
	<b>TW</b>	26	27	*28
				29

8/25, 8/26..... Teacher Workshop Days  
 8/27..... 1st Day for All Students  
 8/31 ..... 1st Day Preschool  
 9/7..... Labor Day Observance

10/9..... Teacher Workshop -  
 (Parent/Teacher Conference Gr K-5)  
 10/12..... /Indigenous Peoples  
 /Columbus Day

11/3 Teacher Workshop (Presidential Election)  
 11/11..... Veterans' Day Observed  
 11/25 - 11/27... Thanksgiving Recess

12/23 - 1/1..... Holiday Recess

1/18..... Martin Luther King Day  
 1/25 ..... Teacher Workshop

2/22 - 2/26 ..... Winter Recess

3/19..... Teacher Workshop

4/26 - 4/30..... Spring Recess

5/28 ..... Teacher Workshop  
 5/31..... Memorial Day

TBD..... ORHS Graduation  
 6/22..... With 5 Built In - Snow Days

△ First Day of School for Students  
 △ Last Day of School - **Early Dismissal**  
*(unless more than 5 make-up days are  
 required)*

**TW** Teacher District Workshop Days  
*(no school for students)*

**X** School Closed – Holiday/Vacation

\* End of Quarter

**SD** Snow Days (5 Built in)

**Anticipated last day for students is 6/22. The  
 calendar allows for five school cancellation  
 days. If less or more than five days are needed to  
 cover cancellations, the schedule will be  
 adjusted accordingly.**

FEBRUARY 2021				
M	T	W	Th	F
	1	2	3	4
	8	9	10	11
	15	16	17	18
	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

S(15)  
T(15)

MARCH 2021				
M	T	W	Th	F
	1	2	3	4
	8	9	10	11
	15	16	17	18
	22	23	24	25
	29	30	31	

S(22)  
T(23)

APRIL 2021				
M	T	W	Th	F
			1	2
	5	6	7	*9
	12	13	14	15
	19	20	21	22
	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

S(17)  
T(17)

MAY 2021				
M	T	W	Th	F
	3	4	5	6
	10	11	12	13
	17	18	19	20
	24	25	26	27
	<b>X</b>			<b>TW</b>

S(19)  
T(20)

JUNE 2021				
M	T	W	Th	F
	1	2	3	4
	7	8	9	10
	14	15	<b>SD</b>	<b>SD</b>
	<b>SD</b>	<b>SD/△</b>		

S(11)  
T(11)

178 Student Days

185 Teacher Days

Policies for  
 First/Second Read/Adoption/Deletion  
**SB Meeting of  
 November 20, 2019**

Title	Code
<b>Policies for First Read</b>	
Student Automobile Use	JLIE
Use of School Building and Facilities/Procedure/Fee Schedule	KF/KF-R/KF-R1
Searches of Student Automobiles on School Property	JHJB
Technology Devices - K-8 Cell Phoned/Personal Devices	JICJ (A)
<b>Policies for Second Read/Adoption</b>	
Drug-Free Workplace/Drug-Free Schools	ADB
<b>Policies for Deletion/Replacement</b>	
<b>As a reference the November 13, 2019 policy minutes are attached to this packet.</b>	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JLIE
Code Change School Board 1 <sup>st</sup> Read 7/14/10 Previously - JHFD Code/Revision School Board 2 <sup>nd</sup> Read/Adoption: 8/11/10 <a href="#">Review Policy Committee: April 10, 2019</a> <a href="#">School Board First Read: November 20, 2019</a>	Page 1 of 1 Category: Recommended

## STUDENT AUTOMOBILE USE

The Oyster River Cooperative School Board encourages high school students to use the bus transportation provided to them. However, students may be granted the privilege of driving to school in their own vehicles if the requirements in this policy are met.

1. A student must complete a Student Driver Request/Registration Form that includes documentation concerning the student's vehicle, insurance and parental permission. No application will be approved without appropriate insurance or parental permission.
2. Students who are approved to drive to school must park only in areas designated for student parking.
3. Students may not access their vehicles ~~or leave school grounds~~ during the school day without permission of the building administrator.
4. Students should be aware that any vehicle that they drive to school may be subject to search as provided by Board policy [JIHB](#).
5. Students are required to drive safely and obey all traffic/parking rules while operating a vehicle on school grounds.
6. In order for a student to drive his/her vehicle to any school-sponsored activity off school grounds in which he or she is participating, prior written permission from the student's parent/guardian must be provided on the appropriate form and in accordance with all applicable Board policies and school rules.
7. The building administrator has the discretion to suspend or revoke a student's driving privileges and impose other disciplinary measures for driving infractions or other violations of Board policies or school rules. The building administrator may also report driving infractions to local law enforcement authorities as he/she deems appropriate.
8. Students are not allowed to transport other students to school sponsored activities in which he or she is participating, except in special circumstances, without prior written permission from [both](#) the parent/guardian of the passenger and the driver and the approval of the building administrator.

