

Oyster River Cooperative School District
REGULAR MEETING

December 7, 2022

ORMS – Recital Hall

7:00 PM

- o. CALL TO ORDER 7:00 PM**
- I. 6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING**
- II. APPROVAL OF AGENDA**
- III. PUBLIC COMMENTS *(Total allotted time for public comment is 30 minutes)***
- IV. APPROVAL OF MINUTES**
 - Motion to approve 11/16/22 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)**
 - Student Report – HOBY Youth Leadership Program - Landon Wolph
 - B Superintendent’s Report**
 - December 23rd Early Release Day. *Motion to approve December 23rd as an early release day for all staff.*
 - C. Business Administrator**
 - D. Student Representative (Paige Burt)**
 - E. Finance Committee Report**
 - F. Other:**
- VII. UNANIMOUS CONSENT AGENDA *{Requires unanimous approval. Individual items may be removed by any Board Member for separate discussion and vote}***
 - ORHS Maternity Leave of Absence from December 22, 2022 to March 31, 2023. *Motion to approve ORHS Maternity Leave of Absence from December 22, 2022 to March 31, 2023.*
 - Extension of ORMS previously approved Maternity Leave of Absence to end of the school year. *Motion to approve extension of ORMS Maternity Leave of Absence previously approved to the end of the school year.*
- VIII. DISCUSSION & ACTION ITEMS**
 - 2023-24 School Calendar for First Review.
 - ORHS Graduation Date. *Motion to approve the June 2023 High School Graduation Date.*
 - Finalize 2023-24 School Year Budget. *Motion to approve 2023-24 School Year Budget.*
 - Retirement Incentive. *Motion to approve offering a retirement incentive.*
 - FY24’ Default Budget. *Motion to approve FY24 Default Budget.*
 - Draft 2023 Warrant Articles. *Motion to approve 2023 Warrant Articles.*
 - List of Policies for First Read: B.1 – Acknowledge School Board Candidates for Office, ICA – School Calendar, BBAA – School Board Member Authority, BBAB – Roles and Duties of the School Board Chairperson {Selection of Officers}. *Motion to approve the Policy B.1 – Acknowledge School Board Candidates for Office, ICA – School Calendar, BBAA – School Board Member Authority, BBAB – Roles and Duties of the School Board Chair {Selection of Officers} for first read.*
 - Policy for Deletion First Read: BDB – Board Officers. *Motion to approve Policy for Deletion First Read: BDB – Board Officers.*
 - State Delegation for Roundtable – Discussion.
- 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 21, 2022 – Regular Board Meeting – ORMS Recital Hall @ 7:00 PM
January 4, 2023 – Regular Meeting – ORMS Recital Hall @ 7:00 PM
January 11, 2023 – Public Budget Hearing – ORMS Recital Hall @ 7:00 PM
- XII. NON-PUBLIC SESSION: RSA 91-A:3 II {If Needed}**
NON-MEETING SESSION: RSA 91-A2 I {If Needed}
- XIII. ADJOURNMENT:**

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

Respectfully submitted,

Superintendent

**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:

- | | |
|---------------------------|----------------------------|
| • Michael Williams, Chair | Term on Board: 2020 - 2023 |
| • Denise Day, Vice-Chair | Term on Board: 2020 - 2023 |
| • Brian Cisneros | Term on Board: 2021 –2024 |
| • Daniel Klein | Term on Board: 2021 - 2024 |
| • Yusi Turell | Term on Board: 2021 - 2024 |
| • Matthew Bacon | Term on Board: 2022 - 2025 |
| • Heather Smith | Term on Board: 2022 - 2025 |

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 16, 2022

DRAFT

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

STUDENT REPRESENTATIVE: Paige Burt

ADMINISTRATORS PRESENT: Dr. Morse, Suzanne Filippone, Catherine Plourde, Sue Caswell, Misty Lowe, David Goldsmith, Jay Richard, Rebecca Noe

STAFF PRESENT:

GUEST PRESENT:

ABSENT:

I. CALLED TO ORDER at 7:00 PM by Michael Williams

II. APPROVAL OF AGENDA

Brian Cisneros moved to approve the agenda as written, 2nd by Denise Day. Motion passed 7-0 with the student representative voting in the affirmative.

III. PUBLIC COMMENTS – None provided

IV. APPROVAL OF MINUTES

Denise Day moved to approve the November 2nd, 2022, Regular Meeting Minutes, 2nd by Brian Cisneros.

Heather Smith submitted the following revision:

On page 4 under Committee Updates replace the sentence starting “Composting...” with “Currently, composting bins are not available in locations outside of the cafeteria in schools except at the high school. The community dinner will not take place in November as previously mentioned.”

Yusi Turell:

On page 4 the sentence that begins “Yusi encouraged the board to look at areas that could be cut,” strike “such as costs associated with tech. integration” and insert “such as the stipend for tech. integrators who then are required to work beyond a full day, in lieu of updating their job responsibilities to be more manageable.”

