

Oyster River Cooperative School District  
REGULAR BOARD MEETING

December 20, 2023

ORMS – Recital Hall

7:00 PM

O. MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING

I. CALL TO ORDER 7:00 PM

Ia. NON-PUBLIC SESSION: RSA 91-A:3 II (b)

- The hiring of any person as a public employee. *Motion to approve the hiring of a new Superintendent.*

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS (*Total allotted time for public comment is 30 minutes*)

IV. APPROVAL OF MINUTES *Motion to approve November 30, 2023, December 1, 2023, December 4, 2023, Regular Superintendent Screening Public and Non-Public Meeting minutes, December 6, 2023, Regular Meeting Minutes and November 29, 2023, minute correction for Default amount.*

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

- A. Board
- B. District

VI. DISTRICT REPORTS

- A. Assistant Superintendent/Curriculum & Instruction Report(s)
  - February 13, 2024 Teacher Workshop Day Adjustment. *Motion to approve moving the February 13, 2024, Teacher Workshop Day to Friday, March 15, 2024.*
- B. Superintendent’s Report
  - Update on Competency Survey
- C. Business Administrator
  - Review FY25’ Default Budget for Public Hearing
  - Review 2024 Warrant Articles for Public Hearing.
- D. Student Representative {Maeve Hickok}
- E. Finance Committee Report
- F. Superintendent Search Committee
- G. Other:

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

- ORMS Physical Education Teacher Letter of Resignation. *Motion to approve the ORMS Physical Education Teacher Letter of Resignation.*
- List of Policies for Second Read/Adoption: JLCE – Emergency Care and First Aid, JJIF – Athletic Policy – Sanctioning of Sports, ACN – Lactation Accommodations. *Motion to approve List of Policies for Second Read/Adoption: JLCE – Emergency Care and First Aid, JJIF – Athletic Policy – Sanctioning of Sports, ACN – Lactation Accommodations.*

VIII. DISCUSSION & ACTION ITEMS

- 2024-25 School Calendar for First Read. *Motion to approve the 2024-25 School Calendar for First Read*

IX. SCHOOL BOARD COMMITTEE UPDATES

X. PUBLIC COMMENTS (*Total allotted time for public comment is 30 minutes*)

XI. CLOSING ACTIONS

- A. Future meeting dates: January 3, 2024 - Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall  
January 10, 2024 – Public Budget Hearing - @ 7:00 PM – ORMS Recital Hall  
January 17, 2024 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall  
January 23, 2024 – Joint Board Meeting w/Barrington @ 6:00 PM-Barrington SAU

XII. NON-PUBLIC SESSION: RSA 91-A:3 II (b) – [moved to beginning of the meeting]

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

XIII. ADJOURNMENT

Respectfully submitted,  
Superintendent

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

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

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

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

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

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

**Oyster River Cooperative School District Members:**

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

**Information Regarding Nonpublic Session**

On occasion, the Board agenda may include (or be adjusted to include) a Nonpublic Session. When a motion is made to do so, it will be done under the provisions of the NH State Law RSA 91-A:3 II, and one or more of the following reasons will be claimed for entering Nonpublic Session:

- The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request will be granted.
- The hiring of any person as a public employee.
- Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.
- Consideration of the acquisition, sale or lease of real property or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency of any sub-division thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.

Oyster River Cooperative School Board  
Non-Public Meeting Minutes: November 30, 2023 -Superintendent Candidate 1

**Denise Day moved to enter nonpublic session at 7:05 p.m. in accordance with RSA 91-A:3 II (b) -Hiring of a Person as a Public Employee, 2<sup>nd</sup> by Heather Smith. Upon roll call vote, the motion passed 7-0.**

School Board Attendees:

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

Administrators Present:

**7:05p.m. - nonpublic session began.**

The Board interviewed Suzanne Filippone for the open Superintendent position.

There were no motions during nonpublic session.

**The Board returned to public session at 8:22 PM.**

**Oyster River Cooperative School Board**  
**Regular Meeting Minutes – Superintendent Search – Candidate 1**

**November 30, 2023**

**DRAFT**

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

**I. CALLED TO ORDER at 7:00 PM by Chair Denise Day.**

**II. APPROVAL OF AGENDA**

**Dan Klein made a motion to approve the agenda as written, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0.**

**NON-PUBLIC SESSION:**

**Denise Day made a motion to enter Non-Public Session at 7:05 PM under RSA 91-A:3 II (b), Hiring of a person as a Public Employee, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0 by roll call vote.**

**Non-Public ended at 8:22 PM.**

**III. ADJOURNMENT:**

**Heather Smith made a motion to adjourn the meeting at 8:24 pm, 2<sup>nd</sup> by Dan Klein. Motion passed 7-0.**

Respectfully Submitted,

Matthew Bacon  
Board Member

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

Oyster River Cooperative School Board  
Non-Public Meeting Minutes: December 1, 2023 -Superintendent Candidate 2

**Denise Day moved to enter nonpublic session at 7:01 p.m. in accordance with RSA 91-A:3 II (b) -Hiring of a Person as a Public Employee, 2<sup>nd</sup> by Heather Smith. Upon roll call vote, the motion passed 7-0.**

School Board Attendees:

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

Administrators Present:

**7:01p.m. - nonpublic session began.**

The Board interviewed Russell Holden for the open Superintendent position.

There were no motions during nonpublic session.

**The Board returned to public session at 8:46 PM.**

**Oyster River Cooperative School Board**  
**Regular Meeting Minutes – Superintendent Search – Candidate 2**

**December 1, 2023**

**DRAFT**

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

**I. CALLED TO ORDER at 7:00 PM by Chair Denise Day.**

**II. APPROVAL OF AGENDA**

**Brian Cisneros made a motion to approve the agenda as written, 2<sup>nd</sup> by Giana Gelsey. Motion passed 7-0.**

**NON-PUBLIC SESSION:**

**Denise Day made a motion to enter Non-Public Session at 7:01 PM under RSA 91-A:3 II (b), Hiring of a person as a Public Employee, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0 by roll call vote.**

**Non-Public ended at 8:46 PM.**

**III. ADJOURNMENT:**

**Heather Smith made a motion to adjourn the meeting at 8:49 pm, 2<sup>nd</sup> by Dan Klein. Motion passed 7-0.**

Respectfully Submitted,

Matthew Bacon  
Board Member

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

Oyster River Cooperative School Board

Non-Public Meeting Minutes: December 4, 2023 -Superintendent Candidate 3

**Denise Day moved to enter nonpublic session at 7:01 p.m. in accordance with RSA 91-A:3 II (b) -Hiring of a Person as a Public Employee, 2<sup>nd</sup> by Heather Smith. Upon roll call vote, the motion passed 7-0.**

School Board Attendees:

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

Administrators Present:

**7:01p.m. - nonpublic session began.**

The Board interviewed Robert Shaps for the open Superintendent position.