Cross References: [JLIE-R – Parking Application](#)  
[EEBBAG](#) – Use of Private Vehicles to Transport Students  
[JFICC](#) – Student Conduct on School Buses

~~[Student Driver Permission Form is part of this policy.](#)~~

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KF Previously: KG
Policy Committee Review: May 8, 2019 & June 12, 2019 School Board First Read: June 19, 2019 & October 16, 2019 School Board Second Read/Adoption: July 10, 2019 Back to Policy October 9, <del>2019</del> 2019 <a href="#">Back to Policy: November 13, 2019</a> Superintendent Review/Revision: October 17, 2019 School Board Review: November 6, 2019 <a href="#">School Board First Read: November 20, 2019</a>	Page 1 of 23 Category: Recommended

## USE OF SCHOOL BUILDINGS AND FACILITIES

The Oyster River School Board allows its facilities to be used by responsible organizations, associations, and individuals of the community for appropriate civic, cultural, welfare or recreational activities which do not interfere with school activities and is in the best interests of the school system. Authorization to use school facilities does not connote Board endorsement or approval of the activity or of the sponsoring organization/individual.

### Policies

The Organization shall ensure that staff, students, and all participants in the PROGRAM shall follow all policies and rules of the Oyster River Cooperative School District to ensure the safety of all participants and the care of the facilities.

The Organization shall further ensure that the PROGRAM is operated in a manner that conforms to the School Board's Policy AC (Nondiscrimination/Equal Opportunity) and permits the School District to meet its obligations under federal and state non-discrimination laws.

The School District Rules can be found in the Parent Student Handbook on the District website under the school tab for each school, and the School Board Policies at:  
<http://www.orcsd.org/schoolboard/policies>

### Prohibited:

Any activity or organization which:

1. Promulgates any theory or doctrine subversive to the laws of the United States, the State of New Hampshire or any political subdivision thereof.
2. Advocates governmental change by violence.
3. Violates the canons of good morals, manners or taste, or is injurious to the district buildings, grounds or equipment.
4. Is in conflict with school activities or programs or policies.
5. Raises funds for any purpose except as permitted by board policy or special action of the board.
6. Is discriminatory.

### Granting of Approval:

The Superintendent of schools or designee is authorized to approve and arrange for scheduling the use of school facilities by applicants satisfying the above requirements.

The Board authorizes the Superintendent to revoke any such permit, without liability, should such action be deemed necessary or desirable.

Applicants may be required to submit an explanatory statement declaring that to the best of their knowledge the projected use is within the general policy and is not in violation of prohibited activities noted above.

[Community Recreation Programs and Outside Non-Profit Groups wishing to use the district facilities will meet seasonally with the Athletic Director and his administrative assistant to ensure maximum usage with minimal conflict.](#)



OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KF Previously: KG
Policy Committee Review: May 8, 2019 & June 12, 2014 School Board First Read: June 19, 2019 School Board Second Read/Adoption: July 10, 2019 Back to Policy October 9, 2019 <a href="#">Back to Policy: November 13, 2019</a> School Board First Read: October 16, 2019 Superintendent Review/Revision: October 17, 2019 School Board Review: November 6, 2019 <a href="#">School Board First Read: November 20, 2019</a>	Page 2 of 3

USE OF SCHOOL BUILDINGS AND FACILITIES (continued)

Building Access

Keys and cards provided to approved users are for their exclusive use and may not be shared with anyone. Adult supervision by the approved user is required at all times for events that involve children.

Fees:

The Board will approve a schedule of fees for use of school facilities. After regular hours, weekends or holidays, custodial, kitchen and auditorium tech fees to be charged to all outside groups and non-profits within district. Other charges may occur for turf field, lights, vandalism, damages and any other equipment outside the use of the space requested. The Superintendent or designee(s) may grant waivers of fee payment in exceptional cases. The superintendent may adjust the fee charged. When doing so, will report out at the next Board meeting. The Board intends that recognized parent volunteer groups, such as PTO's, will not be charged fees for use of facilities that have approval of the building Principal and Business Administrator. Fee schedule will be reviewed as part of the annual budget process.

Non-profits serving district students will not be charged other than the exceptions noted above. Other non-profits will be charged according to the fee schedule.

Insurance:

Each application for school rental will include a certificate of insurance for general liability and property damage, the coverage to be as recommended by the district's insurance carrier. The Organization shall maintain workers compensation insurance as required by state law. The organization shall provide the Board with proof of insurance and shall not cause such policy to be terminated or materially changed without giving the Board at least 10 days' prior written notice. Each applicant claiming a non-profit status will need to provide IRS or State of -NH proof documenting their non-profit status.

Damages:

Anyone submitting an application for the rental of school property must assume responsibility for the proper use of the facility and for the conduct of all attending the event. As a condition for permission to use the facility the user must indemnify the school district from any claims which might arise from the use. If any school district property is lost or damaged during usage, the amount of loss or damage will be determined by the superintendent of schools, and a bill for damages (both labor and materials) will be mailed to the applicant of record, who accepts responsibility for payment of damages as a condition for permission to use the facility. In addition, the Superintendent or designee may require the submission of a deposit in advance to cover any potential loss or damage to school district property.

Complaints:

1. If an incident occurs that could be viewed as a violation of district policy or procedure, the district will be informed. ORCSD reserves the right to examine the incident and determine if it impacts further facilities use.
2. Every effort will be made to resolve the issue at the lowest level.
3. Complaints that result in investigations of violation of district policies will be conducted by independent third parties at the expense of the group using ORCSD Facilities.



OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KF Previously: KG
Policy Committee Review: May 8, 2019 & June 12, 2019 School Board First Read: June 19, 2019 School Board Second Read/Adoption: July 10, 2019 Back to Policy October 9, 2019 <a href="#">Back to Policy : November 13, 2019</a> School Board First Read: October 16, 2019 Superintendent Review/Revision: October 17, 2019 School Board Review: November 6, 2019 School Board First Read: November 20, 2019	Page <del>1</del> of <del>3</del> of <del>23</del> Category: Recommended

USE OF SCHOOL BUILDINGS AND FACILITIES (continued)

Indemnification:

The organization agrees to defend, indemnify and hold harmless ORCSD for any claims, liability, or damages, arising out of the Organization's use of space under this Agreement.

