

Oyster River Cooperative School District

REVISED

July 13, 2016

High School

6:30 p.m.

SCHOOL BOARD MEMBERS: Tom Newkirk, Al Howland, Denise Day, Sarah Farwell, Dan Klein, Kenny Rotner Not Present: Maria Barth

ADMINISTRATORS: Superintendent Dr. James Morse, Sue Caswell, Todd Allen, Catherine Plourde, Carrie Vaiche, Jay Richard, Josh Olstad, Suzanne Filippone, Jim Rozycki

There were four members of the public present.

I. CALL TO ORDER

6:30 – 7:00 p.m. Manifest Review/Approval at each School Board meeting

II. APPROVAL OF AGENDA

Kenny Rotner moved to approve the Agenda with the addition of the two staff nominations, 2nd by Al Howland. Motion approved 6-0.

III. PUBLIC COMMENTS: None

IV. APPROVAL OF MINUTES

Motion to approve June 15th Minutes regular and non-public minutes and June 29th Manifest Meeting Minutes:

Denise Day moved to approve the June 15th Minutes, 2nd by Dan Klein
Revisions:

Page 6 Paragraph 2 delete “but next year could have a complete overhaul”.

Page 6 1st line rewrite to say: Sarah Farwell was okay with broad nature of board policy, but feels student technology use is a huge issue that needs looking into.

Page 3 Kenny Rotner also expressed that a smaller kindergarten class would be serve our students.

Bottom of page 6: Delete: “non-meeting RSA 91-A2 (if required)”

Motion passed 6-0.

Kenny Rotner moved to approve the June 15th Non-public minutes, 2nd by

Al Howland: Revisions: Missing Administrator names

Mike McCann, Corey Parker, Todd Allen, Misty Low. **Motion passed 6-0.**

Kenny Rotner moved to approve the June 29th Manifest Meeting Minutes, 2nd by Denise Day. Motion passed 4-2 with Al Howland and Kenny Rotner abstaining.

APPROVAL OF MANIFESTS: Payroll Manifest: #1 \$73,494.37, Payroll Manifest #2 \$174,065.38 and Vendor Manifest #1 \$234,348

V. ANNOUNCEMENTS, COMMENDATIONS and COMMENTS

A. District: Dennis Harrington of Moharimet updated the Board on his decision to remove the multi age classroom. It is a better distribution of resources for the school.

Jay Richard of the Middle School announced that any student can come in during lunch time this summer and get a free lunch. He also commended the custodial staff with all their work and efforts with the summer program.

Suzanne Filippone updated the Board on the high school. The administrators and faculty will be attending a competency workshop in Sanbornville. She commended Misty Lowe and the SPED department as the Department of Education compliance report for the high school came back that they are 100% in compliance.

B. Board: None

VI. DISTRICT REPORTS

A. Asst. Superintendents Report: Todd Allen reported that Sanbornville Workshop will have twelve staff from the high school and 8 middle school staff attending this three-day workshop on competencies next week. The Reach Program had 57 students in 7 camps this week. Next week will be 70 students in 7 camps. It is very exciting to see the maximum utilization of the programs. There are some very interesting things going on in the District. On July 27-29 at the high school library there will be a great training dealing with mental health and first aid for forty members of the staff. This is the start of district review of crisis response planning.

B. Superintendents Report:

Moharimet 2016-17 Enrollment Projections:

| | |
|---------------------------|-----------|
| Kindergarten: | 54 |
| First Grade: | 63 |
| Second Grade: | 79 |
| Third Grade: | 72 |
| Fourth Grade: | <u>98</u> |
| Total Projected Students: | 366 |

Mast Way 2016-27 Enrollment Projections:

| | |
|---------------------------|-----------|
| Kindergarten: | 49 |
| First Grade: | 58 |
| Second Grade: | 63 |
| Third Grade: | 61 |
| Fourth Grade | <u>52</u> |
| Total Projected Students: | 315 |

C. Business Administrator: None

D. Student Senate Report: None

E. Other: None

VII. DISCUSSION ITEMS:

2016 Strategic Plan Goals including Architects 2015 Middle School Report:

Steve Blatt Architects reported on the 2015 Middle School Report. The initial study of ORMS sought to evaluate the facility's impact on the delivery of the academic program to its 690 students in grades 5-8. This second part of the study addresses the options available for such improvement, ranging from reconfiguration and further renovation of the existing facility to construction of a new facility on a new site, and the various options between.