There were no motions during nonpublic session.

**The Board returned to public session at 8:53 PM.**

**Oyster River Cooperative School Board**  
**Regular Meeting Minutes – Superintendent Search – Candidate**

**December 4, 2023**

**3**

**DRAFT**

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

**I. CALLED TO ORDER at 7:00 PM by Chair Denise Day.**

**II. APPROVAL OF AGENDA**

**Dan Klein made a motion to approve the agenda as written, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0.**

**NON-PUBLIC SESSION:**

**Denise Day made a motion to enter Non-Public Session at 7:01 PM under RSA 91-A:3 II (b), Hiring of a person as a Public Employee, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0 by roll call vote.**

**Non-Public ended at 8:53 PM.**

**III. ADJOURNMENT:**

**Heather Smith made a motion to adjourn the meeting at 8:56 pm, 2<sup>nd</sup> by Dan Klein. Motion passed 7-0.**

Respectfully Submitted,

Matthew Bacon  
Board Member

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



# Oyster River Cooperative School Board

## Regular Meeting Minutes

December 6, 2023

DRAFT

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

**STUDENT REPRESENTATIVE:** Maeve Hickok

**ADMINISTRATORS PRESENT:** Dr. Morse, Suzanne Filippone, Catherine Plourde, Rebecca Noe, Bill Sullivan, Misty Lowe

**STAFF PRESENT:**

**GUEST PRESENT:**

**ABSENT:** Amy Ransom

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

**II. APPROVAL OF AGENDA**

**Heather Smith made a motion to approve the agenda as written, 2<sup>nd</sup> Matt Bacon. Motion passed 7-0 with the student representative voting in the affirmative.**

**III. PUBLIC COMMENTS – None provided.**

**IV. APPROVAL OF MINUTES**

**Heather Smith made a motion to approve the November 15<sup>th</sup>, 2023 Regular Meeting Minutes, 2<sup>nd</sup> by Matt Bacon.**

Heather made the following revision: On page 2 under the heading Superintendent Search Committee, in the sentence “She thanked all the members of the Superintendent Search Committee...” change “Search” to “Screening”.

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

**Heather Smith made a motion to approve the November 29<sup>th</sup>, 2023 Regular Meeting Minutes, 2<sup>nd</sup> by Giana Gelsey.**

Heather made the following revision: On page 2 in the sentence “Amy and Heather calculated figures...” strike “and Heather”.

Giana made the following revision: On page 2 the acronym should be “HVAC” not “HPAC”.

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

**V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS**

**A. District**

Misty Lowe of Mast Way spoke on behalf of both elementary schools since David Goldsmith was attending Moharimet’s concert. She said students had a fantastic time during today’s Coding & Cocoa sessions. Misty thanked Susan Leifer of Mast Way and Sarah Curtin of Moharimet for their work. She also thanked the special visitors from the Shipyard, Turbocam, and other businesses, as well as the volunteers that came out to the schools.

Please note the following dates:

12/13 Mast Way Chorus Concert at 6:30 pm in the ORMS Recital Hall

12/21 Special Musical Performance by visiting ORMS students

12/22 Early Dismissal at 12:35 pm (breakfast & lunch still provided)

Bill Sullivan of ORMS said students showed a lot of enthusiasm for Coding & Cocoa and gave a big shout out to Janet Martel for organizing it.

Upcoming winter concerts in the ORMS Recital Hall are as follows:

12/12 Orchestra (grades 6-12) at 6 pm

12/14 Band (grades 6-8) at 6 pm

12/18 Chorus (grades 6-8) at 6 pm

On Friday, 12/8 from 5:30-7:30 pm there will be a social for 5<sup>th</sup> and 6<sup>th</sup> grade students with music and a movie.

In other updates, basketball is underway, several clubs are occurring such as Guitar Club, Destination Imagination, Chess, Vintage Video Game Club and Math Counts, and school nurses are working with staff to help families in need.

Rebecca Noe of ORHS gave a shout out to Celeste Best for organizing the annual Coding & Cocoa event. She recognized the cast and crew of the fall play *Arsenic & Old Lace* and the director Alex Eustace for their amazing performances. Rebecca congratulated Haley Cavanaugh for being the only female runner in NH to qualify for nationals and Mackenzie Cooke for being a national qualifier for Boston.

The school Senate is currently holding a food drive through advisories. *Chaos & Kindness* will promote positivity and inclusion during a daytime performance on Dec. 15<sup>th</sup>. On Dec. 22<sup>nd</sup> the high school will be released at 12:10 pm and classes will resume on Tuesday, Jan. 2<sup>nd</sup>, 2024.

Lisa Huppe announced that the Transportation team will hold food drives before the middle school music concerts on Dec. 12<sup>th</sup>, 13<sup>th</sup>, and 14<sup>th</sup>. Food and monetary donations will help benefit Oyster River families & End 68 Hours of Hunger.

## **B. Board**

Chair Denise Day gave a big thank you to anyone involved in any way during the Superintendent Search. She thanked the Screening Committee for their time and effort and the three finalists for their willingness to serve the district. Denise also thanked the Board Superintendent Search Committee members Brian Cisneros, Tom Newkirk, and Heather Smith for their incredible job and countless hours.

Denise said the first issue of the Mouth of the River (MOR) is amazing and contains informative and well-written articles. Anyone can subscribe to it by contacting high school teacher Shawn Kelly.

Heather Smith attended the Mental Health Matters community event and appreciated the messages shared, especially around parent anxiety. She reminded the listening audience that events with a student panel are not just for students to attend. Parents should also attend since there is so much information and advocacy for student health.

Heather also attended the Hate Speech forum, which sparked a lot of good conversation and ideas, and she encouraged parents and community members to attend February's forum.

Giana Gelsey reiterated how excellent the forum discussions have been and suggested making sure the events are well-advertised to all families including the younger grades.

## **VI. DISTRICT REPORTS**

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

Assistant Superintendent Suzanne Filippone announced there will be a parents-only informative presentation by Internet Crimes Against Children (ICAC) on Feb. 1<sup>st</sup> at 6:00 pm in the ORMS Recital Hall. The 90-minute event includes a video and questions and is open to all grade level parents. It will also be publicized to surrounding school districts.