Receipts:

Receipts from fees shall be used for facilities maintenance and operation costs.

Regulations:

Regulations governing this policy shall be posted on the school district web site.

Cross Reference:

- AC- Nondiscrimination/Equal Opportunity
- ACE & R – Nondiscrimination on Basis of Handicap/Disability & Procedure
- GBA – Equal Opportunity Employment
- GBAA & R & 1 – Sexual Harassment – Employee/Staff & Procedure & Report Form
- JBAA & R– Sexual Harassment and Violence -Students & Procedure
- JBAB & R – Transgender and Gender Nonconforming & Procedure
- KF-R Guidelines on the Use of School Facilities
- KF-R1 Building Rental Fees
- JLCF – Wellness Policy
- JL – Soliciting Funds
- KFB – Advertising in Schools

Legal Reference: Military Recruitment in high schools

## GUIDELINES ON THE USE OF SCHOOL FACILITIES

Use of facilities, owned and operated by the Oyster River Cooperative School District, is governed by federal and state law and by ORCSD policy KF.

### Reservations and Arrangements:

1. All use/rental applications shall be made at least 14 days in advance. Reservations are made on a school year basis unless prior approval received by the Superintendent's office. Applications for facility use/rental are available online at our orcsd.org website under Facilities department.
2. A written permit will be issued to the applicant by the Central office and a copy, along with a copy of the regulations governing use, will be sent to all concerned. No reservation will be made until the application is approved by the Superintendent or his/her designee. If a local organization's request is one with regularly occurring dates, approval may be given for the entire schedule providing it is not among the exceptions in the policy, groups paying rental charges takes precedence. Should a conflict occur because of a school activity, the right is reserved to cancel the permission granted and to arrange a date and time for rescheduling. If a space is reserved, it is with the understanding that it will be used. Any space reserved for an "on hold" basis, must have prior approval by the facilities office.
3. For all sports/athletic events, the District will establish an open request window by seasonal activities. Any request changes need to be shared with the Athletics Director. The organization that has requested the facility is responsible to inform the District if they do not plan to use the approved space.
4. The applicant and the organization shall be held responsible for the proper use of the facility, for the conduct of the persons attending and shall see to it that the activities are confined to the areas requested and hours agreed on the application. In the event that property loss or damage is incurred during such use or occupancy of district facilities, the amount of damage shall be decided by the Facilities office or designee and a bill for damages will be presented to the group using or occupying the facilities during the time loss or damage was sustained.
5. All applicants for use of district facilities shall hold the Oyster River Cooperative School District free and without harm, from any loss or damage liability or expense that may arise during or be caused in any way by such use or occupancy of district facilities. Individuals requesting to use a facility for non-school event must execute an Oyster River Release of All claims prior to receiving permission to use the facility. Forms for release will be made available by the Facilities office to requesting parties.
6. Users of school facilities must assume responsibility for the safety and protection of the participants, audience, and workmen to the extent required by law. The applicant shall be required to provide Commercial General Liability to use school facilities by providing a written certificate of insurance proving liability coverage and property damage insurance totaling \$1,000,000/\$1,000,000 with the Oyster River Cooperative School District listed on the certificate as an additional named insured.
7. Rental payment checks should be made payable to the Oyster River Cooperative School District. Payment must be received at the District Central Office at least ten days prior to the event. If payment is not made by this date the Facilities office or designee has the authority to cancel the applicant's contract.
8. Any additional expenses incurred during the event i.e., custodial, security, media, kitchen help or any other expenses will be billed within two (2) weeks after completion of rental. Payment of services will be expected within thirty days from billing date.
9. Anyone considering renting school facilities and wishing to take measurements or survey the area shall contact the Facilities office to make prior arrangements.
10. Rain date reservation requests will need prior approval of the Facilities Office. ORCSD reserves the right to charge custodial costs and rental fees even if the rain date goes unused.

## **USER RESPONSIBILITIES AND GUIDELINES ON THE USE OF SCHOOL FACILITIES**

### Regulations Governing the Use of Facilities:

Persons or organizations violating these regulations may forfeit their rights to further use of school facilities. Sponsoring organizations shall provide sufficient competent adult supervision that has the authority to sign the written agreement and is responsible to the organization seeking permission to use the school facilities. The responsibility for the enforcement and communication of these regulations shall rest with the person(s) or organizations(s) using the facilities. The staff member in charge should ascertain that users are aware of policy and regulations governing use of school facilities.

1. Bring your signed forms or confirmation sheet with you to all practice, activities and games. Please give a copy of this sheet to the person who will be on site for the planned activity.
2. A member of the school staff (administrator, teacher, custodian, coach, assistant coach, aide, maintenance person) or an authorized program leader (coach, assistant coach, activity director/coordinator) must be present while a school facility is being used. Any organization using school facilities must agree to the assignment of custodial/supervisory personnel for continuous duty during the time stated on the application. Custodian(s) assigned to cover the events(s) will be responsible for locking and unlocking the facility; turning house lights on and off; security; and cleaning any debris left by the renting organization. The rate shall be established by the School Committee.
3. Organizations sponsoring events requiring police and/or traffic control are responsible for making all arrangements for such services directly with the police department. Any time a room, hall or facility is to be used to more than half of its rated capacity, the local police and fire departments must be notified prior to the reservation's being confirmed. Notification is the responsibility of the group or individual renting the school facility. If this is not complied with, the school district reserves the right to cancel the contracted rental agreement. Payments for these services should be made directly to the police/fire department.
4. When schools have been closed because of inclement weather, the facilities will be closed for all use. There is no parking in any of the school parking lots during or after storms for safety, plowing and sand/salting purposes. The schools do not assume the responsibility of contacting groups when such closures occur. School closures will be posted on our website. ORCSD reserves the right to tow any unauthorized vehicle at the vehicle owner's expense.