Early in the study, they were asked to evaluate several parcels of land for future use by the District. The Middle School site, at 11.5 acres, is considerable smaller than the recommended site size. Nevertheless, it does have the distinct advantages of full utility services, proximity to the High School, and its established identity as part of the District's and the town's history.

One of the objectives of that initial evaluation was to consider if other available sites might accommodate a new middle school facility. Within the bounds of SAU #5, there is very limited acreage served by municipal infrastructural services (public water, sanitary sewer, natural gas, three-phase power), and such parcels are either too small to accommodate both a new building and its attendant site amenities, or they are considered too valuable to be affordable for such use. We did evaluate a certain site which the SAU controls; although it has sufficient size, its topography, the constraints of wetlands, and its distance from the infrastructural services render this particular site impractical for further consideration.

They considered each of the other existing facilities for potential reconfiguration/addition potential. At the 10 acre Mast Way campus, the limited size along with the lack of substantial municipal infrastructure would impact the feasibility of adding a new 500-600 student middle school facility to the existing 250-300 student elementary school.

The 24 acre Moharimet campus provides limited and quite difficult expansion opportunities due to its fairly extreme topography and substantial wetland presence. The Moharimet campus provides less practically developable land, and along with its similar lack of municipal infrastructure, is not a feasible site to consider.

Beyond the site limitations of each elementary school campus, the size and scale of program spaces at each school would not accommodate the current middle school student body, and thus we feel there would be little if any beneficial sharing of space. Food service, library, and gym/auditorium spaces at either school would not adequately serve such a significantly larger enrollment; we would virtually be building a complete new middle school facility on what already challenging if not inappropriate sites.

They briefly considered the option of adding a middle school wing to the High School, which would involve reconfiguration of existing space in addition to new construction. Because of the new sports field project, there is precious little space on campus for adjacent facility expansion. Were such an option to be further considered, moving the fifth graders back to the elementary schools to lessen the amount of space and to keep them in a “smaller” community. The disadvantages of this proposed 6-12 grade configuration include the introduction of quite young students into a larger, very different, and more competitive social environment; the need to both include and segregate those younger students from the 9-12 student body; and scheduling pressures on existing large-group spaces.

The existing ORMS campus remains an option, and we have studied both the existing facility and the campus as a whole with regard to considering a new facility on that site.

In order to establish the projected size of an appropriate, modern middle school facility, extensive discussions with the Facilities Committee, administrators, faculty, and support staff. This yielded a projected building size of 91,500 s.f. net program space, and 122,000 gross s.f. They calculated the net size of current ORMS program space at 74,770 s.f. which for 680 students (current enrollment grades 5-8) yields 110 s.f. per student. 135 s.f. per student is an

appropriate middle school standard. If the fifth grade were to be moved to the elementary schools, eight classrooms would be eliminated (approximately 8,000 s.f.) but the core spaces would not decrease in size.

If a comprehensive renovation of the existing facility were to be pursued, they would be faced with the probability of adding 15,000 to 20,000 s.f. of new program space. Adding square footing would necessitate relocated all program spaces and activities during construction. Such temporary relocation of a significant amount of program space may be logistically difficult, expensive, and disruptive.

This disruption/relocation of program spaces and activities during construction may be a compelling reason to consider another approach. In projects involving extensive renovations, project cost and schedule are far more difficult.

They used the well-edited Program of Spaces to generate a conceptual site plan and floor plan for a new 122,000 s.f. three story, 5-8 middle school located on the existing Middle School site. By placing the proposed building on the eastern edge of the site, and actually building partially on the slope down to the pond, the new facility could be constructed and occupied with minimal disruption to the existing Middle School. The existing building would be demolished except for the following opportunities for reuse: the existing gym could remain for use as a recreation site, and the original 1925 portion of the complex could be repurposed as Central Offices for the SAU. We feel that this concept of building anew on the existing site may be the most economical, least disruptive and ultimately most well-received of the options presented. Taking advantage of the existing infrastructure, the cost of site development will be substantially less than on other sites.

