

**Oyster River Cooperative School District  
REGULAR MEETING**

**September 17, 2014**      **Oyster River Middle School - 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. PLEDGE OF ALLEGIANCE (7:00 pm)**
- III. PUBLIC COMMENTS**
- IV. APPROVAL OF MINUTES**
  - Motion to approve: 09/03/14 regular and non-public minutes.
- V. ANNOUNCEMENTS AND COMMENDATIONS**
  - A. District**
  - B. Board**
- VI. DISTRICT REPORTS**
  - A. Assistant Superintendent/Curriculum & Instruction Report(s)**
  - B. Superintendent's Report**
  - C. Business Administrator**
  - D. Student Senate Report**
  - E. Other:**
    - Capital Improvement Plan- Draft - Jim Rozycki
- VII. DISCUSSION ITEMS**
- VIII. ACTIONS**
  - A. Superintendent Actions**
  - B. Board Action Items**
    - Motion to approve 1st read of Strategic Plan – Academic Goals
    - Motion to approve ORMS/ORHS Winter Coach nominations
    - Motion to approve list of policies.
- IX. SCHOOL BOARD COMMITTEE UPDATES**
- X. PUBLIC COMMENTS**
- XI. CLOSING ACTIONS**
  - A. Future meeting dates:** 10/1/14 regular meeting – Moharimet – Gymnasium (6:00 PM)  
10/23/14 School Board Budget Workshop
- XII. ADJOURNMENT**
- XIII. NON-PUBLIC SESSION: RSA 91-A:3 II {If Needed}**  
**NON-MEETING SESSION: {If Needed}**

**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 unless extended by the Chair. 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:**

- |                  |                            |
|------------------|----------------------------|
| • Maria S. Barth | Term on Board: 2012 –2015  |
| • 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: 2012 - 2015 |
| • Edwin Charle   | Term on Board: 2012– 2015  |

**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 Board**

**Regular Meeting**

**Mast Way School**

**September 3, 2014**

**6:30 p.m.**

**Draft**

**School Board Members:** Chair Tom Newkirk, Al Howland, Denise Day, Ed Charle, Kenny Rotner, Sarah Farwell, Maria Barth and Student Representative: M. Doody

**Administrators Present:** Superintendent Morse, Sue Caswell, Carrie Vaich, Todd Allen, Jay Richard, Carolyn Eastman, Dennis Harrington

**I CALL TO ORDER – 6:30 p.m.**

**6:30 – 7:00 p.m. Manifest Review/Approval**

Tom Newkirk noted that it was nice to have tonight's meeting at Mast Way. The next School Board meeting will be at Moharimet School.

**II PLEDGE OF ALLEGIANCE:**

**III PUBLIC COMMENTS:** Wynn Graves Moody is encouraging the Board to approve the End 68 Hours of Hunger at Oyster River.

Dean Rubine of Lee does not like the idea of the Pledge of Allegiance at the beginning. He thinks that the Pledge is basically indoctrination. He urges the Board not to have the Pledge.

**IV APPROVAL OF MINUTES:**

**Denise Day moved to approve the minutes of August 20<sup>th</sup> Minutes, 2<sup>nd</sup> by Sarah Farwell. Motion approved 6-1-0 with Al Howland abstaining and the Student Representative voting in the affirmative.**

**Kenny Rotner moved to approve the July 16<sup>th</sup> corrected non-meeting minutes: 2<sup>nd</sup> by Denise Day. Motion passed 7-0 with the Student Representative voting in the affirmative.**

**APPROVAL OF MANIFESTS:**

Payroll Manifest #5: \$890,707.56

Vendor Manifest #6: \$566,572.87

**District:** Superintendent Morse announced that the Special Education Department was reviewed by the Department of Education and received great reviews. He commended the Special Education Staff for all their hard work and efforts.

Jay Richard mentioned that they are off to a great start to the Middle School year. The bathroom renovations have been completed as of today. September 16<sup>th</sup> will be the Middle School Open House.

Carrie Vaich of Mast Way welcomed everyone to Mast Way School. The students are excited to learn and the school looks fabulous. The gymnasium floor looks fantastic. Their first PTO event will be this Friday evening for ice cream and a picnic night. Next Wednesday will be a parents' only curriculum event.

Dennis Harrington of Moharimet commended his staff for all their work in getting ready for the start of the school year. He recognized Janice Williams and Fred Gervais who have recently passed away.

Todd Allen of the High School commended the Custodial Staff for all their hard work in getting the high school ready for the start of school. He thanked the Counselling Department for their efforts with Student Orientation before the start of school. It helped the new students feel more confident coming to school. The High School Open House will be September 18<sup>th</sup>.

**Board:**

Sarah Farwell mentioned on behalf of Kathy Baker at Mast Way who thanked the School Board for the great new gymnasium floor.

Kenny Rotner encouraged everyone to vote at the primaries next week.

**VI DISTRICT REPORTS:**

**A Assistant Superintendent Curriculum and Instruction Report:**

Carolyn Eastman reported that the Elementary Math Committee has been exploring different resources this summer. There are two teachers from each grade level working on this. Math in focus, Everyday Math, Singapore Math and Eureka Math are resources that are being examined. Intervention Tools have also been put in place.

**B Superintendent's Report:**

Unofficial Enrollment for Beginning of year as of 8/27 for MS/HS and 8/28 for MW/MOH:

Summary as of August 28<sup>th</sup>:

<u>Mast Way:</u>	283
Kindergarten	47
Grade 1	54
Grade 2	58
Grade 3	50
Grade 4	74
<u>Moharimet:</u>	410
Kindergarten	62
Grade 1	75
Grade 2	93
Grade 3	95
Grade 4	85
<u>Middle School:</u>	680
Grade 5	163
Grade 6	179
Grade 7	175
Grade 8	163
<u>High School:</u>	717
Grade 9	197
Grade 10	185
Grade 11	143
Grade 12	192

**C Business Administrator**

None

**D. Student Senate Report:** M. Doody reported that the primary focus is on spirit week which will be the week of September 22<sup>nd</sup>.

**VII DISCUSSION REPORTS**

**Class Size – Policy IIB**

Implementing District Vision Class Size:

A reasonable class size allows staff to implement adopted District vision.

Policy IIB

In an effort to provide the best education for all students in the Oyster River Cooperative School District it is the goal of the Oyster River 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 four person team.

Grades 9-12: In general not to exceed 22 students with the exception of those classes that may be above or below 22 students depending on curriculum, activities, space limitations, or for safety reasons.

The high school principal will be responsible for making these decisions.

Because resources are limited, it is understood that these goals are not absolute limits and will not exceed state minimum standards guidelines.

Classes below 12 students will be brought to the attention of the Superintendent for approval.

Superintendent Morse reviewed how ORCSD costs per pupil compare with other Districts.

Todd Allen detailed the scheduling at the high school as it compares to other school systems.

The Board had a lengthy discussion on The Class Size Policy IIB. Overall, the policy has worked fairly well.