During the May Teacher Workshop Day, the district will welcome Mirko Chardin, author of [Equity by Design](#), and Chief Equity and Inclusion Office of NOVAC education. He will speak about universal design for learning so teachers can learn how to design lessons around equity, inclusion, and restorative practices.

**B. Superintendent's Report**Hate Speech Parent Meeting

Superintendent Dr. Morse recognized Rachael Blansett, SRO Mike Nicolosi, Rebecca Noe and Suzanne Filippone for their time and contribution to the Hate Speech forum. He agreed that communication needs to reach parents to increase attendance at informative events. Dr. Morse said it was apparent during Nicolosi's presentation that he is committed to students and their safety. He thanked the parents and community members that came out to express their concerns and support for the district.

Re-statement of Board's Decision of the FY25' District Budget

Dr. Morse recapped the factors that led to the recommended FY25' budget increase of 4.2%, most notably the 15.1% in health care costs that resulted in an unforeseen one-million-dollars. This factor was compounded by the negotiated tutor agreement and an increase in utilities costs. Dr. Morse spoke to other districts and confirmed that the budget increase is in line with what other districts are seeing in the region.

Overview of Barrington Tuition Agreement

Dr. Morse reviewed the district's decision to partner into a tuition agreement with Barrington. If there had been no new enrollment over the years, Dr. Morse said the district would have had a loss of staff and programming. Throughout the years, the relationship with Barrington has been a positive one. It stabilizes enrollment, increases offerings, and adds specialized positions. We now have an Extended Learning Opportunities Coordinator, Licensed Alcohol and Drug Abuse Counselor, School Resource Officer, and Diversity, Equity, Inclusion and Justice Director because of the stable enrollment in the district.

**C. Business Administrator**

In Amy's absence, Dr. Morse stated the default budget is in the amount of \$318,732. It is less than the approved 4.2% budget since there was not a lot new in the budget and the salaries from non-bargaining agreements were excluded. A default budget vote will occur at the Dec. 20<sup>th</sup> meeting.

**D. Student Representative Report {Maeve Hickok}**

Student Representative Maeve Hickok thanked Celeste Best for organizing Coding & Cocoa and provided the following dates:

12/11 Blood Drive at ORHS  
12/15 Chaos & Kindness (inclusivity themed event)  
12/22 Early Release

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

**F. Superintendent Search Committee**

Heather Smith informed the board that a total of 433 online survey responses were received and reviewed by the committee. All the handwritten responses from the students who attended the "Meet the Candidate" sessions were also considered. She gave her appreciation to everyone that reviewed the candidate's resumes, attended forums, and completed surveys. She gave a special shout out to the ORMS students who delivered a "firing line" of questions that were the hardest part of the candidates' visits and the highlight.

Giana thanked everyone for attending the candidate sessions and for the invaluable collective wisdom from our community. She encouraged people to reach out to the board to share their thoughts and keep communication going.

**G. Other** – None provided

**VII. UNANIMOUS CONSENT AGENDA** – None provided.

**VIII. DISCUSSION & ACTION ITEMS**2024-25 School Calendar for First Review

Suzanne informed the board that the district conferred with area schools to create a draft 2024-2025 Calendar. Holidays, vacations, and a majority of the Teacher Workshop (TW) days are shared, although there are some variations. There is a small number of conflicting days among the Rochester, Dover, and Somersworth calendars for Career Technical Education (CTE) students. Two days are out of alignment for the Rochester/Dover locations and eight for the Somersworth location. Dr. Morse said the state mandates that no more than ten days be out of alignment with one CTE center, and our district has three. He thanked area superintendents for the collaboration between the districts that helped to make sense of a difficult situation. It was noted that if ORHS students are not in school a day CTE is open, they can still attend their program.

Giana Gelsey commented that many religious holidays fall on TW days and weekends, which is a fortuitous advantage for planning. She suggested beginning the conversation of possibly pushing the start of the school year up a week to end school prior to Juneteenth. In other words, begin earlier in August. Brian Cisneros said there has been a conversation at the local and state level to push the start of the school out past Labor Day. Although it did not pass in last year's legislative session, it is still a topic of discussion. Dr. Morse agreed it would be good to begin having these types of conversations if the board wants to suggest a different start date.

#### FY 25' Default Budget

The FY 25' Default Budget vote will take place at the next school board meeting.

#### Draft 2024 Warrant Articles

Dr. Morse let the board and listening audience know that the warrant article drafts are vetted through an attorney and legal language is required. The intention is not for the language to be confusing or convoluted, and a summary will be provided for each one. Dr. Morse reviewed the eight warrant articles, an amount more than usual this year, and noted that three board seats are up for election.

Tom Newkirk pointed out the language for the Barrington Agreement that covers the next 10 years. It limits the number of tuition students per grade level, and he wondered if there should be flexibility to go above. Dr. Morse reminded the board that the middle school enrollment numbers will be decreasing over the next decade, and he anticipates the middle and high school numbers to settle back down. He said the first five years of the agreement will not allow for an increase in Barrington students, but the second five years may. He will provide new language for the board to review that will create flexibility in years 5-10 for Barrington to send more students.

Brian Cisneros suggested moving article 6, the Barrington Agreement, to the end of the list so the articles are in the order that they get paid if there is funding.

#### List of Policies for First Read: JLCE – Emergency Care and First Aid, JJIF – Athletic Policy – Sanctioning of Sports, ACN – Lactation Accommodations

Dan Klein let the board know that tonight's policies are a first of two reads and range from relatively minor to extensive changes. He confirmed that the new less specific language in policy JJIF was intentional so sports can adapt to changes without policy.

**Dan Klein made a motion to approve the List of Policies for First Read: JLCE – Emergency Care and First Aid, JJIF – Athletic Policy – Sanctioning of Sports, and ACN – Lactation Accommodations for First Read, 2<sup>nd</sup> by Giana Gelsey. Motion passed 7-0.**

#### **IX. SCHOOL BOARD COMMITTEE UPDATES**

The Manifest Committee met and completed the following manifests.

Payroll Manifest # 9 Total is \$753,471.36  
 Payroll Manifest #10 Total is \$816,896.80  
 Payroll Manifest # 11 Total is \$740,240.88  
 Vendor Manifest # 10 Total is \$910,082.72  
 Vendor Manifest # 11 Total is \$392,109.68  
 Vendor Manifest # 12 Total is \$791,596.71

Heather Smith reported that Sustainability Committee will meet on Dec. 11<sup>th</sup>.

Giana Gelsey reported that the DEIJ Committee met on Nov. 20<sup>th</sup> and a majority of the discussion was in preparation for the Hate Speech forum. She said it was a valuable discussion that included ideas to improve the

situation and ways to talk to students to conceptually understand hate speech. Plans for a March public forum is underway with more details to come.