**Weekend/After Hours Events:** The District reserves the right to cancel these events in case of an emergency, inclement weather, power outages or any additional unforeseen circumstances. The schools do not assume the responsibility of contacting groups when such closures occur.

5. If a school kitchen facility is included in a rental, the rental must be approved by the District Food Service Director. Use of kitchen facilities requires the presence of designated cafeteria personnel. The kitchen area must remain under the direct control of the cafeteria manager because of the expensive equipment, food supplies and rigid sanitation requirements. The rate shall be established by the School Committee.
6. Only facilities explicitly contracted for in the written agreement may be used for an activity.
7. No school building or facility shall be used for any purpose which could result in rioting, disturbing the peace or damage to property or for any purpose prohibited by law.
8. Users have the responsibility for maintaining aisles, doorways and exits free and clear of all obstructions to permit unimpeded emergency access. Users may not construct sets or add decorations unless the materials used can be documented as meeting fire safety code requirements.
9. Users are responsible for emergency evacuation of buildings and publicly announcing the provisions of that plan including the locations of the emergency exits to the attending public prior to the commencement of any activity.

10. Any activity which requires special equipment, a rearrangement of school furnishings, or decorations attached to any building surface, must have the written approval from the school principal prior to scheduling the event. Please show respect for the facility with proper care, usage and respectful language.
11. Consumption of all beverages and food is prohibited in the ORHS gymnasium and auditorium and the ORMS gymnasiums and auditorium. Designated area: Cafeteria
12. Concessions need to be pre-approved.
13. Use of alcoholic beverages, drugs, tobacco products, profane language, or gambling in any form is strictly prohibited on school property. The use/possession/selling of drugs or other controlled substances on school district property is against federal and state laws. Any person who violates this section shall be guilty of a violation and notwithstanding RSA 651:2 shall be punished by a fine. The Oyster River School Board strongly supports all efforts by law enforcement officials to eliminate drugs in schools.
14. Individuals and/or groups renting school district property must clean the area rented and clear it of their belongings by the end of the scheduled reservation time at least 1 hour prior to the next scheduled event. Oyster River Cooperative School District reserves the right to remove or discard any items left behind at renter's expense.
15. There shall be no changes in the lighting arrangement unless prior permission has been granted by the technical director. Under no conditions shall there be any tampering with light controls.
16. Pianos shall not be moved without prior permission of the principal. The cost of tuning the piano for an event will be the responsibility of the renter. Pianos must be returned to the condition it was in prior to the event.
17. The possession of firearms or other weapons on school district property is prohibited.
18. Rental contracts are made with the person(s) or organization listed on the application only. The subletting of school facilities is prohibited.
19. Users who have permission to enter the building on weekends or during school breaks are responsible for the activation/deactivation of school alarm systems and accept full responsibility as a result of their negligence.
20. The use of school parking facilities in conjunction with a school facility rental is strictly on a first come - first served basis. Regular school business always takes precedence. At no time, may fire lanes and emergency exits, or handicapped parking spaces and entrances, be blocked by vehicles. Vehicles are not permitted on athletic fields or grass areas at any time. Illegal parking may result in vehicles receiving tickets, warning tags or towing at the vehicles owner's expense. Parking in marked spaces only.
21. Non-profit groups requesting a waiver shall complete a waiver form. All waivers of fees shall require a review and demonstration of financial need.
22. Table placement at district events shall not be set up as to interrupt the normal flow of pedestrian traffic into or out of an event. Must comply with fire aisles - 6' outside theater door.

#### Fields

1. At times, conditions of the high school fields may warrant closure. When this occurs, all activities for field use will be cancelled. Groups will be notified of closure as soon as possible.

#### Gym/Auditorium

1. No objects are to be fastened to or dragged across the gymnasium or auditorium floor.
2. No tape shall be applied to the gymnasium floor, walls, or bleachers.
3. Preliminary reservations requests will be accepted until June 15th for the following school year. The schedule will be confirmed during the last week in June, or after the school district calendar has been

approved by the school board. The schedule will be finalized in early July, after which additional reservation requests will be accepted and scheduled if the requested dates are available.