**End 68 Hours of Hunger – Charge:** Maria Barth reported that 10% of the students apply for reduced/free lunch.

**Maria Barth moved to approve the following charge, 2<sup>nd</sup> by Al Howland. Charge: To assist students in ORCSD that face food insecurity on weekends and vacations.**

**The School Board will appoint six community members to serve for three years and a School Board representative. Terms are to be staggered the first year. Each year the Committee will elect a Chair.**

**The Superintendent will appoint one District Administrator and a staff member to serve on the Committee.**

**School Function: To identify students who would benefit from the program and to distribute the food. All student information is to be kept confidential by the school.**

**The Advisory Committee would facilitate fundraising, the packing of weekend bags, supervising of pantries and administrative functions.**

There was a Board discussion and a consensus that anonymity and confidentiality must be preserved.

Superintendent Morse urged the Board to give this serious consideration. We are protecting every child's identity.

**The motion passed 6-1 with Denise Day opposing and the Student Representative voting in the affirmative.**

## **VIII ACTIONS**

### **A Superintendent and Board Actions:**

#### **Motion to approve FY15-16 Budget Goals:**

**Al Howland moved to approve the following FY15-16 Budget Goals, 2<sup>nd</sup> by Denise Day.**

1 Given that the District has over \$3 million in unmet capital needs, that the technology plan is only 66% implemented, that the bus fleet rotation needs to continue, that negotiations with bus drivers and support staff have unknown costs, that text/academic resources must be placed in a predictable rotation, ORCSD will strive to keep the 2015-2016 operating budget to 3% or less.

This goal does not include cost increase or shifts from the State of New Hampshire beyond local control.

This goal does not include separate warrant articles.

2 The proposed 2015-16 budget will be analyzed to see if staff reassignment, the reassignment of funds, or other saving can be determined before adding new staff or programs.

3 Tuition funds will be used to maintain and enhance programs, offset capital costs and to lower tax impact on District taxpayers.

4 The proposed 2015-16 budget will support state and local standards, to create a predictable resource acquisition cycle, and to provide assessments that give common reports to staff, parents and community based on the aforementioned state/local standards.

5 The proposed 2015-16 budget will account for unique costs associated with the implementation of common core, the draft strategic plan, and proposed technology plan.



**The motion passed 5-2 with Maria Barth and Sarah Farwell opposing and the Student Representative voting in the affirmative.**

**Motion to approve 2<sup>nd</sup> read/adoption of Strategic Plan: Al Howland moved to approve the 2<sup>nd</sup> read/adoption of the Strategic Plan, 2<sup>nd</sup> by Denise Day. Motion passed 7-0 with the Student Representative voting in the affirmative.**

**Nomination of ORCSD School Resource Officer for Durham and Truant Officers for Lee and Madbury:**

**Al Howland moved to approve Office Holly Malasky – School Resource Officer for ORHS/ORMS, Sergeant Michael Lyczak Truant Officer for Mast Way School, and Chief Joseph McGann Truant Officer for Moharimet School, 2<sup>nd</sup> by Kenny Rotner. Motion passed 7-0 with the Student Representative voting in the affirmative.**

**Motion to sign the MS25/DOE25: Kenny Rotner moved to sign the MS25/DOE25, 2<sup>nd</sup> by Al Howland. Motion approved 7-0 with the Student Representative voting in the affirmative.**

**Al Howland moved to approve for Policy JLCJ Concussions and Head Injuries for Adoption, 2<sup>nd</sup> by Denise Day. Motion passed 7-0 with the Student Representative voting in the affirmative.**

**Motion to approve Policy JICH, Drug and Alcohol Use by Students: Ed Charle moved to approve Policy JICH as amended for adoption 2<sup>nd</sup> by Al Howland. Motion approved 7-0 with the Student Representative voting in the affirmative.**

**Public Comments:** Dean Rubine noted that inflation costs in New England is 1.8%. Congratulations to the Board on reaching the class size limits and reaching a nice size cost per pupil.

David Taylor from Durham noted that the target for class size guidelines is 10% below that number.

**CLOSING ACTIONS:**

**Future Meeting Dates:** 9/17/2014: Regular Meeting at ORMS  
10/1/2014: Regular Meeting at Moharimet

**NON-PUBLIC SESSION: RSA 91-A:3 II (c) KR 9:40 Al Howland moved to enter into nonpublic session under RSA 91-A:3 II (c) to review and discuss a personnel request, 2<sup>nd</sup> by Kenny Rotner. Upon roll call vote, the motion passed 7-0.**

Respectfully yours,

Laura Grasso Dobson  
Recording Secretary

Oyster River Cooperative School Board  
September 3, 2014 Mast Way School – Cafeteria  
Non Public Meeting Minutes

Attendees:

Ed Charle  
Maria Barth  
Tom Newkirk  
Kenny Rotner  
Al Howland  
Denise Day  
Sarah Farwell

Denise Day made the motion to enter nonpublic session at 9:50 PM seconded by Kenny Rotner. Under RSA 91-A:3 II (c) The Board reviewed and discussed a personnel request. Motion carried by roll call vote 7-0.

Motion made to leave nonpublic and return to public session by Al Howland, second by Kenny Rotner. Motion carried by roll call vote 7-0.

Motion made to adjourn at 9:55 PM by Al Howland, seconded by Kenny Rotner.