Tom Newkirk reported that the Survey Committee met and went through the previous survey to select and eliminate questions for the final survey. Dr. Morse stated that UNH has agreed to activate a web-based survey for the district.

Dan Klein reported that Policy Committee will meet on Dec. 14<sup>th</sup>.

**X. PUBLIC COMMENTS** – None provided.

#### **XI. CLOSING ACTIONS**

**A. Future Meeting Dates:** December 20, 2023 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall  
January 3, 2024 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall  
January 10, 2024 – Public Budget Hearing @ 7:00 PM – ORMS Recital Hall  
January 17, 2024 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall

#### **XII. NON-PUBLIC SESSION: RSA 91-A:3 II (b)**

- The hiring of any person as a public employee.

**Denise Day made a motion to go into Non-Public Session RSA 91-A:3 II (b) the hiring of any person as a public employee, 2<sup>nd</sup> by Heather Smith. Motion passed by roll call vote.**

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

#### **XIII. ADJOURNMENT:**

**Heather Smith made a motion to adjourn the meeting at 8:01 PM, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.**

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

Respectfully Submitted,

Karyn Laird, Records Keeper

**Oyster River Cooperative School Board**  
**Regular Meeting Minutes**

**November 29, 2023**

**DRAFT**

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

**STUDENT REPRESENTATIVE:** Maeve Hickok (absent)

**ADMINISTRATORS PRESENT:** Dr. Morse, Suzanne Filippone, Catherine Plourde, Amy Ransom, Rebecca Noe, Bill Sullivan, Misty Lowe, Josh Olstad

**STAFF PRESENT:**

**GUEST PRESENT:**

**ABSENT:**

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

**II. APPROVAL OF AGENDA**

**Brian Cisneros made a motion to approve the agenda as written, 2<sup>nd</sup> by Giana Gelsey. Motion passed 7-0.**

**III. PUBLIC COMMENTS – None provided.**

**IV. APPROVAL OF MINUTES**

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

**~~A. District~~**

**~~B. Board~~**

**VI. DISTRICT REPORTS**

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

**~~B. Superintendent's Report~~**

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

**~~D. Student Representative Report {Maeve Hickok}~~**

**~~E. Finance Committee Report~~**

**~~F. Superintendent Search Committee~~**

**~~G. Other:~~**

**~~VII. UNANIMOUS CONSENT AGENDA~~**

**VIII. DISCUSSION & ACTION ITEMS**

- Calendar Change of January 22, 2024, Teacher Workshop Day to January 23, 2024, due to Elections.

**Brian Cisneros made a motion to change January 22, 2024, Teacher Workshop Day to January 23, 2024, due to Elections, 2<sup>nd</sup> by Heather Smith. Motion passed 7-0.**

- FY 25 Draft Budget

Dr. Morse let the board know that Amy Ransom reduced and revised the number of options per board conversation, however, he said they don't have to be the only options.

Amy read through four options, which all included a behavioral health and strings position, savings from retirements, updated state funding, the use of trust funds, and retainage. The four options also included variations of the Mast Way cafeteria project, A/C at the high school, CIP cuts, additional revenues, and budget reductions. Amy pointed out that A/C is a continuation of the Capital Improvement Plan and if removed, it would be a budget cut.

The board discussed a 5<sup>th</sup> option, in which the \$500K Mast Way cafeteria project would be reduced to \$250K for engineering work and the extra revenue in option 4 would be removed. The following are key points that led to this option.

- Giana Gelsey said she felt uncomfortable passing the Mast Way project at this time due to unknowns with the construction cost and factors like repaving, installing a new fire lane and the capacity of the current HVAC system.
- Brian Cisneros said he would feel more comfortable engineering the project to get logistics and a better idea of what it would truly cost.
- Heather Smith suggested decreasing the \$500K to \$250K for engineering costs and using any remaining funding for the project. She didn't think the revenue from option #4 would be necessary.
- Misty Lowe, Principal of Mast Way, let the board know that she received a quote of \$1,400 for a 10ft. table that seats twelve children. She would need to purchase seven more to go with the two tables they already have for an estimated cost of \$10K.
- Dan Klein shared that he is not ready to approve the Mast Way project because of two factors: there is no facilities director and the district is transitioning to a new superintendent. He favors preliminary engineering work.
- Brian pointed out that remaining funds from the \$250K engineering costs could cover the tables and the start of the project.

Amy and Heather calculated figures, noting that the percentage increase for the new option #5 would be 4.2%, which is down from the 4.5% in option #4. The estimated tax impact would also come down to under \$1 for each town.

The board was in favor of option #5 which includes the Behavioral Health position, the Strings position, \$250K for the Mast Way cafeteria engineering and tables, and A/C at the high school using the funds identified and not extra revenue.

**Brian Cisneros made a motion to accept the FUND 10 Balance in the amount of \$54,450,352.00 for the proposed FY 25 budget, 2<sup>nd</sup> by Matt Bacon. Motion passed 7-0.**

Dr. Morse let the board know that Barrington wants to renew their tuition contract, which will be a warrant article, and Amy reviewed the other warrant articles that will be voted on.

Matt Bacon thanked Dr. Morse, Amy Ransom, and the Finance Committee for all their hard work.

#### ~~IX. SCHOOL BOARD COMMITTEE UPDATES~~

**X. PUBLIC COMMENTS** – None provided.

#### **XI. CLOSING ACTIONS**

**A. Future Meeting Dates:** December 6, 2023 – Regular School Board Meeting @ 6:00 PM – ORHS Library  
December 20, 2023 – Regular School Board Meeting @ 7:00 PM – ORMS Recital Hall  
January 3, 2023 – Regular School Board Meeting @ 7:00 PM – ORHS Recital Hall

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

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

#### **XIII. ADJOURNMENT:**

**Heather Smith made a motion to adjourn the meeting at 6:33 pm, 2<sup>nd</sup> by Brian Cisneros. Motion passed 7-0.**

- Superintendent Search ~ Discussion for Interview Questions

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

Respectfully Submitted,

Karyn Laird, Records Keeper

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

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INTEROFFICE MEMORANDUM

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TO: James Morse  
FROM: Suzanne Filippone  
DATE: December 15, 2023  
RE: Moving the February TW Day

After communicating with area superintendents, and conferring with district leadership, we have determined that we could move the Tuesday, February 13, 2024, Teacher Workshop Day to Friday, March 15, 2024.

