

**Oyster River Cooperative School District  
REGULAR MEETING**

**April 15, 2015**

**ORHS – LIBRARY**

**6:30 PM**

- o. CALL TO ORDER (6:30 PM)**
- I. 6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF MINUTES**
  - Motion to approve: 3/31/15 Training Minutes and 4/1/15 regular meeting minutes.
- IV. ANNOUNCEMENTS AND COMMENDATIONS**
  - A. District**
  - B. Board**
- V. DISTRICT REPORTS**
  - A. Assistant Superintendent/Curriculum & Instruction Report(s)**
  - B. Superintendent's Report**
    - Cinco de Mayo
  - C. Business Administrator**
  - D. Student Senate Report**
  - E. Other:**
    - Barrington Update: Superintendent Gail Kushner
    - Start Time Report – Jeannie Sowers and Committee Members
- VI. DISCUSSION ITEMS**
  - Licensing Agreement
  - School Board Policy Review for BBAA-SB Member Authority & BDF-Advisory Committees to the Policy Committee.
- VII. ACTIONS**
  - A. Superintendent Actions**
  - B. Board Action Items**
    - Motion to nominate and approve Non-Tenured Professional Staff Members as submitted by the Superintendent.
    - Authorization for Chair to sign licensing agreement.
    - Motion to return Policy BBAA and Policy BDF back to the Policy Committee for review and revision as necessary.
    - Motion to approve list of policies.
- VIII. SCHOOL BOARD COMMITTEE UPDATES**
- IX. PUBLIC COMMENTS**
- X. CLOSING ACTIONS**
  - A. Future meeting dates: 5/6/15, 5/20/15 regular meetings**
- XI. NON-PUBLIC SESSION: RSA 91-A:3 II {If Needed}**  
**NON-MEETING SESSION: RSA 91-A:2 I {If Needed}**
- XII. ADJOURNMENT**

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

**Respectfully submitted,  
Superintendent**

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

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

Welcome to the School Board meeting. If you wish to be heard by the Board, please note "Public Comment" at the beginning of the agenda (reverse side). The comment section of the agenda should not exceed three (3) minutes. Occasionally, the Board may "suspend its rules" to allow visitor participation at the time an issue of specific interest is being addressed.

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

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

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

**Oyster River Cooperative School District Members:**

• Thomas Newkirk	Term on Board: 2013 - 2016
• Kenneth Rotner	Term on Board: 2013 - 2016
• Sarah Farwell	Term on Board: 2014 - 2017
• Denise Day	Term on Board: 2014 - 2017
• Allan Howland	Term on Board: 2015 - 2018
• Maria S. Barth	Term on Board: 2015 - 2018
• Daniel Klein	Term on Board: 2015 - 2018

**Information Regarding Nonpublic Session**

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

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

Oyster River Cooperative School District  
School Board Training Meeting Minutes  
March 31, 2015  
Oyster River High School C1204

Administrators Present:

Dr. James Morse, Superintendent

Attorney Barrett Christina-NHSBA

School Board Member Present:

Tom Newkirk,  
Al Howland,  
Kenneth Rotner,  
Sarah Farwell,  
Denise Day,  
Maria Barth,  
Daniel Klein

Meeting was called to order at 5:00 PM.

Review of the NHSBA Policy BCA along with the ORCSD Policy BCA and School Board Members signed the acknowledgement form BCA-R. .

Attorney Christina reviewed the following topics:

1. Key Roles and Responsibilities of the School Board;
2. Board Ethics;
3. Manner of Dismissal: Breach of Confidentiality;
4. Right to Know Law; and
5. Review of Nonpublic Session.

The Board asked questions of Attorney Christina throughout the meeting.

A motion was made by Kenneth Rotner, seconded by Al Howland to adjourn at 7:10 PM.

Respectfully submitted,

Dr. James C. Morse  
Superintendent

## Regular Meeting

April 1, 2015

Oyster River High School

6:30 pm

**I. CALL TO ORDER:** by Tom Newkirk at 6:30 for Manifest Review

SCHOOL BOARD MEMBERS: Tom Newkirk, Al Howland, Kenny Rotner, Denise Day, Maria Barth, Sarah Farwell, Dan Klein and Student Representative Caroline Wilson

ADMINISTRATORS: Superintendent James Morse, Sue Caswell, Todd Allen, Dennis Harrington, Carolyn Eastman and Catherine Plourde

There were eight members of the public present.

### **II. PUBLIC COMMENTS:**

Bob Barth of Lee updated the Board on his research on tire crumb and their effects in artificial turf fields. He supports the track with artificial fields but not with the tire crumb.

Sophie Webb, a student at Oyster River High School, spoke in favor of the field's proposal and the formation of an athletic fields committee.

Michael Donovan, a student at Oyster River High School asked the Board to form a committee to help move forward the athletic fields proposal.

Ben Genes of Lee and a member of ORYA is asking the Board to consider forming a committee for the athletic fields.

Owen Kurtiak, a student at Oyster River High School is in favor of the formation of an athletic fields committee.

Erica Heilman, a parent in the District also spoke in favor of the Athletic Fields.