4. Gymnasium systems (bleachers, floor protective tarps, scoreboard, adjusting basketball hoops, operating divider curtains, sound system, floor protective covering) can only be operated by individuals approved by the Oyster River School District. Fees are set by the school committee.
5. Auditorium systems (stage rigging, lighting, audio & video) can only be operated by individuals approved by the Oyster River School District. Fees are set by the school committee.
6. Typically for non-theatrical events the auditorium may only be reserved for the day of the event. For theatrical productions, the auditorium may be reserved for a period of one week concluding the night of the final performance. Exceptions to this will be considered depending on the nature of the event, and demand on the auditorium.
7. All equipment, props, etc., owned by the renting organization must be removed from the premises the evening of the last performance, unless other arrangements have been made with the facilities office. Storage space in the auditorium is extremely limited and only available while the auditorium is reserved by the renting organization (for a theatrical production the load in would be no earlier than one week before the final performance unless other arrangements have been made in advance through the Facilities office).
8. The availability of auditorium equipment and systems for any particular use is subject to the approval of the School Principal and Technical Director.
9. Food, beverages and other items may be sold in the ticket booth/concession stand but are not permitted in the seating area.
10. Props, backdrops, etc. may only be hung in a safe manner according to the intended use of stage rigging and sets. No objects are to be fastened to the stage curtains. No objects are to be hung from the sprinkler pipes. No objects are to be fastened to the stage floor or walls. The Theater Technician in conjunction with the Facilities Director has authority to ensure the safety of all scenery, props, equipment, etc., and to require the removal of the unsafe material or modifications to satisfy safety needs as determined by the Technical Director.
11. Only gaffers or spike tapes, supplied by ORCSD, or Glow tape approved by the Theater Technician shall be applied to the stage floor. No other tape (masking or duct) shall be used. Duct tape will not be allowed in the gym/auditorium at any time. Painting of any kind must be approved by the Facility Director and may not occur on the stage.

#### Time Limits

During a school day, the use of facilities may not be granted before **3:30 P.M.** and may not extend beyond **10:00 P.M.** All facilities must be cleared within thirty minutes of closing time indicated on the application. For weekend and holidays, facility use will be granted between the hours of 7:00 A.M. to 10:00 P.M.

#### Cancellation:

Request for cancellation must be received at least 24 hours in advance (weekend events 48 hours) of agreed upon starting time. Failure to cancel shall obligate the applicant to pay the custodial/auditorium tech service fees and any other expenses incurred. Cancellations can be made by contacting the Facilities Office. Verification of cancellation must be acknowledged by a Facilities staff member.

Cancellation of permission to use school facilities may be ordered by the Superintendent or his/her designee whenever such action is deemed in the best interest of the school district. As much notice as possible will be granted. (Reminder: Postponement of school events may cause sudden change in use of facilities.)

### **Fees for Use of School Facilities**

A schedule of fees shall be published before the beginning of each school year.

After regular hours, weekends or holidays, custodial, kitchen and auditorium tech fees to be charged to all outside groups & non-profits within the District. Other charges may occur for turf field, lights, vandalism, damages and any other equipment outside the use of the space requested. The towns of Durham, Lee and Madbury or any approved subcommittee of said towns will not be charged for rental or custodian.

#### **GROUPS**

*No fee for the use of school facilities will be charged for activities sponsored by the following:*

##### **A. In-House/School District**

1. The individual schools or school districts.
2. School related organizations (PTO, Teachers' Guild, etc.).

No fee other than insurance costs for the use of school facilities will be charged for activities sponsored by the categories listed below. This assumes that school personnel are on hand during the time the building is in use. If school personnel are needed during times outside normal work schedules, the cost of these personnel shall be borne by the user. Such cost shall be published before the beginning of the school year. The cost of any non-school personnel shall also be borne by the user.

##### **B. Community/Municipality/Non-Profits within District**

- Oyster River community youth recreation programs
- Youth groups (ORYA, Boy/Girl Scouts, 4-H, etc.).
- Community service organizations (Lee Historical Society, Red Cross, League of Women Voters, etc.).
- Local government (elections, town meetings, budget hearings, etc.).

*The following groups will be charged a custodial, equipment, and/or room rental fee at a rate set by the School District.*

##### **A. Outside Groups/Non-profit** (proof may be required 501(c)3 Certificate of Tax Exemption)

1. Any group that does not fall in the above listed category and any groups not sponsored by the Oyster River School District.

##### **B. Outside Groups for Profit**

##### **C. Afterschool Care**

1. Programs approved for school use will be charged \$200 per month for usage of Multipurpose Room

**D.** All groups including community-based programs, will be charged to use the [lights on the high school Turf and Track area fields](#).

#### **Use Priorities**

If there is a conflict in the scheduling of events in school facilities, consideration will be given in the following order:

1. Use for Oyster River School District student activities.
2. ORCSD Community Town Governmental business {voting, public hearing, deliberative sessions}
3. Use for Oyster River Town Recreation Programs.
4. [Non-Profit P](#)programs serving the youth of the Oyster River communities
5. [Non-Profit P](#)programs serving the Oyster River adult community's recreational programs.
- 5.6. [Non-Profit programs serving outside community](#).
- 6.7. All other acceptable uses.

In the event there are 2 competing organizations requesting the same time and space, the following criteria will be used:

Priority order:

1. Non-ability based serving highest number of ORCSD – open participation
2. Ability based servicing highest number of ORCSD – select participation

The organization must furnish their ORCSD resident registration numbers by sport and town.

It is understood that the District maintains control of its facilities. Requested times are subject to District approval based on the judgement of the Athletic Director.

Community Emergencies

The Board recognizes the role of the school facilities in times of community emergencies and will make suitable facilities available to such recognized agencies as the Red Cross and Civil Defense. Such needs supersede any and all rental arrangements.

I have read and understand the Oyster River School District's "Use of School Facilities and Guidelines" and agree to the terms and conditions stated in the policy.