By moving the TW day to March 15<sup>th</sup> ORCSD's calendar would become more aligned with Rochester, Somersworth, and Dover school districts. Dover will not have February 13<sup>th</sup> as a TW day and Rochester as well as Somersworth both have a TW day on March 15, 2024.

If changed we would continue to be in compliance with RSA 188-E:1, as there would be fewer than 10 instructional days following Labor Day on which calendars do not align.



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

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INTEROFFICE MEMORANDUM

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TO: School Board  
FROM: Dr. Jim Morse  
DATE: December 15, 2023  
RE: Competency Based Reporting Survey

The CBR Survey committee, made up of 3 Board members, 4 administrators, 2 teachers, 1 parent, and 2 students met on two separate occasions to develop the survey on Competency Based Reporting. The survey is a Board goal for the 2023-24 school year. The draft will be sent to you early next week.

The committee had excellent discussions, most notable were the observations of two middle school students. They were able to communicate with the adults in the room in such a way that we all left impressed by their knowledge and understanding of CBR.

The draft will be sent to the UNH Survey Center for web-based distribution mid-January 2024. Survey results will be collated and returned by February vacation.





### Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>Instruction</b>					
1100-1199	Regular Programs	\$21,476,031	\$438,579	\$0	\$21,914,610
1200-1299	Special Programs	\$7,340,219	\$549,679	\$0	\$7,889,898
1300-1399	Vocational Programs	\$100,000	\$0	\$0	\$100,000
1400-1499	Other Programs	\$857,109	\$4,858	\$0	\$861,967
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
<b>Instruction Subtotal</b>		<b>\$29,773,359</b>	<b>\$993,116</b>	<b>\$0</b>	<b>\$30,766,475</b>
<b>Support Services</b>					
2000-2199	Student Support Services	\$5,158,078	\$244,336	\$0	\$5,402,414
2200-2299	Instructional Staff Services	\$1,106,309	\$47,965	\$0	\$1,154,274
<b>Support Services Subtotal</b>		<b>\$6,264,387</b>	<b>\$292,301</b>	<b>\$0</b>	<b>\$6,556,688</b>
<b>General Administration</b>					
2310 (840)	School Board Contingency	\$0	\$0	\$0	\$0
2310-2319	Other School Board	\$160,300	\$0	\$0	\$160,300
<b>General Administration Subtotal</b>		<b>\$160,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$160,300</b>
<b>Executive Administration</b>					
2320 (310)	SAU Management Services	\$0	\$0	\$0	\$0
2320-2399	All Other Administration	\$1,598,062	\$116,114	\$0	\$1,714,176
2400-2499	School Administration Service	\$2,196,904	\$95,509	\$0	\$2,292,413
2500-2599	Business	\$662,965	(\$23,454)	\$0	\$639,511
2600-2699	Plant Operations and Maintenance	\$4,347,449	\$318,839	\$0	\$4,666,288
2700-2799	Student Transportation	\$2,367,196	\$11,771	\$0	\$2,378,967
2800-2999	Support Service, Central and Other	\$1,662,672	\$32,163	\$0	\$1,694,835
<b>Executive Administration Subtotal</b>		<b>\$12,835,248</b>	<b>\$550,942</b>	<b>\$0</b>	<b>\$13,386,190</b>
<b>Non-Instructional Services</b>					
3100	Food Service Operations	\$0	\$0	\$0	\$0
3200	Enterprise Operations	\$0	\$0	\$0	\$0
<b>Non-Instructional Services Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Appropriations**

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>Facilities Acquisition and Construction</b>					
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
<b>Facilities Acquisition and Construction Subtotal</b>		<b>\$418,858</b>	<b>\$0</b>	<b>\$0</b>	<b>\$418,858</b>
<b>Other Outlays</b>					
5110	Debt Service - Principal	\$796,800	\$632,150	\$0	\$1,428,950
5120	Debt Service - Interest	\$1,430,932	(\$51,773)	\$0	\$1,379,159
<b>Other Outlays Subtotal</b>		<b>\$2,227,732</b>	<b>\$580,377</b>	<b>\$0</b>	<b>\$2,808,109</b>
<b>Fund Transfers</b>					
5220-5221	To Food Service	\$890,214	\$301,471	\$0	\$1,191,685
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
<b>Fund Transfers Subtotal</b>		<b>\$1,531,214</b>	<b>\$301,471</b>	<b>\$0</b>	<b>\$1,832,685</b>
<b>Total Operating Budget Appropriations</b>		<b>\$53,211,098</b>	<b>\$2,718,207</b>	<b>\$0</b>	<b>\$55,929,305</b>



**Reasons for Reductions/Increases & One-Time Appropriations**

Account	Explanation
2320-2399	Contractual obligations & benefit increases
2500-2599	Contractual obligations change in staffing
5120	Per bond repayment schedule
5110	Per bond repayment schedule
2200-2299	Contractual obligations & benefit increases
1400-1499	Contractual obligations & benefit increases
2600-2699	Contractual obligations & benefit increases, utilities, CIP spending
1100-1199	Contractual obligations & benefit increases
2400-2499	Contractual obligations & benefit increases
1200-1299	Contractual obligations & benefit increases, Sped costs
2000-2199	Contractual obligations & benefit increases, Sped costs
2700-2799	Contractual obligations & benefit increases
2800-2999	Contractual obligations & benefit increases
5220-5221	Contractual obligations & benefit increases and program costs. Offset by increase in revenue

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT THE STATE  
OF NEW HAMPSHIRE  
2024  
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 6<sup>th</sup> day of February 2024, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 8 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 through 6 will occur at town polling locations on Tuesday, March 12, 2024:

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 three School Board members one each for Durham, Lee and Madbury 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 \$56,248,037. Should this article be defeated, the operating budget shall be \$55,929,305 (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 = \$54,415,352 (regular operating budget); Fund 21 = \$1,191,685 (expenditures from food service revenues); Fund 22 = \$600,000 (expenditures from federal/special revenues); Fund 23 = \$41,000 (expenditures from pass through funds).

ARTICLE 4: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargaining agreement reached between the Oyster River Intervention and Tutors Association and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

2024-2025	\$139,846.63
2025-2026	\$35,219.00
2026-2027	\$18,695.59

and further to raise and appropriate the sum of \$ 139,846.63 for the 2024-2025 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 5: 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.

ARTICLE 6: Shall the District establish an Artificial Turf Field Replacement Expendable Trust under the provisions of RSA 198:20-c, for replacing the District’s Artificial Athletics Turf Fields, and raise and appropriate up to \$125,000 for this purpose with such amount to be funded from the year-end undesignated fund balance, and further, to name the School Board as agents to expand from the Artificial Turf Field Replacement Trust.