### **III. APPROVAL OF MINUTES:**

**Motion to Approve the March 18<sup>th</sup> Minutes: Al Howland moved to approve the March 18<sup>th</sup> Minutes, 2<sup>nd</sup> by Kenny Rotner. Revision: Page 10 insert "Committee" after "Policy". Motion approved 7-0 with the Student Representative voting in favor.**

**Al Howland moved to approve the nonpublic minutes on March 18<sup>th</sup>, 2<sup>nd</sup> by Dan Klein. Revision: Add Todd Allen to the list of attendees. Motion passed 7-0.**

**Approval of Manifests:**

Payroll Manifest #21 - \$1,135,926.69

Vendor Manifest #19 - \$282,692.93

Vendor Manifest #20 - \$631,388.87

**IV. ANNOUNCEMENTS AND COMMENDATIONS**

**A. District:** Dennis Harrington of Moharimet recognized Jan Roberts who is the UNH Supervisor of Interns for doing a superb job. She is a former 30 year teacher in the School District.

Todd Allen of the High School is very proud of the three high school athletes that spoke during public comments this evening. 256 athletes have signed up for spring sports. It's great to see that level of participation.

Todd's Trot 5K Road Race is this weekend. This raises funds for scholarships for students in the District.

**B. Board:**

Kenny Rotner saw the One Act Play "I Don't Want to Talk About It" a couple of weeks ago at the High School. He thinks it has a great message and is a wonderful play.

**V. DISTRICT REPORTS**

**Assistant Superintendent:** The Assistant Superintendent gave a Smarter Balanced Update to the Board. In early March an email was sent out with a FAQ to parents in the District. They have been trying to help parents with the fact. They have made themselves available to parents who have had questions or concerns. On March 13<sup>th</sup> there was a Professional Development Day to have an online training module. Schedules have been created at all the schools that are in the student's best interest. The first assessment will begin on April 20<sup>th</sup> at the Middle School and they are estimating that the test will take 7.5 hours to complete.

Superintendent Morse commended Carolyn Eastman and the Administrators for all their hard work in getting the District ready for this exam.

**Superintendent's Report:** Superintendent Morse shared bid results of the Athletic Fields with the Board:

Base Bid:	\$1,956,306
Alternate 1:	\$ 335,028 Lighting
Alternate 2:	\$ 158,314 Bleachers
Alternate 3:	\$ 157,130 Turf Infill
Alternate 4:	\$ 71,769 Wood frame dugouts
	\$ 94,239 Masonry with wood dugouts

This is really great data to have as they move forward with an action plan.

**Student Senate:** Caroline Wilson reported that the Relay for Life Prom Fashion show was last week and it had a great turn out.

## **VI. DISCUSSION ITEMS:**

**Motion to approve the following Committee Assignments:**

**Denise Day moved to approve the following Committee Assignments, 2<sup>nd</sup> by Al Howland.**

Tom Newkirk will serve on the Wellness committee.

**Motion approved 7-0 with the Student Representative voting in the affirmative.**

**Consideration of forming an Ad Hoc Committee pertaining to the Athletic Field:**

Proposed Committee Configuration:

An ORCSD School Board Member

High School Principal

High School Athletic Director

Two High School Students

Representative from the Sustainability Committee

Representative from ORYA

Representative from each from the towns of Lee, Madbury, and Durham

A representative from FORT

An ORCSD Coach

The committee should evaluate various alternatives for the fields, particularly the artificial turf field in terms of:

Safety

Quality of the Playing Field

Environmental Impact

Longevity

Cost

The recommended charge:

To develop a comprehensive communication strategy that engages all stakeholders in a comprehensive recommendation.

To investigate ways to update the athletic fields through a combination of approaches that involves the operating budget, unanticipated funds, fund raising and bonding. The intent is to lower the bond amount asked of the voters in the March 2015 warrant.

To consider a phased approach toward completion of the project.

To make recommendations to the Board by the first meeting in October 2015

To spearhead the effort toward a successful March 2016 vote.

**Denise Day moved to establish a School Board ad hoc committee for the purpose of developing the athletic fields as presented, 2<sup>nd</sup> by Kenny Rotner.**

**Maria Barth moved to amend the motion to approve the committee and the charge as a concept without any details on the composition of the committee, 2<sup>nd</sup> by Sarah Farwell. The motion failed to pass 1-6 with Maria Barth voting in favor of the motion.**

**The original motion passed 6-1-0 with Maria Barth abstaining and the Student Representative voting in the affirmative.**

**Advisory Budget Committee and Communication Committee Status:**

**Kenny Rotner moved to dissolve the Advisory Budget Committee, 2<sup>nd</sup> by Al Howland. Motion passed 7-0 with the Student Representative abstaining.**

**Communication Committee Status:**

The Board discussed that this is important work that the Boards needs to do with the upcoming issues that will be coming up. Tom is suggesting that they continue to move forward with this committee.

**Denise Day moved to continue with the Communications Committee and to nominate Kenny Rotner, Sarah Farwell, and Al Howland to continue on with this committee, 2<sup>nd</sup> by Kenny Rotner.**

**Maria Barth moved to amend the motion that this committee will follow the policy of BBAA, 2<sup>nd</sup> by Sarah Farwell. Denise Day moved the amendment. Tom Newkirk ruled that this amended motion is out of order and that it was not challenged by Maria Barth.**

**Maria Barth moved to postpone the original motion pending a charge. There was no second to the motion.**

**The original motion passed 6-1 with Maria Barth opposing and the Student Representative abstaining.**

The Board had a lengthy discussion on the Communications Committee.