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

Denise Day moved to approve the Non-Public Meeting Minutes from November 2nd, 2022, 2nd by Brian Cisneros. Motion passed 7-0 with the student representative voting in the affirmative.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District

Rebecca Noe of ORHS announced the Girls and Boys XC teams recently attended the New England’s competition. Girls placed 20th in the region and athletes Haley Cavanaugh and Mackenzie Cook placed in the overall top 25. There was a huge turnout and positive feedback from the 40+ families that attended the Barrington Info Night. Tomorrow 50 Barrington students will visit the high school and receive tours led by NHS students. Regarding senior graduation, Rebecca withdrew her proposal of a June 10th graduation date since it is the same day as the Track & Field New England’s competition. A graduation date and details are still being determined.

B. Board

Brian Cisneros attended Sunday's UNH Football game and ORMS teacher Bernadette Labbe, also an UNH alum, was recognized for her charitable efforts collecting canned goods.

Yusi Turell commended the ORMS Counseling Department for their organization of a Veteran's Day assembly that honored veterans and others who serve in our community. She commented on how powerful the slideshow's pictures and testimonials were and noted how nicely they linked the themes of "responsibility" and "community" for students. Yusi also attended Jon Bromley's Design Thinking class where she found it inspiring to know that students are applying their values and learning to identify a community problem they will address. She encouraged the high school to continue finding opportunities for integrating learning with real world application.

Denise Day gave a shout out to the writers of the MOR magazine for their extremely well-written and thought-provoking articles. She encouraged the audience to reach out to English teacher Shawn Kelly with topics of interest for future publications.

VI. DISTRICT REPORTS**A. Assistant Superintendent/Curriculum & Instruction Report(s)**MS Grading and Progress Report Overview

Jay Richard gave a presentation on how ORMS reports student learning with a focus on improvements to consistency, communication, and technology. He let parents know that Schoology will continue to serve as a learning management system for finding, completing, and turning in assignments, however, progress reporting and grades will now be communicated through PowerSchool. This shift creates consistency in reporting within the school and the district. A report card was created to easily provide a snapshot of grades, habits of learning, and attendance. Quarterly student self-reflections will serve as another form of communication to parents.

Jay introduced Digital Learning Specialist Janet Martel who has been essential to setting up all the behind-the-scenes work. Janet provided instructions on how to access and navigate PowerSchool. She let parents know that if an account has not been set up, they will need to create one using the email that was used to register their child. She shared the following PowerSchool features:

- Click on Grades and Attendance Tab to access courses
- Click the [i] symbol to see the individual assignment grades for each subject
- Click on Standards Grades Tab to see an overall view of progress on each standard and competency
- Click on the blue bar graph symbol to see the standards grades that go along with the assignment
- A legend on the bottom contains icons indicating if the assignment was late, incomplete, or excluded from the grade
- A comment icon indicates that a teacher has provided feedback

To assess standards, teachers are using summative and formative assessments which are scored with a (4) exemplary, (3) meets, (2) partially meets, or (1) beginning. Formative assessments are used as check points to evaluate learning and provide feedback between the student and teacher, while summative assessments are used to measure mastery at the end of a unit or topic.

Jay stressed the importance for parents to read the teacher comments provided in PowerSchool. He has asked teachers to provide personalized comments that are meaningful and important, and this communication is a valuable piece to understanding student learning.

Michael Williams appreciated the work that was done on grading noting its part of the school board goals and it creates an important building block from middle school to high school.

B. Superintendent's Report

Dr. Morse shared that the Barrington Board Meeting was positive and productive. He commended Rachael Blansett, Suzanne Filippone, Kyra Dulmage, Val Wolfson, and Paige Burt for their recent DEIJ presentation at the NHSAA Equity Conference. Dr. Morse received positive comments for all their work, including Paige's competence and public speaking that stood out. He praised her powerful and influential voice remarking that she is another student rep that shines at Oyster River.

Dr. Morse let the listening audience know that the district's quarterly newsletter will be available soon. This edition will focus on resources to extend student learning, and an additional gun safety memo will be sent out later this week. He also touched upon the current lawsuit over inadequate state funding for New Hampshire public schools. Recent depositions are indicating progress in the litigation process.

The Master Schedule of School Board Meetings and the Budget Process Calendar were updated on Nov. 9th to reflect the following changes: The January 10th Bond & Budget Hearing will now be January 11th, 2023 at 7pm in the Middle School Recital Hall.

C. Business Administrator - None**D. Student Representative Report**

Paige Burt shared that the school recently held a celebration on the turf to celebrate all the fall sports teams and their successful seasons. Girls XC and Unified Soccer were runner ups, and Girls Volleyball and Boys Soccer were State Champs. The fall play *CLUE* will be performed on Nov. 17th, 18th, 19th at 7pm with a 2pm showing on Saturday. Paige announced that Student Senate is holding a competition between advisories to see who brings in the most food for End 68 Hours of Hunger.

E. Finance Committee Report – None provided**F. Other – None provided**

VII. UNANIMOUS CONSENT AGENDA – Michael Williams asked if the item needed to be discussed separately and there was no concern from the board.

- ORHS Maternity Leave of Absence from May 1, 2023 to End of School Year.

Michael Williams made a motion to approve the ORHS Maternity Leave of Absence from May 1, 2023 to End of School Year, 2nd by Brian Cisneros. Motion passed 7-0 with the student representative voting in the affirmative.

VIII. DISCUSSION & ACTION ITEMSInviting newly elected state representatives to discuss topics of local school concern – Discussion.

Board members supported setting up a meeting with state representatives to discuss topics of local school concern. It will be scheduled an hour before a board meeting prior to the end of the calendar year.