Typed/Print Name: \_\_\_\_\_ Signature & Date \_\_\_\_\_

Cross Reference:

- AC- Nondiscrimination/Equal Opportunity
- ACE & R – Nondiscrimination on Basis of Handicap/Disability & Procedure
- GBA – Equal Opportunity Employment
- GBAA & R & 1 – Sexual Harassment – Employee/Staff & Procedure & Report Form
- JBAA & R– Sexual Harassment and Violence -Students & Procedure
- JBAB & R – Transgender and Gender Nonconforming & Procedure
- KF-Use of Buildings and Facilities
- KF-R1 – Building Rental Fees
- JLCF - Wellness



## Facility Use Requirements

IRS Tax Exempt Certificate shall be required to substantiate non-profit annually.

Proof of Insurance will be provided by all user annually.

When there are two events held: one in the afternoon and one in the evening - a separate fee is charged for each event, providing there is an admission fee charged for each event.

Elementary Day Care Usage Monthly Charge \$200.00

UNH will be charged in the Outside Non-Profit Category

After regular hours, weekends or holidays, custodial, kitchen and auditorium tech fees to be charged to all outside groups & non-profit w/in District. Other charges may occur for turf field, lights, vandalism, damages and any other equipment outside the use of the space requested.

The Towns of Durham, Lee and Madbury, or any approved subcommittee of said towns, will not be charged for rental or custodial.

\*A minimum of one hour will be charged for all of these locations

**ORCSD Community Non-Profit Yearly Flat Fee: \_\_\_\_\_ TO BE ESTABLISHED**

### BUILDING/GROUNDS RENTAL FEES

#### STAFF FEES:

Custodial Fee	\$40.00 per hr. minimum charge 3 hrs.
Kitchen Fee	\$40.00 per hr. minimum charge 3 hrs.
Auditorium Tech Fee	\$50.00 per hr. minimum charge 3 hrs.
Application Fee	\$25 per event

#### AUDIO/VISUAL FEES:

Audio/Visual	\$20.00 per day
Piano	\$50.00 per day
Tables and Chairs	\$10 per table \$1 per chair
Gym Floor Cover Tarp	\$800 per set up and breakdown

#### SCHOOL RENTAL FEE/DAY

	SEATING CAPACITY	Outside Groups	Outside Group	Non-Profits	Parent <sup>^</sup>
		For Profit	Non Profit	w/in District	Tutoring
<b>MOHARIMET SCHOOL</b>					
Cafeteria/Stage	298 (seating only set ups) 147 chairs allowec	\$200	\$125	\$0	
Gym	518 (seating only set ups) 357 chairs allowed	\$500	\$200	\$0	
Cafe/Gym combined space	816 - 504 chairs			\$0	
Kitchen		\$100	\$75	\$0	
East Commons	50	\$150	\$75	\$0	
West Commons	50	\$150	\$75	\$0	
Library	44	\$200	\$100	\$0	
Classroom	30	\$100	\$50	\$0	\$25
Sports Field		\$75/hr	\$20/hr*	\$0	
		*(Minimum 1 Hour) *(Minimum 1 Hour)			
<b>MAST WAY SCHOOL</b>					
Multi-Purpose Room/Stage	250 (lecture style) 134 (with tables/chairs)	\$500	\$200	\$0	
Cafeteria	225 (lecture style) 170 (with tables/chairs)	\$200	\$125	\$0	
Kitchen		\$100	\$75	\$0	
North Commons	40	\$150	\$75	\$0	
Library	44	\$200	\$100	\$0	
Classroom	30	\$100	\$50	\$0	\$25
Sports Field		\$75/hr	\$20/hr*	\$0	
		*(Minimum 1 Hour) *(Minimum 1 Hour)			
<b>MIDDLE SCHOOL</b>					
Gymnasium	1170 (w/o bleachers) 550 (with tables/chairs)	\$650	\$250	\$0	
Cafeteria/Stage	428 (lecture style) 200 (with tables/chairs)	\$200	\$125	\$0	
Kitchen		\$100	\$75	\$0	
Multi-Purpose Room/Stage	336 (lecture style) 174 (with tables/chairs)	\$500	\$225	\$0	
Library	64	\$200	\$100	\$0	
Classroom	30	\$100	\$50	\$0	\$25
Softball Field		\$400/hr	\$175/hr*	\$0	
		*(Minimum 1 Hour) *(Minimum 1 Hour)			



**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT**      **KF-R1**  
**BUILDING/GROUNDS RENTAL FEES** - Revised: 9/10/18, 4/4/19, 5/8/19, 10/17/19, 11/13/19, 11/20/19

**HIGH SCHOOL**

Auditorium/stage & Music Rm	524 seats with 6 spots for wheelchairs	\$850	\$350	\$0	
Gymnasium	<b>PLEASE SEE BOX BELOW</b>	\$750	\$350	\$0	
Multipurpose Room/Stage	242 (tables & Chairs) 519 (Lecture style)	\$500	\$225	\$0	
Locker Rooms		\$50	\$50	\$0	
Cafeteria	428 (lecture style) 200 (with tables/chairs)	\$200	\$125	\$0	
Kitchen		\$100	\$75	\$0	
Library	64	\$200	\$100	\$0	
Music Room	40	\$225	\$125	\$0	
Classroom	30	\$100	\$50	\$0	\$25
HS Athletic Turf Field & Track		\$300/hr	\$150/hr*	\$0	
Lights {Additional Fee} for all users will be charged		\$75/hr	\$75/hr	\$75/hr	
			*(Minimum 1 hour)		
Baseball Field		\$250/hr	\$125	\$0	
Softball Field		\$250/hr	\$125	\$0	
Tennis Courts		\$150/hr	\$75	\$0	