**VII. ACTIONS**

**A. Superintendent and Board Action Items:**

**Motion to approve four proposed Administrator Contracts as submitted by the Superintendent:**

**Elementary Principal: Proposed 2015-2016: \$103,326**

**Asst. Principal High School: Proposed 2015-2016: \$82,620**

**Asst. Sped Director: Proposed 2015-2016: \$79,560**

**Transportation Director: Proposed 2015-2016: \$50,790**

**Kenny Rotner moved to accept the above administrator contracts, 2<sup>nd</sup> by Al Howland. The motion passed 7-0 with the Student Representative voting in the affirmative.**

**Motion to nominate and approve Continuing Contract and other Professional Staff Members as submitted by the Superintendent: Kenny Rotner moved to nominate and approve Continuing Contract and other Professional Staff Members as submitted by the Superintendent, 2<sup>nd</sup> by Al**



**Howland. Motion approved 7-0 with the Student Representative voting in the affirmative.**

**Motion to approve funds from the Facility Development Capital Reserve Fund for final payment for Moharimet School Building Project: Kenny Rotner moved to permit the release of \$56,794.58 from the Facility Development Expendable Trust Fund to complete the payment of the Moharimet project, 2<sup>nd</sup> by Al Howland. Motion passed 7-0 with the Student Representative abstaining.**

**Kenny Rotner moved to approve the following list of ORHS volunteer coaches, 2<sup>nd</sup> by Al Howland. Motion approved unanimously with the Student Representative voting in the affirmative.**

<b>Natalie Bilynski</b>	<b>Outdoor Track and Field</b>
<b>Zachary Lewis</b>	<b>Boy's Tennis</b>
<b>Cooper Smith</b>	<b>Boy's Lacrosse</b>

**Approval of Policies:**

**Kenny Rotner moved to approve Policies JIH and JIHB (& R) for adoption, 2<sup>nd</sup> by Al Howland. Motion passed 7-0 with the Student Representative voting in the affirmative with the following revisions:**

Policy JIH – correct spelling of superintendent.

Policy JIHB – switch the placements of paragraph 2 and 3 and replace “the” with “that”

**VIII. SCHOOL BOARD COMMITTEE UPDATES**

Tom Newkirk noted as a reminder that the right to know law has to be reviewed when the committee first meet. He asked Board members to let him know of any vacancies there are on various Boards as they come up.

**IX. PUBLIC COMMENTS**

Bob Barth of Lee commended the prior athletic committee for all their work and is hoping that the new committee will be a diverse group of individuals that will work together.

David Taylor of Durham spoke regarding the Communications Committee. He is concerned on the direction of the committee.

Todd Allen noted that the former athletic fields committee was not a board committee in any way and that it was a group of people that wanted the field's proposal to pass.

#### **X. CLOSING ACTIONS**

**Future Meeting Dates:** April 15, 2015, May 6, 2015

**Maria Barth moved to get a report on the situation of the copies of the book To Kill A Mockingbird. There was no second on this motion.**

Superintendent Morse mentioned that if anyone has questions on the lack of copies of books in the District please redirect people to the appropriate building administrator.

**XI. NON-PUBLIC/NON-MEETING SESSION:** None

**XII. ADJOURNMENT:** Maria Barth moved to adjourn the meeting at 9:10 p.m., 2<sup>nd</sup> by Denise Day. Motion approved unanimously.

Respectfully submitted,

Laura Grasso Dobson  
Recording Secretary

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT  
36 Coe Drive  
Durham, New Hampshire 03824

Telephone: 603-868-5100

Facsimile # 603-868-6668

**LICENSE AGREEMENT**

COPY

Agreement made, effective as of April , 2015, by and between Robert and Elise Sullivan, 32 Bagdad Road, Durham, New Hampshire 03824, herein referred to as "Licensor", and the Oyster River Cooperative School District, a New Hampshire governmental corporation, with a principal address of 36 Coe Drive, Durham, New Hampshire 03824, herein referred to as "Licensee."

The parties agree as follows:

**SECTION ONE**  
Grant of Permission

In consideration of Licensee's promises contained in this Agreement, Licensor gives permission, revocable and terminable as provided below, to Licensee to enter on the real property of Licensor described below for educational and extra-curricular activities such as cross country and science classes, all on the terms and conditions set forth in this Agreement, with which Licensee promises to comply and abide.

**SECTION TWO**  
Description of Property

The real property of Licensor that Licensee is permitted to enter under this Agreement are the two trails on the property located at 32 Bagdad Road, Durham, New Hampshire, and more particularly described as a portion of the Town of Durham Tax Map 3, Lot 2-11. The location of the area Licensee may enter is the lower portion of the property, two trails and the surrounding areas, south of the stone wall shown as circles on Exhibit A attached hereto and incorporated herein.

**SECTION THREE**  
No Monetary Consideration

The permission granted to Licensee under this Agreement is given to Licensee as an accommodation to Licensee and it shall be without charge to Licensee. Licensee acknowledges the title of Licensor to the above-described real property and agrees never to assail, resist, contest, or deny such title.

SECTION FOUR  
Hold Harmless; Insurance

To the fullest extent permitted by law, Licensee shall at its sole expense defend, indemnify and hold harmless Robert and Elise Sullivan, their successors, heirs and assigns, from any and all claims, demands, actions and causes of action, damages, costs, loss of services, expenses and compensation, including but not limited to any and all claims for personal injury, death and property damage, relating to the Licensee's negligent acts which may, in any way, arise from or out of the operations of Licensee pursuant to the terms of this Agreement.