Respectfully Submitted,

Dr. James Morse  
Superintendent

# Facilities 5 year CIP plan

Total Remaining Facilities Study amount -

\$2,845,150.00

Year 1			2015 - 2016			Year 2			2016 - 2017			Year 3			2017 - 2018		
School	Trade	Project	Cost	School	Trade	Project	Cost	School	Trade	Project	Cost	School	Trade	Project	Cost		
HS	Life Safety	Remaining LIFE SAFETY items	\$29,600.00	MS	Electrical	Generator	\$132,500.00	MS	HVAC	Exhaust for all spaces	\$72,500.00	MS	HVAC	Replace Fin tube radiation	\$125,000.00		
HS	Plumbing	.5 gpm aerators	\$4,200.00	MS	Plumbing	Replace all sinks low gpm/auto	\$20,000.00	MS	HVAC	Replace 4 Roof top units (phase 1)	\$250,000.00	MS	HVAC	Replace 3 Roof top units	\$250,000.00		
HS	ADA	Remaining ADA items	\$18,200.00	MOH	HVAC	2 New boilers	\$95,000.00	MOH	HVAC	Remaining Electrical items	\$27,500.00	MOH	Electrical	Remaining Electrical items	\$27,500.00		
MS	HVAC	RTU for music and MPR	\$95,000.00	MW	Kitchen	Kitchen refrigeration equip	\$70,000.00	MW	HVAC	Replace 4 Roof top units	\$200,000.00	MW	Electrical	Remaining Electrical items	\$745,000.00		
MS	Life Safety	Remaining LIFE SAFETY items	\$35,950.00	MW	HVAC	1 New Boiler	\$50,000.00										
MS	ADA	Remaining ADA items	\$40,900.00	MW	HVAC	Install new ventilation in main office	\$20,000.00										
MOH	Electrical	Generator	\$121,900.00	MW	HVAC	Replace all valves in classrooms	\$40,000.00										
MOH	LS & ADA	Remaining ADA and Life Safety items	\$400.00														
MOH	Plumbing	.5 gpm aerators	\$2,000.00														
FW	Plumbing	.5 gpm aerators	\$2,850.00														
MW	LS & ADA	Remaining ADA and Life Safety items	\$28,850.00														
MW	Kitchen	Kitchen refrigeration equip	\$30,000.00														
MS	Security	Upgrade video security system	\$35,000.00	MW	HVAC	Engineering costs for Mechanical upgrades	\$7,000.00	HS	Parking	Parking lot improvements	\$50,000.00	HS	Parking	Student lounge in Cafeteria	\$60,000.00		
MS	Remodel	Restroom Renovations	\$50,000.00	MW	Roofing	Replace Main office roof	\$64,000.00	HS	Remodel	Tennis court upgrades	\$95,000.00	HS	Remodel	Locker room roof	\$18,000.00		
MOH	Roofing	Connector roof replacement	\$37,000.00	MW	Roofing	Replace MPR & Boiler room roofs	\$82,000.00	MS	Roofing	Parking lot improvements	\$50,000.00	MS	Roofing	Flooring replacement in 5 rooms (Boif)	\$20,000.00		
MOH	Flooring	Flooring replacement in 5 rooms (LoF)	\$20,000.00	MW	Remodel	Renovate 1 set of restrooms 1of2	\$75,000.00	MS	Parking	Renovate 1 set of restrooms 2of2	\$75,000.00	MS	Parking	Lighting upgrades	\$25,000.00		
MW	Flooring	Flooring replacement in 3 rooms	\$12,000.00	MOH	Flooring	Flooring replacement in 5 rooms (2of4)	\$40,000.00	MOH	Flooring				MOH	Remodel			
MW	Parking Lot	Drainage Issue remediation	\$75,000.00	SAU	Parking	Parking lot improvements	\$40,000.00	MW	Remodel				All	Lighting			
MS,MOH,MW	Security	Security Video cam./s/cameras	\$70,000.00	DW	Lighting	Lighting upgrades	\$25,000.00										
			\$730,250.00				\$935,500.00									\$1,082,000.00	
			\$700,000.00				\$900,000.00									\$1,100,000.00	

Year 4			2018 - 2019			Year 5			2019 - 2020						
School	Trade	Project	Cost	School	Trade	Project	Cost	School	Trade	Project	Cost	School	Trade	Project	Cost
HS	Electrical	Remaining Electrical	\$18,400.00	HS	Plumbing	New Lavs and toilets	\$130,000.00	HS	Plumbing	New Lavs and toilets	\$130,000.00	HS	Plumbing	New Lavs and toilets	\$130,000.00
MS	HVAC	Air Balancing of all Roof top units	\$250,000.00	MS	HVAC	Kitchen exhaust system	\$60,000.00	MS	HVAC	Kitchen exhaust system	\$60,000.00	MS	HVAC	Kitchen exhaust system	\$60,000.00
MS	Electrical	Replace 4 Roof top units (phase 2)	\$42,000.00	MS	Kitchen	Kitchen refrigeration equip	\$30,000.00	MS	Kitchen	Kitchen refrigeration equip	\$30,000.00	MS	Kitchen	Kitchen refrigeration equip	\$30,000.00
MOH	HVAC	Remaining Electrical	\$50,000.00	MS	Kitchen	Dishwasher exhaust	\$85,000.00	MS	Plumbing	Dishwasher exhaust	\$85,000.00	MS	Plumbing	Dishwasher exhaust	\$85,000.00
MOH	Plumbing	Retro commission Moharimet	\$32,000.00	MOH	HVAC	New Lavs, toilets, lower sinks, ADA	\$50,000.00	MOH	HVAC	New Lavs, toilets, lower sinks, ADA	\$50,000.00	MOH	HVAC	New Lavs, toilets, lower sinks, ADA	\$50,000.00
FW	HVAC	New Lavs, toilets	\$75,000.00	MW	HVAC	Kitchen exhaust system	\$55,000.00	MW	HVAC	Kitchen exhaust system	\$55,000.00	MW	HVAC	Kitchen exhaust system	\$55,000.00
MW	Plumbing	Dedicated exhaust for lift storage/office	\$45,000.00	MW	Kitchen	Dishwasher exhaust	\$15,000.00	MW	Kitchen	Dishwasher exhaust	\$15,000.00	MW	Kitchen	Dishwasher exhaust	\$15,000.00
MW	HVAC	Retro Commission Mast Way	\$50,000.00	ALL	electrical	Lightning rods	\$45,000.00	ALL	electrical	Lightning rods	\$45,000.00	ALL	electrical	Lightning rods	\$45,000.00
MW	HVAC	Remove abandoned Roof top units	\$10,000.00												
			\$597,400.00				\$489,000.00				\$489,000.00				\$489,000.00
HS	Parking	Parking lot improvements	\$50,000.00	HS	Controls	Upgrade controllers on HVAC units	\$100,000.00	HS	Controls	Upgrade controllers on HVAC units	\$100,000.00	HS	Controls	Upgrade controllers on HVAC units	\$100,000.00
MOH	Flooring	Flooring replacement in 5 rooms (LoF)	\$20,000.00	MS	Parking	Parking lot improvements	\$75,000.00	MS	Parking	Parking lot improvements	\$75,000.00	MS	Parking	Parking lot improvements	\$75,000.00
MW	roofing	Rear classroom roof replacement	\$20,000.00	MOH	Window	Window Replacement	\$100,000.00	MOH	Window	Window Replacement	\$100,000.00	MOH	Window	Window Replacement	\$100,000.00
MS	roofing	S & H roof replacement	\$75,000.00	MW	Parking	Parking lot improvements	\$50,000.00	MW	Parking	Parking lot improvements	\$50,000.00	MW	Parking	Parking lot improvements	\$50,000.00
MW	Windows	Window replacement	\$100,000.00	All	Lighting	Lighting upgrades	\$25,000.00	All	Lighting	Lighting upgrades	\$25,000.00	All	Lighting	Lighting upgrades	\$25,000.00
All	Lighting	Lighting upgrades	\$25,000.00												
			\$885,400.00				\$830,000.00				\$830,000.00				\$830,000.00
			\$1,200,000.00				\$1,300,000.00				\$1,300,000.00				\$1,300,000.00

\* Very bottom number in italics represents Strategic Plan action item for increasing the CIP allowance to 3% of the overall district budget. Anticipated realization in year 2018/2019.