**Audio/Visual systems are included in Auditorium but notice must be given at time of reservation.**

**HS Gymnasium Capacity**

Bleachers closed no furnisher	1729
Bleachers closed chairs only	1153
Bleachers closed tables & chairs	808
Bleachers	672
Bleachers open & chairs	907
Bleachers open table & chairs	636

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JIHB
Policy Committee: January 7, 2015 Policy Committee: March 11, 2015 School Board First Read: March 18, 2015 School Board Second Read/Adoption: April 1, 2014 <a href="#">Policy Review: 4/10/19, 10/9/19, 11/13/19</a> School Board First Read: 5/1/19, 10/16/19 School Board Review: November 6, 2019 <a href="#">Policy Committee Review: November 13, 2019</a> <a href="#">School Board First Read: November 20, 2019</a>	Page 1 of 1 Category: Recommended

## SEARCHES OF STUDENT AUTOMOBILES ON SCHOOL PROPERTY

Oyster River Cooperative School District students recognize that parking their automobiles on school property is a privilege and not a right. As part of this privilege, the district may search students' automobiles while parked on school property if the district has reasonable suspicion that a violation of school rules or policy has occurred. Students consent to having their automobiles searched by parking in school parking lots.

In the event that an employee of the school district has reason to believe that drugs, drug paraphernalia, or weapons are present in a student's automobile, that employee will inform the building principal, ~~who will then conduct a search of the automobile.~~ [The principal or designee shall collaborate with the SRO or a representative of the Durham Police Department, for advice and counsel, when considering a search of a student vehicle.](#) ~~The principal/designee shall have the discretion to engage the police in the search.~~ The principal shall fill out a vehicle search form, which will be maintained by the district.

~~Authorized personnel~~ [Principal or designee](#) conducting a search shall have authority to detain the student or students and to preserve any contraband seized. Contraband seized during the course of a search will be preserved and held in accordance with applicable administrative rules and procedures.

Legal Reference:

NH Constitution, Pt.1, Art.19

Cross Reference:

JIHB-R – Student Operated Vehicle Search Report

[JLIE – Student Automobile Use](#)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICJ (A)
Draft to Policy Committee: April 11, 2018 Draft to School Board for Discussion: 04/18/18 & 05/02/18 Draft Back to Policy for Review: May 9, 2018 School Board for First Read: May 16, 2018 School Board Second Read/Adoption: June 6, 2018 <a href="#">Policy Committee: November 13, 2019</a> <a href="#">School Board for First Read: November 20, 2019</a>	Page 1 of 1

#### TECHNOLOGY DEVICES - K-8 CELL PHONES/PERSONAL DEVICES

Cell phones or personally owned technology devices may not be used during the academic day, defined as the 1<sup>st</sup> bell in the morning to the last bell in the afternoon.

Exceptions if school devices cannot accomplish a student's needs include:

- IEP that requires a personal device
- 504 that requires a personal device
- Medical reason that requires a personal device through the Nursing Care Plan

Cell phones may be used before the school day begins and after the school day ends, [however: these devices may not be used in any manner that violates Board policies or school rules as described in the JICJ –\(A\) and \(R\) procedures.](#) The District assumes no responsibility for damage to such devices.

#### Cross Reference:

JICJ (A)-R - K-8 Cell Phone Procedure  
 JICJ & R – High School Cell Phone/Personal Technology Devices  
 JICK – Bullying and Cyberbullying – Pupil Safety and Violence Prevention  
 JICL & R – Student Computer & Internet Use and Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy: ADB
School Board Adoption: June 15, 2011 Policy Committee Review: September 11, 2019 School Board First Read: September 18, 2019 Back to Policy: November 13, 2019 School Board Second Read/Adoption: November 20, 2019	Page 1 of 2

## **DRUG-FREE WORKPLACE/DRUG-FREE SCHOOLS**

### **A. Drug-Free Workplace**

1. All Oyster River Cooperative School District workplaces are drug- and alcohol-free. All employees and contracted personnel are prohibited from:
  - a. Unlawfully manufacturing, dispensing, distributing, possessing, using, or being under the influence of any controlled substance or drug while on or in the workplace, including employees possessing a "medical marijuana" card.
  - b. Distributing, consuming, using, possessing, or being under the influence of alcohol while on or in the workplace.
2. For purposes of this policy, a "controlled substance or drug" means and includes any controlled substance or drug defined in the Controlled Substances Act, 21 U.S.C. § 812(c), or New Hampshire Controlled Drug Act RSA 318-B.
3. For purposes of this policy, "workplace" shall mean the site for the performance of work and will include at a minimum any District building or grounds owned or operated by the District, any school-owned vehicle, and any other school-approved vehicle used to transport students to and from school or school activities. It shall also include off-school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event where students are under the jurisdiction, care or control of the District.
4. As a condition of employment, each employee and all contracted personnel will:
  - a. Abide by the terms of this policy respecting a drug- and alcohol-free workplace, including any administrative rules, regulations or procedures implementing this policy; and
  - b. Notify his or her supervisor of his or her conviction under any criminal drug statute, for a violation occurring on District premises or while performing work for the District, no later than five (5) days after such conviction.
5. In order to make employees aware of dangers of drug and alcohol abuse, the District will endeavor to:
  - a. Provide each employee with a copy of the District drug- and alcohol-free workplace policy;
  - b. Post notice of the District drug- and alcohol-free workplace policy in a place where other information for employees is posted;
  - c. Establish a drug-free awareness program to educate employees about the dangers of drug abuse and drug use in the work place, the specifics of this policy, including, the consequences for violating the policy, and any information about available drug and alcohol counseling, rehabilitation, reentry, or other employee-assistance programs.
  - d. Available drug and alcohol counseling, rehabilitation, and employee assistance and/or re-entry programs.