Licensee shall, at its sole expense, purchase and provide all such insurance as will properly protect it and Robert and Elise Sullivan, their successors, heirs and assigns from any and all claims, demands, actions and causes of action, damages, costs, loss of services, expenses and compensation, including but not limited to any and all claims for personal injury, death and property damage, relating to the Licensee's negligent acts which may, in any way, arise from or out of the operation of Licensee pursuant to the terms of this Agreement. The Licensors shall be named as additional insured's under the Licensee's liability policy.

SECTION FIVE  
Privileges Not Assignable

Licensee's privileges under this Agreement shall not be assignable by Licensee either in whole or in part.

SECTION SIX  
Termination

This Agreement may be terminated at any time by Licensor without any cause.

SECTION SEVEN  
Notice

Any notice provided for or concerning this Agreement shall be in writing and be deemed sufficiently given when sent by certified or registered mail if sent to the respective address of each party as set forth at the beginning of this Agreement.

SECTION EIGHT  
Governing Law

It is agreed that this Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of New Hampshire.

SECTION NINE  
Effect of Partial Invalidity

The invalidity of any portion of this Agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and

effect if they had been executed by both parties subsequent to the expungement of the invalid provision.

SECTION TEN  
Entire Agreement

This Agreement constitutes the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding on either party except to the extent incorporated in this Agreement.

SECTION ELEVEN  
Modification of Agreement

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

IN WITNESS, each party to this Agreement has caused it to be executed at Durham, New Hampshire on the date(s) indicated below.

Licensors:  
Robert Sullivan  
By:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Elise Sullivan  
By:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee:  
Oyster River Cooperative School Board  
Chairperson, Thomas Newkirk  
By:

\_\_\_\_\_  
Date

\_\_\_\_\_

EXHIBIT A

Map 3



PROPERTY MAP  
DURHAM  
NEW HAMPSHIRE

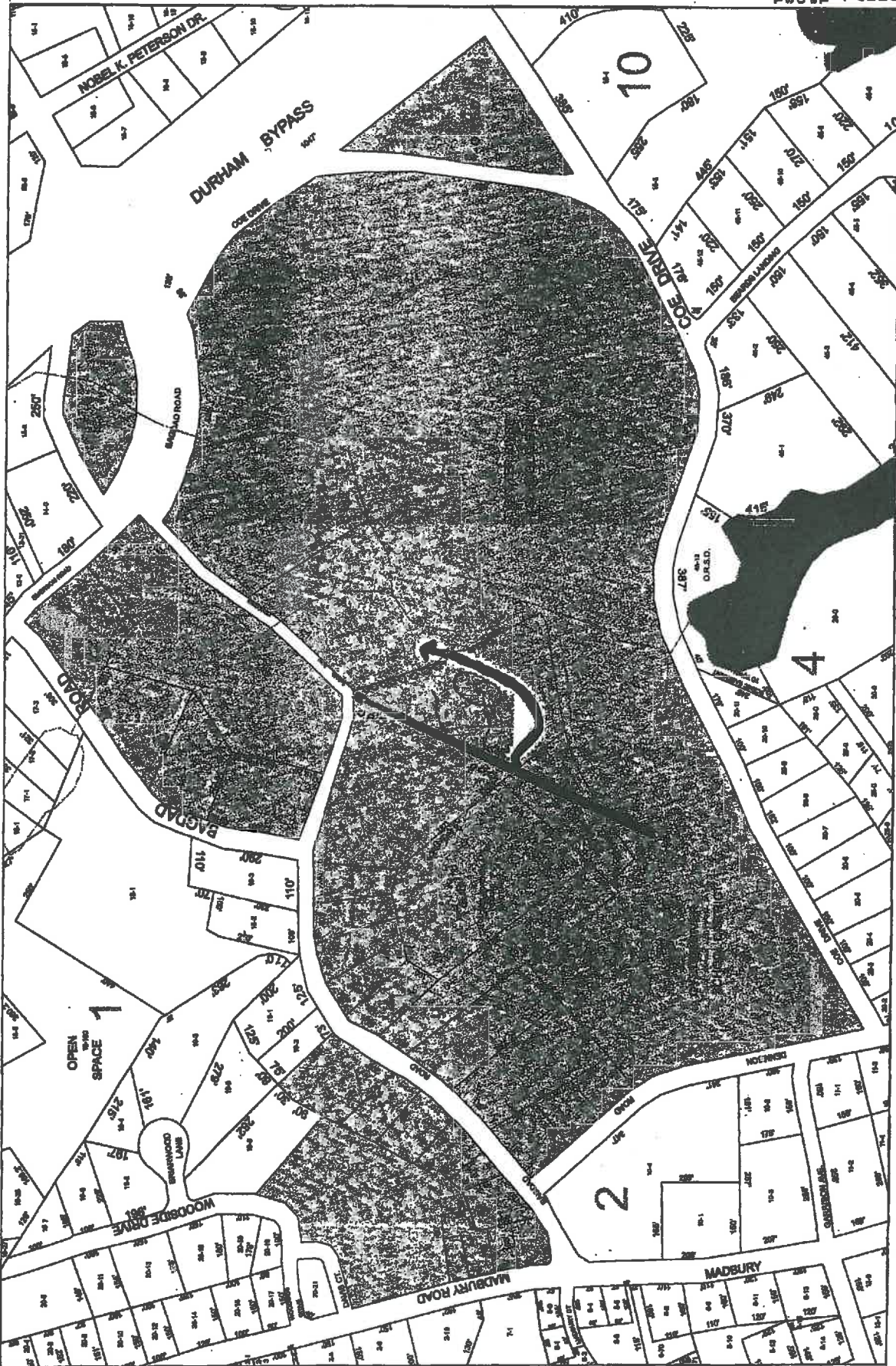
Legend

- Adjacent Map Sheet
- Current Map Sheet

1 inch equals 230 feet

This map was originally produced by Surveying and Planning Commission Order 2004, and was updated by the Town of Durham in January 2008.