FY'24 Budget Discussion

Michael Williams informed the listening audience that the state adequacy aid will be \$847,000 less for the 2023-24 school year. This considerable loss in revenue does not match the level of responsibility the board felt they had covered. A 3% increase in budget would result in some of the highest tax rate increases that's been seen in the last 10 years. For this reason, the board will focus on what is best for students and most affordable for the community. The board discussed adjusting their increase options to lower than anticipated, such as a range of 1.05% to 2%. They discussed what would have the least impact on students noting that operations will take a larger hit than services for students. Initial cuts include the capital improvement funding to expand and pave the Moharimet parking lot and the Mast Way library floor. The board discussed not filling current "unfilled" positions for next year, except for three special ed part-time positions that would become full-time. They also looked at potential savings if they offered a retirement incentive to the 25 staff that have reached the required

age and number of teaching years for retirement. Board members favored splitting the eligible pool and spreading the incentive option over two years to reduce widespread vacancies for the district. Possible funding was identified to help offset costs, such as grants for security and robotics. The board will review figures and discuss more scenarios tomorrow night at their Budget Workshop.

Brian Cisneros acknowledged Dr. Morse and Sue Caswell for their immediate attention toward finding ways for the district to save money after the reduced state revenue was announced.

Policy for First Read: B.1 – Acknowledge School Board Candidates for Office

Denise Day presented changes to policy B.1. Members discussed how the board can be a vehicle for informing and supporting candidates while not favoring or endorsing them or owning the process. Several board members supported a general posting that identifies the candidates running. Ways in which the board can provide technical support to forums were also considered. Denise will meet with the Policy Committee and provide a revised first read of B.1 for the Dec. 7th board meeting.

IX. SCHOOL BOARD COMMITTEE UPDATES

Manifest Committee reviewed the following Manifests.

Payroll Manifest #10- \$1,133,478.10

Vendor Manifest #11 - \$208,857.87

X. PUBLIC COMMENTS - None provided

XI. CLOSING ACTIONS

A. Future Meeting Dates: December 7, 2022 – Regular Board Meeting – ORMS Recital Hall @ 7:00 PM
December 21, 2022 – Regular Board Meeting – ORMS Recital Hall @ 7:00 PM

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

- Consideration of legal advice provided by legal counsel

Michael Williams made a motion to enter Non-Public Session at 9:06 pm under RSA 91-A:3 II (I) , 2nd by Brian Cisneros. Motion passed 7-0 by roll call vote.

NON-MEETING SESSION: RSA 91-A2 I {If Needed}

XIII. ADJOURNMENT:

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

Brian Cisneros made a motion to adjourn the meeting at 9:18 pm, 2nd by Dan Klein. Motion passed 7-0.

Respectfully Submitted,
Karyn Laird, Records Keeper

Oyster River Cooperative School Board
Non-Public Meeting Minutes: November 16, 2022

Michael Williams moved to enter nonpublic session at 9:06 p.m. in accordance with RSA 91-A:3 II (I) – Consideration of legal advice provided by legal counsel, 2nd by Brian Cisneros. Upon roll call vote, the motion passed 7-0.

School Board Attendees:

Michael Williams
Brian Cisneros
Denise Day
Heather Smith
Dan Klein
Matthew Bacon
Yusi Turell

Administrators Present:

Dr. Jim Morse, Superintendent

9:06 p.m. - nonpublic session began

The Board had a discussion pertaining to legal advice provided by legal counsel.

There were no motions during nonpublic session.

The Board returned to public session at 9:18 PM.



HOBY: My Experience

Landon Wolph

What is HOBY?

- The Hugh O'Brian Youth Leadership Organization, first founded in 1958, promotes the development of leadership skills in young adults
- Each year, one sophomore is nominated by students and faculty/teachers to attend the three-day HOBY seminar
- The non-profit organization was established by Hugh O'Brian after returning from a remote trip in Africa, where O'Brian met with Dr. Albert Schweitzer (a Nobel Peace Prize winner)

What Did I Learn From HOBY?



My experience at the HOBY seminar allowed me to zero-in on individual, group, and holistic leadership skills which provided the resources to assist others in my area



The HOBY seminar focused on differing types of leadership that can be utilized, critical thinking concepts, and unique team-building opportunities



Alongside the three-day leadership seminar, HOBY challenges alumni to participate in at least 100 hours of community service for local communities, demonstrating leadership application





How Did I Benefit From the HOBY Experience?

There were numerous opportunities to work with other students in New Hampshire with similar goals and aspirations (many of whom I still stay in contact with)

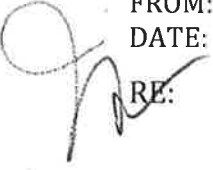
Realizing the impact that a smaller form of leadership can have within my community and others through service learning

Participating in activities introduced to hone specific problem-solving skills that allowed for a more comprehensive approach to local issues



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

INTEROFFICE MEMORANDUM

 TO: School Board
FROM: Dr. Jim Morse
DATE: December 7, 2022
RE: Holiday Early Release Request

With the holidays fast approaching we noted that the Friday before the December holiday break was overlooked for an early release day for all District staff.

As the District calendar is voted on by the School Board, we would like to formally request that Friday, December 23rd, 2022, be approved as an early release day for all staff.

Thank you for your consideration.