ARTICLE 7: Shall the District establish a non-lapsing Athletic Field Revolving Fund in accordance with RSA 194:3-c to be funded by receipts from the use of the District’s athletic fields for the purpose of maintaining and replacing the athletic funds. Further to raise and appropriate the sum of one dollar (\$1.00). Withdrawals from the revolving fund will be made on an annual basis as needed.

ARTICLE 8: Shall the District vote to approve an extension to the existing approved tuition agreement between the Oyster River Cooperative School District and Barrington School District, as negotiated by the School Board which provided for an initial term beginning on July 1, 2015 and ending on June 30, 2025 to now renew as of July 1, 2024 to June 30, 2033, and with the term to be extended from year to year provided that on June 30, 2029 and thereafter this contract may be terminated by either party after providing 4 years prior written notice of the date of termination, and further to authorize the School Board to submit the Agreement to the State Board of Education for approval pursuant to RSA 194:22, and to authorize the School Board to take such other and further acts necessary to give effect to this article, including the adoption of minor amendments to the Agreement, from time to time during its term, without further action by the School District Meeting.

Note:  
The tuition cap should not exceed the prior year cost per pupil on the DOE25.

Given under our hands at said Durham NH this \_\_\_\_\_day of January 2024:

\_\_\_\_\_  
Denise Day, Chairperson

\_\_\_\_\_  
Matthew Bacon, Vice-Chair

\_\_\_\_\_  
Brian Cisneros

\_\_\_\_\_  
Daniel Klein

\_\_\_\_\_  
Heather Smith

\_\_\_\_\_  
Thomas Newkirk

\_\_\_\_\_  
Giana Gelsey

**Policies for  
First Read/Second Read/Adoption/Deletion  
SB Meeting of:**

**December 20, 2023 – Second Read/Adoption**

Title	Code
<b>Policies for First Read</b>	
<b>Policies for Second Read/Adoption – Unanimous Consent</b>	
<b>Athletic Policy – Sanctioning of Sports</b>	<b>JJIF</b>
<b>Emergency Care and First Aid</b>	<b>JLCE</b>
<b>Lactation Accommodations</b>	<b>ACN</b>
<b>Policies for Deletion/Replacement</b>	



<p>OYSTER RIVER COOPERATIVE SCHOOL DISTRICT</p> <p>Draft to Policy Committee: March 13, 2013</p> <p>First Read School Board – May 1, 2013</p> <p>Second Read/Adoption School Board: June 5, 2013</p> <p><a href="#">Policy Committee: October 12, 2023</a></p> <p><a href="#">School Board First Read: December 6, 2023</a></p> <p><a href="#">School Board Second Read/Adoption: December 20, 2023</a></p>	<p>Policy Code: JJIF</p> <p>Page 1 of 2</p>
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### **Athletic Policy-Sanctioning of Sports**

The Oyster River School Board recognizes the value of athletic participation to the development of well-rounded students. Significant evidence exists to show that students who participate in interscholastic sports perform better academically than those who do not. The Oyster River School Board promotes athletic participation in the belief that successful athletic programs promote individual and team potential by helping to develop high standards of competence, character, civility and citizenship for student-athletes.

The following definitions are guidelines the District will use to identify the process whereby the School Board adopts an athletic program as a school extracurricular activity and accepts some level of responsibility for coordinating and supporting the activity. There are three levels of sanctioning:

- A. •—Level 1 Club sport.** This is the first level of sanctioning. The school district, through its administration, hires and evaluates coaches and arranges scheduling (practice and interscholastic), transportation, fields. The club itself or an affiliated booster organization is responsible for all associated costs and will meet with athletic director to set up a financial budget and other arrangements. Transportation may or may not be funded
  
- B. •—Level 2 School sport.** This is the second level of sanctioning. The School District assumes the responsibilities listed above for a club sport. In addition, at the Board’s discretion, through their vote, it also pays for varsity, junior varsity and middle school (if any) coaches, officials, game managements costs and [facilities cost, fields \(except ice hockey and turf field rentals, where the costs may be shared between the district and the affiliated booster organization\)](#). All additional costs associated with the program will be paid through booster organizations or individual families, [involved](#). Transportation may or may not be funded.
  
- C. Level 3 School-sponsored sport.** This is the final level of sanctioning. The School Board, at the Board’s discretion, through their vote, assumes all the responsibilities listed above for a school sport. In addition, the school district pays for some or all of the activity’s uniforms and equipment. The level of responsibility for uniforms and equipment may vary from activity to activity depending on the costs involved and the individual agreement between the school district and any affiliated booster organization that shares costs for the activity. The school district does not normally pay costs (except coaches and insurance costs) associated with teams other than varsity and junior varsity, reserve and middle school teams. Transportation may or may not be funded.

#### **The Decision Process:**

Decisions on sanctioning are made by the School Board based on the advice of the athletic director and building principal. In all cases, the athletic director consults with the principal and superintendent prior to presentation to the School Board.

**Factors for Consideration.** In making sanctioning decisions, the athletic director and the School Board shall consider the following factors on a case-by-case basis:

- A.** Is the sport in compliance with Title IX and other statutory guidelines?
- B.** Is there a gender equity issue that would be addressed by the addition of a new activity?
- C.** Is there a feeder system at lower grade levels indicative of community, family, and athlete support of the activity?
- D.** Is the activity sponsored by the New Hampshire Interscholastic Athletic Association?
- A.E.** How many students would likely participate in the sport and sustain the numbers for many years?
- B.F.** Are there qualified coaches able and willing to coach?
- C.G.** Are there facilities for practicing and playing that can be used without undue hardship to existing teams?

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT	Policy Code: JJIF
Draft to Policy Committee: March 13, 2013 First Read School Board: May 1, 2013 Second Read/Adoption School Board: June 5, 2013 <a href="#">Policy Committee: October 12, 2023</a> <a href="#">School Board First Read: December 6, 2023</a> <a href="#">School Board Second Read/Adoption: December 20, 2023</a>	Page 2 of 2

### **Athletic Policy-Sanctioning of Sports**

- H. What is the particular level of logistical and financial support expected from the school? In particular, what would the total cost to the district be per student projected to participate in the program?
- I. What is the timeline or potential for the sport to want to upgrade within our sport sanctioning levels?
- J. Is there student capacity to add additional sports?
- K. Can the program be added and co-exist with existing programs?
- L. Is the program being advocated by students?
- M. In no case will negotiated stipends be exceeded.