THIS MAP IS FOR ASSESSMENT PURPOSES. IT IS NOT INTENDED FOR LEGAL DESCRIPTION OR CONVEYANCE.



<b>OYSTER RIVER COOPERATIVE SCHOOL BOARD</b>	<b>Policy Code: BBAA</b>
Date of Adoption: September 1970 Date of Revision: March 26, 1997, May 5, 1999 Review First Read School Board: September 5, 2012 Second Read/Adoption School Board: September 19, 2012 School Board/Superintendent Revisions: January 13, 2014	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.

### 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 only 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. The Board retains the right to dissolve a subcommittee at any time.

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 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. 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.

### 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

<b>OYSTER RIVER COOPERATIVE SCHOOL BOARD</b>	<b>Policy Code: BBAA</b>
Date of Adoption: September 1970 Date of Revision: March 26, 1997, May 5, 1999 Review First Read School Board: September 5, 2012 Second Read/Adoption School Board: September 19, 2012 School Board/Superintendent Revisions: January 13, 2014	Page 2 of 2 Category: Recommended

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 and all standing advisory committees annually before the end of April to ensure full awareness and compliance.

**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: BDF
Review First Read School Board: September 5, 2012 Second Read/Adoption School Board: October 3, 2012	Page 1 of 1 Category: Optional

### ADVISORY COMMITTEES TO THE BOARD

The Oyster River Cooperative School Board may rely on advisory committees to counsel it as a means of discerning the needs and desires of the School District and its residents. The central purpose of all advisory committees is to contribute to the educational program by conducting studies, identifying problems, and developing recommendations that enhance the effectiveness of the decision-making process.

Any advisory committee shall have only those duties and powers as the Board determines. The ultimate authority to make decisions will continue to reside with the Board. No advisory committee's recommendations shall have any limiting effect on appropriations, unless all the procedures of RSA 32 have been followed.

Specific topics for study or activity shall be assigned in writing to each committee. Upon completing its assignment, each committee shall either be given new problems or be dissolved. Advisory committees shall not be allowed to continue for prolonged periods without a definite assignment. Each committee shall be instructed as to the length of time each member is being asked to serve, the service the Board wishes it to render, the resources the Board intends to provide, the approximate dates on which the Board wishes it to submit reports, and the approximate date on which the Board wishes to dissolve the committee. The committee shall be instructed as to the relationship it has to the Board, to individual Board members, to the Board member(s) assigned to provide liaison, to the public, to the Superintendent, the committee assistant, and the remainder of the professional staff.

The Board shall have sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committee.

The Board may seek the advice of the Superintendent before establishing or dissolving any advisory committee.

The Board shall make all appointments of citizen to advisory committees. The Superintendent shall make all appointments of staff members to citizens advisory committees after approval of the Board.

The School Board shall see that the public is made aware of the services rendered by such committees of citizens as it may appoint and shall see that the public is informed of the major conclusions and recommendations made by such committees. All public announcements concerning the organization, membership, operation, recommendations and dissolution of such committees shall be made at such time and in such manner as the Board may choose.

**Cross Reference:**

EFA: Availability and Distribution of Healthy Foods

**Legal References:**

RSA 32:24, Other Committees

RSA 91-A: Access to Public Records and Meetings

ORCSD 2015-16  
Non-Tenured Nomination List to School Board

Last Name	First Name	School	FTE	Position	1st	2nd	3rd	4th	5th	Cont.	Criteria(see below)
<b>MAST WAY</b>											
Moulton	Heather	Mast Way	1	Grade 2			x				a
Sperry	Felicia		1	Psychologist			x				a
Yerkes	Rebecca		1	Grade 2					x		a
<b>MOHARIMET</b>											
None											
<b>MIDDLE SCHOOL</b>											
Bellows	Nichols	ORMS	1	Library Media Specialist					x		b
Bobo-Caron	Erin		1	Grade 5			x				a
Bricker	Emma		1	World Language					x		a
Dinger	Nellie		1	Special Education				x	x		a
Geltz	Emily		1	Gr. 6 Language Arts		x					a
Geschwendt	David		195 Days	School Psychologist		x					a
Grout	Alexa		1	Special Education					x		a
Heuchling	Sarah A.		1	Special Education			x				a
Lawrence	Andrea		1	Science		x					b
Savage	Keith		1	Guidance					x		a
Stetson	Cathi		1	Tech. Integrator Spec			x				a
von Oeyen	Andrea		0.5	Strings Teacher		x					a
Ward	Aaron		1	Grade 5		x					a
<b>HIGH SCHOOL</b>											
Anderson	Gabrielle	ORHS	1	Social Studies		x					b
Baker	Jason		195 day	Guidance			x				a
Benkosky	Tracey		1	Science teacher			x				a
Blais	Corey		1	English Teacher			x				b
Cathey	Sara		1	Science Teacher		x					a
Chagnon	Katie		1	Mathematics Teacher		x					a
Cooke	Erica		1	Mathematics Teacher			x				a
Gelsomini	Leslie		1	World Language					x		a
Golding	Anne		1	Special Education			x				a
Hall	Kelsey		1	Speech/Language		x					a
Hallbach	Lisa		1	Mathematics Teacher		x					a
Harwood	Peter		1	Mathematics Teacher					x		a
Kelly	Shawn		1	English Teacher					x		a
Kearney	Chris		1	Mathematics Teacher		x					a
Sinclair	Timothy		1	Special Education		x					a
von Oeyen	Andrea		0.5	Strings Teacher		x					a