### **B. District Action Upon Violation of Policy**

An employee who violates this policy may be subject to disciplinary action; up to and including termination of employment. Alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, employee-assistance rehabilitation program.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy: ADB
School Board Adoption: June 15, 2011 Policy Committee Review: September 11, 2019 School Board First Read: September 18, 2019 Back to Policy Committee: November 13, 2019 School Board Second Read/Adoption: November 20, 2019	Page 2 of 2

The Board will take disciplinary action with respect to an employee convicted of a drug offense in the workplace, within thirty (30) days of receiving notice of a conviction. Should District employees or contracted personnel be engaged in the performance of work under a federal contract or grant, or under a state contract or grant, the Superintendent or designee will notify the appropriate state or federal agency from which the District receives contract or grant moneys of an employee/contracted personnel's conviction, within ten (10) days after receiving notice of the conviction.

The processes for disciplinary action shall be those provided generally to other misconduct for the employee/contractor personnel as may be found in applicable collective bargaining agreements, individual contracts, School Board policies, contractor agreements, and or governing law. Disciplinary action should be applied consistently and fairly with respect to employees of the District and/or contractor personnel as the case may be.

**C. Drug-Free School Zone**

Pursuant to New Hampshire's "Drug-Free School Zone" law (RSA Chapter 193-B), it is unlawful for any person to manufacture, sell prescribe administer, dispense, or possess with intent to sell, dispense or compound any controlled drug or its analog, within a "drug-free school zone". The Superintendent or designee is directed to assure that the District is and remains in compliance with the requirements of RSA 193-B, I, and N.H. Ed. Part 316 with respect to establishment, mapping and signage of the drug-free zone around each school of the District.

**D. Implementation and Review**

- a. The Superintendent or designee is directed to promulgate administrative procedures and rules necessary and appropriate to implement the provisions of this policy.
- b. In order to maintain a drug-free workplace, the Superintendent or designee will perform an annual review of the implementation of this policy **and report back to the School Board**. The review shall be designed to (i) determine and assure compliance with the notification requirements of section A.5.a, b and d; (ii) determine the effectiveness of programs established under paragraph A.5.c above; (iii) ensure that disciplinary sanctions are consistently and fairly enforced; and (iv) and identify any changes required, if any.

Cross Reference: EEAEA – Mandatory Drug and Alcohol Testing – School Bus Drivers  
GUILD Contract  
ORBDA Contract  
ORPaSS Contract  
ORESPA Contract  
ORAA Contract

Legal References:

41 U.S.C. §101, et. Seq. - Drug-free workplace requirements for Federal contractors, and Federal grant recipients  
RSA Chapter 193-B Drug Free School Zones  
N.H. Admin. Code, Ed. Part 316

Policy Committee Meeting Minutes

Wednesday, November 13, 2019 @ 3:30 PM

Attendees: Denise Day, Brian Cisneros, James Morse, Wendy DiFruscio

Absent: Kenny Rotner

Visitors: Dan Klein

Denise called the meeting to order at 3:30 PM.

Dr. Morse opened the meeting by explaining that since Dan Klein was attending to be a part of the Facilities conversation, then we would move Policy KF and all related procedures and fee schedule to the top of the agenda. Jim explained that the requests made at the last School Board meeting pertaining to changes in the policy and procedure where made. In terms of the fee schedule, Jim explained that this format of this was totally revamped with an information box on the top and the actual fee schedule was moved down and continued onto a second page. Discussion ensued surrounding the usage by the District towns, changing the headings throughout to be consistent, clarification of fees charged for usage of facilities on weekends and holidays and clarified that all would be charges for usage of lights on the high school track. With the above-mentioned changes all facility related documents KF, KF-R and KF-R1 would go back to the Board for a first read. Dan Klein left the meeting at 4:10.

Jim explained that Policy JIHB – Searches of Student Automobiles on School Property was also returned to the Policy Committee by the Board for additional clarification of suggested changes after a presentation from the Durham Police Department at their last Board meeting. Brian gave an example of a possible reason to search a student vehicle during a school event involving alcohol and how the suggested changes to this policy would cover this type of search. Language was added to clarify the collaboration of the District with the SRO as well as the Durham Police Department. This policy will also return to the Board at their next meeting for a first read.

Policy JICJ(A) – Technology Devices – K-8 Cell Phones/Personal Devices was returned to the Policy Committee by Todd Allen due to a scenario that had taken place at both the middle school and high school level, and it was discovered that this policy and the high school policy were inconsistent related to use on buses. Language was added to the middle school policy so that it aligns with the high school policy. No additional questions asked, and it is ready for a first read.

Policy ADB - Drug-Free Workplace/Drug-Free Schools – This policy was sent to the School Board for a first read at their September 18, 2019 meeting and was approved. Later, additional information was requested to be clarified pertaining to cross references and a request that this policy be reported back to the Board as an annual review. Policy committee reviewed the suggested addition of information and it will go back to the Board at their next meeting as a second read/adoption.

No additional questions or comments.

Meeting ended at 4:30 PM – Next meeting December 11, 2019

Respectfully submitted,  
Wendy L. DiFruscio