They have found this past year's work with the personnel of SAU#5 to be most rewarding, and are pleased with the conceptual ideas. They expect that the next phase will involve more focused development of one of several options, and the opportunity to introduce to the community the findings and recommendations.

The Board had a brief question and answer period with Stephen and thanked him for his presentation.

Strategic Plan Action Summary Update:

Facilities: Jim Rozycki updated the Board:
ORCSD Maintenance and Custodial Staff will improve Safety/Problems
area/Communications

ORCSD Maintenance and custodial staff will work to apply the principals of sustainability in the conduct and operations of the schools.

ORCSD Maintenance and custodial staff will be involved in decisions related to any capital improvement efforts.

School Board Standardized Testing Plan Discussion Outline:

Todd Allen gave the Board an update on Standardized Testing in the District. A review of all standardized assessments performed in the ORCSD was conducted during the 2015-16 school year. As a result of this review some changes were made. A full report on this assessment was given to the Board in May 2016. Todd also reported that the Smarter Balanced Test results have come in and the District has done quite well.

Athletic Field Update: Mike McCann and Todd Allen reported that the turf is being installed. Things are moving along quite well. The District received a donation of \$100,000. There will be two scoreboards. The construction timeline has been going well. The completion date has been set for the third week of September.

Nutrition Report: Sue Caswell detailed the Nutrition Report.

Goal #1: The education, health and safety of our children are our top priorities. Decisions made regarding transportation, child nutrition, technology and facilities shall support this priority.

Goal #2: Oyster River School District Child Nutrition Department will continue to support sustainability by purchasing local food and utilize produce from school gardens.

Elementary:

Full Day Kindergarten: Carrie Vaiche updated the Board on full day kindergarten. There will be 3 classes at Moharimet and 3 classes at Mast Way. She very excited for the fall.

Eureka Math: Dennis Harrington reported that both Mast Way and Moharimet spent extensive professional development time in the implementation phase of our multi-year commitment to Eureka Mathematics.

June of 2015 two day Eureka workshop for staff provided by the company.
Purchase of entire Eureka materials needs for all classroom teachers.
Professional development opportunities for independent study, group work and inter building collaboration during the summer of 2015.
Every classroom implemented the program beginning in the fall.
Full day professional days in both November and March.
Grade level meetings as requested throughout the year.
First vertical meetings held in the spring of 2016.
Follow up two-day workshop provided by the company in June 2016.
Grade level meetings proposed for the 2016-17 school year.

Regular meetings held by the Elementary Math Committee which included the Middle School (grade 5) to help design all of the above.

Social Emotional Learning:

Goal: Innovated Personalized Instruction.

Form Emotional Learning Committee: The committee was formed in May 2015. The committee has met monthly since September.

Survey staff for SEL Practices already implemented: Staff K-12 from all departments were surveyed regarding SEL practices. This extensive survey is still be reviewed and analyzed. The committee will analyze further refined data in our next workshop.

Committee Reviews Research: They have come to a consensus that the guiding principles are from a set of five core competencies developed by CASEL. The committee also had a day long workshop led by Mike Anderson, Independent Consultant.

Share Research and findings with staff.

Staff will provide feedback to committee and develop next steps.

Summary: The committee has reached consensus on the Social and Emotional Learning Core competencies. They will guide the next steps in reviewing professional development for programming and teaching practices.

Middle School

Jay Richard reviewed the Strategic Plan Items for the Middle School:

ORCSD Middle School will continue to create a professional culture of collaboration to support high levels of collegiality and team work, learn from one another and dialog to solve problems of practice.

ORCSD Middle School will construct and implement a plan to insure the school is operating a true middle school.

ORCSD Middle School will increase innovative personalized instructional practices to meet the needs of all learners.

High School:

Mike McCann and Suzanne Fillippone updated the Board:

Goal #1: School wide learning expectations will be developed and incorporated into a coordinated program of studies with evaluation rubrics established to measure student progress toward these expectations. All curriculum areas will work together to coordinate the development of a list of skills needed for success in the 21st century and then implement the use of this skills set along with evaluation rubrics in all areas by June 2016.