**CRITERIA FOR CONTINUING CONTRACT STATUS**

**Effective July 1, 2011, employees must have:**

- a. 5 consecutive years in Oyster River
- OR
- b. 3 consecutive years in Oyster River AND 5 or more consecutive years in another NH School district

Policies for  
 First/Second Read/Adoption/Deletion  
**SB Meeting of  
 April 15, 2015**

Title	Code
<b>Policies for First Read</b>	
Physical Education	IHAE
Teaching About Alcohol, Drugs, Tobacco and Other Abuse Substances	IHAMA
Student Interviews and Interrogations	JJHD
Weapons on School Property	JICI
High School Competencies	ILBAA
Class Size	IIB
<b>Policies for Second Read/Adoption</b>	

**The April 8, 2015 policy minutes are attached to this packet as a reference to the proposed changes to the attached policies.**

Policy Committee Meeting Minutes

Wednesday, April 8, 2015 @ 3:30 PM

Attendees: Maria Barth, Kenny Rotner, Denise Day, Wendy DiFruscio, James Morse

Visitors: 0

Called to order at 3:40 by Jim Morse and he explained that since there will not be a chair for this committee until a "Charge" is developed he asked if it was okay for him to run this meeting.

Jim asked for input as to what the charge should be and as a group developed the following:

"To continuously review and update all policies.

To insure all Federal and state mandated policies are in place and current.

To bring all policies reviewed before the School Board for consideration."

This charge will be brought before the School Board for approval.

Policy IHAE – Physical Education– Policy was reviewed as is and determined that this is fine and is now ready for first read by the School Board.

Policy IHAMA – Teaching about Alcohol, Drugs and Tobacco. The District policy and the NHSBA version were reviewed, compared and discussed. It was determined that the existing policy will be retained with changes to the title and minor word changes to the content. Removal of the list of objectives to be added to an "R" document that will also include the Youth Risk Behavior Survey information that Jim will create in conjunction with Todd and Jay's input and invitation to School Board members to attend related functions. This revised policy is ready for first read.

Policy IIB – Class Size was pulled until the end of the meeting.

Policy JIHD – Student Interviews and Interrogation – This NHSBA policy was reviewed and compared to the original JIH policy pertaining to Student Searches prior to its total revision. The opening sentence will be extracted along with the wording in #3 and the last sentence of #4 and added to the NHSBA version. Cross reference of JIH, JIHB and JICI will be added. This policy is ready for first read.

Policy JICI – Weapons on School Property – This policy was reviewed in conjunction with the NHSBA version. Decision made to keep the District policy, but addition of "look-alikes" added. Discussion ensued that an "R" document be created, possibly using the actual law as the procedure. This policy is ready for first read.

Policy ILBAA – High School Graduation Competencies. This policy has been in review and revision for several meetings. ORHS Principal Todd Allen provided his changes and suggestions for revision. The policy committee reviewed these changes and approved the submission for first read by the School Board.

Policy IIB – Class Size – Discussion ensued. Questions asked pertaining to small class sizes, resulting in the language change to the last sentence and creation of an "R" document. Using the presentation provided on this topic by Todd Allen as a basis. Ready for first read.

Meeting ended at 5:10 PM – Next meeting to be May 13, 2015.

Respectfully submitted,  
Wendy L. DiFruscio

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IHAE
Date of Adoption: August 17, 1988 <span style="float: right;">Previously: IGAF</span> Policy Committee Review: 8/4/11 Code Change Adopted School Board: May 2, 2012 <a href="#">Back to Policy Committee: 1/7/15, 3/11/15 &amp; 4/8/15</a> <a href="#">School Board First Read: April 15, 2015</a>	Page 1 of 1 <a href="#">Category: Optional</a>

## PHYSICAL EDUCATION

Physical education shall be required of all [Oyster River Cooperative School](#) pupils on a regularly scheduled basis. No child shall be excused from physical education except on the advice of a registered physician of the state. Temporary excuses on a day-to-day basis may be granted by the teacher upon the request of the parents.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IHAMA
Date of Adoption: August 17, 1988 <span style="float: right;">Previously: IGAG</span> Code Change Adoption School Board: May 2, 2012 <u>Policy Committee: November 19, 2014 &amp; January 7, 2015 &amp; February 11, 2015 &amp; March 11, 2015 &amp; April 8, 2015</u> <u>School Board First Read: April 15, 2015</u>	Page 1 of 1 <u>Category: Recommended</u>

TEACHING ABOUT ALCOHOL, DRUGS, ~~AND~~ TOBACCO, AND OTHER ABUSE SUBSTANCES

Drug abuse includes any physical or mental state resulting from the use of a drug for any purpose other than its medically prescribed use, and that this mental and/or physical effect precludes realization of the educational potential of the individual. The objectives of the drug education curriculum are rooted in the Oyster River Cooperative School Board's belief that prevention requires education and that the most important aspect of the policies and guidelines of the district should be the education of each student to the dangers consequences of drug use and abused substances. The superintendent shall be responsible to establish and periodically review the district's guidelines for staff members. ~~in conducting drug education and dealing with drug abuse.~~