# FACILITIES CIP PLAN - Quick sheet

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
<b>HVAC</b>										
Roof top units	\$95,000.00	\$20,000.00	\$500,000.00	\$350,000.00						
Boilers		\$145,000.00								
Pumps					\$100,000.00					
Controls		\$40,000.00	\$125,000.00	\$35,000.00	\$35,000.00					
General HVAC			\$72,500.00	\$75,000.00	\$20,000.00					
Exhaust systems										
A/C units										
Kitchen Refrigeration equipment	\$30,000.00	\$30,000.00								
<b>Plumbing</b>										
Plumbing projects	\$7,000.00	\$20,000.00		\$77,000.00	\$205,000.00					
<b>Exterior</b>										
Grounds renovations			\$95,000.00							
Parking lot improvements	\$75,000.00	\$75,000.00	\$100,000.00	\$50,000.00	\$125,000.00					
Exterior Brick sealing										
Roofing	\$97,000.00	\$145,000.00	\$18,000.00	\$103,000.00						
<b>General</b>										
Painting - contractor										
Window replacements	\$50,000.00	\$75,000.00	\$135,000.00	\$100,000.00	\$100,000.00					
Additions / Alterations / Restorations	\$32,000.00	\$20,000.00	\$20,000.00	\$20,000.00						
Flooring										
Engineering		\$7,000.00								
<b>Electrical</b>										
Electrical testing										
Electrical systems			\$51,500.00	\$60,400.00	\$45,000.00					
Generators	\$121,500.00	\$132,500.00								
Lighting - interior			\$25,000.00	\$25,000.00	\$25,000.00					
Lighting - exterior										
Elevator replacement										
<b>Furniture</b>										
School Furniture										
Stage Curtains										
<b>Life safety</b>										
Fire Alarm systems										
Fire related sensors										
Security systems										
Security related sensors										
Camera's	\$105,000.00									
ADA compliance	\$111,800.00									
Life Safety - misc	\$55,550.00									
<b>Totals</b>	<b>\$730,250.00</b>	<b>\$935,500.00</b>	<b>\$1,082,000.00</b>	<b>\$895,400.00</b>	<b>\$830,000.00</b>					

# **SAU 5 STRATEGIC PLAN**

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### **Appendices:**

**School Board members**

**Strategic Planning Committee members**

**1<sup>st</sup> Read School Board – Technology Goals**  
**ORCSD “IT” STRATEGIC ACTION PLAN: Community**

<b>LONG TERM GOAL</b> Operations and finance will ensure that facilities and operations support educational goals through a sustainable education system.		<b>TECHNOLOGY GOAL</b> ORCSD will use technology in a manner that respects themselves, society, and the environment.		
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year.	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?
1. Review current policies and procedures	Legal Review	Policy Committee	June 2015	
2. Update policies and procedures	NHSBA, Drummond Woodsum, local policy manual	Technology staff	June 2015	Policies updated
3. Create new policies and procedures that enhance or replace current policy		Principals	June 2015	New policies developed
4. Align with national and State standards (ISTE and NH NETS)	ISTE/State standards to review		June 2015	Adoption of ISTE/ State Standards

**1<sup>st</sup> Read School Board – Technology Goals**  
**ORCSD “IT” STRATEGIC ACTION PLAN: Student Engagement**

**LONG TERM GOAL**  
 ORCSD is committed to creating an environment where all students become both independent learners and knowledgeable critical thinkers who live ethically and make a difference in their world.

**TECHNOLOGY GOAL**  
 ORCSD will use consistent student centered and effective integration of technology across all classrooms and grade levels that incorporate the NETS standards, digital portfolios, and District technology standards.

<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year.	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?
1. Create a standard device across the District	Technology committee/staff	Technology committee/staff	Present through June 2015	Description of standard hardware shared with all staff
2. Create a standard for software across the District	Technology Committee/staff	Technology Committee/staff	Present through June 2016	Description of adopted software shared with all staff
3. Review and adopt NETS/ISTE and State of NH Standards and support District efforts	Technology committee/staff	Technology committee/staff	Present through June 2016	Written standards adopted and distributed
4. Engage staff in selecting hardware/software solutions that support student centered integration of technology	Staff	Staff	Present through June 2015	Committee agenda and minutes



**1<sup>st</sup> Read School Board – Technology Goals**  
**ORCSD “IT” STRATEGIC ACTION PLAN: Personalized Learning**

**LONG TERM GOAL**

ORCSD is committed to creating an environment where all students become both independent learners and knowledgeable critical thinkers who live ethically and make a difference in their world.

**TECHNOLOGY GOAL**

Technology will support innovative student centered instructional practices and personalized learning for all ORCSD students so they are college and career ready, prepared to pursue the paths they choose.

<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year.	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?
1. Identify current innovative practices PK-12 across the District	Survey staff	IT Director Asst. Superintendent	Fall 2014	Completed Survey
2. Develop a web based staff resource that staff can access	Survey /staff	Technology Committee	Spring 2015	Completed resource placed on web
3. Support staff professional growth through District and regional workshops	Technology staff Teaching staff	IT Director Integrator	Present Ongoing 2014-2019	Record of workshop
4. Hire technology integrators to support staff integration	School Board support	IT Director School Board	Present through June 2017	Hiring of staff

**1<sup>st</sup> Read School Board – Technology Goals**  
**ORCSD “IT” STRATEGIC ACTION PLAN: Community Engagement**

<b>LONG TERM GOAL</b>		<b>TECHNOLOGY GOAL</b>		
ORCSD will enhance communications to accurately report District performance to engender a culture of trust, respect and support.		Technology use will allow for clear, consistent, communication and provide multiple opportunities to engage with the communities of Lee, Madbury, and Durham.		
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year.	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?
1. Develop systemic guideline for Communication	Need School Board Communication Committee involvement	Communication Committee/Technology Committee/Staff	June 2014	Written document
2. Implement District communication plan		Superintendent IT Director Staff	June 2014	Record of publication
3. Enhance and improve current mechanism for staff to communicate with students and parents		Superintendent IT Director Staff	June 2014 Ongoing	Record of software/web and other enhancements
4. Investigate new ways to enhance communication across the District		IT Director Technology Committee Board Communication Committee	Fall 2015	Record of additional ways to communicate

**1<sup>st</sup> Read School Board – Technology Goals**  
**ORCSD “IT” STRATEGIC ACTION PLAN: Finance and Operations**

<b>LONG TERM GOAL</b>						
<b>TECHNOLOGY GOAL</b>	<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year.	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?	
<p>Operations and finance will ensure that facilities and operations support educational goals through a sustainable education system.</p>	<p>ORCSD IT will align purchasing with District goals to ensure the appropriate resources are being purchased in a consistent manner across the District.</p>					
	<p>1. Ensure technology purchases will align with the vision and mission of ORCSD</p>	<p>Adopted Strategic Plan</p>	<p>IT Director Assistant Superintendent Superintendent</p>	<p>June 2015 ongoing</p>	<p>Budget tied to Strategic Plan</p>	
	<p>2. A plan will be developed that ensures that all students and staff have equitable distribution of technology</p>	<p>Budgetary</p>	<p>IT Director IT Staff</p>	<p>June 2015</p>	<p>Plan published and shared with School Board and staff</p>	
	<p>3. A replacement plan will be developed and implemented that ensures that technology is replaced in a consistent and predictable manner.</p>	<p>Budgetary</p>	<p>IT Director Superintendent</p>	<p>June 2015</p>	<p>Plan developed and approved by School Board</p>	

**1<sup>st</sup> Read School Board – Elementary Academic Goals**  
**ELEMENTARY LEVEL STRATEGIC ACTION PLAN: Full Day Kindergarten**

**LONG TERM GOAL**  
 Goal #1 Personal Excellence  
 ORCSD inspires all learners to pursue personal excellence, academic challenge and success.  
 Full day Kindergarten will be implemented for ORCSD students.