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

DRAFT

2023-2024 SCHOOL CALENDAR

DRAFT

School Board Approved –

Deliberative Session: February , 2024*

Voting Day: March , 2024

*Subject to Change

AUGUST/ SEPTEMBER 2023				
M	T	W	Th	F
TW	TW	▲	31	X
X	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

S(21)
T(23)

OCTOBER 2023				
M	T	W	Th	F
2	3	4	5	TW
X	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

S(20)
T(21)

NOVEMBER 2023				
M	T	W	Th	F
		1	2	3
*6	TW	8	9	X
13	14	15	16	17
20	21	X	X	X
27	28	29	30	

S(17)
T(18)

DECEMBER 2023				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
X	X	X	X	X

S(16)
T(16)

JANUARY 2024				
M	T	W	Th	F
X	2	3	4	5
8	9	10	11	12
X	16	17	18	19
TW	23	24	25	26
29*	30	31		

S(20)
T(21)

8/28, 8/29..... Teacher Workshop Days
 8/30 1st Day for All Students
 8/31..... 1st Day Preschool
 9/1 – 9/4..... Labor Day Observance
 10/6..... Teacher Workshop
 10/9..... Indigenous Peoples' Day

11/7 Teacher Workshop -
 (Parent/Teacher Conference Gr K-8)
 (Due to Election)

11/10..... Veterans' Day Observed
 11/22 - 11/24... Thanksgiving Recess

12/25 - 1/1..... Holiday Recess

1/15..... Martin Luther King Day
 1/22 Teacher Workshop

2/13 Teacher Workshop (Due to
 Presidential Primary) Tentative

2/26 - 3/1..... Winter Recess

4/22 – 4/26..... Spring Recess

5/24 Teacher Workshop
 5/27..... Memorial Day

TBD..... ORHS Graduation
 6/21..... 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 6/21. 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 2024				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	TW	14	15	16
19	20	21	22	23
X	X	X	X	

S(16)
T(17)

MARCH 2024				
M	T	W	Th	F
				X
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

S(20)
T(20)

APRIL 2024				
M	T	W	Th	F
1	2	3	4	*5
8	9	10	11	12
15	16	17	18	19
X	X	X	X	X
29	30			

S(17)
T(17)

MAY 2024				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	TW
X	28	29	30	31

S(21)
T(22)

JUNE 2024				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
SD	SD	SD	SD	SD/▲

S(10)
T(10)

November 7, 2023 – General Election

178 Student Days

185 Teacher Days

OTHER RECOGNIZED 2023-24 HOLIDAY

Independence Day	July 4, 2023
Muharram [Al Hijrah New Year] (Islamic)	July 7 – August 5
Janmashtami (Hindu)	August 26
Labor Day	September 4
Rosh Hashanah [New Year] (Jewish) <i>Designated non-workday for observers</i>	September 16-17*
Yom Kippur [Day of Atonement] (Jewish) <i>Designated non-workday for observers</i>	September 25*
Mawlid al-Nabi [birthday of Mahammad] (Islamic)	September 27#
Sukkot [Feast of Tabernacles] (Jewish) 9/30 & 10/1 <i>Designated non-workday for observers</i>	September 30-October 6*
Shemini Atzeret (Jewish) <i>Designated non-workday for observers</i>	October 7*
Simchat Torah (Jewish) <i>Designated non-workday for observers</i>	October 8*
Indigenous Peoples Day	October 9
Navaratri/Dussehra (Hindu)	October 16-24
Veterans Day <i>Observed November 10</i>	November 11
Diwali (Hindu)	November 12
Thanksgiving Day	November 23
Native American Heritage Day	November 24
Hanukkah [Chanukah] (Jewish)	December 8-15
Christmas	December 25
New Year's Day	January 1, 2024
Orthodox Christmas (Christian Orthodox)	January 8
Martin Luther King Day	January 15
Lunar New Year	February 10
Beginning of Lent (Christian Orthodox)	February 14
Ash Wednesday (Christian)	February 14
President's Day	February 19
Maha Shivaratri (Hindu)	March 8
Beginning of Ramadan (Islamic)- <i>evening of March 11 – April 9</i>	March 11#
Purim (Jewish)	March 24
Holi (Hindu)	March 25
Good Friday (Christian)	March 29
Easter (Christian)	March 31
Lailat al-Qadr (Islamic)	April 6#
Eid al-Fitr [End of Ramadan] (Islamic)	April 10#
Ramanavami (Hindu)	April 17
Passover [Pesach] (Jewish) <i>April 23-24, 29-30 Primary obligation days</i>	April 23-30*
Orthodox Good Friday (Christian Orthodox)	May 3
Orthodox Easter (Christian Orthodox)	May 5
Memorial Day	May 27
Shavuot (Jewish) <i>Designated non-workday for observers</i>	June 12-13*
Eid al-Adha (Islamic)	June 17#
Juneteenth	June 19

* These holidays (or dates within holidays) are designated non-work (observance) days.

Some of these dates are not fixed to a calendar but based on the actual sighting of the moon & therefore there may be some variance by day.