Objectives of drug education curriculum:

- ~~1. To create an awareness of the total drug problem— prevention; education; treatment; rehabilitation; and law enforcement on local, state, national, and international levels.~~
- ~~2. To inform the students of the effects on the body of narcotics, sedatives, hallucinogens, and stimulants.~~
- ~~3. To relate the use of drugs and alcohol to physical, mental, social, and emotional practices.~~
- ~~4. To encourage the individual to adopt an appropriate attitude toward pain, stress, and discomfort.~~
- ~~5. To develop the student's ability to make intelligent choices based on facts and to develop the courage to stand by one's own convictions.~~
- ~~6. To understand the need for seeking professional advice in dealing with problems related to physical and mental health.~~
- ~~7. To understand the personal, social, and economic problems causing the misuse of drugs and alcohol.~~
- ~~8. To develop an interest in preventing illegal use of drugs in the community.~~

<a href="#">OYSTER RIVER COOPERATIVE SCHOOL BOARD</a>	<a href="#">Policy Code: JIHD</a>
<a href="#">Policy Committee: August 8, 2015</a> <a href="#">School Board First Read: April 15, 2015</a>	<a href="#">Page 1 of 1</a> <a href="#">Category: Optional</a>

## STUDENT INTERVIEWS AND INTERROGATIONS

It is the policy of the Oyster River Cooperative School District to cooperate with law enforcement agencies.

### Interviews by School Administrators

When a violation of Board policy or school rules occurs, the school principal or designee may question potential student victims and witnesses without prior consent of the parent, guardian, or legal custodian. If a school official is investigating a report of child abuse regarding the student and the suspected perpetrator is a member of the student's family, no contact with the student's family will be made.

### Interrogations by School Administrators

In situations where a student is suspected of violating Board policies or school rules, the principal or designee may interrogate the suspected student if the school official has reasonable grounds to suspect that such a violation has occurred. The nature and extent of the questioning must be reasonably related to the objectives of the questioning. If the student denies any involvement or culpability, the student will have the opportunity to present his or her side of the story, orally or in writing to the proper school administrator.

### Interviews and Interrogations by Law Enforcement Officers

Law enforcement officers may wish to interview students regarding their knowledge of suspected criminal activity and may wish to interrogate students who are themselves suspected of engaging in criminal activity. Except when law enforcement officers have a warrant or other court order, or when an emergency or other exigent circumstances exist, such interviews and interrogations are discouraged during the students' class time. The principal and principal's designee have the right and the obligation to take reasonable steps to prevent disruption of school operations and the educational process, while at the same time cooperating with law enforcement efforts. Accordingly, the principal or designee shall work together with law enforcement officers to coordinate efforts and minimize or prevent such disruption in cases of student interviews and interrogations. In the event of disagreement, the principal or designee shall immediately contact the Superintendent or district legal counsel for assistance.

Privacy: Except in an emergency or other circumstances justifying other action, the student should be summoned to the school administration office so that the law enforcement contact or arrest does not occur in the presence of the other students. The entire matter should be handled in a manner calculated to minimize embarrassment of the student and the need to provide confidentiality for the "minor" student.

It is the responsibility of the law enforcement officer to meet any legal requirements from a law enforcement perspective relating to advising a student of constitutional or statutory rights.

### Cross Reference:

\_\_\_\_\_ [JIH – Student Searches and Their Property](#)

\_\_\_\_\_ [JICI – Weapons on School Property](#)

\_\_\_\_\_ [JIHB – Searches of Student Automobiles on School Property](#)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JICI
DRAFT to Policy Committee: May 9, 2011 Date to School Board for First Read: May 25, 2011 School Board Second Read/Adoption: June 15, 2011 <u>Policy Committee: March 11, 2015 &amp; April 8, 2015</u> <u>School Board First Read: April 15, 2015</u>	Page 1 of 1 <a href="#">Category: Priority</a>

## WEAPONS ON SCHOOL PROPERTY

Weapons are not permitted on Oyster River Cooperative School District property, in school vehicles or at school-sponsored activities. This policy applies to students, [staff](#) and members of the public alike. Student violations of this policy will result in both school disciplinary action and notification of local law enforcement authorities. Members of the public who violate this policy will be reported to local law enforcement authorities.

The term “weapons” includes, but is not limited to, firearms (rifles, pistols, revolvers, pellet guns, BB guns, [or look-alikes](#), etc.) knives, slingshots, metallic knuckles, firecrackers, billy-clubs, stilettos, switchblade knives, swords, canes, pistol canes, black jacks, daggers, dirk knives, explosives, incendiaries, martial arts weapons or self-defense weapons (as defined by RSA 159:24 and RSA 159:20 respectively), or any other object or substance which, in the manner it is used or threatened to be used, is known to be capable of producing death or bodily injury.

In addition, any student who ~~is determined to have brought~~ [brings](#) a firearm (as defined by 18 U.S.C. §921) to school will be expelled for not less than one year (365 days). This expulsion may be modified by the Superintendent upon review of the specific case in accordance with other applicable law.

Pursuant to the provisions of 20 U.S.C. § 7151, Gun-Free Schools Act, the Board requires the Superintendent to contact local law enforcement authorities and/or the Division of Children and Youth Services and notify them of any student who brings a firearm or weapon on school property.