**SHORT TERM GOAL**

By December 2014 a plan for implementation of Full Day Kindergarten will be submitted to the Superintendent & School Board

ACTION STRATEGIES What specific actions will be taken to achieve the goal?	RESOURCES NEEDED What financial & human resources are needed to do this work?	PERSON RESPONSIBLE Who will oversee the completion of this piece of the work?	COMPLETION DATE Estimated date for completion of this action step within the next year.	PROGRESS INDICATORS What is the evidence we would accept that this action has successfully been completed?
1. Assemble kindergarten design committee including teachers, administrators, school board member, community members	Identify design team members	Superintendent, Dr. Morse (serving as chairperson)	Fall 2014	Announcement of team members to staff and community via SAU office, school newsletter, town news vehicles
2. Research and outline previously compiled research along with structures being used currently both nationally and world wide	Time for Meetings/ Research	Design Team members	Fall 2014	Research & survey summary compiled and share with ORCSD School Board members. Verbally share findings with elementary staff members
3. Survey community members and teaching staff on transition from ½ to full day program	Recruit UNH Staff to assist with survey development	Design Team/ Dr. Andy Smith, UNH	Late Fall 2014	Research & survey summary compiled and share with ORCSD School Board members. Verbally share findings with elementary staff members
4. Identify resources needed to implement full day kindergarten	Funding/ time for design team to observe/ interview local programs	Design Team members/ Administration	Late Fall 2014	Chart, discuss & synthesize needed resources. When complete, share with stakeholders as noted above
5. Based on gathered research, determine best design option for ORCSD		Design Team members	Late Fall 2014	Chart, discuss & synthesize needed resources. When complete, share with stakeholders as noted above
6. Chart realistic time frame for implementation		Design Team members	Late Fall 2014	Design Team Chair to present findings and recommendations to the ORCSD School Board
7. Present findings to ORCSD School Board/ Community		Design Team members	December 2014	

**1<sup>st</sup> Read School Board - Elementary Academic Goals**  
**ELEMENTARY LEVEL STRATEGIC ACTION PLAN: Personal Excellence**

<b>LONG TERM GOAL</b> Goal #1 Personal Excellence ORCSD inspires all learners to pursue personal excellence, academic challenge and success.					
<b>SHORT TERM GOAL</b> During the 2014-15 year, the elementary staff will identify how community based learning/ Science, Technology, Engineering, Arts and Math (STEAM) occurs in Oyster River Cooperative School District.					
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year.	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?	
1. Define a common definition of community based learning	Compile current research on topics in a central location	Committee	Fall 2014	Report developed common definition to all staff during staff meetings	
2. Educate staff regarding community based learning			November 2014		
3. Train staff in the Atlas online curriculum mapping program to complete curriculum maps and integrated units	Atlas tool/ Professional Growth time/ website access	Administration/ Atlas Consultant	Winter 2014-15	Staff will have curriculum entered into maps via Atlas	
4. Staff will enter integrated units into Atlas and will identify those with a STEM focus					
5. Staff will share integrated units previously taught during professional growth days	Presentation during Professional Growth time	Staff	May 2015	Staff will share completed curriculum maps with colleagues	

**1<sup>st</sup> Read School Board – Elementary Academic Goals**  
**ELEMENTARY LEVEL STRATEGIC ACTION PLAN: Social/Emotional Learning**

<b>LONG TERM GOAL</b> Goal #3 Innovative Personalized Instruction Innovative, student-centered instructional practices will support personalized learning for all ORCSD students.		<b>SHORT TERM GOAL</b> By the end of June, 2015 ORCSD elementary staff will recommend a research based socio-emotional program for implementation with students grades K-4.		
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year.	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?
<p>1. Research programs and data regarding effectiveness of curricula related to social-emotional skills (ie. Open Circle, Social Thinking &amp; Responsive Classroom)</p> <p>2. Research &amp; recommend adoption of the identified social/ emotional learning program as a core component of the elementary curriculum via Superintendent and School Board</p> <p>3. Train staff in direct instruction of recommended program all staff who interact with students in common language and expectations</p> <p>4. Train parents in components of recommended program</p>	<p>Committee members including various staff members such as: guidance, school psychologist, teachers, support staff, SPED, administration</p> <p>Committee members</p>	<p>Committee Chairperson, Asst. Superintendent</p>	<p>Fall 2014</p> <p>June 2015</p> <p>2015-16 school year</p> <p>2015-16 school year</p>	<p>Committee members will discuss, analyze and review various program options</p> <p>Observe, investigate and vet recommended resources</p> <p>Share outcomes with staff members</p> <p>Adopt program</p> <p>Design implementation of training for staff for 2015-2016 school year</p>

**ELEMENTARY LEVEL STRATEGIC ACTION PLAN: Personalized Learning**

<b>LONG TERM GOAL</b>			
Goal #3 Innovative Personalized Instruction Innovative, student centered instructional practices will support personalized learning for all ORCSD students.			
<b>SHORT TERM GOAL</b>			
Elementary staff will identify common characteristics of personalized learning to ensure all student learning needs are met.			
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?		
<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?		
<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year.	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?		
1. Staff will define Response to Intervention (RtI) and complete a review of the current practices used at the elementary level	Staff/ committee Administration Assistant Superintendent	Staff/ Committee Fall 2014	Definition & analysis shared with all staff
2. Analyze student assessments to determine individual needs of students whether it be remedial, reinforcement, or extended learning	Staff/ committee	Staff/ Administration Fall 2014	Data gathered and reviewed
3. Develop steps to enhance personalized learning: Observe districts doing this well	Time, schedule shifts, dedication to the process by staff/ administration	Staff/ Committee Fall 2014	
4. Review schedules, staff utilization and possible reconfigurations to expand staff- student instructional time		Staff/ Administration 2014-15	
5. Implement RtI supports for students during the 2014-2015 school year		Staff/ Administration 2014-15	RtI implemented fully 2014-15
6. Monitor effectiveness of RtI structures implemented and students achievement growth as a result		Staff/ Committee/ Administration 2014-2016	RtI assessed June 2015 to determine improvements
7. Identify resources to support desired learning outcomes		Staff/ Committee/ Administration	

**1st Read School Board – Middle Level Academic Goals**  
**MIDDLE LEVEL STRATEGIC ACTION PLANNING: Instructional Practices**

<b>LONG TERM GOAL</b> Innovative, Student-centered instructional practices will support personalized learning for all ORCSD students.					
<b>SHORT TERM GOAL</b> ORCSD Middle School will increase innovative personalized instructional practices to meet the needs of all learners.					
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?	
1. Develop/ agree on a common definition of a personalized instruction based on current literature & practice	Ask/survey staff on their use of personalized instructional practices	Principal/ designee, and strategic planning committee, ORMS staff	Definition: Spring 2015 or TBD	Documentation of agreed upon definition/characteristics of individualized learning	
2. Conduct research, make visits to fellow teachers/ORMS classrooms, other districts & share learning about innovative practices	Time for committee to develop, publish, compile & analyze results of survey  Team meeting time		Research/sharing all year long	Pre & post data of staff implementation of individualized learning (definition)  Team meeting minutes/discussion	
Teams do the research/ visits...share Use common protocol for sharing the learning Share at staff meeting time	Staff visit time/Teacher workshop time			Teacher workshop day Staff meeting	