OYSTER RIVER HIGH SCHOOL

Rebecca Noe
PRINCIPAL

Melissa Jean
ASSISTANT DIRECTOR
STUDENT SERVICES

Michael McCann
DEAN OF STUDENTS

Shannon Caron
DIRECTOR OF COUNSELING

Mark Milliken
DEAN OF FACULTY

Andy Lathrop
ATHLETIC DIRECTOR

To: Dr. Morse & School Board
From: Rebecca Noe
Date: December 1, 2022
RE: Oyster River High School Graduation Date

This Memo is to request the Graduation date for the Class of 2023.

Date: Friday, June 9th, 2023

Time: 6:00 pm

Location: Todd Allen Track & Field Complex

Livestreaming will be available in the Oyster River High School auditorium.

Rain Date: Saturday, June 10th

I appreciate the feedback I have received from parents and students pertaining to Graduation 2023. Considering the New England Track and Field Championship being on June 10th, we would like to hold Graduation at ORHS on June 9th with a rain date of June 10th. We are waiting for more information from the NHIAA before determining the time for the rain date.

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Dr. Jim Morse
DATE: December 7, 2022
RE: Budget Summary - Where we Stand

When we met in our budget workshop the Board asked to see the impact of a 1.4% increase and a 1.5% increase. Sue and Michael have provided those figures in the attached revised spreadsheet.

The Board discussed how we could include various items in the budget that they felt important to include. They were:

1. An increase for field trips to \$15 per student. This item has never been adjusted during my tenure as superintendent.
2. Reinstating a 2nd bus that I had suggested cutting in the 1.05% budget. Concern that this cut would negatively impact the bus replacement cycle.
3. Some funds for safety issues. Doorframes and inside locks need to be installed. This only begins the process of a safety update plan.
4. In a memo after the workshop, I realized that I had misread a memo from Technology Director Olstad and cut \$35,000 needed to continue the laptop replacement cycle.
5. Absorb cost of the superintendent search, from the superintendent contracted service line.

If the Board approved a 1.5% increase that amounts to **\$132,347**. I recommend the following amounts be allocated in the areas note above.

A. Field Trips K – 12	\$18,000
B. Reinstate 2 nd bus	\$40,000
C. Safety Funds	\$39,347
D. <u>Tech Oversight</u>	<u>\$35,000</u>
	\$132,347

- E. Superintend Search (\$25,000) to come from Superintendent's Contracted Service Account already budgeted

Should the Board wish to lower the budget from 1.5% to 1.4%, the Board would need to cut an additional \$50,916.



**Default Budget of the Regional School
Oyster River**

For the period beginning July 1, 2023 and ending June 30, 2024

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on: _____

SCHOOL BOARD OR BUDGET COMMITTEE CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature

DRAFT

THIS IS A DRAFT REPORT FOR REVIEW PURPOSES ONLY
THE DFFAUL BUDGET PROCESS MUST BE COMPLETED IN THE TAX RATE
SETTING PORTAL BEFORE A FINAL REPORT CAN BE GENERATED FOR THE
PURPOSES OF CERTIFICATION AND PUBLIC POSTING

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Instruction					
1100-1199	Regular Programs	\$21,016,045	\$356,204	\$0	\$21,372,249
1200-1299	Special Programs	\$7,151,823	\$161,495	\$0	\$7,313,318
1300-1399	Vocational Programs	\$70,000	\$0	\$0	\$70,000
1400-1499	Other Programs	\$801,887	\$29,235	\$0	\$831,122
1500-1599	Non-Public Programs	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs	\$0	\$0	\$0	\$0
Instruction Subtotal		\$29,039,755	\$546,934	\$0	\$29,586,689
Support Services					
2000-2199	Student Support Services	\$4,825,086	\$359,147	\$0	\$5,184,233
2200-2299	Instructional Staff Services	\$1,034,269	(\$4,786)	\$0	\$1,029,483
Support Services Subtotal		\$5,859,355	\$354,361	\$0	\$6,213,716
General Administration					
2310 (840)	School Board Contingency	\$0	\$0	\$0	\$0
2310-2319	Other School Board	\$196,837	\$20	\$0	\$196,857
General Administration Subtotal		\$196,837	\$20	\$0	\$196,857
Executive Administration					
2320 (310)	SAU Management Services	\$0	\$0	\$0	\$0
2320-2399	All Other Administration	\$1,509,042	(\$2,324)	\$0	\$1,506,718
2400-2499	School Administration Service	\$2,119,127	\$2,237	\$0	\$2,121,364
2500-2599	Business	\$627,511	\$7,771	\$0	\$635,282
2600-2699	Plant Operations and Maintenance	\$4,656,653	(\$61,936)	\$0	\$4,594,717
2700-2799	Student Transportation	\$2,252,002	\$35,653	\$0	\$2,287,655
2800-2999	Support Service, Central and Other	\$1,592,632	\$84,517	\$0	\$1,677,149
Executive Administration Subtotal		\$12,756,967	\$65,918	\$0	\$12,822,885
Non-Instructional Services					
3100	Food Service Operations	\$0	\$0	\$0	\$0
3200	Enterprise Operations	\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal		\$0	\$0	\$0	\$0