Weapons under control of law enforcement personnel are permitted.

All students will receive written notice of this policy at least once each year.

### **Legal References:**

18 U.S.C. § 921 Et seq., Firearms  
20 U.S.C. § 7151, Gun-Free Schools Act  
RSA 193-D, Safe School Zones  
RSA 193:13, Suspension and Expulsion of Students  
NH Code of Administrative Rules, Section Ed. 317, Standards and Procedures for Suspension and Expulsion of Pupils Including Procedures Assuring Due Process

### **Cross Reference:**

JICD – Student Conduct, Discipline and Due Process – Safe School Zone  
[JIH – Student Searches and Their Property](#)  
[JICI – Weapons on School Property](#)  
[JIHB – Searches of Student Automobiles on School Property](#)



<u>OYSTER RIVER COOPERATIVE SCHOOL BOARD</u>	<u>Policy Code: ILBAA</u>
<u>Review Policy Committee: August 6, 2014 &amp; 4/8/15</u>	<u>Page 1 of 12</u>
<u>School Board First Read: April 15, 2015</u>	<u>Priority</u>

## HIGH SCHOOL GRADUATION COMPETENCIES

The following definitions are established For the purposes of assessment of Oyster River High School ~~high school~~ course work through the demonstration of student mastery of course competencies; ~~the following definitions are established:~~

1. "Competencies" means student learning targets that represent key content-specific concepts, skills, and knowledge applied within or across content domains. Specific and required types of competencies include course level competencies, district competencies and graduation competencies.
2. "District competencies" mean specific types of competencies that are common across the district and organized in developmental progressions that lead to achievement of graduation competencies.
3. "Graduation competencies" means specific types of competencies that are common across the district and define learning expectations for each student for graduation from high school.
4. "Mastery" means a high level of demonstrated proficiency with regard to a competency.

Course credit will be awarded through the demonstration of a student's mastery of the competencies of the course. Course credit granted through demonstration of mastery will be recorded on the official student transcript, counted through traditional methods. Grades and credit granted through demonstration of mastery will be included in the student's grade point average. Students must be enrolled in the particular course in order to receive course credit.

Students who are involved in an approved extended learning opportunity to satisfy course requirements in whole or in part shall demonstrate mastery through a method or methods as approved by the course instructor, as specified in Policy IHBH.

Credit may be used to fulfill prerequisites for other courses and/or subject area credit requirements for graduation. Credit will not be granted, however, for a course in a subject area lower in course sequence than one for which the student has already earned credit.

The Superintendent shall establish rules for implementing this policy in cooperation with the high school Principal, and shall be responsible for ensuring that all high school courses include appropriate competency assessments. Competency Assessments will be selected, conducted, and reviewed in conjunction with the provisions of Policy ILBA.

Assessments shall be aligned with clearly defined educational standards that specify what students should know and be able to do. The assessment items and tasks shall be valid and appropriate representations of the standards students are expected to achieve. Assessment standards, tasks, procedures, and uses shall be fair to all students.

### Legal References:

Ed 306.02(d), Competencies

Ed 306.02(g) District competencies

Ed 306.02(j) Graduation competencies

Ed 306.04(l) Mastery

Ed 306.04(a)(16) Tracking Achievement of Graduation Competencies

Ed 306.04(a)(25)(26) Graduation competencies

Ed306.141(a)(6) Achievement of District and Graduation Competencies

Cross References:

IHBH – Extended Learning Opportunities

IL – Evaluation of Curricular Programs

ILBA – Assessment of Educational Programs

IMBC – Alternative Credit Options

ORHS – Student Handbook

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IIB
School Board: 1 <sup>st</sup> Read: October 6, 2010      Previously: IHB School Board: 2 <sup>nd</sup> Read & Adoption: October 20, 2010 Reviewed by School Board No Changes: September 3, 2014 <a href="#">Back to Policy Committee: 1/7/15, 2/11/15, 3/11/15 &amp; 4/8/15</a> <a href="#">School Board First Read: April 15, 2015</a>	Page 1 of 1

### CLASS SIZE

The Oyster River Cooperative School District will adhere to all state laws and regulations pertaining to class size. In the event of scheduling conflicts, staffing shortages, space limitations, fiscal limitations, or other issues that prevent a classroom from adhering class size regulations, the Superintendent or designee will contact the New Hampshire Department of Education and seek alternative compliance allowances through the applicable State procedures.

### CLASS SIZE GUIDELINE

In an effort to provide the best possible education for all students in the Oyster River Cooperative School District it is the goal of the Oyster River Cooperative School Board to support the following guidelines related to class size.

- Kindergarten                      \_\_\_\_\_ Not to exceed 18 students
- Grades 1, 2 and 3                      Not to exceed 20 students
- Grades 4 and 5                      Not to exceed 22 students
- Grades 6, 7 and 8                      Teams of not more than 90 students per 4 person team
- Grades 9 through 12                      In general not to exceed 22 students with the exception of those classes that may be above or below 22 students depending upon curriculum, activities, space limitations or for safety reasons. The Principal will be responsible for making these decisions.

Because resources (both space and staff) are limited it is understood that these are goals and not absolute limits and will not exceed state minimum standards guidelines.

Classes below 12 will be brought to the attention of the Superintendent for [review and approval](#)

#### Legal References:

N.H. Code of Administrative Rules, Section Ed 306.17, Class Size