**Cross Reference:**

**JJA - Student Activities, Clubs and Organizations**

**Legal Reference:**

**Title IX Guidelines**  
**NHIAA Rules and Regulations**

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JLCE
NHSBA Version to Policy Committee: September 14, 2023 Policy Committee Review: October 12, <b>November 9, 2023</b> <u>School Board First Read: December 6, 2023</u> <u>School Board Second Read/Adoption: December 20, 2023</u>	Page 1 of 2 Category: Required

### Emergency Care and First Aid

All Oyster River Cooperative School personnel have responsibilities in connection with injuries and emergencies occurring in school and at school-sponsored events, which may be classified as follows: (1) administering first aid; (2) summoning medical assistance; (3) notifying administration; (4) notifying parents; and (5) filing accident/injury reports.

School personnel must use reasonable judgment in handling injuries and emergencies. ~~Caution should be exercised not to minimize or maximize any injury or illness.~~ All personnel will be trained to understand the proper steps to be taken in the event of an injury or emergency.

The Superintendent will ensure that at least one other person on staff, aside from the school nurse, has current first aid and cardiopulmonary certification (CPR). If the school nurse or licensed practical nurse is not available, the person(s) who have current first aid and CPR certification is authorized to administer first aid and CPR as needed.

The school will obtain at the start of each school year emergency contact information of parents/ guardians for each student and staff member.

The school physician, school nurse, or specially trained staff members shall assist in the treatment of injuries or emergency situations. Such individuals have the authority to administer oxygen in case of a medical emergency, if available and if appropriate. This authorization extends to administering oxygen to students without prior notification to parents/guardians.

The school nurse or other designated personnel may administer other medications to students in emergency situations, provided such personnel has all training as is required by law. Such medication may also be administered in emergency situations if a student's medical action plan has been filed and updated with the school district to the extent required by law.

Consistent with state law, the school nurse may maintain a supply of asthma related rescue medication and the emergency medication eEpinéphrine. The school physician, if any, the school nurse, or specially trained staff members may also administer eEpinéphrine to any student in case of a medical emergency, if appropriate. This authorization extends to administering eEpinéphrine without prior notification to parents/guardians. The school nurse or other designated personnel may administer or make available to self-administer a bronchodilator, spacer, or nebulizer to a student who has been diagnosed with asthma for use in emergency or other situations as determined by the school nurse.

The district will maintain all necessary records relative to the emergency administration of medication and will file all such reports as may be required under Board policy JLCD, (Administering Medications to Students) or applicable laws or regulations.

The District makes it possible for parents/guardians to subscribe to student accident insurance at low rates. This program is offered each year during September. The District does not provide student accident insurance.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JLCE
NHSBA Version to Policy Committee: September 14, 2023 Policy Committee Review: October 12, November 9, 2023 School Board First Read: December 6, 2023 School Board Second Read/Adoption: December 20, 2023	Page 2 of 2 Category: Required

### Emergency Care and First Aid

Records related to the emergency administration of any medication under this policy shall be made and maintained by the school nurse as provided in Board policy JLCD and District procedures JLCD-E & E1. (Parent Request Form/Physician Medication Order)

The school nurse will follow other first aid reporting protocols, as may be determined by other Board policy or administrative directive.

#### **Naloxone/Narcan and Opioid Antagonists:**

The Board authorizes the District to obtain, store and administer naloxone/Narcan and/or other opioid antagonists for emergency use in schools.

The school nurse or other properly trained staff member may administer such medication in emergency situations. Opioid antagonists will be available during the regularly scheduled school day. They may be available at other times at the discretion of the Superintendent.

The Superintendent or designee is authorized to procure such medication on behalf of the District.

All such medication will be clearly marked and stored in a secure space in the school nurse's office or other appropriate location. The school nurse is responsible for storing the medication consistent with the manufacturer's instructions and Board policy JLCD and District procedures JLCD-E & E1.

**Cross Reference:** JLCD- E & E1 Administering Medications to Students Parent Request Form/Physician Medication Order

#### **Legal References:**

- RSA 200:40, Emergency Care
- RSA 200:40-a, Administration of Oxygen by School Nurse
- RSA 200:44-a, Anaphylaxis Training Required
- RSA 200:54, Supply of Bronchodilators, Spacers or Nebulizers
- RSA 200:55, Administration of Bronchodilator, Space or Nebulizer
- Ed 306.04(a)(21), Emergency Care For Students And School Personnel
- Ed 306.12, School Health Services

<p>OYSTER RIVER COOPERATIVE SCHOOL BOARD</p> <p>Draft to Policy Committee: October 12, 2023 Policy Committee 2<sup>nd</sup> Review: November 9, 2023</p> <p><a href="#">School Board First Read: December 6, 2023</a></p> <p><a href="#">School Board Second Read/Adoption: December 20, 2023</a></p>	<p>Policy Code: ACN</p> <p>Page 1 of 2</p> <p>Category: Priority</p>
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### Lactation Accommodation

Oyster River Cooperative School District (ORCSD) recognizes that human milk is the optimal food for growth and development of infants. It is the policy of the District to provide a room or other private location for employees who wish to express human milk ~~or breast/chest feed~~ at work for up to one year. ~~Lactation accommodations will be provided to employees for as long as they desire.~~ In addition, the District will provide a reasonable amount of break time to accommodate employees.

No employee will be discriminated against for lactation activities as provided in this policy, and reasonable efforts will be made to assist employees in meeting their infant feeding goals while at work or school.

#### Notice and Planning

Employees should contact the building principal at least two weeks before the need for accommodations arises. When ordinary accommodations (see below) will create undue hardship to the operations of the building, the District will work with the employee to find other acceptable accommodations. Such other accommodations may include a change in work/class assignments, or schedules. When acceptable accommodations are unattainable, the building principal or other administrator should consult with the District Superintendent. Plans should be revisited upon request, or at least every three months, with adjustments made to the accommodations for breaks as needs change.

#### Breaks

A reasonable amount of break time will be provided to employees who want to express human milk. ~~Or feed their infant.~~ If possible, the break time should coincide with the employee's break time, ~~if not possible~~. ~~E~~employees will be paid during these times.

#### Suitable Private Area

The District will make a reasonable effort to provide employees with a private room or other location. This space must not be a bathroom and should be private and in close proximity to the employee's work area. Ideally,

1. The space will have a door that locks. If this is not possible, a room can be made private by placing a message on the door that the room is in use.
2. Drawing blinds or curtains, covering windows without curtains, or setting up a portable partition.
3. The space should be clean and comfortable, equipped with an electrical outlet, and contain comfortable seating and a table or other flat surface.
4. It should also be located near a sink with running water for hand washing and cleaning of equipment.
5. Employees shall maintain the area and keep it clean for the next user.
6. The area will be cleaned regularly by district staff assigned to that duty.