Goal #2: Continue to promote a professional culture of collaboration to support high levels of collegiality team work and dialog to improve practice with the intent of promoting student achievement. All staff will be engaged in this process throughout the year.

Goal #3: Continue to develop a commonly accepted clear definition of program consistency that is full embedded in our program.

Mental Health Sub Committee Report: Todd Allen reported to the Board that the Mental Health Wellness Committee was formed in the summer of 2015. The committee identified a variety of needs within the District to support mental health including but not limited to:

Access to mental health services.

A comprehensive and accessible directory of mental health providers in the local area.

Implementation of a mental health screening tool.

Additional suicide prevention education.

Additional staff training in the areas of mental health/crisis response/suicide prevention.

Dedication personnel in the area of social work, resiliency and coping strategies education.

Increased community involvement.

The committee has identified a number of goals/reflections moving into next school year including:

Gatekeeper suicide prevention training.

Aligning K-12 monthly themes.

Incorporate continued suicide prevention/screening tool.

Technology: Josh Olstad

Goal #1: Operations and finance will ensure that facilities and operations support educational goals through a sustainable educational system. The focus of this goal was around updating our current policies. The ISTE National Educational Technology Standards for students were updated in June 2016. Over the summer the changes to these standards will be discussed with staff.

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

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

Technology use will allow for clear, consistent, communication and provide multiple opportunities to engage with the communities of Lee, Madbury and Durham.

ORCSD IT will align purchasing with District goals to ensure the appropriate resources are being purchased in a consistent manner across the District.

Transportation:

Sue Caswell updated the Board. They have done a great job this year in dealing with the driver shortage.

ORCSD Transportation Department will improve communications and safety throughout the department.

ORCSD Transportation Department will work to apply the principals of sustainability in the conduct and operations of transportation.

ORCSD Transportation Department will be involved in the decisions made be related to a bus replacement and maintenance.

VIII. Actions:

A. Superintendent Actions: None

B: Board Action Items:

Motion to nominate ORCSD Sustainability Green Team Members and Gardens Coordinator:

Kenny Rotner moved to nominate the following ORCSD Sustainability Green Team Members and Gardens Coordinators:

| | | | |
|------------------------|---------------------------|----------------------|-------------------|
| Maggie Morrison | Green Team Leader | Mast Way/HS | \$6,666.67 |
| Mary Caufield | Green Team Leader | Middle/HS | \$6,666.67 |
| Kristin Houle | Green Team Leader | Moharimet | \$6,666.66 |
| Christina Felix | Garden Coordinator | District Wide | 800.00 |

2nd by Dan Klein. Motion passed 6-0

Motion to approve list of Policies: Kenny Rotner Moved to approve for adoption the following list of Policies:

Policy JICJ - Technology Devices

Policy JLCD - Administering Medication to Students

Policy JLCD-E - Parent Request

Policy JLCD-E1 - Physician Medication Order

Policy GBGA – Staff Health

(Policy GCBD was in original motion not in revised motion).

2nd by Al Howland.

The Motion passed 6-0 as amended.

Sarah Farwell moved to remove Policy GCBD for adoption, 2nd by Dan Klein. Motion passed 5-1 with Denise Day voting against.

Motion to affirm: Denise Day moved to affirm Debra Smith and Amy Leone, 2nd by Sarah Farwell. Motion passed 6-0.

IX. SCHOOL BOARD COMMITTEE UPDATES:

Denise Day reported that the Long Range Planning Committee met and is comparing home sales over the years to fluctuation of students and births. It was very interesting to see that births spiked when home sales spiked. There is a sense that home sales are up as they were last year.

X. PUBLIC COMMENTS: None

XI. CLOSING ACTIONS:

A. Future Meeting Dates: July 27th Manifest Review Meeting
August 3rd Workshop Durham Public Library

XII. NON-PUBLIC SESSION RSA 91-A:3 (if required)
NON-MEETING SESSION RSA 91-A2 (if required)

XIII. ADJOURNMENT

Sarah Farwell made a motion to adjourn at 9:22 PM, 2nd by Dan Klein.
Motion approved 6-0.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary