

REVISED – June 15, 2015
BEDB-R
Oyster River Cooperative School District
REGULAR MEETING

June 17, 2015

HIGH 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. PUBLIC COMMENTS**
- III. APPROVAL OF MINUTES**
 - Motion to approve: 6/3/15 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**
 - Kindergarten Enrollment Update
 - C. Business Administrator**
 - Budget Update
 - Health Trust Authorization
 - D. Student Senate Report**
 - E. Other:**
 - Chinese Program Update
- VI. DISCUSSION ITEMS**
 - Property on Orchard Drive, Durham, NH
- VII. ACTIONS**
 - A. Superintendent Actions**
 - B. Board Action Items**
 - **Motion to authorize the Superintendent to offer contracts to qualified teachers and staff during the summer months.**
 - Motion to approve ORMS Grade 5 Math & Science Teacher
 - Motion to approve Mast Way Grade 2 Teacher
 - Motion to approve Moharimet Literacy Specialist
 - Motion to approve ORHS Maternity Leave of Absence 11/2/15 – 2/26/16
 - Motion to approve list of policies.
- VIII. SCHOOL BOARD COMMITTEE UPDATES**
- IX. PUBLIC COMMENTS**
- X. CLOSING ACTIONS**
 - A. Future meeting dates:** 7/1/15 Manifest (5:30 PM) 7/15/15 Regular
- 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 Board Meeting

Regular Meeting

June 3, 2015

Middle 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, Jay Richard, Carolyn Eastman, Dennis Harrington, Carrie Vaich, and Catherine Plourde

Kenny Rotner said a few words on the loss of Lou Mroz who retired from the High School last year. He was a great educator and asset to the District. He loved to teach and inspire his students while developing a connection with them.

II. PUBLIC COMMENTS: Dave Hawley from the Oyster River Teachers Guild spoke. He requested the Board reconsider the vote for the last day of school to be a half day for students.

Kenny Rotner moved to add to the discussion tonight to make the recommendation for the last day of school to be a half day for students, 2nd by Dan Klein. Motion passed 7-0 with the student representative voting in the affirmative.

III. APPROVAL OF MINUTES:

Motion to approve the 5/14/15 workshop minutes and 5/20/15 regular minutes:

Denise Day moved to accept the May 14th workshop minutes, 2nd by Al Howland.

Revisions: Page 4: Replace STAR with STEM

Motion to approve the minutes with the above revision passed 7-0 with the Student Representative abstaining.

Denise Day moved to accept the May 20th minutes, 2nd by Al Howland.

Revision: Page 5 Section 6E insert “and ORMS”. Motion with the above revision passed 7-0 with the Student Representative voting in the affirmative.

APPROVAL OF MANIFESTS:

Payroll Manifest #25: \$1,133,312.20

Vendor Manifest: #24: \$586,941.96

IV. ANNOUNCEMENTS AND COMMENDATIONS:

A. District:

Todd Allen appreciates the support they have received for Lou Mroz. Monday night was the NHS Induction. The Senior Art Show is this evening and it is very impressive work.

Jay Richard attended Scholar Leaders Dinner in Manchester. Today was Living History Day at the Middle School. Service Palooza was very successful this year. It was a great day.

Carrie Vaich of Mast Way announced that tomorrow evening will be the Art Gallery. Each student will have at least one piece chosen and on display at the school.

Acknowledgement of the middle and high school staff retiring June 2015.

Superintendent Morse commended the following list of retirees:

Middle School:

Thomas Bonaccorsi – Grade 8 Science

Michelle McInnes – Grade 6 Math

Alan Nasberg - Music

High School:

Amy McPhee: Physical Education

The Principals and the Guild honored the retirees and the Board thanked them for their service.

B. Board:

Al Howland mentioned that last night was the fifth grade concert. There were so many kids involved and it is a sign of a great, strong program.

Denise Day was at the High School Art Show. It's wonderful at this time of the year to see the great job the kids are doing and thank you to the faculty for all their hard work.

Tom Newkirk noted that the Musical "Fame" was excellent at the high school. This District is rich with everyone involved with extra-curricular activities.

V. DISTRICT REPORTS:

A. Assistant Superintendent/Curriculum and Instruction Reports: Carolyn Eastman introduced the Math Committee members who gave the Eureka Math Presentation.

What information was used that led to a decision:

IMET – Instructional Materials Evaluation Tool.

Quality rubric that was created by the committee.

Half day grade level meetings to discuss resources.

Visitations by several committee members to schools using Everyday Mathematics and Eureka.

Representatives from both companies visited ORCSD to answer questions.

The Decision:

Mathematics committee met to debrief meetings with the representatives
17 person committee voted by ballot.

Math committee met to discuss next steps for implementing the new resource:
Eureka Mathematics

What is Eureka Mathematics?

Eureka Math is a complete, PK-12 curriculum and professional development platform. It follows the focus and coherence of the Common Core State Standards and carefully sequences the mathematical progressions into expertly crafted instructional modules.

Eureka Math is based on the theory that mathematical knowledge is conveyed most clearly and effectively when it is taught in a sequence that follows the "story" of mathematics itself.

Next Steps for Support:

Materials:

All Classrooms will receive:

Printed teachers and students materials.

Online teacher subscription.

Classroom kits of manipulatives.

Professional Development opportunities:

Half day for grade level teams to meet and examine materials together.

ORCSD is hosting a Eureka Summer Institute June 23 & 24.

Independent study and summer work options.

Online PD through Eureka online.

There was a question and answer dialogue with the Math Committee and the Board. They will be informing parents of the change in the Math Program in a parent letter and in the newsletters. There will also be information on where parents can go to learn about the Program.

The Board thanked the Committee for all their work and effort they put into this new program.

B. Superintendent's Report:

Teacher Absenteeism with Guild Leadership: Dave Hawley, Brendan Whalen and Superintendent Morse presented the Teacher Absenteeism Report.

The Teacher Guild and Superintendent have discussed and implemented plans since 2012 to address teacher absenteeism:

The Guild and Administrators have discussed absenteeism issues since 2012.

The Guild has addressed the issue with membership.

The Board negotiated a reduction in personal days during the last round of negotiations.

Principals have been actively engaged in addressing absenteeism with individual staff.

The Office of Civil Rights requests data of school systems every other year. The focus being staff who are absent ten plus times a year.

The Teacher Guild and Superintendent have discussed and implemented plans since 2012 to address teacher absenteeism.

The Guild and Administrators have discussed absenteeism issues since 2012. The Guild has addressed the issue with membership. The Board negotiated a reduction in personal days during last round of negotiations. Principals have been actively engaged in addressing absenteeism with individual staff.

The 2010/11 and 2011/12 data reports indicate teacher absenteeism above ten days was:

2010/11: 64%

2011/12: 47%

We now believe the data was entered incorrectly. The data was not to include professional development time per OCR regulation. We believe it did, overstating teacher absence.

The data when correctly entered for 2012-2015 combined with actions taken by Guild, School Board, Superintendent and Principals has resulted in the following change:

2012/13 40.4%

2013/14 32.5%

2014/15 13.9%

The efforts of the Guild, School Board and Administration have had a dramatic effect on teacher absenteeism. The trend data demonstrates clearly that when all parties work together it results in a positive outcome, fewer teacher absenteeism ten days and above.

Smarter Balanced Testing Guild Leadership: Superintendent Morse and Todd Allen reported that there was a large number of parents who have been sending letters refusing to have their children tested for Smarter Balanced testing.

C. Business Administrator:

Budget Process Calendar: Sue Caswell presented the 2016-17 Budget Calendar to the Board.

August 19th School Board goals FY17 Budget

Superintendent Department Reviews:

MS/HS – September 28

MOH/MW - September 29

Facilities/Technology - September 30

Transportation/Food - Service: October 5

SAU/District - October 6

Special Education – October 7

November 2: Draft Budget Distribution

November 5: Workshop with Board: 8:00-1:00 Town of Lee Safety Complex

November 12: Budget Workshop with Board

November 18: Regular Board Meeting Board Discussion

December 9: Budget Workshop with Board

December 16: Regular Board Meeting Set Budget, Approval of Warrant Articles

January 4: Town Budget Forums – Lee Safety Complex

January 11: Town Budget Forum Durham Town Hall

January 13: Public Hearing

January 18: Town Budget Forum – Madbury Town Hall

February 3: First Session/Deliberative Session

March 8: Second Session

Al Howland moved to approve the Budget Process Calendar, 2nd by Dan Klein. Motion approved 7-0 with the Student Representative voting in the affirmative.

D. Student Senate Report: Caroline Wilson announced that they are preparing for elections this week. They are also in the process of making changes to Spirit Week and to make it a safer and more positive environment.

E. Other: Teacher Evaluation: Todd Allen and Committee.

The Committee presented the ORCSD Professional Evaluation Committee:

Steps of Evaluation Process:

Goal Setting.

Supervision.

Summative Evaluation.

Oyster River Standards of Best Practice: Setting Goals.

Six Domains of Best Practice:

Curriculum planning and preparation for learning;

Classroom Management;

Delivery of Instruction;
Monitoring, Assessment and Follow-up;
Family and Community Outreach;
Professional Responsibilities.

Year End Meeting With Supervisor:
Professional staff will have the opportunity to give input into summative evaluation in the form of a year-end self-reflection.

The summative evaluation will focus on progress toward meeting goals and performance relative to the "OR Standards of Best Practice"

What is Different in the New Model?
Use of "ORCSD Standards of Best Practice"
Addition of walkthrough observations.
Observation sequence and style of observation.
One of your three professional goals needs to be supported by data.

Future Work of the Committee:
Seek guild membership support of committee's work.
Present to the School Board for approval.
Provide training in the fall to assist professional staff with this new process.
Merge the evaluation plan with the professional growth plan.

Al Howland moved to approve Teacher Evaluation System, 2nd by Kenny Rotner. Motion approved 7-0 with the Student Representative voting in the affirmative.

VI. DISCUSSION ITEMS:

Board Goal #3 for 2015-16

Kenny Rotner discussed that last night the working group in the fields committee met. The sustainability component put forward two alternatives. Nothing is as easy or as perfect as it looks. One alternative is coconut husk, a second alternative is cork fill, thermo plastic polymer, Nike grind. This will be a charge of that subcommittee to evaluate these possible alternatives. He urged the Board to let this working group do their research and come up with an alternative solution in a report.

Kenny Rotner moved to amend the motion to end the sentence at turf field, and delete “constructed with materials that exclude tire crumb rubber.” 2nd by Maria Barth. The amendment passed 6-1 with Maria Barth opposing and the student representative voting in the affirmative.

The original motion passed 7-0 with the Student Representative voting in the affirmative.

VII. ACTIONS:

Expenditure for the funding of the scholarships: Kenny Rotner moved to approve the expenditure for the funding of the scholarships, 2nd by Al Howland. Motion passed 7-0 with the Student Representative voting in the affirmative.

Rescind previous vote of last day of school and make June 19th half day for students and full day for teachers. Denise Day moved to have the last day of school, June 19th, be a half day for students and a full day for teachers, 2nd by Al Howland. Motion passed 7-0 with the Student Representative voting in the affirmative.

Nomination for the middle school chorus position: Al Howland moved to accept the nomination for the middle school chorus position, 2nd by Maria Barth. Motion approved 7-0 with the Student Representative voting in the affirmative.

Motion to approve ORMS Science Teacher: Kenny Rotner moved to approve the ORMS Science Teacher, 2nd by Maria Barth. Motion passed 7-0 with the Student Representative voting in the affirmative.

Motion to approve the Mast Way Library Media Specialist: Kenny Rotner moved to approve the Mast Way Library Media Specialist, 2nd by Denise Day. Motion approved 7-0 with the Student Representative voting in the affirmative.

Motion to approve Moharimet Grade 1 Teacher: Kenny Rotner moved to approve the Moharimet Grade 1 Teacher, 2nd by Denise Day. Motion approved 7-0 with the Student Representative voting in the affirmative.

Policies for Second Read/Adoption:

Policy JLCF - Student Wellness Page 10 for language change

Policy IHCD - Advanced Coursework/Advanced Placement Coursework

Policy IK - Earning of Credit

Denise Day moved to approve the above policies for adoption, 2nd by Al Howland. Motion approved 7-0 with the Student Representative voting in the affirmative.

VIII. SCHOOL BOARD COMMITTEE UPDATES:

Denise Day reported that the LRPC is meeting tomorrow evening.

Kenny Rotner reported that the Athletic Fields Committee - Communication Subcommittee will be working with the grassroots organic parents that have already organized. The Sustainable Subcommittee is looking at drainage and fill. The Finance Subcommittee is working on how the project is presented in a budgetary sense.

IX. PUBLIC COMMENTS: Dean Rubine from Lee discussed the teacher salary steps. The two unwritten policies class sizes at 18 and "hiring the best" are two different items that need to be looked at and reviewed.

Janet Perkins-Howland from Durham thanked the Administrators for all their hard work. They are dedicated and put in a lot of hours.

Kenny Rotner asked for information on how the budget formula tax rate works for the communities. How Durham's TIF and valuation effects the three towns.

X. CLOSING ACTIONS:

A. Future Meeting Dates: 6/17/15 Regular Meeting 7/1/15 Manifest

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

XII. ADJOURNMENT:

Maria Barth moved to adjourn the meeting at 9:45 p.m., 2nd by Al Howland. Motion approved 7-0 with the Student Representative voting in the affirmative.

Respectfully yours,
Laura Grasso Dobson
Recording Secretary

Kindergarten Enrollment Update
As of Friday, June 12, 2015

Moharimet: 47 students

Mast Way: 53 students

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
FISCAL YEAR 2014-2015
FINANCIAL STATUS AS OF:**

6/11/2015

	Budgeted	Expended	Encumbrances	Amount Remaining	Percentage Spent		
	2014-2015	2014-2015	2014-2015	2014-2015	2014-2015	Previous Rpt	Change
SALARIES:							
Administrator	1,301,715	1,263,726	50,556	(12,567)	101%	(12,567)	0
Teacher	14,207,423	11,495,651	2,615,109	96,663	99%	115,304	18,641
Para	2,027,495	1,893,597	206,488	(72,590)	104%	(73,388)	(798)
Tutor	179,021	164,296	19,835	(5,110)	103%	(5,109)	1
Custodian	689,634	654,277	51,929	(16,572)	102%	(18,159)	(1,587)
Secretary	351,434	330,906	21,520	(992)	100%	269	1,261
District Hourly	598,653	579,162	24,686	(5,195)	101%	(6,587)	(1,392)
Maintenance	196,661	181,896	5,798	8,967	95%	10,913	1,946
Drivers	760,290	638,287	92,543	29,460	96%	62,009	32,549
Misc & Summer	204,544	185,189	2,341	17,014	92%	20,090	3,076
Subs - Professional	248,027	276,857	18,250	(47,080)	119%	(23,098)	23,982
Subs - Para	22,300	49,408	762	(27,870)	225%	(24,059)	3,811
Subs - Secretary	3,000	5,007	0	(2,007)	167%	(1,257)	750
O.T	36,577	5,182	0	31,395	14%	31,395	0
Med & Dent Payback	537,292	501,692	23,255	12,345	98%	11,967	(378)
TOTAL SALARIES	21,364,066	18,225,133	3,133,072	5,861	100.0%	87,723	81,862
BENEFITS:							
Health Ins	4,308,627	3,369,214	912,768	26,645	99%	20,411	(6,234)
Dental Ins	126,717	98,072	26,662	1,983	98%	2,165	182
Life Ins	51,270	41,539	11,194	(1,463)	103%	(1,500)	(37)
LTD Ins	49,039	39,294	10,858	(1,113)	102%	(1,220)	(107)
FICA	1,630,188	1,356,795	243,309	30,084	98%	29,641	(443)
Retirement - Non Professional	321,390	302,571	21,841	(3,022)	101%	(1,120)	1,902
Retirement - Professional	2,099,479	1,661,912	389,442	48,125	98%	61,573	13,448
Annuity	105,050	91,160	22,981	(9,091)	109%	(8,192)	899
Tuition Reimb	0	1,551	0	(1,551)		(1,551)	0
Unemployment Comp	24,065	11,881	0	12,184	49%	13,756	1,572
Workers Com	102,177	48,702	7,131	46,344	55%	46,344	0
TOTAL BENEFITS	8,818,002	7,022,691	1,646,186	149,125	98.3%	160,307	11,182
ALL OTHER OPERATING EXPENSES:							
Mast Way	148,802	133,999	4,761	10,042	93%	18,372	8,330
Moharimet	161,818	143,481	6,456	11,881	93%	13,093	1,212
Middle School	280,926	248,651	3,712	28,563	90%	46,245	17,682
High School	543,222	501,531	29,098	12,593	98%	43,991	31,398
District	2,479,572	2,041,557	1,100	436,915	82%	466,939	30,024
Transportation	710,942	661,568	11,136	38,238	95%	103,720	65,482
Technology	541,324	467,493	30,912	42,919	92%	31,605	(11,314)
Facilities	2,331,637	2,167,329	141,238	23,070	99%	177,509	154,439
SPED	1,922,574	1,608,942	136,297	177,335	91%	52	(177,283)
TOTAL OPERATING	9,120,817	7,974,551	364,710	781,556	91.4%	901,526	119,970
GRAND TOTAL	39,302,885	33,222,375	5,143,968	936,542	97.6%	1,149,556	213,014

Comment Section: Total LGC rebate = \$525,174. Employee portion = \$109,432, district portion \$415,742



May 18, 2015

Dr. James Morse
Superintendent of Schools
School Administrative Unit #05
36 Coe Drive
Durham, NH 03824

Dear Dr. Morse:

Enclosed you will find HealthTrust's updated Application and Membership Agreement ("Membership Agreement"), which will replace your group's current Application and Participation Agreement. Periodically, this agreement is revised and updated to incorporate needed changes and to improve the membership process. Enclosed is an outline of the updates and changes in the new version.

For July groups, the new Membership Agreement will be effective as of the start of the upcoming July Plan Year. The governing body of each Member must adopt the Certificate of Authorizing Resolution (Exhibit A of the Membership Agreement) prior to execution of the Membership Agreement. Adoption of the resolution and execution of the new Membership Agreement is required for membership and/or continued membership in HealthTrust and participation in its coverage lines.

Please return the signed Membership Agreement, together with the Certificate of Authorizing Resolution, as soon as possible, but no later than August 1, 2015. Until HealthTrust receives these materials, the existing Participation Agreement will remain in effect.

The new Membership Agreement no longer has addenda incorporated within the agreement for COBRA administrative services, retiree billing administrative services, or combination of Members for rating purposes. Under the new version, these items will be standalone agreements between the Member and HealthTrust. By having these services provided through separate, standalone agreements, it will make it administratively easier for any Member to add or drop these services without needing to amend the Membership Agreement.

If your group receives any of these services, also enclosed is the separate, standalone agreement for such services that will need to be executed and returned with the Membership Agreement. If your group is part of a combination of Members for rating purposes, please note that there is an additional resolution included in the Combination Agreement that your governing board must also adopt.

As background, an agreement to participate in HealthTrust, like the Membership Agreement, is required by RSA 5-B. In addition to the terms of the Membership Agreement, a Member's rights are governed by RSA 5-B and HealthTrust's Bylaws, as amended and in effect from time to time. Enclosed is a copy of the current HealthTrust Bylaws which sets out these issues in more detail.

Once we have received your signed documents, we will sign them and return a fully executed copy for your records. As always, feel free to contact your Benefits Advisor for more information or assistance with this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Bragdon".

Peter Bragdon
Executive Director

Overview of HealthTrust's New Membership Agreement

While the entire agreement has been redrafted generally to make it clearer, what follows highlights changes/updates included in the new Membership Agreement:

- a. Updates all Members' agreements to reference HealthTrust, Inc. Many of the existing Participation Agreements still reference LGC or its LLC subsidiaries.
- b. Changes the agreement from a Participation Agreement to a Membership Agreement. The use of the term "participation" instead of "membership" is a vestige from the old organizational structure where groups were "members" of LGC but "participants" in the pools.
- c. Highlights Member's right to select/change coverages and/or services and describes how that is achieved by having an authorized representative execute the required coverage documents. (This is not new – it just highlights the issue more specifically.)
- d. Eliminates reference to the specific requirement that 75% of eligible employees must be enrolled in the group health plan(s) offered through HealthTrust, and replaces it with requiring compliance with any minimum participation requirements. This allows HealthTrust to adjust the minimum participation requirements in any coverage as needed, without amending the Membership Agreement.
- e. Highlights Member's right to vote at Annual Meeting and specifies current bylaw provision that the Member's governing body can appoint whomever they want to vote, but if they do not act, the group's top administrative official is authorized to vote.
- f. Highlights that Member's right to surplus is controlled by the Bylaws – Member acknowledges and agrees that rights to distribution of surplus are governed by the HealthTrust Bylaws, as amended from time to time. (This is not new – it just highlights the issue more specifically.)
- g. Provides that a Member's return of surplus may first be applied to cover any amounts that are unpaid and owed by the Member prior to HealthTrust's returning the balance to the Member. This new provision is intended to clarify this right.
- h. Includes Member's certification of safeguarding personal health information as needed for HIPAA purposes. Currently, this certification is in a separate certification – but it is better to be part of the Membership Agreement and has been included.
- i. Acknowledges Member's duty to comply with the Affordable Care Act (e.g. IRS filings).
- j. Continues to acknowledge Member's responsibility for COBRA and retiree coverage with references to additional services available from HealthTrust to assist Member with these obligations pursuant to separate agreements, instead of through incorporated addenda. Makes process of adding and dropping these services administratively easier for the Members and more efficient for HealthTrust.
- k. Establishes separate agreement for combination of Members for medical rating purposes, if applicable, instead of via incorporated addenda. This is administratively more efficient.
- l. Reference to HIPAA Portability Certificates eliminated as they are no longer used or required under HIPAA.
- m. Acknowledges that Member is bound by the provisions of the Membership Agreement, the HealthTrust Bylaws, Rules, any applicable Coverage Documents and policies, and any other agreements incident thereto, all as amended and in effect from time to time. This is not new. The new version makes this more explicit.

If this overview and the new Membership Agreement conflict, the new Membership Agreement controls.

TO: Superintendent Morse and Members of the Oyster River School Board
FROM: Yusi Turell
RE: Oyster River Chinese Program - End-of-Year Update and Next Steps
DATE: June 11, 2015

Last October, the Board voted unanimously to approve a new partnership with UNH's Confucius Institute, designed to introduce Oyster River students to China's rich culture and (Mandarin) language. I'm pleased to report that the program is going very well. The pilot program launched in January with 22 students in grades 1-3, taught by a qualified Chinese teacher with support from UNH student volunteers. With stronger-than-expected interest, we decided to offer both Monday/Wednesday and Tuesday/Thursday classes. Classes were held at Oyster River Middle School, with transportation provided from Mast Way and Moharimet schools. Families also participated in seven "community dinners" over the course of the semester to reinforce students' learning.

We have had strong retention; of the 22 students enrolled, just 2 dropped out – one due to personal reasons and one due to over-commitment. We believe nearly all will continue next year. Mrs. Qian is an excellent teacher – warm, engaging, and creative with students, and professional with parents and the six UNH teaching assistants. She emailed detailed updates after each class and identified resources for at-home practice. The community dinners have also been wonderful, including dumpling making, kung fu lessons, a Terracotta Warrior tomb reenactment, and crafts, as well as a "teach-back" by the children and a lesson review for parents.

Families paid a \$75 registration fee per student – plus \$20 per family for six dinners, to cover the Chinese buffet food and childcare by the UNH TAs. (The first dinner was free as families explored the program.) This meant a semester cost of \$195 for one child and \$270 for two children. With siblings welcome, we would regularly have 70 people in the ORMS cafeteria, eating, chatting, laughing, and learning! Please see **Parent Testimonials, attached.**

I am writing now with a summary of our lessons learned, as well as plans and goals for next year.

1. First and foremost, this program would not have been possible without the support of so many members of our community. **Jay Richard** and his **custodial staff** (particularly **Mike**) have been tremendous to work with. **Lin Qing**, co-owner of **Mei Wei restaurant**, subsidized our delicious buffet dinners, as "Oyster River's community Chinese restaurant" stepped up to support "Oyster River's community Chinese program" – I encourage you all to visit Mei Wei in the back of Mill Plaza in Durham. Our capable and nurturing teaching assistants were **Christine, Courtney, Lilly, Mackenzie, Taylor, and Yue**. Parents have all rolled up their sleeves with programming and ideas, with special shout outs to co-organizers **Abby Aldous** and **Lai Lai Jenkins**, **Sara Cathey** who selected our textbook and provided curriculum oversight, **Nate Trauntvein** who manages our

website, and **Mary Malone** who arranged for some TAs to receive independent study credit at UNH. **Brigitte Herz** from **One World Language School** helped orient and train Mrs. Qian in the first weeks of the program, drawing on OWLS' creative and hands-on approach of engaging American children in foreign languages. Mrs. Qian's daughter **Skye**, a fourth grader at Moharimet, also was a reliable helper. And of course, we owe our thanks to Moharimet Principal **Dennis Harrington**, who first visited China and promoted this partnership in 2011.

2. **Second, there is clear appetite in our community for a Chinese language instruction.** Despite recruiting over the December holidays and a two-day-per-week requirement, we were able to field two classes in this inaugural year. A few families, like my own, have Chinese heritage, but the overwhelming majority of families joined the program for other reasons – desire to raise global citizens, appreciation of China's growing role on the world stage, and recognition that early language instruction supports academic success in other subject areas.
3. This semester has **affirmed our core program elements:** (1) engaging instruction that focuses on conversational Chinese as well as simple characters; (2) two classes per week; (3) low cost; (4) transportation from the elementary schools; and, (5) regular community dinners that enable children to proudly share their learning, introduce Chinese culture and history, and prepare parents to reinforce learning at home. While more time-intensive, this model has supported our children to stay engaged and to solidify and build on their knowledge.
4. We inevitably faced some challenges in our start-up semester:
 - **Operations.** In the first few weeks, which coincided with bad snowstorms, misunderstanding with OR Transportation meant that some buses were waiting in the parking lot to be met. As we figured out what was going on, Mrs. Qian re-deployed her staff so this is no longer a problem.
 - **Duration and timing.** ORMS was the last stop on each of Moharimet and Mast Way buses. Even after the operations were ironed out, this long bus ride compressed the instruction time and challenged some children with an extra-long day before dinner.
 - **Teaching assistants.** While our six UNH TAs were dedicated and effective, it is not clear we have a reliable model for recruiting a large number of TAs as we grow the program. Smaller classes may be the way to go; it was evident that the 9 M/W students had more opportunities to practice speaking in class than did the 13 T/Th students. Mary Malone and I will work with the Confucius Institute and UNH this summer to explore institutionalizing and incentivizing UNH student involvement in the program.
5. Finally, the **Confucius Institute has been a reliable and responsive partner.** I should note too that a separate weekend program for heritage families also seems to be going very well, serving another important part of our community.

Next year, our goal is to enroll another full cohort of beginners, as well as to offer a more advanced class for returning students. With strong demand among both M/W and T/Th returning students, however, we were initially concerned that there would not be time for the beginning students in that precious 4:00-4:45 p.m. window after school. In response to our concerns, Confucius Institute Co-Director Yige Wang was able to **secure a second K-12 teacher from China starting in the fall, tentatively assigned to Oyster River.**

Looking forward to Fall 2015:

- **Returning students.** We expect to offer both M/W and T/Th classes with an average of 8-10 students in each class, in grades 2-4. Mrs. Qian will be the instructor.
- **Beginning students.** Concurrently, we plan to offer classes for students who are new to Chinese language and culture, taught by the new Confucius Institute teacher due to arrive in late summer.
 - We have announced the program in MOH and MW newsletters and are already building a list of interested families with students entering grades K-3. However, we also recognize that many families prefer to first acclimate to school schedule in September before they make afterschool commitments. Accordingly, we plan to recruit heavily in the fall, to offer a two-week free trial period in late September / early October, and to finalize registration and begin classes in early- or mid-October.
 - **Parents who know already that they are interested should reach out to Abby Aldous or me NOW, to help with planning and to make the case that the Confucius Institute's new teacher should be remain assigned to Oyster River.**
 - Along with Mrs. Qian, we believe the twice-weekly format is most effective and so we will prioritize offering both M/W and T/Th beginner classes if possible. However, if there is not enough demand for two sets of semiweekly classes, and if there is strong interest in a once-weekly class, we will consider experimenting with a once-weekly class.
 - If there are enough kindergarten students interested, we will consider structuring one of the classes to focus on grades K-1. We would not want to place kindergarten with second- or third-graders in the same classroom, because these different ages respond to different kinds of instruction.
- **Community Dinners.** We plan to reduce the frequency of community dinners to monthly (instead of tri-weekly) – which we believe will achieve the same impact while reducing time commitment and cost.
- **Middle School Club.** Jay and also a few parents have expressed interest in an afterschool Chinese club at the middle school. Especially with two teachers next year, Mrs. Qian believes it would be possible to launch this in the fall.
- **Heritage Chinese Classes.** Weekend classes will continue with children of native Chinese speakers in our community. As the first cohort of the Oyster River

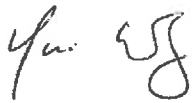
Chinese Program advances, we look forward to doing more to bring these two groups together for a few shared dinners and cultural events.

At this point, we are proud of the launch of the Oyster River Chinese Program and optimistic about growing the program in the fall and beyond. We do have one request of the district office, which is to **route one bus from each elementary school first to the middle school** to deliver this large group of 2nd year and 1st year students by 3:40 p.m. We look forward to working with Lisa Huppe and Superintendent Morse to consider this for the fall.

Finally, our families continue to ask if school-day instruction in the middle school and high school are possibilities. They point to the strong enrollment and retention in this semester's program as evidence that there is district demand for Chinese language and culture, starting earlier than 7th grade, and they wonder why Oyster River would not take advantage of the free resources provided through the Confucius Institute. In response to these conversations at our community dinners, we have decided to try to demonstrate a second year of strong enrollment in the elementary afterschool program – and then, in the winter, to begin to explore the pros and cons of an in-school partnership. **In any case, continuing with the afterschool program as currently conceived and operating does not commit the district to any programming during the school hours, and families will be pleased and grateful to continue with this high-impact, accessible community offering.**

Thank you for your belief in the potential of this program and your ongoing support. Please let me know if you have any questions or suggestions.

Warm regards,



Yusi Wang Turell
5 Stevens Way, Durham
yusiwang@gmail.com

PARENT TESTIMONIALS

- “This program provided amazing opportunities for our daughters. Researchers overwhelmingly agree that learning a language at a young age is critical for speaking the language fluently, but also for improving academic success in other subject areas. We are so grateful that our daughters had the opportunity to start learning Chinese at such a young age. They learned to recognize characters and speak common expressions, and also gained a great appreciation for Chinese culture. The extracurricular activities were fantastic -- our girls are still talking about all the fun they had celebrating Chinese New Year and cooking their own dumplings. This program is a jewel. We are very fortunate to have this opportunity in our school district, and we look forward to seeing the program grow so more children can benefit as our daughters have done.”
- “Our family has been so pleased with the Chinese program. Mrs. Qian has proven to be a WONDERFUL teacher who our daughter not only likes, but is learning so much from. We have enjoyed getting to know the other families during the Family Dinners - and are grateful for the affordability, convenience and effectiveness of the program. Another by-product of this class that we didn't quite consider is how it brings Moharimet families and Mast Way families together. Friends who started out in ORPP and other preschool groups that parted to go to elementary school are now reunited in this unique learning opportunity!”
- “As an emerging global citizen, my son is more aware of, and curious about, different countries and cultures. If he chooses to study Mandarin in earnest as he gets older, his early exposure to this complex tonal language will equip him to reach fluency and speak without accent.”
- “My daughter has loved being a part of the new Chinese program. She very proudly spouts off Chinese phrases at home and shares with us the new words and phrases she learns each week. The interactive component of the program is very engaging and our daughter has loved the way Mrs. Qian conducts class. This is the first afterschool activity our daughter was excited to try, and it has had a positive effect on her confidence and willingness to try new things. Her five-year-old little brother has been watching all of this though out the semester with interest and surprised us the other day as he was quietly counting to ten in Chinese while playing. We hope he joins the program too, and that the program continues for many, many years.”
- “This was an amazing program that was well-run and a fantastic experience for my child. The cost for the program made it possible for us to attend versus other options available in the district.”
- “My daughter recognized a Chinese character on the back of a Sriracha container. She can count in Chinese up to 20. She loves drawing the characters. This is a great after school activity! The busing from the school really helps make it possible for us.”

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Dr. Morse
DATE: June 17, 2015
RE: Orchard Drive Property

Orchard Drive is a parcel of land approximately 23 - 25 acres in size off of Mill Road which is owned by the Oyster River Cooperative School District. A recent analysis of the property completed by Stephen Blatt Architects indicated that this parcel is too small and not suitable for school construction due to wetlands and vernal pools spread throughout. (See attachment I)

An assessment was completed in December of 2005 which indicated that the net property value, if sold to build homes, would be approximately \$600,000. Since the property assessment is ten years old I recommend the property be reassessed. (See attachment II)

The historical record is weak, but it appears that the property was originally acquired as a possible location for an elementary school. Given the outcome from the report by Stephen Blatt Architects which determined that the amount of useable acreage is not large enough for a school; should the ORCSD seek voter approval to sell the property?

Should the School Board decide to sell the property the proceeds could be directed toward a future capital improvement project such as the athletic fields upgrade at the high school or toward a future middle school project.



June 19, 2014

Mr. Stephen Blatt
Stephen Blatt Architects
P.O. Box 583
Portland, ME 04101

**Subject: Wetland and Vernal Pool Survey
Foss Farm, Durham, NH**

Dear Steve:

Our office has received the wetland and vernal pool survey from Normandeau Associates. A copy of this report is enclosed. We have also taken the information and added requisite buffers to determine the area of each parcel that is not encumbered by wetlands, wetland buffers, or Shoreland Zoning.

Once the natural resource constraints are deducted, the remaining areas of both parcels are significantly reduced as tabulated on the enclosed drawings prepared by FST from the Normandeau information. About 17 acres of the combined area of the parcels are constrained by natural resources leaving only 8 acres which is not restricted by natural resources.

If you have any questions regarding this information, please contact our office.

Sincerely,

FAY, SPOFFORD & THORNDIKE

A handwritten signature in black ink, appearing to read 'William G. Hoffman'.

William G. Hoffman, P.E.
Vice President

WGH/cmd

Enc: Normandeau Associates Inc. Report
Plans Indicating Impact of the Natural Resource Constraints

R:\BK-M130 Durham, NH High School\Admin\Correspondence Out\BK-M130 2014.06.19 Blatt (wetland).doc



**Vernal Pool survey and
Wetland Delineation
Foss Farm
Oyster River School District
Durham, NH**

Prepared For:
Fay, Spofford & Thorndike
778 Main Street,
Suite 8
South Portland, ME 04106

Submitted:
June 2014

Prepared By:
Normandeau Associates, Inc.
8 Fundy Road
Falmouth, ME 04105

www.normandeau.com

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1.0 Introduction

Normandeau Associates, Inc. (Normandeau) completed an assessment of the Foss Farm site for wetlands and vernal pools on May 16 and 20, 2014. The Foss Farm site consists of two parcels totaling 25 acres (the site). The site is located to the south of Orchard Drive, in Durham, NH and extends to the Oyster River to the east (Figure 1). The following is a summary of our findings.

2.0 Methodologies

Normandeau navigated within the site using a Trimble GPS® with a background file depicting the approximate site boundaries. The vernal pool survey and the wetland delineation were undertaken concurrently over the course of 2 days during which time random transects across the site were conducted to ensure adequate site coverage. A copy of the electronic GIS file in CAD format will be provided under separate cover.

2.1 Vernal Pool Survey

Vernal pools were identified in accordance with the definition in New Hampshire Department of Environmental Services regulations Env-Wt 101.106, Env-Wt 101.75 and Env-Wt 101.86, the Army Corps General Permit (NEA-R-2012-00339) guidelines and, Identification and Documentation of Vernal Pools in New Hampshire (New Hampshire Fish and Game Department, 2004). To be categorized as a vernal pool the following criteria were considered:

- Hydrology cycles annual from flooded to dry conditions;
- The pool forms in a shallow depression or confined basin;
- The pool has no permanently flowing outlet;
- The pool holds water for at least 2 consecutive months in spring or summer;
- The pool lacks a viable fish population; and
- The pool supports one or more primary vernal pool indicators, 2 or more (Corps guidelines) or 3 or more (NH guidelines) secondary indicators.

Primary vernal pool indicators have “the presence or physical evidence of breeding by marbled salamander, wood frog, spotted salamander, Jefferson-blue spotted salamander complex or fairy shrimp. Secondary vernal pool indicators are used when primary indicators are absent and “include, but not limited to caddisfly larvae and cases (Limnephilidae, Phryganeidae, or Polycentropodidae), clam shrimp and their shells (Laevicaudata, Spinicaudata), fingernail clams and their shells (Sphaeriidae), aquatic beetle larvae (Dytiscidae, Gyrinidae, Haliplidae, and Hydrophilidae), dragonfly larvae and

exuviae (Aeshnidae, Libellulidae), spire-shaped snails and their shells (Physidae, Lymnaeidae), flat spire snails and their shells (Planorbidae), damselfly larvae and exuviae (Coenagrionidae, Lestidae), and true fly larvae and pupae (Culicidae, Chaoboridae, Chironomidae)”

2.2 Wetland Delineation

The wetland delineation was completed according to the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region* (2011) and the *Corps of Engineers Wetlands Delineation Manual* (1987), which uses a three parameter approach (hydrophytic vegetation, hydric soils and hydrology) to delineate the wetland boundary. Wetland boundaries were flagged with consecutively numbered glo-pink “wetland delineation” flagging. The bank of the river and centerline of any watercourses were flagged with consecutively numbered blue/white striped flagging. Although ditches were present, no ditches were flagged as wetland. A ditch would be flagged as jurisdictional only if it intercepted the water table or connected one jurisdictional area to another. Wetlands and associated water regime were classified according to the *Classification of Wetlands and Deepwater Habitats of the United States* (Cowardin et al. 1979). Photographs of wetlands and streams are provided (Appendix A). Two pairs of data plots were recorded to document the delineation and are on file at our Falmouth office.

Flags were located with a Trimble® GPS unit, which after post-processing can provide up to sub-meter accuracy. After post processing the estimated accuracy is within 1 meter, with the majority of points within 50 cm. The electronic data file of all flag locations was provided to FST for incorporation into the project base map.

3.0 Results

3.1 Vernal Pool Survey

Normandeau completed a vernal pool survey on May 16, 2014. No pools were identified within the site that meet the criteria as outlined in Section 2.1 above. No primary or secondary vernal pool indicators were observed in areas of ponded water.

3.2 Wetland Delineation

The wetland delineation was completed on May 16 and 20, 2014. The site topography ranges from level to gently rolling. Two stream corridors with associated wetlands flow in an easterly direction across the site. The Oyster River forms the eastern most site boundary. The site is wooded with a mixed growth of forest dominated by white pine (*Pinus strobus*), American beech (*Fagus grandifolia*), quaking aspen (*Populus tremuloides*), and red oak (*Quercus rubra*) in the overstory with honeysuckle (*Lonicera* spp.) and glossy buckthorn (*Frangula alnus*), an invasive shrub, in the understory. Numerous fallen white pine were noted in the area between the two streams, possibly a result of a previous wind storm.

Normandeau delineated five wetlands and five watercourses within the site (Table 1, Figure 2). Along the east side of the site a small forested/shrub wetland seep (designated as J2W) overlaps the southeastern boundary near the Oyster River. Wetland J2W is classified as a Palustrine Forested/Scrub Shrub wetland. An isolated shrub wetland (J4W), classified as Palustrine Scrub/Shrub, is located in the vicinity of the eastern property boundary. Two wetlands (J5W and J7W) are associated with intermittent stream corridors. Wetland J5W is classified as Palustrine Scrub/Shrub and Wetland J7W as Palustrine Forested. An isolated forested wetland (J11W), classified as Palustrine Forested, occurs in a relatively flat area to the south of Orchard Drive. The water regime of the wetlands range from saturated (J2W, J4W and J11W) to seasonally flooded/saturated (J5W and J7W).

Water course J1S is the Oyster River and is perennial. For the Oyster River ordinary high water was flagged and GPS located. Watercourses J6S, J8S, J9S are intermittent, although J6S is initially ephemeral. Watercourses J8S and J9S are within wetland J7W and J9S also provides a hydrologic connection between wetland J7W and J8S. For intermittent and ephemeral stream only the centerline was flagged and GPS located.

Table 1. Wetlands and streams delineated within the Foss Farm site.

Feature ID	Cowardin Classification	Type	Comment
Wetlands			
J2W	PFO1/PSS1	Forested/Scrub Shrub wetland	Small seep near Oyster River
J4W	PSS1/PEM1	Scrub Shrub wetland	Isolated wetland
J5W	PSS1/PEM1	Scrub Shrub wetland	Stream J6S floodplain wetland
J7W	PFO1/4	Forested wetland	Streams J8S & J9S floodplain wetland
J11W	PFO1/4	Forested wetland	Isolated wetland, not a vernal pool. J10W was incorporated into J11W
Watercourses			
J1S	R2UB1/2	Oyster River	Perennial river
J3S	Riverine	Ephemeral watercourse	Stormwater concentrates in channel
J6S	R4SB4/5	Intermittent stream	Becomes ephemeral at flag J6S-6
J8S	R4SB4/5	Intermittent stream	Associated with J7W
J9S	R4SB4/5	Intermittent stream	Associated with J7W, flows to J8S

4.0 Regulatory Overview

The wetlands and watercourses come under the jurisdiction of the U.S. Army Corps of Engineers (Corps) and the New Hampshire Department of Environmental Services (NH DES). In addition, the Town of Durham has specific ordinances protecting wetlands and shoreland. The following is a brief overview of the Federal, State and Local jurisdictions as they relate to the wetland and watercourses documented on the site.

4.1 New Hampshire

All five wetlands on the site are under the jurisdiction of the NH DES. The intermittent and perennial watercourses are also under the jurisdiction of the NH DES. Direct impact to any of the jurisdictional areas would require a permit application to the Wetlands Bureau to request approval for the impacts.

Alteration of Terrain permits are required for a project proposing to disturb more than 100,000 SF of terrain (50,000 SF if any disturbance is within the protected shoreline, as defined by RSA 483-B) or if the project disturbs any area having a 25% or steeper land slope and is within 50 feet of a surface water.

The Oyster River is a Designated River by the State of New Hampshire. Designated Rivers are managed and protected by the NH DES for outstanding resources in accordance with RSA 483, The Rivers Management & Protection Act. Any project on a Designated River must supply the Local Advisory Committee (LAC) with copies of the permit applications where applicable. This includes any Wetlands, Shoreland, and Alteration of Terrain Permit Applications.

The Oyster River is also under the jurisdiction of the Shoreland Water Quality Protection Act (SWQPA). The reference line is the ordinary high water line and this line dictates the location of the 250 foot protected shoreland, the 150 foot natural woodland buffer and, the 50 foot waterfront buffer and primary building setback. Each of the shoreland zones has specific requirements and restrictions.

4.2 U.S. Army Corps of Engineers

All five wetlands on the site are under the jurisdiction of the Corps. The ephemeral, intermittent and perennial watercourses are also under the jurisdiction of the Corps. Direct impact to any of the jurisdictional areas would require the Corps to review the project under the New Hampshire Programmatic General Permit (PGP) unless certain thresholds are exceeded. Although Corps review under the PGP is discretionary the threshold for an Individual Permit application to the Corps is typically impacts of greater than 3acres.

The draft Federal Emergency Management Agency (FEMA) National Flood Insurance Program preliminary flood map indicates that a narrow regulatory floodway for the Oyster

River borders the site (Strafford County New Hampshire, Panel 318 of 405, dated April 9, 2014, Figure 2). Floodplains are also under Corps jurisdiction.

4.3 Town of Durham

A review of the Town of Durham Zoning Ordinance (2014) identified the following resources within the project site. The Town's Shoreland Protection Overlay (SPO) District (Article 175-69) applies to all land within 250-feet of the reference line (ordinary high water mark) of the Oyster River. The Town's Shoreland Conservation Buffer Zone map (2006) shows a 125 foot buffer zone along the Oyster River.

The Town Wetland Conservation (WCO) District (Article 175-58) requires a 75 foot buffer (except in R and RC Zones where a 100 foot buffer is required) for non-tidal wetlands with a contiguous surface area greater than 3,000 SF associated with surface water, natural drainage way or other wetland. The site is located in the Residence B (RB) Zone. Permitted and conditional uses within the WCO District require a permit from the Planning Board (Articles 175-60 and 175-61).

5.0 Summary

Normandeau completed a vernal pool survey and delineation of wetlands at the Foss Farm site in May 2014. No vernal pools were identified within the site. Five freshwater wetlands and four watercourses were delineated within the site. The site borders a fifth water course, the Oyster River. The wetlands, streams and river come under the jurisdiction of the NH DES and the Corps. Depending on the proposed project NH DES Wetlands, Shoreland or Alteration of Terrain and Corps permit applications may be required.

The Town of Durham Zoning Ordinance includes Shoreland Protection and Wetland Conservation Overlay Districts. Based on the Town's ordinances, a wetland buffer of 75 feet is required around wetlands J5W, J7W and J11W. Depending on the proposed project a permit application to the Town of Durham Planning Board may be required.

Confirmation of this assessment and the level of permitting required for the project should be made with the federal and state agencies and Town of Durham once preliminary plans for the project have been developed.

6.0 References

Cowardin, L.M., V. Carter, F.C. Golet, E.T. LaRoe. 1979. *Classification of Wetlands and Deepwater Habitats of the United States*. FWS/OBS- 79/31, U.S. Fish and Wildlife Service, Office of Biological Services, Washington, D.C.

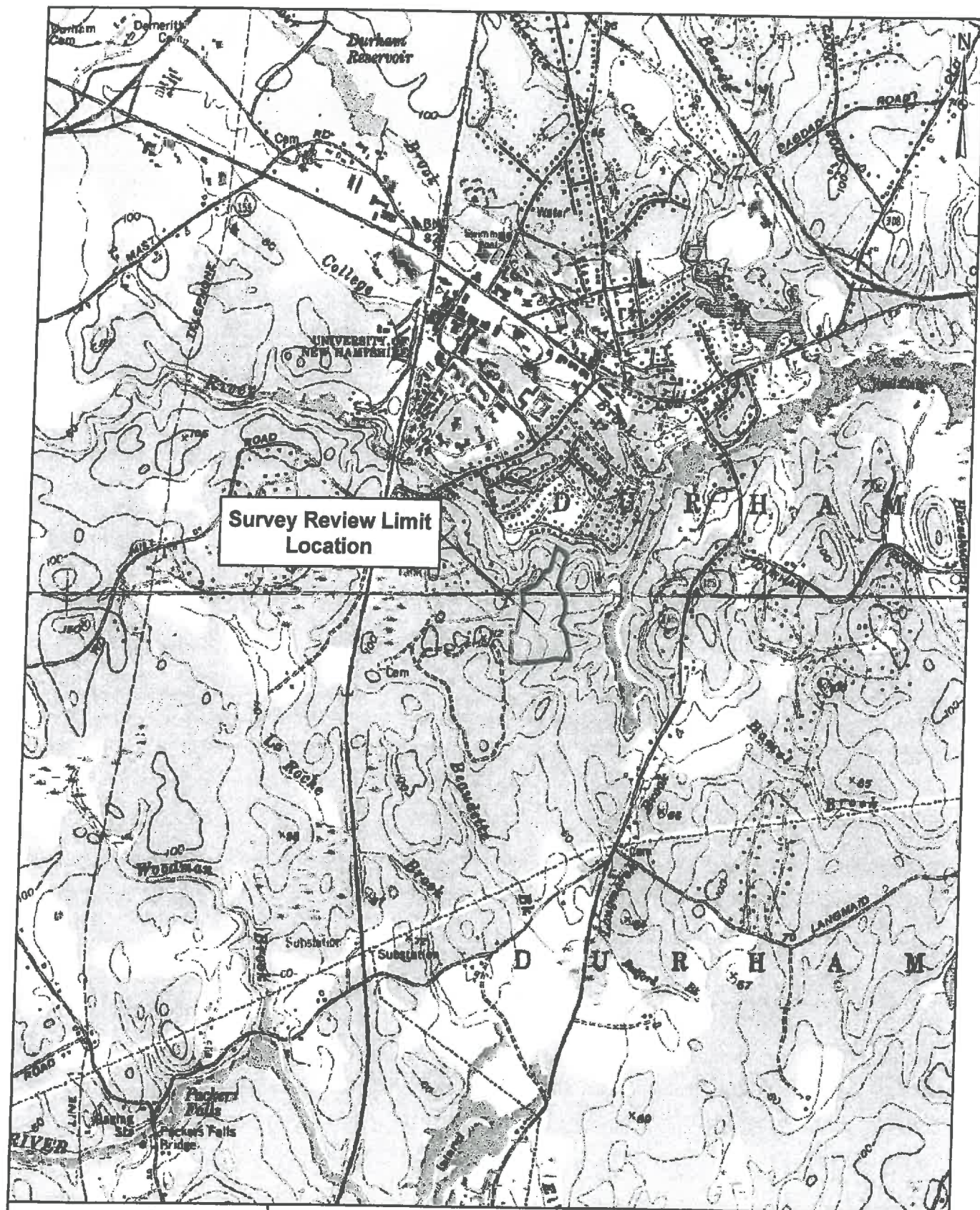
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U.S. Army Corps of Engineers. 2011. *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region (Version 2.0)*, ed. J.S. Wakeley, R.W. Lichvar, C.V. Noble, and J.F. Berkowitz. ERDC/EL TR-12-1. Vicksburg, MS: USAERDC.

Figures



**Survey Review Limit
Location**


NORMANDEAU
 environmental consultants

1:24,000

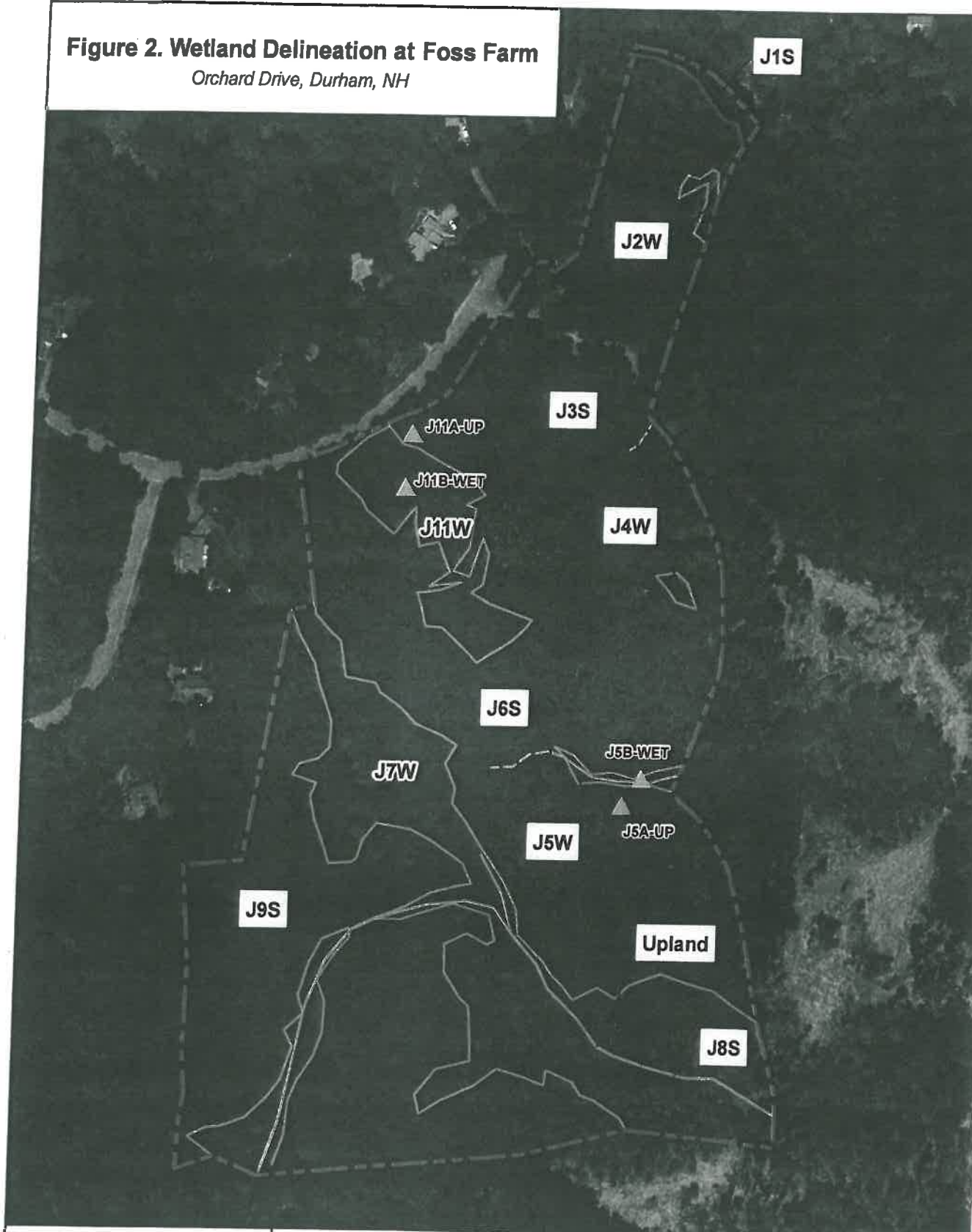
Basemap provided by: USGS



Figure 1. Site Location
 Orchard Drive, Durham, NH

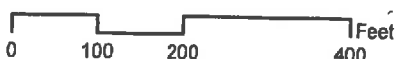
Figure 2. Wetland Delineation at Foss Farm

Orchard Drive, Durham, NH



1:2,500

Basemap provided by: ESRI



Site Features

- COE - WET
- COE - UP
- Upland Island
- Survey Review Limit
- Ephemeral Stream
- Intermittent Stream
- Oyster River
- Wetland

**COMPLETE APPRAISAL
SUMMARY REPORT**

Map 6 Lot 2-43 and Map 15 Lot 30
Orchard Drive
Durham NH 03824

December 14, 2005

Prepared for

Oyster River School District
C/o Blaine M. Cox
36 Coe Drive
Durham NH 03824

on

December 19, 2005

Rockingham
Appraisal Service LLC
20 Water Street
Exeter NH 03833





Rockingham Appraisal Service LLC

20 Water Street
Exeter NH 03833

Michael Daigneault, RAA, NHCG-551
Richard Murray, Fee Appraiser

Telephone 603 772-5510
Fax 603 772-9090
rockappl@gmail.com

December 19, 2005

Oyster River School District
C/o Blaine M. Cox
36 Coe Drive
Durham NH 03824

Re: Appraisal of Real Estate:

Map 6 Lot 2-43 and Map 15 Lot 30
Orchard Drive
Durham NH 03824

As requested I made a study of the referenced property in order to estimate the current, fee simple market value. The property consists of an undeveloped 23.23-acre parcel of land with frontage on the easterly side of Orchard Drive, Durham NH. This study includes an inspection of the property, a review of the public data available on the subject, a survey of the local real estate market, and a reconciliation of the indicated values.

Based upon the attached report, it is my opinion that the current, "as is", **FEE SIMPLE MARKET VALUE** of the subject property under the assumptions stated and as of December 14, 2005, is:

FIVE HUNDRED SEVENTY-FIVE THOUSAND (\$575,000) DOLLARS

No predetermined value or direction in value has been supplied for this study, and the value conclusion is solely my own, and not related in any way to the professional fee paid for this service. This study has been conducted and the report prepared in conformity with the Uniform Standards of Professional Appraisal Practice.

Respectfully submitted,

ROCKINGHAM APPRAISAL SERVICE LLC

By: Michael Daigneault, RAA, NHCG-551
Certified General Appraiser

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SALIENT FACTS AND CONCLUSIONS

Subject Property	Map 6 Lot 2-43 and Map 15 Lot 30 Orchard Drive Durham NH 03824
Owner	Oyster River School District
Client	Oyster River School District C/o Blaine M. Cox
Intended Use	Financial Planning
Rights Appraised	Fee Simple
Value Sought	"As Is" Market Value
Date of Value	December 14, 2005
Date of Report	December 19, 2005
Site	Parcel #1: 9.90 Acres Parcel #2: <u>13.33 Acres</u> Total: 23.23 Acres
Improvements	None
Highest and Best Use	Multi-Unit Residential Development
Present Use	Forest Land
Estimate of Value	
Development Approach	\$575,000
Direct Sales Comparison	\$565,000
Final Estimate of Fee Simple Value	\$575,000

SUBJECT PHOTOS



SUBJECT LAND FROM ORCHARD DRIVE



SUBJECT LAND FROM ORCHARD DRIVE



STREET SCENE - ORCHARD DRIVE - WEST



STREET SCENE - ORCHARD DRIVE - EAST

INTRODUCTION

This report has been prepared at the request of Blaine M. Cox of the Oyster River School District in order to determine the **current fee simple market value** of a 23.23-acre tract of forest land, designated as, Map 6 Lot 2-43 and Map 15 Lot 30 and located at the end of Orchard Drive, Durham NH.

Subject

The subject is a 23.23-acre parcel of land on the southerly side of the cul-de-sac circle at the end of Orchard Drive. The land appears to be suitable in both size and quality for simple subdivided into five (5) residential building lots with frontage on Orchard Drive. No engineering has been supplied for this appraisal and no application for subdivision has been presented to the town.

Thesis of This Appraisal

This appraisal is conducted under the theory that the land is accepted as suitable for five (5) frontage lots along the street. A typical buyer of the subject property would based its worth upon the market value of residential building lots being sold in Durham, reducing the gross retail potential by a reasonable factor which would provide a return on investment commensurate with the risk of management and marketing of the lots. In other words, the buyer would expect to pay a wholesale price for the development rather than five times the retail value of a single lot.

Methodology

Given the property type and in consideration of the highest and best use it is my opinion that the appropriate support for an appraisal of the subject is through the use of the Development Approach and the Direct Sales Comparison Approach.

Appraisal Type

This appraisal has been conducted as a **Complete Appraisal** without invoking the Departure Provision.

Report Type

This report has been prepared as a **Summary Report** as described in the Uniform Standards of Professional Appraisal Practice, Rule 2-2(b).

SCOPE OF WORK

This appraisal has been prepared by partial reliance upon factual subject data supplied by others and by following the normal process of inspection, research, and analysis. The following is an outline of the data sources used:

<u>Item</u>	<u>Source</u>
Ownership	Deed Tax Office
Site Data	Tax Map Topographical Map Flood Hazard Map Property Inspection
Development Potential	Town Zoning Requirements Consultation with the Client Review of REALTOR Opinion
Land Sales	Registry of Deeds Multiple Listing Service

Client Needs

Since the client is familiar with the real estate market in the general area of the subject it is agreed that detailed descriptions of the economic conditions in the region, town and neighborhood are not required for a full understanding of the appraisal.

Adequacy of Data

The final estimate of value is based upon an analysis of data which is considered to be adequate in both quality and quantity, giving weight to the most convincing market indicators and the least weight to that data which requires the greatest interpretation.

Departure

No deviation or departure from the normal process of the applicable standards has been used in this report.

EXTRAORDINARY ASSUMPTIONS

This appraisal has been conducted under the assumption that:

- 1. The subject land contains a total 23.23 acres and has frontage on Orchard Drive as shown on the town tax maps;**
- 2. The land quality is adequate to support residential use;**
- 3. The maximum number of building lots feasible on the land is five (5); and that**
4. Residential building permits are readily available in Durham.

These assumptions, if found to be false, could alter the opinion of value or other conclusions expressed in the report.

LIMITING CONDITIONS

Legal

I am not responsible for matters of a legal nature that affect either the property being appraised or the title to it. The title to the subject property is assumed to be good and marketable and no opinions about the title are rendered in the report. The property is appraised on the basis of it being under responsible ownership.

Plans and Sketches

I have provided a tax map copy in the report to show the approximate lay of the land only to assist the reader in visualizing the property and understanding any determination of area. For the sake of repetition, the words "approximate", "about", and "more or less" are omitted but held in memory.

Flood Map

I have examined the available flood maps that are provided by the Federal Emergency Management Agency and have noted in the appraisal report whether the subject site is located in an identified special Flood Hazard Area. Because I am not a surveyor, I make no guarantees, expressed or implied, regarding this determination.

Testimony

I will not give testimony or appear in court as a result of the appraisal of the property in question, unless specific arrangements to do so have been made beforehand.

Adverse Conditions

I have noted in the appraisal report any adverse condition (such as, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that I became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, I have no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and have assumed that there are no such conditions and make no guarantees or warranties, expressed or implied, regarding the condition of the property. I will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because I am not an expert in the field of environmental hazards, my report must not be considered as an environmental assessment of the property.

Environmental Disclaimer. This report has been prepared based upon the assumption that the property is not affected by the existence of hazardous substances or detrimental environmental conditions.

Reliability of Data

I obtained the information, estimates, and opinions that are expressed in the report from sources that I consider to be reliable and believe them to be true and correct. I do not assume responsibility for the accuracy of such items that were furnished by other parties.

Disclosure

I will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice.

Distribution

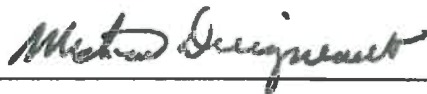
My written consent must be acquired prior to the distribution of the appraisal report (including conclusions about the property value, my identity and professional designations, and references to any professional appraisal organizations or the firm with which I am associated) to anyone other than the client or the successors and assigns; the mortgage insurer; consultants; professional appraisal organizations; any state or federally approved financial institution; or any department, agency or instrumentality of the United States or any state or District of Columbia; except that the client may distribute the property description section of the report only to data collection or reporting service(s).

APPRAISER'S CERTIFICATION

I certify that, to the best of my knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The report analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
4. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. My engagement in this assignment was not contingent upon the developing or reporting predetermined results.
6. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of the appraisal.
7. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the current version of the *Uniform Standards of Professional Appraisal Practice*.
8. I have made a personal inspection of the property that is the subject of the report.
9. No one provided significant real property appraisal assistance to the person signing this certification.

Signature: _____



Name: Michael Daigneault, RAA
Date Signed: December 19, 2005
State Certification #: NHCG-551
State: NH
Expiration Date of Certification: 12/31/06

COMPETENCY OF THE APPRAISER

Prior to the requisition of this appraisal assignment, the client and the appraiser discussed the features and the complexity of the task and agreed that adequate knowledge and experience was available at Rockingham Appraisal Service to complete the assignment. One hundred twenty-one land appraisals have been completed in this office in the last 24 months, many with greater complexity

A copy of Appraiser Qualifications is attached.

PREMISES FOR THE APPRAISAL

**ESTIMATE THE FEE SIMPLE MARKET VALUE OF LAND AT (MAP 6 LOT 2-43 AND
MAP 15 LOT 30) ORCHARD DRIVE, DURHAM NH AS OF DECEMBER 14, 2005**

PURPOSE OF THE APPRAISAL

The purpose of the appraisal or the **problem to be solved** is to develop and report an opinion of the current market value of the **fee simple** ownership of the subject property in its "as is" condition.

Definition of Market Value

Market Value is defined in the Uniform Standards of Professional Appraisal Practice as:

"the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and sellers are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in US dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or critic financing or sales concessions granted by anyone associated with the sale."

Reasonable Exposure Time

Implicit in the definition of Market Value is also the theory of reasonable exposure time. The market exposure time is:

"the estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal..."

In other words, the market value opinion expressed assumes proper marketing over a typical period of time for the type of property being appraised. With the subject that time period could well be six months.

PROPERTY RIGHTS APPRAISED

This appraisal has been conducted in order to determine the **Fee Simple** market value of the subject.

Definition of Fee Simple

Fee simple is defined as:

"the absolute ownership of real property which gives the owner and the owner's heirs the full power of disposition, ...the right to enter upon or into an interest thereof, to use or not, the right to sell or not, to lease or refuse to lease, to donate or give as a gift, and the right to enjoy peaceful possession."

FUNCTION OF THE APPRAISAL

Intended Use

The intended use of this appraisal is to establish a value for financial planning purposes.

Intended User

The intended user of this appraisal is the client:

Oyster River School District

DATE OF THE VALUE

The date of this appraisal is **December 14, 2005**.

LAST DATE OF PROPERTY INSPECTION

The last date of property inspection is December 14, 2005.

DATE OF THE REPORT

The date of this report is **December 19, 2005**.

DATA PRESENTATION

PROPERTY IDENTIFICATION

The subject's address is:

**Map 6 Lot 2-43 and Map 15 Lot 30
Orchard Drive
Durham NH 03824**

STATEMENT OF OWNERSHIP

The current ownership of the subject property is in the name of:

Oyster River School District

Source of Title

The source of title for Oyster River School District presented for this appraisal is as follows:

Grantor:	Henry Bailey Stevens
Grantee:	Oyster River School District
Conveyance:	Warranty Deed
Book/Page:	929/109
Date:	7/11/1973 (Recorded)
Price:	No Stamps Required

A copy of the deed is attached.

Disclaimer

It should be clearly noted that no title search has been completed in preparation of this report and the information supplied here is taken from readily-available, public sources.

MARKETING HISTORY

The subject has not been listed or offered for sale through the regional Multiple Listing System in recent years.

REGIONAL AND TOWN DATA

For the purposes and use of this appraisal detailed regional data is not considered necessary for a full understanding of the report.

See the attached Town Statistical Data.

Subject Neighborhood

The subject lies in a developed residential neighborhood in the southwesterly part of central Durham. The is bounded by Mill Road to the north, the Oyster River to the east, Bennett Road to the south, and the main line of the Boston and Maine Railroad to the west.

The immediate area is developed with mid-range single-family housing in the Foss Farm subdivision and its extensions. Most of the land to the south of the subject is undeveloped wood land.

See the attached Locational Map.

ZONING

The zoning the subject area of Durham is **Residence B District**.

Purpose of the Residence B District

The purpose of this district is to maintain the integrity of existing medium-density residential areas while ensuring that new development, redevelopment, and expansions of existing buildings and structures are consistent with and maintain the established character of these neighborhoods.

Permitted Uses in the Residence B District

The main permitted uses in the district are:

Residential Uses.

Single Family Dwellings
Elderly Housing
Home Occupations
Accessory Structures, Agricultural
Accessory Apartment
Child Care

Institutional Uses.

Adult Day Care
Government Facility

Recreational Uses.

Recreational Playing Fields

Utility Uses.

Wireless Service Facility

Commercial Uses.

Bed And Breakfast

Dimensional Requirements in the RB District

The building lot requirements are as follows:

Minimum Lot Front	=	150'
Minimum Lot Area	=	40,000 Sqft
Minimum Usable Area/Dwelling	=	40,000 Sqft
Minimum Setbacks:		
Front	=	30'
Side	=	20'
Rear	=	30'
Maximum Building Height	=	30'

Conformity

The current use (undeveloped land) is considered to be a legal, conforming use.

SITE DATA

Location

The subject is made up of two abutting parcel of vacant land.

Parcel #1 (Map 6 Lot 2-43). The first parcel abuts the southerly side of Orchard Drive as it approaches the cul-de-sac circle and wraps about half way around to the northerly side. The land extends back from the end of the circle about 350' to the Oyster River. There is about 250' on the river.

The total land area is estimated at 9.90 acres on the town tax map. The estimated road frontage is about 750' according to the map scale.

Parcel #2 (Map 15 Lot 30). The second parcel lies south and east of the first parcel. It abuts Parcel 1 having a 1,400'+ common boundary. This parcel has no road frontage. The estimated land area is 13.33 acres on the town tax map.

Subject Size

According to the town tax map and combining the two parcels the total area of the subject is about 23.23 acres.

See the attached tax maps.

Flood Hazard Map

A portion of the subject land along the Oyster River falls within a Special Flood Hazard Area designated as Zone A. Land in this zone is considered vulnerable to a 100-year flood. The balance of the subject land is in Zone X and not subject to flooding.

A copy of the Flood Hazard Map is attached to the report.

Topography

According to the topography map the subject rises up from the northeasterly frontage on the Oyster River to the southwest-rear of the parcel. The overall climb is about 60'. The estimated elevation at the cul-de-sac circle is 40' MSL; at the river 21' MSL and the far rear 80' MSL. The land appears to be all dry upland except for the land immediately along the river.

No formal survey, subsoil testing, or wetlands mapping has been supplied for this appraisal.

A copy of the Topographical Map is attached.

Subdivision Potential

This appraisal assumes that land quality, the road frontage and the parcel area is adequate to meet the town subdivision requirements. Based upon observation, the town zoning requirements and my experience, it is my opinion that the subject is readily able to produce a five-lot residential subdivision. Each potential lot would be oversized and have frontage directly on Orchard Drive. The extension of Orchard Drive or the construction of a new road into the subject is not considered feasible due to town requirements.

The development of the subject could be done in such a way that the excess land not required for the minimum lot size (40,000 Sqft x 5 Lots = 200,000 Sqft or 4.59 Acres) would be available as open space or conservation land. The demand for un-buildable, landlocked parcels is not strong enough to warrant that additional value be attributed to the excess land. It is reasonable therefore to conclude that the excess land should be used in the creation of the five (5) potential lots. The additional land would enhance the lot values, causing them to rise to the top of the typical range found.

IMPROVEMENTS

The subject is unimproved land.

ASSESSMENT AND TAXATION

The subject is listed at the tax office as follows:

Parcel #1 (Map 6 Lot 2-43)	\$ 132,100
Parcel #2 (Map 15 Lot 30)	\$ 66,400
Total	\$ 198,500
Tax Rate	\$ 0.02619
Tax	\$ 5,199

DATA ANALYSIS AND CONCLUSIONS

HIGHEST AND BEST USE

Definition

Highest and best use is defined as:

"The reasonably probable and legal use of property that is physically possible, appropriately supported, and financially feasible, and that results in the highest value."

Discussion

Legally Permitted Use. The legally permitted uses in the Residence B District are listed above.

Physically Possible Use. The subject parcel has adequate frontage on Orchard Drive and upland area for residential development. It is my opinion, based upon observation and the information gathered that the subject could yield five (5) oversized building lots with frontage on the street.

The institutional, recreational, utility, and commercial uses are also physically possible.

Feasibly Practical. Among the feasible uses are residential or recreational.

Maximally Productive. The most profitable use of the subject is as a residential development land. The greatest demand in this market is for residential building land. This use will provide the owner with the greatest return. Considering the location of the subject land, none of the other possible uses could compete with residential building lot values.

Conclusion

Based upon this analysis the highest and best use of the subject land is

Residential Subdivision

THE APPRAISAL PROCESS

In valuing land there are generally two appropriate approaches to value: The Development Approach and the Direct Sales Comparison Approach. In this study both approaches are demonstrated to support a final opinion of value.

DEVELOPMENT APPROACH TO LAND VALUE

Land that has residential subdivision potential is often valued by a method which reflects the reasoning of developers. For this analysis the subject will be valued based upon a total of five (5) residential lots as described above.

Discounted Cash Flow

The discounted cash flow method of determining market value is a calculation of the present value of the projected cash flow from future sales over the expected sell-out period.

Estimated Lot Values. The estimated market value of the potential building lots on the subject is supported by the most recent and similar sales.

Durham. The following is a chart of building lot sales in Durham over the 24-month period leading up to the time of this appraisal:

	<u>LOCATION</u>	<u>ACRES</u>	<u>DATE</u>	<u>PRICE</u>
	578 Bay Rd	36.00	Aug-05	\$ 650,000
	Durham Pt Rd	3.60	Jul-05	\$ 200,000
	Newmarket Rd	4.13	Jul-05	\$ 200,000
	4 Dennison Rd	0.25	Apr-05	\$ 110,000
	Bagdad Rd	15.73	Apr-05	\$ 110,250
	39-17 Stonewall Way	1.98	Apr-05	\$ 135,000
	39-15 Stonewall Way	1.82	Mar-05	\$ 135,000
	39-13 Stonewall Way	1.18	Mar-05	\$ 119,900
	39-3 Stonewall Way	1.96	Feb-05	\$ 130,000
	39-5 Stonewall Way	2.06	Feb-05	\$ 130,000
	3 Dennison Rd	0.25	Jan-05	\$ 96,000
	4 Dennison Rd	0.25	Jan-05	\$ 96,000
	73 Piscataqua Rd	20.00	Jan-05	\$ 200,000
	402 Bay Rd	3.14	Oct-04	\$ 190,000
	39-21 Stonewall Way	1.73	Sep-04	\$ 139,900
	24 Dennison St	0.56	Aug-04	\$ 110,000
	39-1 Stonewall Way	1.86	Jun-04	\$ 125,000
	36 Hampshire Cir	0.98	Jun-04	\$ 99,900
	Packers Falls Rd	5.00	May-04	\$ 110,000
	Jackson Landing	1.13	Apr-04	\$ 210,000
	39-5 Stonewall Way	2.06	Mar-04	\$ 127,400
	39-3 Stonewall Way	1.96	Mar-04	\$ 127,400
	210 Longmarsh Rd	12.00	Jan-04	\$ 110,000
	60 Canney Rd	3.60	Jan-04	\$ 105,000

Lot Listings. There are currently only 2 residential building lots being offered for sale in Durham. Both of these listings are bay-frontage lots and not comparable to the subject.

Summary. The market value range for good building lots in Durham sold on the open market and not directly to builders is generally in the \$200,000 range. According to professionals there is adequate demand at that price for lots with easy access to town. Therefore, it is my opinion that the estimated market value of a building lot on the subject land is most likely in the range of \$200,000.

Lot Value Increase. For this analysis and based upon the market sales in the Durham area over the year, and in consideration of the current slowing of market activity, it is my opinion no increase in lot value over the sell-out period is warranted.

Sell-Out Period. The estimated sell-out period for the subject, based upon steady lots sales in this market, is about 10 months. This period allows for the sale of the 5 lots and a rate of 1 every 2 months, beginning with the second month.

Engineering Cost. The engineering cost of the subject development is assumed at \$5,000/lot. This cost allows for surveying and testing required.

Overhead. Typical developer overhead is included at 5%.

Real Estate Taxes. The real estate taxes are calculated at the estimated 2005 tax rate of \$26.19/thousand with an evaluation of \$150,000 per lot (100%) and prorated on a monthly basis for the lots remaining.

Total Number of Lots:				5		
Assessment per Lot:				\$ 150,000		
Tax Rate:				\$ 26.19		
Assessment Ratio:				100.0%		
# Lots	Assessment	Tax Rate	Tax	Sales	Total	Months
5	\$ 750,000	\$ 26.19	\$ 3,274	1		2
4	\$ 600,000	\$ 26.19	\$ 2,619	2		4
3	\$ 450,000	\$ 26.19	\$ 1,964	3	\$ 7,857	6
2	\$ 300,000	\$ 26.19	\$ 1,310	4		8
1	\$ 150,000	\$ 26.19	\$ 655	5	\$ 1,964	10

Carrying Cost. The estimated carrying (financing) cost of the project is based upon a contemplated price of \$575,000 with a loan-to-value ratio of 75% and a lot release amount of \$150,000/lot. The annual interest rate is based upon 1.5 points above prime of 7.25%: 8.75%.

Contemplated Price		\$ 575,000
Estimated Road Cost		\$ -
Estimated Other Cost		\$ 25,000
Total Cost		\$ 600,000
Loan-to-Value Ratio		75%
Equity Required		\$ 150,000
Mortgage Value		\$ 450,000
Lot Release Amount		\$ 150,000
Interest Rate		8.75%

Payment Schedule:

	<u>Loan Balance</u>	<u>Period</u>	<u>Interest</u>	<u>Total</u>
	\$ 450,000	2 Mo	\$ 6,563	
	\$ 300,000	4 Mo	\$ 4,375	
	\$ 150,000	6 Mo	\$ 2,188	\$ 13,125

The estimate return on the mortgage to the lender is 2.92%.

Developer Profit. An estimated profit margin of 12% is included. According to developers such a return is required to draw capital from other opportunities with similar risk. The net total return on equity is 76%. Developers often expect to double a cash investment; i.e. 100% return. With the subject, however, the development risk is lowered by the good land quality and the available road frontage.

Discount Rate. The inflation factor reported at the time of this appraisal is 3.46% (www.inflationdata.com). For the purposes of this study the projected cash flow is discounted to the present value by the estimated inflation factor of 4%.

Discounted Cash Flow Analysis

<u>Orchard Drive, Durham</u>				
PERIODS:	6 Months	10 Months	Total	Per Lot
SALES:				
Number of Lots	3	2	5	
Sale Price	200,000	200,000		
Gross Sales	600,000	400,000	1,000,000	200,000
SELLING COST:				
Commissions @ 5%	30,000	20,000	50,000	10,000
Effective Gross	570,000	380,000	950,000	190,000
IMPROVEMENT COST:				
Total Road Cost	0	0	0	0
Engineering Cost	25,000	0	25,000	5,000
Total Improvement Cost	25,000	0	25,000	5,000
EXPENSES:				
Overhead @5%	28,500	19,000	47,500	9,500
Taxes	7,857	1,964	9,821	1,964
Current Use	0	0	0	0
Carrying Cost	13,125	0	13,125	2,625
Profit @12%	68,400	45,600	114,000	22,800
Total Expenses	117,882	66,564	184,446	36,889
Total Cost and Expenses	142,882	66,564	209,446	41,889
CASH FLOW:				
	427,118	313,436	740,554	148,111
RETURN OF EQUITY:				
	90,000	60,000	150,000	30,000
NET CASH FLOW:				
	337,118	253,436	590,554	118,111
PRESENT VALUE FACTOR:				
	0.98039	0.96775		
NET PRESENT VALUE @ 4%				
	330,507	245,262		
TOTAL:				
			575,770	115,154

DEVELOPMENT APPROACH TO LAND VALUE - CONCLUSION

Based upon the projected cash flow analysis of the subject in which the land is expected to support 5 building lots to be sold over a 10-month period, it is my opinion that the total fee simple, "as is" market value is in the range of

FIVE HUNDRED SEVENTY-FIVE THOUSAND (\$575,000) DOLLARS.

DIRECT SALES COMPARISON APPROACH

This approach is used to support an opinion of fee simple land value by direct comparison to similar residential development land sales

Comparable Residential Development Land Sales

The following are the most similar and recent residential development land sales in the market area indicating a price/lot.

- 1) Location: Maple Street, Atkinson
Grantor: John Lathrop III
Grantee: Heyland Development LLC
Date: 11/03/2004
Book/Page: 4389/2563
Acres: 15.6
Use: Proposed 4-Lot Residential Subdivision
Price: \$350,000
Price/Lot: \$87,500

This land was sold with engineering and approvals in place for a 5-lot residential subject in an area of \$200,000 building lots. This land required road construction for development.

- 2) Location: Route 150, South Hampton
Grantor: Estate of Helen Eastman
Grantee: South Hampton North Road
Date: 10/12/2004
Book/Page: 4382/0690
Acres: 25
Use: Proposed 3-Lot Residential Subdivision
Price: \$300,000
Price/Lot: \$100,000

This land sold without engineering or approvals in an area of comparable lot values. This land required no road construction for development.

- 3) Location: Route 202, Barrington
Grantor: Van Hertel
Grantee: Vincent Rizzo
Date: Pending Sale (December 2005)
Acres: 36.22
Use: 5-Lot Residential Subdivision
Price: \$340,900
Price/Lot: \$68,000

This land is pending sale as a 5-lot "paper" subdivision. The development requires no road construction and is only awaiting final wording for the conservation land at the rear. This area is inferior in value to the subject.

Adjustments

These sales require adjustment for time, road construction, and location.

Time. A time adjustment of 7%/year is used with sales prior to July 2005 to reflect the demand for building land in the area over that period.

Engineering. An adjustment is warranted with all of these sales to account for the engineering completed. The estimated value is about \$5,000/lot.

Road Construction. The estimated cost of road construction on a per-lot basis is based upon the average new road length of 150' and the estimated road cost of about \$135/lineal foot (150' @ \$150/ft = \$22,500).

Location Adjustment. The various locations are equalized by adjustments based upon lot sales in each town.

Lot sales in Atkinson and South Hampton were in the \$200,000 range at the time of the sales which is about similar to Durham prices.

Lot sales in Barrington, however, are only in the \$110,000 and require a locational adjustment, as indicated here:

	<u>LOCATION</u>	<u>ACRES</u>	<u>DATE</u>	<u>PRICE</u>
	165 Wood Rd	2.21	Nov-05	\$88,000
	17 Boulder Dr	1.84	Oct-05	\$99,900
	1 Beauty Hill Rd	1.85	Oct-05	\$80,000
	2 Beauty Hill Rd	2.21	Oct-05	\$80,000
	11 Boulder Dr	1.85	Sep-05	\$115,000
	18 Boulder Dr	1.95	Sep-05	\$100,000
	4 Rt 126	0.52	Sep-05	\$80,000
	3 Mallego Rd	1.84	Jul-05	\$99,000
	10 Rt 126	2.48	Jul-05	\$85,000
	77 Wood Rd	6.19	Jun-05	\$120,000
	1 Old Canaan Rd	3.70	May-05	\$93,500
	177 France Rd Ext	2.12	May-05	\$70,000
	386 Rt 9	1.40	May-05	\$65,000
	6A-2 Rt 4	1.97	Apr-05	\$73,000
	6A-1 Rt 4	1.86	Apr-05	\$75,000
	15 Ayers Cove Dr	5.60	Mar-05	\$90,000
	10 Crissy Cir	1.84	Mar-05	\$90,400

Application of Adjustments. The following is a chart of these sales, adjusted to indicate a market value range for the subject land:

	<u>Sale #1</u>		<u>Sale #2</u>		<u>Sale #3</u>	
	Atkinson		S Hampton		Barrington	
Price		\$350,000		\$300,000		\$340,000
Price/Lot		\$87,500		\$100,000		\$68,000
Date	Nov-04	\$7,800	Oct-04	\$10,000	Dec-05	
Engineering	Yes	\$(5,000)	No		Yes	\$(5,000)
Road Req	Yes	\$20,000	No		No	
Location	Similar		Similar		Inferior	\$50,000
Adjustments:		\$22,800		\$10,000		\$45,000
Indicated Value/Lot:		\$110,300		\$ 110,000		\$113,000

Land Value Summary

The indicated "as is" value range is \$110,000 to \$113,000/lot. It is my opinion that the supply of available land in Durham and the current market stability would support a value from the upper end of the range: \$113,000/lot.

Based upon this analysis of similar residential development land sales, as adjusted, it is my opinion that the estimated "as is" market value the subject land is as follows:

Estimated Number of Potential Lots	5
Estimated Value/Lot	<u>\$113,000</u>
Total Estimated Land Value	\$565,000

DIRECT SALES COMPARISON APPROACH - CONCLUSION

The subject has been compared to residential development land sales to determine the estimate market value at its highest and best use on a per-potential-lot basis. The indicated value by this approach is

FIVE HUNDRED SIXTY-FIVE THOUSAND (\$565,000) DOLLARS

RECONCILIATION AND CONCLUSION

Development Approach to Land Value

The Development Approach has been included to support an opinion based upon the discounted cash flow analysis of the subject's development potential. This approach is consistent with the actions of buyers and is based upon a return on investment analysis. This approach is deserving of an average amount of weight in the final evaluation.

Direct Sales Comparison Approach

This approach has been used to determine the estimated market value of the subject as development land by direct sales comparison analysis. This approach is weakened by the lack of recent similar sales in Durham but is based upon the actions of buyers in this market and deserves a fair amount of weight.

Final Conclusion

The indicated Market Value of the subject land at its highest and best use by the Development Approach (\$575,000) and by the Direct Sales Comparison Approach (\$565,000) is rounded in favor of the Development Approach to \$575,000.

Therefore, based upon this study, it is my opinion that the final **FEE SIMPLE MARKET VALUE** of the subject in its "as is" conditions and as of December 14, 2005 is:

FIVE HUNDRED SEVENTY-FIVE THOUSAND (\$575,000) DOLLARS.

Respectfully Submitted,

ROCKINGHAM APPRAISAL SERVICE LLC



By: Michael Daigneault, RAA, NHCG-551
Certified General Appraiser

ADDENDA

TAX MAP

TOPOGRAPHICAL MAP

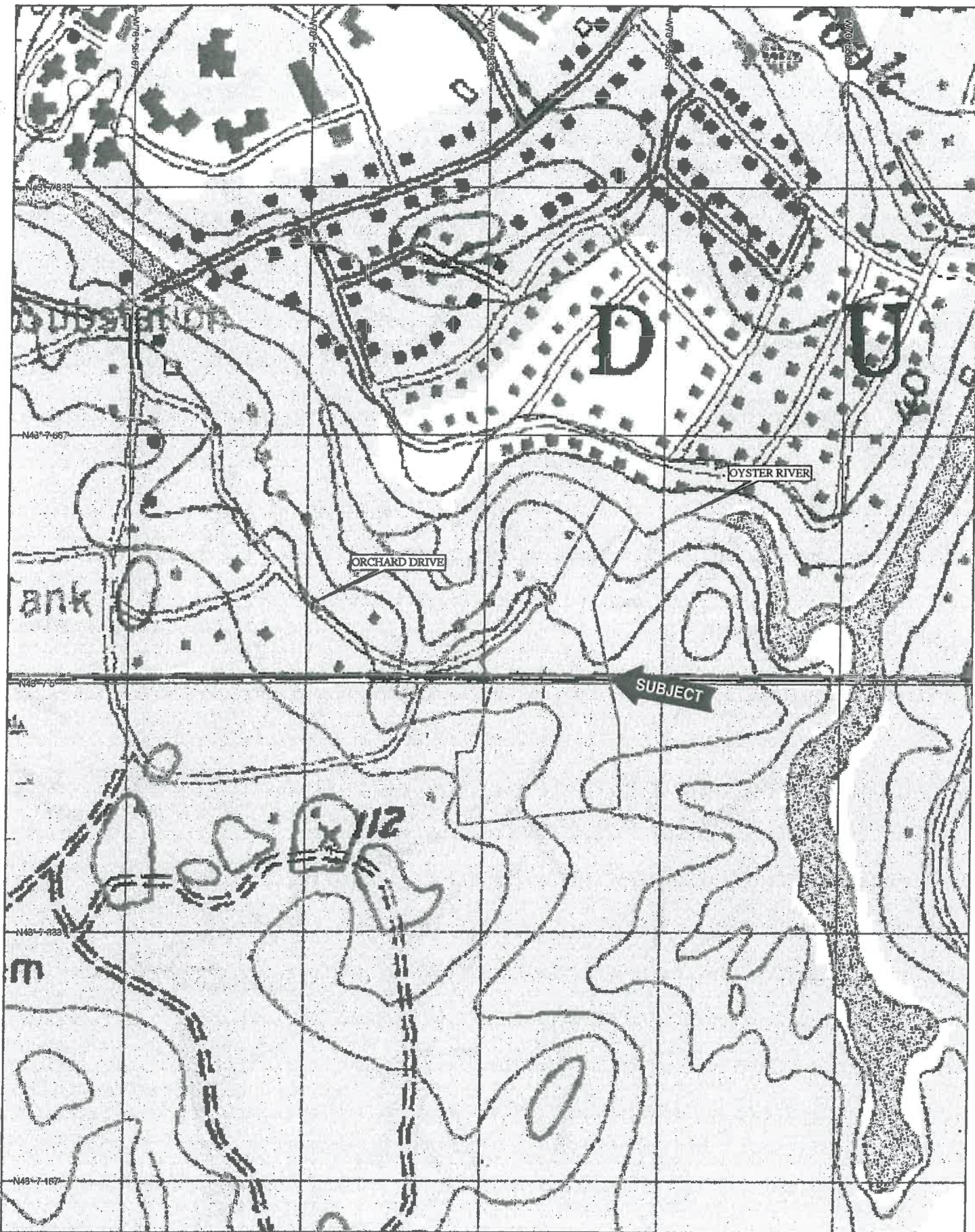
LOCATIONAL MAP

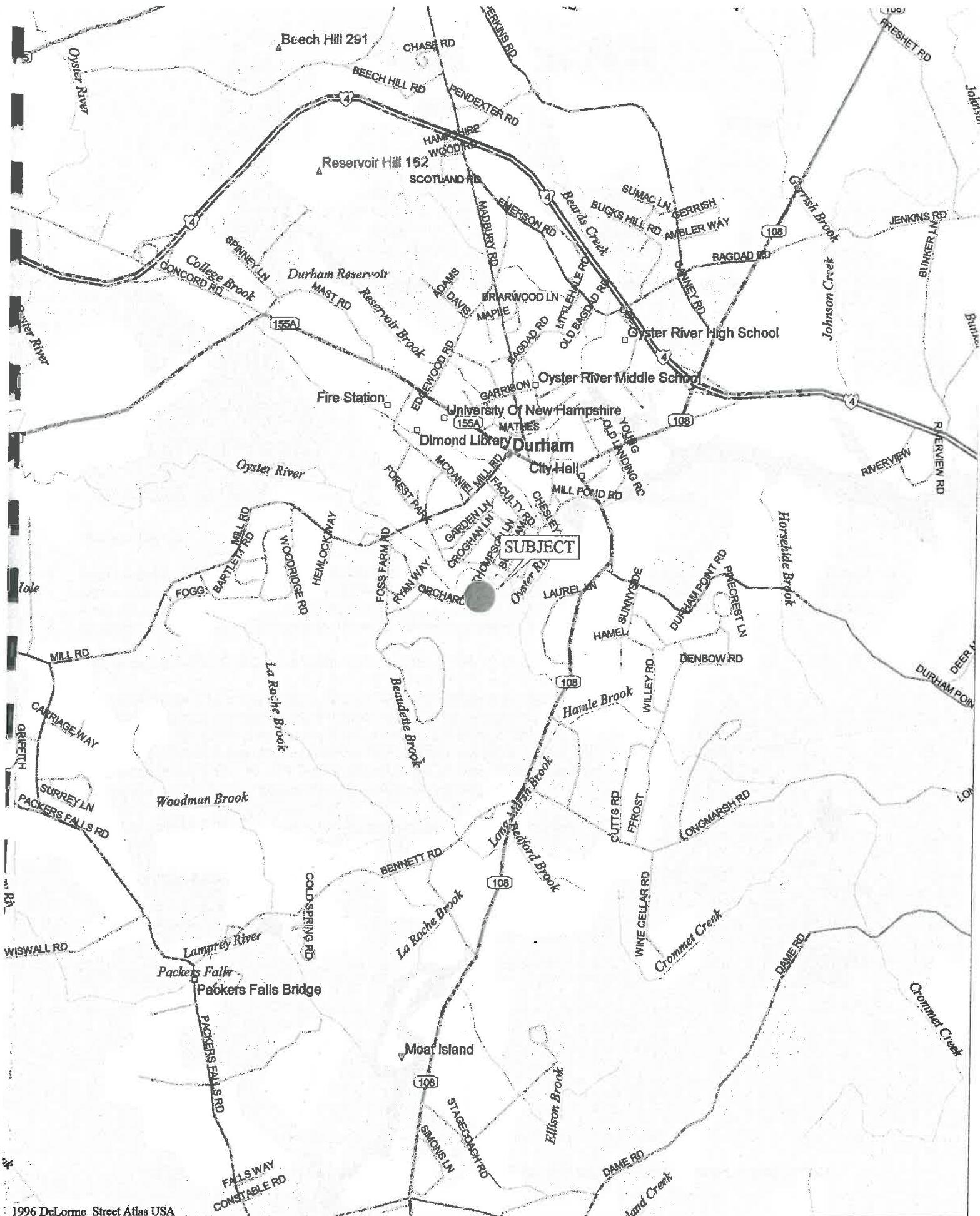
TOWN STATISTICAL DATA

FLOOD HAZARD MAP

LEGAL DESCRIPTION

APPRAISER QUALIFICATIONS

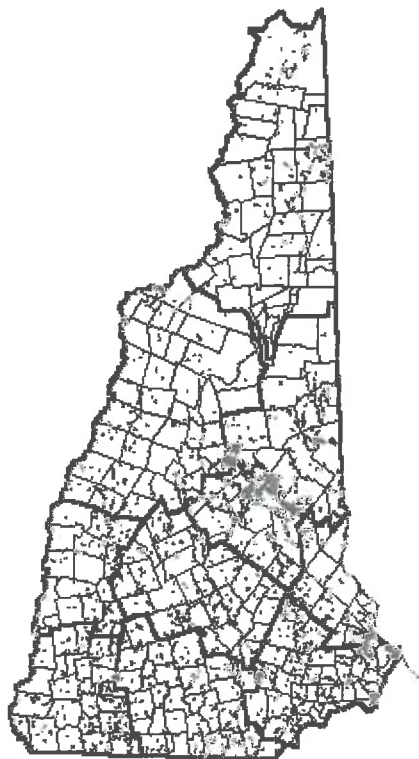




© 1996 DeLorme Street Atlas USA

LOCATIONAL MAP

Durham, NH



Community Contact

Town of Durham
James Campbell, Director of Planning
15 Newmarket Road
Durham, NH 03824-2898

Telephone
Fax
E-mail
Web Site

(603) 868-8064
(603) 868-8033
jcampbell@ci.durham.nh.us
<http://ci.durham.nh.us>

Municipal Office Hours

Monday through Friday, 8 am - 5 pm

County
Labor Market Area
Tourism Region
Planning Commission
Regional Development

Strafford
Rochester-Dover NH-ME Metro-NECTA, NH Portion
Seacoast
Strafford Regional
Strafford Economic Development Corp.

Election Districts

US Congress
Executive Council
State Senate
State Representative

District 1
District 3
District 21
Strafford County District 7

Incorporated: 1732

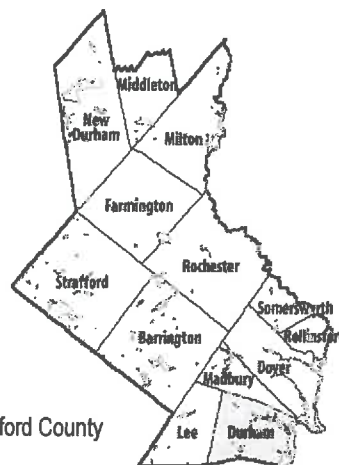
Origin: A parish of Dover settled in 1669 as Oyster River Plantation, Durham was incorporated in 1732. The name probably honored Richard Barnes, Bishop of Durham, England, the first Puritan bishop. A descendent of an early settler, Benjamin Thompson, bequeathed the family estate, Warner Farm, to be used for establishment of an agricultural college. The state agricultural school, originally set up in Hanover in 1866, was moved to Durham in 1890, becoming the University of New Hampshire in 1923.

Population, Year of the First Census Taken: 1,247 residents in 1790

Population Trends: Durham's population count includes resident students, but even so, decennial growth rates have slowed recently. Growth rates hit a high of 61 percent between 1960-1970, and have slowed since, growing by only seven percent between 1990-2000. Over fifty years, Durham's population increased by 7,894 residents, going from 4,770 in 1950 to 12,664 residents in 2000. The 2004 Census estimate for Durham was 12,904 residents, which ranked 21st among New Hampshire's incorporated cities and towns.

Population Density, 2004: 576.1 persons per square mile of land area. Durham contains 22.4 square miles of land area and 2.4 square miles of inland water area.

Villages and Place Names: Oyster River



MUNICIPAL SERVICES

Type of Government	Administrator & Council
Budget: Municipal Appropriations, 2005	9,360,705
Budget: School Appropriations	
Zoning Ordinance	1935/05
Master Plan	2000
Capital Improvement Plan	Yes
Industrial Plans Reviewed By	Town Plan./Plan. Brd
Boards and Commissions	
Elected:	Town Council
Appointed:	Planning; Zoning; Conservation; Library Trustees; Cemetery Trustees; Historic

Public Library Durham Public; UNH Durham Dimond

EMERGENCY SERVICES

Police Department	Full-time
Fire Department	Full-time
Town Fire Insurance Rating	4/9
Emergency Medical Service	Volunteer

Nearest Hospital(s):

Wentworth-Douglass, Dover

Distance: 4 miles Staffed Beds: 115

UTILITIES

Electric Supplier	PSNH; NH Electric Coop.
Natural Gas Supplier	Northern Utilities
Water Supplier	UNH/Durham Water System

Sanitation	Municipal
Municipal Wastewater Treatment Plant	Yes
Solid Waste Disposal	Municipal
Curbside Trash Pickup	No
Pay-As-You-Throw Program	
Recycling Program	Mandatory

Telephone Company	Verizon
Cellular Telephone Access	Yes
Cable Television Access	Yes
Public Access Television Station	Yes
High Speed Internet Service:	Business unknown
	Residential unknown

PROPERTY TAXES

2004 Total Tax Rate (per \$1000 of value)	\$25.14
2004 Equalization Ratio	96.0
2004 Full Value Tax Rate (per \$1000 of value)	\$24.16

2004 Percent of Property Valuation by Type	
Residential Land and Buildings	82.0%
Commercial Land and Buildings	16.7%
Other Property including Utilities	1.3%

HOUSING

2003 Total Housing Units	3,136
2003 Single-Family Units	1,795
Building Permits Issued	10
2003 Multi-Family Units	1,341
Building Permits Issued	115
2003 Manufactured Housing Units	0

DEMOGRAPHICS

Total Population	Community	County
2004	12,904	118,217
2000	12,684	112,676
1990	11,816	104,348
1980	10,652	85,324
1970	8,869	70,431

Census 2000 Demographics

Population by Gender		
Male	5,719	Female 6,945

Population by Age Group	
Under age 5	306
Age 5 to 19	4,083
Age 20 to 34	4,982
Age 35 to 54	1,948
Age 55 to 64	571
Age 65 and over	774
Median Age	21.2 years

Educational Attainment, population 25 years and over

High school graduate or higher	97.5%
Bachelor's degree or higher	73.4%

ANNUAL INCOME, 1999

(Census 2000)

Per capita income	\$17,210
Median 4-person family income	\$83,609
Median household income	\$51,697

Median Earnings, full-time, year-round workers

Male	\$54,519
Female	\$31,548

Families below the poverty level 2.8%

LABOR FORCE

	1994	2004
Annual Average		
Civilian labor force	5,096	6,782
Employed	4,975	6,593
Unemployed	121	189
Unemployment rate	2.4%	2.8%

EMPLOYMENT & WAGES

	1994	2004
Goods Producing Industries		
Average Employment	48	589
Average Weekly Wage	\$389	\$1,122

Service Providing Industries

Average Employment	1,614	1,402
Average Weekly Wage	\$440	\$412

Total Private Industry

Average Employment	1,662	1,991
Average Weekly Wage	\$439	\$622

Government (Federal, State, and Local)

Average Employment	3,926	4,816
Average Weekly Wage	\$657	\$901

Total, Private Industry plus Government

Average Employment	5,588	6,807
Average Weekly Wage	\$592	\$820

n = indicates that data does not meet disclosure standards

EDUCATION AND CHILD CARE

Schools students attend:
 Career Technology Center(s):

Grades K-12 are part of Oyster River Cooperative (Durham, Lee, Madbury)
 Dover Voc. Center; Somersworth Reg. Voc. Center; Creteau Voc. Center,
 Rochester

District: SAU 5
 Region: 12

Educational Facilities	Elementary	Middle/Junior High	High School	Private/Parochial
Number of Schools		1	1	
Grade Levels		5-8	9-12	
Total Enrollment		701	722	

NH Licensed Child Care Facilities, 2004: Total Facilities: 6 Total Capacity: 222

Nearest Community/Technical College: **Stratham**
 Nearest Colleges or Universities: **University of NH; McIntosh**

LARGEST EMPLOYERS	PRODUCT/SERVICE	EMPLOYEES	ESTABLISHED
University of New Hampshire	Education	4,268	
Goss International	Printing Press	300	
Town of Durham	Municipal services	80	

TRANSPORTATION

Road Access	Federal Routes	4
	State Routes	108, 155, 155A
Nearest Interstate, Exit	I-95, Exit 6	
Distance		12 miles
Railroad	Boston & Maine	
Public Transportation		Yes
Nearest Airport	Pease	
Runway		11,321 feet
Lighted? Yes	Navigational Aids? Yes	
Nearest Commercial Airport	Pease	
Distance		12 miles
Driving distance to select cities:		
Manchester, NH		35 miles
Portland, Maine		61 miles
Boston, Mass.		64 miles
New York City, NY		272 miles
Montreal, Quebec		282 miles

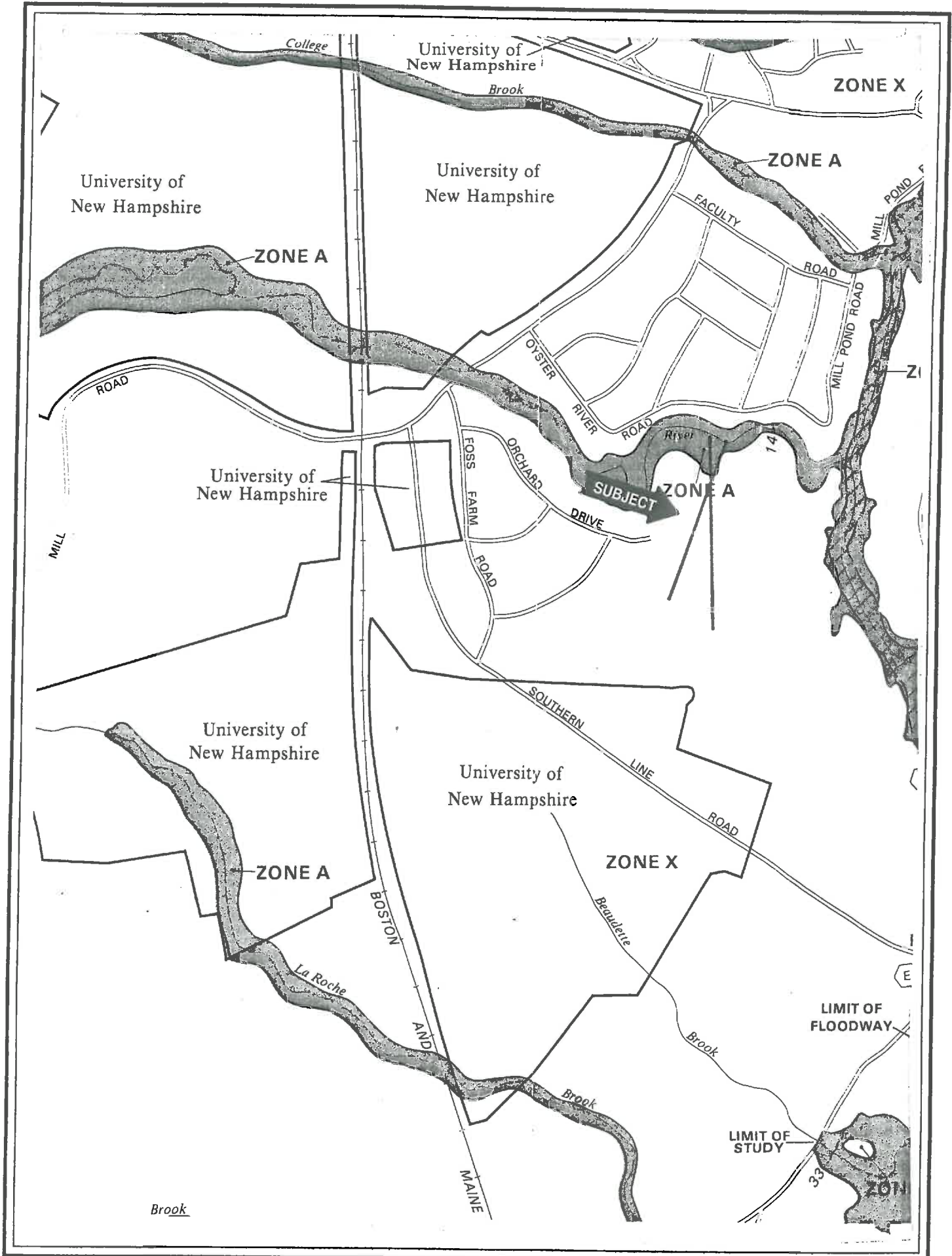
COMMUTING TO WORK

(Census 2000)

Workers 16 years and over	
Drove alone, car/truck/van	56.6%
Carpooled, car/truck/van	6.5%
Public transportation	3.6%
Walked	27.1%
Other means	2.1%
Worked at home	4.1%
Mean Travel Time to Work	17.1 minutes
Percent of Working Residents:	
Working in community of residence	46%
Commuting to another NH community	47%
Commuting out-of-state	6%

RECREATION, ATTRACTIONS, AND EVENTS

X	Municipal Parks
	YMCA/YWCA
	Boys Club/Girls Club
X	Golf Courses
	Swimming: Indoor Facility
X	Swimming: Outdoor Facility
	Tennis Courts: Indoor Facility
	Tennis Courts: Outdoor Facility
X	Ice Skating Rink: Indoor Facility
	Bowling Facilities
	Museums
	Cinemas
X	Performing Arts Facilities
	Tourist Attractions
X	Youth Organizations (i.e., Scouts, 4-H)
X	Youth Sports: Baseball
X	Youth Sports: Soccer
X	Youth Sports: Football
X	Youth Sports: Basketball
X	Youth Sports: Hockey
	Campgrounds
X	Fishing/Hunting
X	Boating/Marinas
	Snowmobile Trails
X	Bicycle Trails
X	Cross Country Skiing
	Beach or Waterfront Recreation Area
	Nearest Ski Area(s): Gunstock Ski Area
	Other: Great Bay National Estuarine Research Reserve



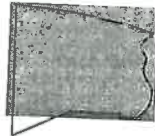
NATIONAL FLOOD INSURANCE PROGRAM

FIRM
FLOOD INSURANCE RATE MAP

**TOWN OF
DURHAM,
NEW HAMPSHIRE
STRAFFORD COUNTY**

PANEL 5 OF 10

(SEE MAP INDEX FOR PANELS NOT PRINTED)



PANEL LOCATION

COMMUNITY-PANEL NUMBER

330146 0005 B

EFFECTIVE DATE:

MAY 3, 1990



Federal Emergency Management Agency

WARRANTY DEED

I, HENRY BAILEY STEVENS, a single person

of Durham Strafford County, State of New Hampshire, for consideration paid, grant to OYSTER RIVER COOPERATIVE SCHOOL DISTRICT, a municipal corporation of Strafford County, State of New Hampshire, with WARRANTY covenants.

A certain tract or parcel of land situate on the southerly side of Orchard Drive, so called, in the Town of Durham, County of Strafford and State of New Hampshire, and being known as Lot C on a plan entitled "Henry Bailey Stevens, Section No. 3, Valley Development, Durham, New Hampshire" to be recorded, and bounded and described as follows:

Beginning at a steel stake on the Southerly side of Orchard Drive at the North-westerly corner of Lot B and running S. 30° 51 1/2' W. a distance of Six Hundred Seventy-five and Two Tenths (675.2) feet to a stone wall; thence turning and running S. 84° 41' E. by and along said stone wall a distance of Two Hundred Twenty-two and Eight Tenths (222.8) feet; thence continuing S. 82° 05' E. a distance of One Hundred Ninety-three and Nine Tenths (193.9) feet to the end of said stone wall; thence turning and running N. 35° 31' E. by and along a barbed wire fence and land now or formerly of MacDonald a distance of One Hundred Ten (110.0) feet to the Southwesterly corner of Lot B; thence turning and running N. 13° 45' W. by and along said Lot B a distance of Five Hundred Fifty-three and Three Tenths (553.3) feet to Orchard Drive and the point of beginning.

~~H.B.S. Reserving, however, to said Stevens, his heirs and assigns, the prior right to repurchase the aforesaid premises, if offered for sale prior to the construction of a dwelling thereon, at the same price as a bona fide purchaser would pay for same.~~

Meaning and intending to convey a portion of the premises acquired by Henry Bailey Stevens from Stacy L. Hanson by deed dated October 18, 1919, and recorded in Book 390, Page 9 of the Strafford County Registry of Deeds.

NO STAMPS REQUIRED.

1973 JUL 11 AM 9:58.

STRAFFORD COUNTY

Registration E. H. Stevens

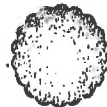
Grantee all rights of dower and homestead and other interest therein.
 wife husband of said Grantor, release to said curtesy

WITNESS MY hand and seal this 13th day of July, 1973.

Witness:

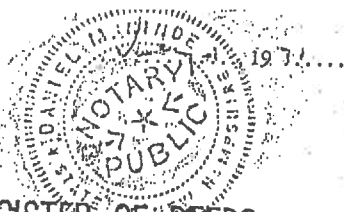
Henry Bailey Stevens

Henry Bailey Stevens



STATE OF NEW HAMPSHIRE

LEGAL DESCRIPTION



personally appeared and acknowledged the foregoing instrument to be
...his... voluntary act and deed.

Before me,

Blair L. Wade

*Justice of the Peace,
Notary Public.*

REGISTER OF DEEDS
STRAFFORD COUNTY

Marjorie E. Holmes

BK- 929 PGE-109

APPRAISER QUALIFICATIONS

MICHAEL F. DAIGNEAULT, RAA, NHCG-551

Professional Designations

- Residential Accredited Appraiser, RAA, National Association of REALTORS
- Certified General Appraiser, State of New Hampshire, NHCG-551

Education

- B.S. Management, New Hampshire College, Manchester NH

Primary Appraisal Education

- Principles of Real Estate, New Hampshire College (1975)
- Residential Real Estate Appraising, Kenny Appraisal Associates, 30 Hrs (1979)
- Principles of Real Estate Appraising, NAIFA, 21 Hrs (1982)
- Applied Residential Property Valuation 102, SREA, 39 Hrs (1983)
- Uniform Standards of Professional Appraisal Practice, University of S Maine, 15 Hrs (1991)
- Technical Writing of Appraisals, University of S Maine, 15 Hrs (1992)
- Small Income Property Appraising, University of S Maine, 15 Hrs (1993)
- Appraising Income Properties, JMB Academy, 30 Hrs, (1998)
- Advanced Income Property Appraising, JMB Academy, 35 Hrs, (1998)

Continuing Appraisal Education

- Marshall & Swift Cost Seminar, IFA (1980)
- FNMA/FHLMC Residential Report Writing, NHA AO
- Mortgage Equity Analysis, IFA
- Adjusting for Creative Financing, NHA AO
- FNMA/FHLMC Small Residential Income Property Seminar, NHA AO
- Underwriting the Appraisal Report, The Mortgage Institute
- Appraising the Condominium Unit, MBREA (1987)
- Uniform Residential Appraisal Report, IFA & JMB (1997)
- Marshall & Swift Commercial/Industrial Cost, NH Dept. of Revenue (1987)
- Real Estate Valuation and Litigation, MBREA (1987)
- Market Data Extraction, IFA (1989)
- New Look for Appraisals (FIRREA) AES (1993)
- Appraisal Regulations for Federal Banking Agencies, Appraisal Institute (1994)
- Uniform Standards of Professional Practice, Appraisal Inst. (1994) JMB (1997) UNH (2000) McKissock (2003) McKissock (2005)
- The Future of Appraising, EDI, Appraisal Institute (1996)
- Techniques of Income Property Appraising, JMB (1996)
- Environmental Awareness, Allstate Home Inspections (1996)
- Appraisals in Court, NHBA (1998)
- Microsoft Excel Seminar, Fred Pryor Seminars (2000)
- Wetlands - The Elusive Value, ASA (2001)
- Real Estate Law and the Appraiser, McKissock (2002)
- Land Use Law for Non-Lawyers, UNH (2003)
- Construction Details and Trends, McKissock (2003)
- Information Technology and the Appraiser, McKissock (2003)
- Appraising Complex Residential Properties, MBREA (2005)

Experience

- Residential/Commercial Construction, L.Daigneault & Sons, Inc. 5 Years
- Speculation Building, Development, Income Property Investments, 30 Years
- Real Estate Brokerage and Appraisal, 27 Years

Major Clients

- Ocean National Bank/Chittenden Bank
- Community Bank & Trust Company
- Federal Savings Bank
- Phillips Exeter Academy

No. NHCG-551



New Hampshire Real Estate Appraiser Board

THIS HEREBY ACKNOWLEDGES

MICHAEL F. DAIGNEAULT

Is duly recognized as a

CERTIFIED GENERAL APPRAISER

In accordance with all of the provisions of Chapter 310B of the Revised Statutes Annotated and amendments thereto, and the rules and regulations of this Commission.

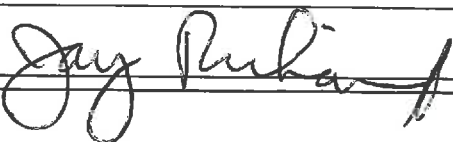
This license certificate applies only to the person named herein and shall remain in effect unless sooner revoked or suspended in accordance with the law.

This license expires 12/31/06

Real Estate Appraiser Chairman

[Signature]

Oyster River Cooperative School District
Nomination Summary
Confidential

Name:	Miles Roberge
Date:	6/5/15
Position:	Middle School Grade 5 Math and Science
Person Replacing:	Aaron Ward to grade 6 and Michelle McInnes retiring
Budgeted Amount:	\$60,452
Recommended Step/Salary:	MA Step 7 \$ 56,322
Interviewed By:	Jay Richard, Cathi Stetson (Tech integrator), Dave Montgomery (Grade 5 teacher), Diana Pelletier (Grade 5 teacher), Ruth Gehling (Math Coach), Andrea Biniszkiewicz (Special Ed coordinator), Bill Sullivan (Asst. Principal)
# Interviewed:	6
Education:	Plymouth State University BS Childhood Studies Grand Canyon University MS Special Education
Certification:	NH K-8 1811
HQT Status	
Related Experience:	Coach Math Intervention Teacher PBIS Leader and RTI
Comments:	Miles was the top candidate during a thorough selection process. References are exceptional and he displayed excellent teaching skills during our classroom observation. Miles has a variety of background experience that will be valuable to the entire school community (see resume).
Date: 6/5/15	Authorized Signature: 
REQUIRED Attachments:	
<input checked="" type="checkbox"/> Resume <input checked="" type="checkbox"/> 3 Letters of Recommendation <input checked="" type="checkbox"/> Copy of Certification	

Oyster River Cooperative School District
Nomination Summary
Confidential

Name:	Heather A. Darios
Date:	June 11, 2015
Position:	Second Grade Teacher
Person Replacing:	Rebecca Yerkes
Budgeted Amount:	MA+30/Step 5 \$54,481
Recommended Step/Salary:	Master/Step 7 \$56,322
Interviewed By:	Carrie Vaich, Principal David McCormick, Second Grade Teacher Barb Jasinski, Reading Specialist Geetha Vasudevan, ESOL Teacher Erin Handwork, First Grade Teacher Michelle Parsons, Kindergarten Teacher Cathy Baker, Physical Education Teacher
# Interviewed:	6
Education:	B.S. Childhood Studies, K-8, Plymouth State University M. Ed. Elementary Education, Plymouth State University
Certification:	NH License # 89958: Elementary Education K-8
HQT Status	Yes
Related Experience:	Grade one classroom teaching experience since 2008 at Epping Elementary School. Served as a summer school mathematics teacher in Newmarket, NH in 2008 along with completing a long term substitute position in the same district from April – June 2008.
Comments:	Heather Darios possesses a high level of enthusiasm and skill for teaching elementary aged students. She has been trained in various mathematics, penmanship, technology and literacy programs that mesh fully with Oyster River elementary curriculum. In addition, Heather serves on the data, advisory, math and technology committees at the school/ district level. Heather's knowledge of best practices in educating students makes her an incredible addition to the Mast Way staff.

REQUIRED Attachments:
 Resume 3 Letters of Recommendation Copy of Certification

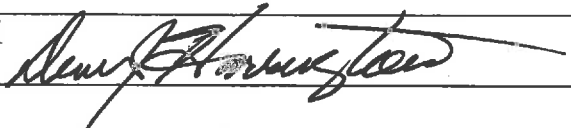
Revised 5/7/09, 9/12/11 to include HQT Status

Carrie Vaich 6/11/15
 Mast Way Principal

Oyster River Cooperative School District

Nomination Summary

Confidential

Name:	Elizabeth Birnam
Date:	5-29-15
Position:	Literacy Specialist
Person Replacing:	Brenda Zarnowski
Budgeted Amount:	\$ 50,452
Recommended Step/Salary:	Step 15/ \$81,021 2. MASTERS
Interviewed By:	Dennis Harrington, Carol McEntee, Catherine Plourde, Margaret Kelley, Doug Hoff, Jackie Filion, Michelle Fitzhenry & Michele Jones
# Interviewed:	4
Education:	Education Specialist (CAGS), UNH 2007-2011 M.Ed. Reading K-12, UNH 1995-1996 Teacher Cert. Prog., Metro State College of Denver 1992-1994 BA Studio Art, Minor Psychology, UNH 1986-1990
Certification:	56993
HQT Status	Highly Qualified
Related Experience:	Literacy Facilitator, Dover School District – 2007-present Book Author of <i>When Teacher Voices Are Heard: The Future of the Literacy Landscape</i> , 2013 Professional Developer, UNH 2015-present Reading Specialist, Newmarket Elem – 2006-2007 Reading Specialist/Middle School Literacy Coordinator, Tamworth & Freedom Schools – 2003-2006 Federal Projects Manager, Tamworth - 2003-2006 <i>Learning Through Teaching</i> Instructor, 2006-present 4 th grade teacher, Moharimet – 1998-2003 Grade 4/5 multiage teacher, Timberlane School Dist-1996-1998 Reading Teacher, Stratham Elem – 1995-1996 4 th grade teacher, Boulder, CO – 1994-1995
Comments:	Evidence of strong instructional leadership. Willingness to collaborate. Years of varied experiences and breadth and depth of knowledge of teaching reading and writing. Willingness to model teach in classrooms.
Date: 6/1/15	Authorized Signature: 

REQUIRED Attachments:

Re Resume 3 Letters of Recommendation Copy of Certification

Policies for
 First/Second Read/Adoption/Deletion
**SB Meeting of
 June 17, 2015**

Title	Code
Policies for First Read	
Student Activities, Clubs and Organizations	JJA
Student Fund Raising Activities	JJE
Student Activities, Clubs, Fund Management	JJF
Risk Management	EI
Policies for Request of Public Hearing	
School Board Member Authority	BBAA
Advisory Committees to the Board	BDF
Policies for Second Read/Adoption	
Policies for Deletion	

The June 10, 2015 policy minutes are attached to this packet as a reference to the proposed changes to the attached policies.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JJA
Draft Policy Committee: 8/4/11 Code Change from IGD SB First Read: August 17, 2011 SB Second Read/Adoption: September 7, 2011 Review Policy Committee: June 10, 2015 School Board First Read: June 17, 2015	Page 1 of 2 Category: Optional

STUDENT ACTIVITIES, CLUBS AND ORGANIZATIONS

It is the policy of the Oyster River Cooperative School Board to allow opportunities for all students to participate in co-curricular activities designed to meet their needs and interests.

Such activities must supplement and enrich regular academic instruction, provide opportunities for social development, encourage participation in clubs, athletics, performing groups, or encourage service to the school and community.

Any student organization must be recommended by the Principal and [Advisors](#) approved by the Board.

Eligibility

To participate in co-curricular and extra-curricular activities, all students must meet eligibility requirements, and understand that such participation is a privilege, not a right. The superintendent is directed to establish eligibility standards and procedures for acceptable academic performance, good citizenship/sportsmanship, parental permission, fees, and physical exams/health requirements. The eligibility standards and procedures will be published in the student/parent handbooks.

In addition, students who choose to participate in interscholastic sports will be governed by Policy JJB, Interscholastic Athletics, and by the eligibility standards of the New Hampshire Interscholastic Athletic Association (NHIAA).

Participation

The district allows students enrolled in other schools - including charter schools, non-public schools, and home schools - to participate on an equal basis in any activity offered by the district that is not offered at a student's school of attendance, provided they meet the eligibility requirements for participation. This applies to:

1. Students who are residents of this school district but who are being educated in a home school may participate provided they comply with all laws governing non-public home-based education.
2. Students who are residents of the district [by-but](#) who are being educated in an independent or parochial school if the school in which the student is enrolled does not sponsor the activity.

The superintendent is directed to establish procedures for application and appeal to implement this participation allowance.

Participation Fees

Non-enrolled students participating in district co-curricular and extra-curricular activities are subject to the same fees charged enrolled students for the activity.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JJA
Draft Policy Committee: 8/4/11 Code Change from IGD SB First Read: August 17, 2011 SB Second Road: September 7, 2011 <u>Policy Committee: June 10, 2015</u> <u>School Board First Read: June 17, 2015</u>	Page 2 of 2 <u>Category: Optional</u>

Cross Reference:

- JJF - Student Activities Clubs Fund Management
- JJF-R - Administering Student's Activities Club Funds
- JJJ - Interscholastic Athletics

Legal Reference:

- NH Code of Administrative Rules, Section Ed. 306.26(d), Kindergarten-Grade 8 Curriculum
- NH Code of Administrative Rules, Section Ed. 306.27(b)(5), High School Co-curricular Program
- NH Code of Administrative Rules, Section Ed. 306.27(v), Reasonable accommodations for students with disabilities

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JJE
Date of Adoption: March 26, 1987-Replaced 2/12/14 School Board First Read: March 5, 2014 School Board Second Read/Adoption: April 2, 2014 <u>Policy Committee Review: June 10, 2015</u> <u>School Board First Read: June 17, 2015</u>	Page 1 of 1 Category: Optional

STUDENT FUND RAISING ACTIVITIES

The Oyster River Cooperative School Board recognizes that students may wish to engage in fundraising activities. All such fundraising activities require prior approval of the Superintendent or his or her designee.

Student fundraising activities must be for the support of the school mission. ~~Fundraising will not be school sponsored unless it is approved by the superintendent.~~ All fundraising money must be deposited in the school activity accounts which shall be maintained according to standards and procedures established by the superintendent or his/her designee, and those accounts shall be audited annually.

Cross Reference:

JJA – Student Activities, Clubs and Organizations

JJF – Student Activities, Clubs Fund Management

JJF-R – Administering Student Activity Funds

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: JJF
Review Policy Committee: 8/4/11 First Read to SB: August 17, 2011 Second Read/Adoption to SB: September 7, 2011 Policy Committee Review: June 10, 2015 School Board First Read: June 17, 2015	Page 1 of 1 Category: Recommended

STUDENT ACTIVITIES, CLUBS, FUND MANAGEMENT

The Oyster River Cooperative School Board authorizes the establishment of Student Activity Funds. Such funds shall be organized and managed consistent with the provisions of this policy.

Student activity funds may be raised and spent to promote the general welfare, education of the student body and/or the extracurricular activities of student clubs, groups and organizations.

[The funds will be used for which it was raised.](#)

The Principal of the school shall be responsible for the proper administration of the financial activities of the Student activities fund in accordance with state law and appropriate accounting practices and procedures. The Principal is charged with establishing administrative regulations to carry out the provisions of this policy.

Student activity accounts are subject to auditing at any time by the Business Administrator or his/her designate.

Cross Reference:

JJA – Student -Activities Clubs and Organizations

[JJE – Student Fund Raising Activities](#)

JJF-R – Administering Student Activity Funds

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: EI
Date of Adoption: June 29, 1988 <u>Policy Committee Review: June 10, 2015</u> <u>School Board First Read: June 17, 2015</u>	Page 1 of 1 <u>Category: Recommend</u>

RISK MANAGEMENT

The Oyster River School Board recognizes its responsibility for properly managing the resources of the Oyster River school system. This responsibility includes concern for the safety of students, employees and the public, as well as concern for protecting the system's property from loss. No new policy or procedure will be adopted or approved by the Board without first giving careful consideration to the school system's risk exposure.

The superintendent or, by designation, the business administrator, shall be responsible for establishing a risk management and insurance program covering all property and program risks related to the performance of the educational and service missions of the system. This risk management and insurance program shall include means for identifying, eliminating, reducing, retaining or transferring risk. Only when a particular risk cannot be eliminated or feasibly retained by the systems shall it be transferred by the purchase of insurance.

The Board realizes that the assumption of some predictable risks is the most economically feasible method of treating certain exposures. When it is in the apparent best interest of the system, the Board may budget for and retain limited and predictable risks of financial loss, through the use of contingency funds, deductibles, etc. or participation of pooled risk management programs with other school districts.

When the purchase of commercial insurance is deemed necessary, such purchase will be made on the basis of service offered by the insurer, the reliability and financial stability of the insurer, and the price of the insurance as competitively determined.

The Board does not recognize any obligation to purchase insurance from a particular agent, broker or insurer representative or from any group of agents, brokers or insurer representative other than an obligation based on the above stated considerations.

The Board authorizes the superintendent to seek professional risk management advice, if necessary, in order to develop, implement, maintain and audit an effective risk management program for the system.

Legal Reference:

RSA 194:3.III. Powers of District

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAA
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 <u>Policy Committee Review: May 13, 2015</u> <u>School Board First Read: May 20, 2015</u> <u>Policy Committee Review: June 10, 2015</u> <u>School Board June 17, 2015 - Request for Public Hearing</u>	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 will have study and review functions as assigned to them by proper motion of the Board. Subcommittees will report their findings and recommendations to the full Board which will take action as a whole. Subcommittees may also take action that have been previously authorized by the full Board or are inherent in their Board approved charge. 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, both school and community based, for the purpose of reciprocal communication and reporting back to the Board. No more than two Board members may be delegated as liaison to the same committee or organization. Public access to the meetings and records of such committees or organizations is determined by how the Right-to-Know law applies to that committee or organization.

Communications and reports involving the liaison with the Board shall be consistent with the Right-to-Know law and all related policies.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAA
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 Policy Committee Review: May 13, 2015 School Board First Read: May 20, 2015 Policy Committee Review: June 10, 2015 School Board June 17, 2015 Request for Public Hearing	Page 2 of 2 Category: Recommended

Specific Task

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

This policy affects public access to the Board and the public's Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right-to-Know law that may not be suspended. This policy will be reviewed by the Board ~~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 School Board/Superintendent Revisions: January 13, 2014 Policy Committee Review: May 13, 2015 School Board First Read: May 20, 2015 Policy Committee Review: June 10, 2015 School Board June 17, 2015 - Request for Public Hearing	Page 1 of 2 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 citizens to advisory committees unless delegated to the superintendent. 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.

~~Regardless of how it is formed, any~~ Any advisory committee that reports to the Board or informs a decision ultimately to be made by the Board is a public body fully subject to the Right-to-Know law and related policies equally as the Board itself. This does not include advisory committees that only report to or inform a decision ~~ultimately~~ made by the Superintendent or his or her designee. For example, an advisory committee to recommend candidates to be nominated by the Superintendent is not a public body even though the Board votes to elect the single nominated candidate.

As each new advisory committee that is a public body is being organized, its members will review the Right-to-Know law and related policies to ensure full awareness and compliance.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BDF
Review First Read School Board: September 5, 2012 Second Read/Adoption School Board: October 3, 2012 School Board/Superintendent Revisions: January 13, 2014 Policy Committee Review: May 13, 2015 School Board First Read: May 20, 2015 Policy Committee Review: June 10, 2015 School Board June 17, 2015 Request for Public Hearing	Page 2 of 2 Category: Optional

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

Cross Reference:

- BBA - School Board Member Authority
- BDB - Board Officers/Board Organization Meeting
- EFA: Availability and Distribution of Healthy Foods

Legal References:

- RSA 32:24, Other Committees
- RSA 91-A: Access to Public Records and Meetings

Policy Committee Meeting Minutes

Wednesday, June 10, 2015 @ 3:30 PM

Attendees: Maria Barth, Kenny Rotner, Denise Day, Wendy DiFruscio, James Morse, Susan Caswell, Corey Parker

Visitors: 3 – Jennifer Rief, Toni Kaplan, Darlene Smith

Called to order at 3:30 by Maria Barth who opened the meeting by addressing the visitors and asking if there was a particular reason that they would like to bring to the table.

Jennifer Rief explained that she wanted to speak about Booster Clubs. She provided background as to why this is of interest to her and the two other visitors. Currently there is a club that is not part of 501CE, but run through the District's EIN#. Parents involved in this activity are not able to monitor funds and repeated requests for accounting by the parents are not followed up on. Feels the District should adopted a policy that pertains to Booster Clubs. Provided additional information, workshop training minutes and a sample policy from another school district that outlined the procedure that was followed.

Corey Parker explained that the Girls Hockey Team created their own guidelines and have their own EIN# for their activity and that this has worked well.

Jim explained that we have already been in the process of withdrawing our permission to let clubs use our tax id number. Jennifer thanked the committee for hearing her out and the three visitors left at 3:50 PM.

Maria resumed the meeting and began with Policy JJA – Student Activities, Clubs and Organizations - which was reviewed by Susan Caswell. The committee reviewed the existing policy, made a minor revision and this will be sent for a first read.

Policy JJE – Student Fund Raising Activities – Existing policy reviewed by the Business Administrator and committee. Questions asked and two revision was made to the policy and will be sent for a first read.

Policy JJF – Student Activities, Clubs, Fund Management – Reviewed as is. Discussion ensued and a sentence will be added as paragraph 3. Ready for first read. Procedure JJF-R was brought forward by Sue explaining that this will now be part of the policy as it depicts the steps followed for student activity funds and satisfies an Audit Team request for the District. Minor revisions were made.

At this point Jim asked if we could move Policy BBAA and BDF to the end of the meeting. All agreed.

Policy EI – Risk Management – This is an existing policy that was reviewed by the Business Administrator. Committee asked some clarifying questions. Discussion ensued. No changes made and ready for first read.

Policy EIB – Liability Insurance and Pooled Risk Management – Lengthy discussion between committee and administrators. Questions asked that require attorney review. This policy placed on hold pending attorney clarification.

Policy BBAA – School Board Member Authority – School Board requested that this return to the Policy Committee again for additional clarification and revision surrounding responsibilities of members and actions taken by subcommittee members. Additional revisions were made and this policy will return to the School Board at their next meeting for request to hold a public hearing at the July 15 School Board meeting.

Policy BDF – Advisory Committees to the Board – again this policy was sent back to the Policy Committee from the School Board for Language revision. Discussion ensued and a revision made to the last sentence and this policy will return to the School Board at their July 15 meeting for request to hold a public hearing. A procedure will be created defining the individual committees.

Meeting ended at 5:10 PM – Next meeting to be July 8, 2015.

Respectfully submitted,

Wendy L. DiFruscio