**1<sup>st</sup> Read School Board – Middle Level Academic Goals**  
**MIDDLE LEVEL STRATEGIC ACTION PLANNING: Assessment**

<b>LONG TERM GOAL</b>				
ORMS will have a clear understanding of how we use assessment to improve student achievement/learning.				
<b>SHORT TERM GOAL</b>				
By September 2015 ORCSD Middle School staff will develop consistent understandings, and core beliefs about assessment				
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?
1. Engage in defining the purposes of assessment at ORMS.	Staff Meeting Time	Administrators	Winter 14/15	Evidence defining assessment purposes
2. Share and review current practices regarding assessment	Strategic leader group and ORMS staff	Strategic leader group	Winter 14/15	Evidence of team sharing
3. Share types of assessment/ models & how to use them to inform instruction				
4. Provide consistent & meaningful professional development regarding assessment(possible models) will be conducted.			Spring 2015	Evidence of PD sessions/processes

**1<sup>st</sup> Read School Board – Middle Level Academic Goals**  
**MIDDLE LEVEL STRATEGIC ACTION PLANNING: School Practice**

<b>LONG TERM GOAL</b>		<b>SHORT TERM GOAL</b>	
Clear and common understanding at ORMS of best middle school practices/personal excellence.		By September 2015 ORCSD Middle School will construct & implement a plan to insure the school is operating as a true middle school.	
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year
<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?			
1. Engage the staff in dialog to define the key elements & practices of a highly functioning middle school	NELMS Spotlight evaluation process & <u>Turning Points2000</u>	Principal & Strategic Planning Team	June, 2015
2. Evaluate current practices & structures at ORMS teams, team meetings, advisory & student voice to determine the extent to which they support the practices & structures of a highly functioning middle school	NELMS Eval Team & their defined process	Principal & Strategic Planning Team	Winter 2014/15... done by early March 2015
3. Evaluate data (Spotlight School)analyzed by Strategic Planning Committee and results shared with staff	Time for Strat Planning Team work & staff meeting time	PLC & Strat Planning Team	End of March 2015 & April staff meeting
4. Develop a plan for aligning or creating practices & structures to insure a highly functioning middle school	Teams time & Strategic Team's time to develop plan using NELMS evaluation report	Principal & Strat Planning Team	End of April 2015
			Staff meeting notes
			NELMS documentation of evaluation process & Strategic Planning Com. meeting notes
			Strategic Planning Team data analysis document; presentation materials for staff meeting
			Documented action plans for alignment of practices to NELMS criteria

**1st Read School Board – Middle Level Academic Goals**  
**MIDDLE LEVEL STRATEGIC ACTION PLANNING: Collegial Culture**

<b>LONG TERM GOAL</b> ORMS have will have a consistent culture of collaboration and personal excellence.		<b>SHORT TERM GOAL</b> By 2015 OR SD Middle School star will create a professional culture of collaboration to support high levels of collegiality and team work, learn from one another and dialog to solve problems of practice.		
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step within the next year	<b>PROGRESS INDICATORS</b> What is the evidence we would accept that this action has successfully been completed?
1. Inform staff about goal; ask for initial thinking about what they would like the ORCSD MS culture to be like...desired characteristics.	Strategic Plan document Staff meeting time Meeting supplies	Principal/ designee	Late Fall/Winter 2014	staff meeting data
2. Form a PLC to investigate characteristics/models of collegial cultures ex. Critical Friends	"Charge" to PLC Time/resources for PLC work	Principal/PLC	Winter 14/15	Evidence of PLC meetings/work products
3. Report on findings & invites MS teams to develop norms/ground rules and meeting to guide their work	Staff meeting time Clear directions to teams for norm building	Lead PLC person	Spring 2015	PLC written report, presentation materials
4. Identify a draft of common ground 'norms' to be used school-wide... finalized after staff feedback	Team norms Time to ID school-wide norms Staff meeting time to share school-wide norms	PLC	Spring 2015	MS teams' norms evidence; staff meeting data, final school-wide norms list
5. Develop a plan for supporting (ex. training) & assessing adherence to norms on regular basis.	Time for Strategic Planning Team to draft action plan	Principal/Strategic Planning team	Fall 2015	Training evidence Feedback from staff yearly regarding impact of collegial norms (perception data)

**1<sup>st</sup> Read School Board – High School Academic Goals  
Oyster River High School: STRATEGIC ACTION PLAN Goal #1**

**LONG TERM GOAL**

Student Engagement and Achievement Goal #4: Assessment for Learning  
Student Engagement and Achievement Goal #5: Reporting Learner Progress

**SHORT TERM GOAL**

School-wide learning expectations will be developed and incorporated into a coordinated program of studies with evaluation rubrics established to measure student progress toward these expectations. All curriculum areas will work together to coordinate the development of a list of skills needed for success in the 21<sup>st</sup> Century, and then implement the use of this skills list along with evaluation rubrics in all areas by June 2015.

<p><b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?</p>	<p><b>RESOURCES NEEDED</b> What financial &amp; human resources are needed to do this work?</p>	<p><b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?</p>	<p><b>COMPLETION DATE</b> Estimated date for completion of this action step prior to June 2014</p>	<p><b>KEY PROGRESS INDICATORS</b> What is the evidence we will accept that this action has successfully been completed?</p>
<p>1. As a whole staff review the list of school-wide learning expectations established during the 2012-13 school year to determine if they are still in line with the 21<sup>st</sup> century mission of the school and make modifications as appropriate.</p> <p>2. Once adopted by the staff we will begin writing rubrics to go along with each learning expectation.</p> <p>3. Share drafts of all rubrics with the staff.</p> <p>4. Implement expectations and rubrics for the fall of 2015</p>	<p>-Staff meeting time to review and re-adopt goals</p> <p>-create a committee that represents all academic areas to develop the written rubrics</p> <p>-Staff meeting time to review, discuss and adopt rubrics</p>	<p>-Todd Allen, Mike McCann and Mark Milliken</p> <p>-staff members on committee</p>	<p>October 2014</p> <p>October 2014 -April 2015</p>	<p>Staff adoption of expectations.</p> <p>Formation of committee with clear charge.</p> <p>Drafting of rubrics.</p> <p>Adoption of rubrics for fall 2015 implementation.</p>

# 1<sup>st</sup> Read School Board – High School Academic Goals

## Oyster River High School: STRATEGIC ACTION PLAN Goal #2

### LONG TERM GOAL

Student Engagement and Achievement Goal #1: High Aspirations

Student Engagement and Achievement Goals #3: Innovative Personalized Instruction

### SHORT TERM GOAL

Establish and promote a professional culture of collaboration to support high levels of collegiality, team work and dialog to solve problems of practice with the intent of promoting student achievement. All staff will be engaged in a Professional Learning Community (PLC) by June 2015.

### ACTION STRATEGIES

What specific actions will be taken to achieve the goal?