#### Storage

A hygienic and secure location will be available for employees to store human milk.

#### Notification/Education

This policy shall be printed or summarized in applicable employee and student handbook. For employees, if the handbook is not provided at the time of hire, then the District will provide a copy of this policy at the time of hire.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: ACN
Draft to Policy Committee: October 12, 2023 Policy Committee 2 <sup>nd</sup> Review: November 9, 2023 School Board First Read: December 6, 2023 School Board Second Read/Adoption: December 20, 2023	Page 2 of 2 Category: Priority

## **Lactation Accommodation**

### Atmosphere of Acceptance

Lactation should not constitute a source of discrimination in employment or in access to employment. It is prohibited under this policy to harass an employee or exercise any conduct that creates an intimidating, hostile or offensive working environment. Any incident of harassment of an employee will be addressed in accordance with the District policies and procedures for discrimination and harassment.

### Cross Reference:

Policy AC – Non-Discrimination, Equal Opportunity  
 Policy ACAB – Harassment and Sexual Harassment of School Employees  
 Policy GBEB – Staff Conduct with Students Policy JIC – Student Conduct Legal

### References:

20 U.S.C 1681, et seq Title IX Education Amendments of 1972  
 42 U.S.C 2000gg Pregnant Worker Fairness Act (“PWFA”)  
 42 U.S.C 218d Pump for Nursing Mothers Act (“PUMP Act”)

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

DRAFT

2024-2025 SCHOOL CALENDAR

DRAFT

School Board Approved – TBD

Deliberative Session: February, 2025\*

Voting Day: March , 2025

\*Subject to Change

S(22)  
T(24)

AUGUST/ SEPTEMBER 2024				
M	T	W	Th	F
			29	X
TW	TW	▲		
X	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

S(21)  
T(22)

OCTOBER 2024				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	TW
X	15	16	17	18
21	22	23	24	25
28	29	30	31	

S(16)  
T(17)

NOVEMBER 2024				
M	T	W	Th	F
				1
4	TW	6	7	8
X	12	13	14	15
18	19	20	21	22
25	26	X	X	X

S(15)  
T(15)

DECEMBER 2024				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
X	X	X	X	X
X	X			

S(20)  
T(21)

JANUARY 2025				
M	T	W	Th	F
		X	2	3
6	7	8	9	10
13	14	15	16	17
X	21	22	23	24
TW	28	29	*30	31

8/26, 8/27..... Teacher Workshop Days  
8/28 ..... 1st Day for All Students  
8/29..... 1st Day Preschool

8/30 – 9/2..... Labor Day Observance

10/11..... Teacher Workshop  
10/14..... Indigenous Peoples' Day

11/5 ..... Teacher Workshop -  
(Parent/Teacher Conference Gr K-8)

11/11..... Veterans' Day Observed  
11/27 - 11/29... Thanksgiving Break

12/23 - 1/1..... Winter Break

1/20..... Martin Luther King Day  
1/27 ..... Teacher Workshop

2/24 - 2/28..... February Break

3/14..... Teacher Workshop

4/28 – 5/2..... April Break

5/23 ..... Teacher Workshop  
5/26..... Memorial Day

TBD..... ORHS Graduation  
6/24..... With 5 Built In - Snow Days

▲ First Day of School for Students  
▲ Last Day of School - **Early Release**  
(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 Semester One

SD Snow Days (5 Built in)

Anticipated last day for students is 6/24. 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.

S(15)  
T(15)

FEBRUARY 2025				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
X	X	X	X	X

S(20)  
T(21)

MARCH 2025				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	TW
17	18	19	20	21
24	25	26	27	28
31				

S(19)  
T(19)

APRIL 2025				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
X	X	X		

S(18)  
T(19)

MAY 2025				
M	T	W	Th	F
			X	X
5	6	7	8	9
12	13	14	15	16
19	20	21	22	TW
X	27	28	29	30

S(12)  
T(12)

JUNE 2025				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	SD	SD	SD
SD	SD/▲			

178 Student Days

185 Teacher Days

## OTHER RECOGNIZED 2024-25 HOLIDAY

Independence Day	July 4, 2024
Muharram [Al Hijrah New Year] (Islamic)	July 8
Janmashtami (Hindu)	August 26
Labor Day	September 2
Mawlid al-Nabi [birthday of Mahammad] (Islamic)	September 27#
Rosh Hashanah [New Year] (Jewish) <i>Designated non-workday for observers +</i>	October 2 -October 4*
Navaratri/Dussehra (Hindu)	October 3
Yom Kippur [Day of Atonement] (Jewish) <i>Designated non-workday for observers +</i>	October 11–October 12*
Sukkot [Feast of Tabernacles] (Jewish)10/17 & 10/18 <i>Designated non-workday for observers</i>	October 16-October 23*
Shemini Atzeret (Jewish) <i>Designated non-workday for observers +</i>	October 23- October 24*
Simchat Torah (Jewish) <i>Designated non-workday for observers +</i>	October 24 – October 25*
Indigenous Peoples Day	October 14
Diwali (Hindu)	October 31
Veterans Day	November 11
Thanksgiving Day	November 28
Native American Heritage Day	November 29
Hanukkah [Chanukah] (Jewish) +	December 25- January 2
Christmas	December 25
New Year's Day	January 1, 2025
Orthodox Christmas (Christian Orthodox)	January 7
Martin Luther King Day	January 20
Lunar New Year	January 29
President's Day	February 17
Maha Shivaratri (Hindu)	February 25
Beginning of Ramadan (Islamic)- <i>evening of February 28 – March 29 +</i>	March 1#
Ash Wednesday (Christian)	March 5
Beginning of Lent (Christian Orthodox)	March 5
Purim (Jewish) +	March 13 - March 14
Holi (Hindu)	March 14
Lailat al-Qadr (Islamic)	March 27#
Eid al-Fitr [End of Ramadan] (Islamic)	March 29#
Ramanavami (Hindu)	April 6
Passover [Pesach] (Jewish) <i>April 12 &amp; 13, 18 &amp; 19 Primary obligation days +</i>	April 12-20*
Good Friday (Christian)	April 18
Easter (Christian)	April 20
Memorial Day	May 26
Shavuot (Jewish) <i>Designated non-workday for observers +</i>	June 1-3*
Eid al-Adha (Islamic)	June 16#
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.

+ Begins at sunset of first date

<https://councilofpresidents.org/2022-2023-holiday-observance-calendar>