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Facilities Acquisition and Construction					
4100	Site Acquisition	\$1	\$0	\$0	\$1
4200	Site Improvement	\$1	\$0	\$0	\$1
4300	Architectural/Engineering	\$1	\$0	\$0	\$1
4400	Educational Specification Development	\$1	\$0	\$0	\$1
4500	Building Acquisition/Construction	\$1	\$0	\$0	\$1
4600	Building Improvement Services	\$418,852	\$0	\$0	\$418,852
4900	Other Facilities Acquisition and Construction	\$1	\$0	\$0	\$1
Facilities Acquisition and Construction Subtotal		\$418,858	\$0	\$0	\$418,858
Other Outlays					
5110	Debt Service - Principal	\$1,170,000	(\$373,200)	\$0	\$796,800
5120	Debt Service - Interest	\$1,474,370	(\$43,438)	\$0	\$1,430,932
Other Outlays Subtotal		\$2,644,370	(\$416,638)	\$0	\$2,227,732
Fund Transfers					
5220-5221	To Food Service	\$846,173	\$0	\$0	\$846,173
5222-5229	To Other Special Revenue	\$641,000	\$0	\$0	\$641,000
5230-5239	To Capital Projects	\$0	\$0	\$0	\$0
5251	To Capital Reserve Fund	\$0	\$0	\$0	\$0
5252	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
5254	To Agency Funds	\$0	\$0	\$0	\$0
5310	To Charter Schools	\$0	\$0	\$0	\$0
5390	To Other Agencies	\$0	\$0	\$0	\$0
9990	Supplemental Appropriation	\$0	\$0	\$0	\$0
9992	Deficit Appropriation	\$0	\$0	\$0	\$0
Fund Transfers Subtotal		\$1,487,173	\$0	\$0	\$1,487,173
Total Operating Budget Appropriations		\$52,403,315	\$550,595	\$0	\$52,953,910



Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
5120	HS Bond paid off
5110	HS Bond paid off
1100-1199	Contractual obligations
1200-1299	Contractual obligations
2000-2199	Contractual obligations

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT THE STATE
OF NEW HAMPSHIRE
2023
SCHOOL WARRANT**

To the Inhabitants of the Oyster River Cooperative School District of Durham, Lee, and Madbury qualified to vote upon District affairs:

You are hereby notified to meet at the Oyster River Middle School in said district on the 7th day of February 2023, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 and 4 and for any amendments thereto. Warrant articles whose wording is prescribed by law shall not be amended and no warrant article shall be amended to eliminate the subject matter of the article at Session I.

Official ballot voting for school district officers (articles 1 and 2) and on articles 3 and 4 will occur at town polling locations on Tuesday, March 7, 2023:

Town of Durham	Oyster River High School	7:00 am to 7:00 pm
Town of Lee	Lee Public Safety Complex	7:00 am to 7:00 pm
Town of Madbury	Madbury Town Hall	11:00 am to 7:00 pm

ARTICLE 1: To choose a Moderator for the coming year.

ARTICLE 2: To choose two At-Large School Board members for the ensuing three years.

ARTICLE 3: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$xx,xxx,xxx. Should this article be defeated, the operating budget shall be \$xx,xxx,xxx (Default Budget) which is the same as last year with certain adjustments required by previous action of the District or by law; or the District may hold one special meeting in accordance with RSA 40:13, X, and XVI to take up the issue of the revised operating budget only. *The School Board recommends this appropriation. (Majority vote required)*

Note:

Fund 10 = \$xx,xxx,xxx (regular operating budget); Fund 21 = \$xxx,xxx (expenditures from food service revenues); Fund 22 = \$xxx,xxx (expenditures from federal/special revenues); Fund 23 = \$xx,xxx (expenditures from pass through funds).

ARTICLE 4: Shall the District vote to raise and appropriate the sum of \$125,000 to be added to the Facilities Development, Maintenance, and Replacement Trust which was established in March of 2017. This sum to come from June 30 fund balance available for transfer on July 1. *The School Board recommends this appropriation. (Majority vote required)* No amounts to be raised from taxation.

Given under our hands at said Durham NH this ____ day of January 2023:

Michael Williams, Chairperson

Denise Day, Vice-chair

Brian Cisneros

Daniel Klein

Yusi Turell

Heather Smith

Matthew Bacon

Policies for
 First/Second Read/Adoption/Deletion
SB Meeting of
December 7, 2022, 2022 - First Read

Title	Code
Policies for First Read	
Acknowledge School Board Candidates for Office	B.1
School Calendar	ICA
School Board Member Authority	BBAA
Roles and Duties of the School Board Chairperson {Selection of Officers}	BBAB
Policies for Second Read/Adoption - Unanimous Consent	
Policies for Deletion/Replacement	
Board Officers	BDB
Policies in Process	
Policy Development System/Policy Adoption/Policy Review and Evaluation	BGA/BGB/BGC
Discipline Polices to be reviewed	JICK, JIDD
Review of SpEd "I" policies	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: B.1
Policy Committee Discussion: September 8, 2022 & 10/13/22 School Board Discussion: September 21, 2022 Policy Committee Review: November 10, 2022 School Board First Read: November 16, 2022-Tabled Policy Committee Review: November 22, 2022 School Board First Read: December 7, 2023	Page 1 of 1

ACKNOWLEDGE SCHOOL BOARD CANDIDATES FOR OFFICE

The Oyster River Cooperative School District is committed to sharing limited information of candidates running for School Board. The district and Board policy shall be to not endorse any single candidate. Therefore, the information shared shall be is limited to demographic information found on the Declaration of Candidacy for Elective Office (Form B.1-R). ~~to avoid the appearance of favoritism of any candidate.~~ Beyond the information provided, community members are encouraged to seek out additional information that a candidate puts forth on their own.

Should a school affiliated group ~~such as a school PTO~~ wish to sponsor a Candidate Forum, space **and technical support** will be made available in accordance with Policy KF (Use of School Buildings and Facilities).

Cross Reference B.1-R ~ Declaration of Candidacy

Policy KF – Use of School Buildings and Facilities

Policy GBI – Staff Participation in Political Activities

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ICA
Date of Adoption: August 17, 1988 Date of Revision: 10/20/99, 8/17/10 SB First Read: October 6, 2010 SB Second Read & Adoption: October 20, 2010 Reviewed First Read: February 6, 2012 School Board Second Read/Adoption: March 13, 2013 Policy Committee Review: November 10, 2022 School Board First Read: December 7, 2022	Page 1 of 1 Category: Recommended

SCHOOL CALENDAR

The Oyster River Cooperative school district calendar shall be adopted annually ~~in the winter~~ by the Board and will shall provide for at least the minimum days/hours required by law.

The Superintendent shall submit to the Board a proposed calendar which has been reviewed by teacher guild representatives and other representatives at the discretion of the Superintendent or his-their designee. The Board shall adopt the school calendar for the ensuing school year. To the extent possible, the calendar will be coordinated with the school calendars of the area vocational schools and regional special education programs.

Cross Reference:

[Policy IMBA – Distance Education](#)

Legal Reference:

[NH Code of Administrative Rules, Section Ed. 306.18, School Year](#)

[NH Code of Administrative Rules, Section Ed. 306.19, School Calendar](#)

[NH Code of Administrative Rules, Section Ed. 306.22, Distance Education](#)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAA
School Board First Read: May 20, 2015 School Board June 17, 2015 - Request for Public Hearing School Board (Public Hearing): August 19, 2015 School Board Second Read/Adoption: October 7, 2015 Policy Committee Reviewed: 4/13/16, 4/19/17, 4/11/18, 5/6/20 – No Change Policy Committee Review: April 2, 2021 School Board First Read/2 nd Read/Adoption: 4/7/21 & 4/21/21 School Board Annual Review: April 6, 2022 Policy Committee Review: 9/8/22, 10/13/22, & 11/10/22 School Board First Read: December 7, 2022	Page 1 of 2 Category: Recommended

SCHOOL BOARD MEMBER AUTHORITY

The authority of individual Oyster River Cooperative School Board members is limited to participating in actions taken by the School Board as a whole when legally in session. School Board members shall not assume responsibilities of administrators or other staff members. The School Board or staff shall not be bound in any way by any action taken or statement made by any individual School Board member or group of School Board members except when such statement or action is pursuant to specific instructions and official action taken by the School Board consistent with policies BDB, ~~and~~ BDF, ~~and~~ BBAB.

Delegation

A Board member may be delegated authority by the Board to take action outside a proper Board meeting only as one of the following: 1) an officer of the Board, 2) a member of a Board subcommittee, 3) a member of an advisory committee. 4) a Board Liaison to another committee or organization, or 5) for a specific task. Except for officers, all other delegations shall be appointed by the Chairperson of the Board and approved by proper vote of the Board.

Subcommittees:

The Board may form subcommittees from its own membership to facilitate the work of the Board. Subcommittees may be standing committees that serve continuously for a specific topic, or they may be special or ad hoc committees that serve for a specific task and are then dissolved. Such subcommittees will be comprised of up to three Board members. All Board subcommittees are subservient to the Board as a whole and will have study and review functions as assigned to them by proper motion of the Board. Subcommittees will report their findings and recommendations to the full Board which will take action as a whole. Subcommittees may also take action that have been previously authorized by the full Board or are inherent in their Board approved charge. It is not the intent of any sub-committee to ever have the authority to work outside or instead of the authority of the full Board. The Board retains the right to dissolve a subcommittee at any time.

The standing committees of the ORCSD School Board are Negotiations, Policy and Finance.

All Board subcommittees are themselves public bodies under the Right-to-Know law and must comply fully with that law and all related policies equally as the Board itself.

Liaison

Board members may ~~occasionally~~ serve as Board liaison to other committees or organizations, both school and community based, for the purpose of reciprocal communication and reporting back to the Board. No more than two Board members may be delegated as liaison to the same committee or organization. ~~The number of Board members delegated to a committee may never equal a quorum of the Board.~~ Public access to the meetings and records of such committees or organizations is determined by how the Right-to-Know law applies to that committee or organization. Communications and reports involving the liaison with the Board shall be consistent with the Right-to-Know law and all related policies.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAA
School Board First Read: May 20, 2015 School Board June 17, 2015 Request for Public Hearing School Board (Public Hearing): August 19, 2015 School Board Second Read/Adoption: October 7, 2015 Policy Committee Reviewed: 4/13/16, 4/19/17, 4/11/18, 5/6/20 – No Change Policy Committee Review: April 2, 2021 School Board First Read/2nd Read/Adoption: 4/7/21 & 4/21/21 School Board Annual Review: April 6, 2022 Policy Committee Review: 9/8/22, 10/13/22, & 11/10/22 School Board First Read: December 7, 2022	Page 2 of 2 Category: Recommended

Specific Task

An individual Board member may occasionally be delegated by the Board to perform a specific task. The motion to delegate a task to a Board member must include detailed instructions and be for a specific and limited time so that administrators, staff, other Board members and the public are fully aware of when a Board member is performing a task. If an original timeline is not met no new motion will be required but the Board member so tasked must keep the Board informed. All communications or actions related to the delegated task involving any other Board member must be at a proper Board meeting. A delegated task must not be used to circumvent the spirit of the Right-to-Know law.