1. As a staff identify a list of topics that are in need of being addressed at ORHS. Examples of these topics will be: RTI, scheduling, advisory models, grading policies and practices, etc.
2. Divide all staff into interdepartmental groups based on areas of interest/concern.
3. Establish a meeting schedule for all groups to meet built into our staff and PD time.
4. As recommendations come out of committees they are presented to the Advisory for review and if warranted to the staff for discussion/ adoption.

### RESOURCES NEEDED

What financial & human resources are needed to do this work?

- Staff meeting time
- depending on the nature of the issues addressed there may be materials, workshop or travel needs

### PERSON RESPONSIBLE

Who will oversee the completion of this piece of the work?

- Todd Allen, Mark Milliken and Mike McCann

-staff members who are a part of each working group.

### COMPLETION DATE

Estimated date for completion of this action step prior to June 2014

- January 2015

### KEY PROGRESS INDICATORS

What is the evidence we will accept that this action has successfully been completed?

- all staff will be actively engaged in a PLC to address topics of common interest or concern to the school community.

-a process to review recommendations from various groups will be developed through the school advisory team.

**1<sup>st</sup> Read School Board – High School Academic Goals  
Oyster River High School: STRATEGIC ACTION PLAN Goal #3**

<p><b>LONG TERM GOAL</b> Student Engagement and Achievement Goal #2: College and Career Ready Student Engagement and Achievement Goal #3: Innovative Personalized Instruction</p>				
<p><b>SHORT TERM GOAL</b> Develop a commonly accepted clear definition of program consistency that is fully embedded in our program. We will start by developing consistency of practice as it relates to multi-section course offerings like World Cultures, Biology, Essentials of English, Algebra 1, Health, PE and World Languages by June 2015.</p>				
<p><b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?</p>	<p><b>RESOURCES NEEDED</b> What financial &amp; human resources are needed to do this work?</p>	<p><b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?</p>	<p><b>COMPLETION DATE</b> Estimated date for completion of this action step prior to June 2014</p>	<p><b>KEY PROGRESS INDICATORS</b> What is the evidence we will accept that this action has successfully been completed?</p>
<p>1. Form an interdisciplinary committee made up of high school and middle school staff.</p> <p>2. Review all freshmen common multi-section classes to identify areas in need of consistency. Those classes are: Biology, Essentials of English, World Cultures, Health, PE, Algebra 1 and Geometry, French and Spanish 1 and 2.</p> <p>3. Prioritize areas in need of consistency and assign to working groups for refinement and development of proposals. Some specific areas of focus will include: course expectations and evaluation, pathways for a more personalized learning experience, common language and rubrics.</p> <p>4. Share proposals as they are ready with Advisory, departments and school at large as appropriate for adoption/discussion/refinement.</p>	<p>Point person at the high school solicits staff input involvement via email/electronic means.</p> <p>Summer PD time with curriculum documentation.</p> <p>Working groups will need time and materials to develop proposals.</p> <p>Advisory, department and staff meeting time.</p>	<p>Kathy Pearce, Heather Machanoff, Todd Allen</p> <p>Summer committee participants.</p> <p>Entire staff</p>	<p>Spring 2014</p> <p>Summer 2014</p> <p>Summer 2014</p> <p>Starting in the Fall of 2014</p>	<p>Agenda established along with cross-section of representatives for the summer work.</p> <p>Summer work will develop a list of areas of concern and then prioritize them.</p> <p>Proposals coming out of working groups will be shared and adopted during various meetings at the start of the school year.</p>

**1<sup>st</sup> Read School Board – High School Academic Goals  
Oyster River High School: STRATEGIC ACTION PLAN Goal #4**

<b>LONG TERM GOAL</b> Student Engagement and Achievement Goal #1: High Aspirations Student Engagement and Achievement Goal #3: Innovative Personalized Instruction				
<b>SHORT TERM GOAL</b> ORHS will develop a support system that meets the needs of all of our students. We will start with an evaluation of the effectiveness of our current support system including RTI, Learning Lab, the new Math Lab program and make recommendations for next steps to improve student supports by June 2015.				
<b>ACTION STRATEGIES</b> What specific actions will be taken to achieve the goal?	<b>RESOURCES NEEDED</b> What financial & human resources are needed to do this work?	<b>PERSON RESPONSIBLE</b> Who will oversee the completion of this piece of the work?	<b>COMPLETION DATE</b> Estimated date for completion of this action step prior to June 2014	<b>KEY PROGRESS INDICATORS</b> What is the evidence we will accept that this action has successfully been completed?
<ol style="list-style-type: none"> <li>1. Implement and monitor the new Math Lab program.</li> <li>2. Refine the existing RTI process. Focus on teacher feedback loop and refining the criteria for assigning tier 2 and 3 supports.</li> <li>3. Conduct a program evaluation of Learning Lab and make recommendations for program improvements.</li> <li>4. Evaluate the impact class size has on teachers' ability to effectively implement individualized instruction and heterogeneous groupings.</li> </ol>	<p>Time will need to be allocated for meeting, data collection and observations to be conducted.</p> <p>Depending on the findings of this program evaluation additional staff may be needed to meet student needs and maintain reasonable class sizes.</p>	<p>Todd Allen, Mike McCann</p> <p>The RTI team</p>	<p>June 2015</p>	<p>Clear criterion will be established for Math Lab access and refined criteria for Learning Lab access.</p> <p>Growth in STAR scores and academic performance for students receiving support.</p> <p>Recommendations will be made for future program improvements.</p>



## ORHS ATHLETICS

55 Coe Drive  
Durham, NH 03824  
603-868-2375 x1105  
603-868-1355 Fax

### OYSTER RIVER HIGH SCHOOL ATHLETICS DEPARTMENT

**From:** Corey Parker  
**Date:** 9/10/14  
**Re:** Winter Coach Nominations  
**Message:**

Please accept the following names for nomination to coach their selected sports this upcoming winter season.

#### Volunteer Positions:

Erin Phillips	Cross Country
Elizabeth Preysner	Cross Country
Brent England	Boys Soccer
Tim McNamara	Girls Ice Hockey
Pamela Raiford	Ultimate Frisbee Club
Guy Capecelatro III	Ultimate Frisbee Club
Paul Franz	Martial Arts Club
Jake Jacobsen	Ski Team
John Silverio	Unified Basketball
Emma Wilson	Ski Team

#### Paid Positions:

Name	Team	Stipend	Years	Longevity	Total
Craig Randall	Boys JV Hockey	\$3,274	2	0	\$3,274
Griffin Richard	Boys Varsity Ice Hockey	\$5,038	21	\$375	\$5,413
Jamie Long	Girls Varsity Ice Hockey	\$5,038	2	0	\$5,038
Greg Gephart	Girls Indoor Track	\$3,488	16	\$375	\$3,863
Nick Ricciardi	Boys Indoor Track	\$3,488	12	\$375	\$3,863
William Reeves	Swimming	\$3,101	21	\$375	\$3,476
Lynn Santosuosso	Diving	\$2,015	10	\$300	\$2,315
Laura Fant	Girls Asst. Swimming	\$2,015	6	\$150	\$2,165
Dave Burrows	Girls Varsity Basketball	\$5,038	1	0	\$5,038
Lorne Lucas	Boys Varsity Basketball	\$5,038	0	0	\$5,038
Jeannette Allyson	Girls JV Basketball	\$3,274	1	0	\$3,274
Travis Mitchell	JV Golf	\$1,259	0	0	\$1,259
Ashley Studer	.5 Girls JV Volleyball	\$1,133.50	0	0	\$1,133.50
Sean Stewart	.5 Girls JV Volleyball	\$1,133.50	0	0	\$1,133.50
John Silverio	MS Volleyball	\$1,938	0	0	\$1,938
Emma Bricker*	MS Cross Country	\$2,325	0	0	\$2,325