This policy affects public access to the Board and the public’s Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right-to-Know law that may not be suspended. This policy will be reviewed by the Board annually.

Cross References:

- Policy BBAB – Roles and Duties of the School Board Chairperson
- Policy BDF – Advisory Committees to the Board

Legal references:

- RSA 91-A:2, Meetings Open to Public
- RSA 91-A:2-a, Communication Outside Meetings
- N.H. Code of Administrative Rules-Section Ed. 303.01, Substantive Duties of School Boards

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAB
Draft to Policy Committee: March 8, 2017 School Board First Read: April 5, 2017 School Board Second Read/Adoption: April 19, 2017 Board Reviewed: May 6, 2020 – No Change Policy Committee Review: 9/8/22, 10/13/22, & 11/10/22 School Board First Read: December 7, 2022	Page 1 of 1 Category: Optional

ROLES AND DUTIES OF THE SCHOOL BOARD SELECTION OF OFFICERS

[Board officers will include a chairperson and vice-chairperson. Officers will be elected at the board's re-organizational meeting following the school district annual meeting. Board officers will serve a one-year term, concluding at the re-organizational meeting the following year, at which time a new election of officers will occur.](#)

Duties of the Chairperson

The Oyster River Cooperative School Board Chairperson shall preside at all meetings of the Board and shall perform other duties as directed by law, New Hampshire Department of Education rules, and by this Board. In carrying out these responsibilities, the Chairperson shall:

1. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent and Vice-Chair in the planning of the Board meeting agendas;
3. Confer with the Superintendent on crucial matters that may occur between Board meetings;
4. Appoint members to serve on specific committees, subject to full Board approval;
5. Call emergency meetings of the Board as necessary;
6. Be the public spokesperson for the Board at all times except as this responsibility is specifically delegated to others; and
7. Preside at and be responsible for the orderly conduct of all Board meetings.

As presiding officer at all meetings of the Board, the Chairperson shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Put motions to a vote and announce the vote result.

The Chairperson shall have the right, as other Board members have, to offer motions, discuss questions, and vote.

Duties of the Vice-Chairperson

The Vice-Chair will have the powers and duties of the Chairperson in ~~his/her~~ **their** absence or for the duration of the disability, and such powers and duties as the Board may from time to time determine.

If the chairperson resigns for the School Board or resigns from the office of the chair, the vice-chairperson will become chair of the Board. If the vice-chairperson resigns from the School Board or from the respective office, the Board will hold new elections for those offices.

The Superintendent is the chief executive officer and an ex-officio member of the Board and shall be the Executive Secretary ex-officio, and non-voting member of the Board.

Cross Reference: ~~BDB—Board Officers~~
BBAA – School Board Member Authority
BDF – Advisory Committees to the Board

Legal Reference: RSA 91-A:2 Meetings Open to the Public

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BDB
Second Read/Adoption School Board: October 3, 2012 School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: April 13, 2016 School Board Public Hearing/First Read: April 20, 2016 School Board Second Read/Adoption: May 4, 2016 Policy Committee Annual Review: April 19, 2017 – No Change Policy Committee Annual Review: April 11, 2018 – No Change School Board Review: May 6, 2020, May 5, 2021 – No Change School Board Annual Review: April 6, 2022 Policy Committee Review: September 8, 2022 & 10/13/22- for deletion. School Board for Deletion: December 7, 2022	Page 1 of 1 Category: Recommended

BOARD OFFICERS

~~Board officers will include a chairperson, vice chairperson. Officers will be elected at the board's re-organizational meeting following the school district annual meeting. Board officers will serve a one-year term, concluding at the re-organizational meeting the following year, at which time a new election of officers will occur.~~

~~If the chairperson resigns from the school Board or resigns from the office of chair, the vice chairperson will become chair of the Board. If the vice chairperson resigns from the School Board or from the respective office, the Board will hold new elections for those offices.~~

~~The Superintendent is the chief executive officer and an ex-officio member of the Board and shall be the Executive Secretary ex-officio, and non-voting member of the Board.~~

Chairperson:

~~The chairperson shall preside at all meetings. The chairperson will have the right to vote on all matters before the Board. The chairperson will consult with the Superintendent on the preparation of the agenda for each meeting, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may from time to time determine.~~

~~Additionally, roles and duties of the chairperson are found in Board Policy BBAB.~~

Vice-chairperson:

~~The Vice-Chairperson will have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may from time to time determine.~~

~~This policy affects public access to the Board and the public's Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right to Know law, that may not be suspended. This policy will be reviewed by the Board and all standing advisory committees annually before the end of April to ensure full awareness and compliance.~~

~~Cross Reference: ——— BBAA — School Board Member Authority
 ——— BDF — Advisory Committees to the Board
 ——— BDB & R — District Clerk/District Treasurer Job Descriptions~~

~~Legal Reference: ——— RSA 91A:2 — Public Records and Meetings: Meetings Open to the Public~~