\*Replacing Ben Halsey who resigned



Oyster River Cooperative School District

**COACHING NOMINATION FORM**

Name of Candidate: Travis Mitchell	School: Oyster River High School
Position: <b>Junior Varsity Golf Coach</b>	<input type="checkbox"/> Paid or <input type="checkbox"/> Unpaid

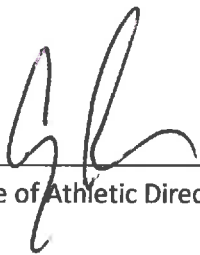
Athletic Director Narrative:


Please accept this nomination for Travis Mitchell as the junior varsity golf coach. Travis brings a wealth of golf course management and is aspiring to be a PGA professional. His knowledge of the game will not only greatly benefit our junior varsity golfers but his youthful personality will relate well with the kids and he can act as a mentor for them.

Attachments:

Reference Check

Application

  
\_\_\_\_\_  
Signature of Athletic Director

  
\_\_\_\_\_  
Date

Policies for  
 First/Second Read/Adoption/Deletion  
**SB Meeting of**  
**September 17, 2014**

Title	Code
<b>Policies for First Read</b>	
Student Teaching and Internships	LDA
Instructional Materials	IJ
Early Graduation	IKFA
Academic Freedom	IB
<b>Policies for Second Read/Adoption</b>	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: LDA Category: Recommended
<div style="text-align: right; font-size: small;">Previously LEA</div> Review/First Read School Board: December 5, 2012 Second Read/Adoption: December 19, 2012 Policy Committee Review: September 4, 2014 First Read School Board: September 17, 2014	Page 1 of 1

## STUDENT TEACHING AND INTERNSHIPS.

In order to provide the best intern experience, equity in distribution and appropriate placement, principals will survey their entire staff each year to determine interest and best fit. Every effort will be made to insure that interns will be equitably distributed, ~~that the opportunity to have an intern is insured~~ and that interns are placed in accordance to the needs of ORCSD students. ~~Other institutes of higher learning, who would like to place interns, may do so using the same criteria.~~

Classroom instruction remains the responsibility of the classroom teacher. The Oyster River School Board recognizes the student teacher program as an important aspect of a future teacher's education. Therefore, the Board will cooperate with institutions of higher education in training student teachers.

All persons involved in this program must recognize that the first and primary responsibility of the District is to the students within its schools. If at any time a student teacher becomes unacceptable, the District reserves the right to refuse that student teacher further teaching experience within the District.

Student teachers who work in the District shall be accepted only after approval of the Superintendent and the Principal of the building in which the person is to teach.

~~Student teachers are restricted to not more than three non-consecutive days of substitute teaching, except in emergency situations.~~

Student teachers shall be subject to a Criminal History Records Check prior to working in the District. The cost of the Criminal History Records Check is to be paid by the student teacher.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IJ
Date of Adoption: September 21, 1988 Date of Revision: May 1, 1996, June 21, 2006 Date of Code Revision Adoption: June 16, 2010 Review Policy Committee: September 10, 2014 First Read School Board: September 17, 2014	Page 1 of 1 Category: Priority

## INSTRUCTIONAL MATERIALS

The board is responsible for approving and providing all instructional materials used in the Oyster River Cooperative School District. **The Board expects that the superintendent will establish procedures to insure that** - All instructional materials will be selected based on their ability to provide quality learning experiences for students in that they:

- Enrich and support the curriculum;
- Stimulate growth in knowledge, literary appreciation, aesthetic value, and ethical standards;
- Provide background information to enable students to make intelligent judgments;
- Present opposing sides of controversial issues;
- Represent the many religious, ethnic, and cultural groups that contribute to our American heritage;
- Depict in an accurate and unbiased way the cultural diversity and pluralistic nature of the American society; and
- Match the appropriate skill levels of pupils.

All selected materials will fit within the District's vision and mission statement as defined in the District's strategic plan.

The superintendent will engage administrators and teachers ~~may to~~ select instructional materials from a variety of media, including, but not limited to, books, online/internet materials, equipment, newspapers, other media, and instructional technologies. Selection of such materials should be made only after a determination that such materials are age appropriate, provide quality learning experiences, and fit within the District's educational goals and philosophies.

Basic instructional course material in the fundamental skill areas of language arts, mathematics, science and social studies shall be reviewed at intervals not exceeding five (5) years. All instructional materials must be sequential, and must be compatible with previous and future offerings.

### **Legal References:**

NH Code of Administrative Rules, Section Ed 306.08, Instructional Resources  
NH Code of Administrative Rules, Section Ed 306.14(e), Basic Instructional Standards

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IKFA
Draft to Policy Committee: September 10, 2014 First Read School Board: September 17, 2014	Page 1 of 1 Category: Priority

## EARLY GRADUATION

The [Oyster River Cooperative School Board](#) supports early graduation as a means to earn a high school diploma. Parental involvement for students under the age of 18 is required. The high school principal shall approve such requests if he/she determines that all state and local graduation requirements will be met and that early graduation is related to career and/or educational plans of the student making the request. Upon approval by the high school principal, the minimum 4-unit requirement per year for enrolled students shall be waived and the student shall be awarded a high school diploma.

### **Legal References:**

NH Code of Administrative Rules, Section Ed 306.27(ad), Early Graduation

### **Cross Reference:**

[IKF - Graduation](#)

[IKFC - High School Diploma - Alternative Programs](#)

[ILBAA- High School Graduation Competencies {pending}](#)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IB
Date of Adoption: November 30, 1998 Date of Revision: November 9, 1999 First Read to SB: September 21, 2011 Second Read/Adoption to SB: October 5, 2011 Review by Policy Committee: September 10, 2014 First Read School Board: September 17, 2014	Page 1 of 1 Category: Optional

### *ACADEMIC FREEDOM*

The **Oyster River Cooperative** teacher is entitled to freedom in the classroom in discussing his/her assigned subject matter **or current issues**, ~~but shall limit him/herself to comments that are directly related to the curriculum.~~

~~The teacher should at all times~~ makes every effort to be accurate, should exercise appropriate restraint, and respect the opinions of others. ~~and make every effort to indicate that he/she is not an institutional spokesperson.~~

Cross Reference:

IMC – Controversial Topics, Speakers and Programs

AC – Nondiscrimination/Equal Opportunity

ACE – Nondiscrimination on the Basis of Handicap/Disability

ACE-R – Special Education Procedural Safeguards Handbook

~~GBI – Staff Participation in Political Activities (When adopted)~~