

**Oyster River Cooperative School Board  
Regular Meeting**

**July 16, 2014**

**6:30 p.m.  
Draft**

**School Board Members:** Tom Newkirk, Al Howland, Maria Barth, Ed Charle, Kenny Rotner, Sarah Farwell, Denise Day and Student Representative Payal Nanda

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

There was 1 member of the public present

**I CALL TO ORDER at 6:30. Review of Manifests 6:30 – 7:00**

**II PLEDGE of ALLEGIANCE**

**III PUBLIC COMMENTS:**

**IV APPROVAL OF June 18<sup>th</sup> Minutes: Kenny Rotner moved to approve the June 18<sup>th</sup> minutes, 2<sup>nd</sup> by Denise Day.**

Insert “The cost of the Chinese Program will be one way transportation from each elementary school and a possible aid for special education students.”

Sarah Farwall’s concern “If foreign language gets expanded at some point it will have to be a discussion on which language will be added.”

Page 2 2<sup>nd</sup> paragraph “End 68 hours of hunger program” instead of “Project 68”

Page 5 and to get progress report of student achievement in Oyster River as compared to the comparison group that is decided on.

**The motion passed with the above revisions 7-0 with the Student Representative voting in the affirmative.**

**APPROVAL of MANIFESTS:**

Vendor Manifest #28: \$42,513.81

Vendor Manifest #3: \$652,326.96

**V ANNOUNCEMENTS AND COMMENDATIONS:**

Carolyn Eastman announced that the Summer Reach Program is up and running. It is a great successful collaboration!!

**VI DISTRICT REPORTS**

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

None

**B Superintendent's Report:**

**All Day Kindergarten Update:** Superintendent Morse reported that they have begun the organization of the All Day Kindergarten Committee. It will gear up with the addition of parents to the Committee in the fall.

**Enrollment Update:**

Middle School:

Grade 5: 158

Grade 6: 174

Grade 7: 171

Grade 8: 162

Total: 665

High School

Grade 9: 199 Tuition: 25

Grade 10: 187 Tuition: 21

Grade 11: 149 Tuition: 18

Grade 12: 194 Tuition: 17

Total: 729 81

Mast Way

Kindergarten: 49

Grade 1: 52

Grade 2: 58

Grade 3: 51

Grade 4: 73

Total: 283

Moharimet:

Kindergarten: 60

Grade 1	68
Grade 2:	93
Grade 3:	93
Grade 4:	81
Total:	395

**FY15-16 Budget Goals (first read):**

Sue Caswell discussed last year's Budget Goals for the Board for the Board's review for the August meeting discussion.

Using some estimating assumptions, Sue outlined what increases might look like for FY2016:

Teacher Salaries	\$441,969
ORPASS/ORBDA Negotiations	\$200,000
Facilities	\$200,000
Technology	\$200,000
Total:	\$1,041,969

**C Budget Calendar:**

August 20	School Board Goals FY16 Budget
October 17	Draft Budget Distribution
October 23	Workshop Session with the Board 8:00-4:00
October 29	Budget Workshop with Board 7:00
November 12	Budget Workshop with Board 7:00
November 19	Regular Board Meeting Budget Discussion
December 3	Regular Board Meeting Set Budget, Approval of Warrant Articles 7:00
January 14	Public Hearing 7:00 High School Auditorium
February 3	First Session/Deliberative Session 7:00
March 10	Second Session/Voting by Ballot

**Kenny Rotner moved to approve the Budget Process Calendar for 2015-2016, 2<sup>nd</sup> by Al Howland. Motion passed 7-0 with the Student Representative voting in the affirmative.**

**Computer Lease:** Sue Caswell detailed the financing proposal for the laptops as discussed during the budgeting process. Our budget has the funding to support a three year, thirty-six month lease for this hardware. This lease will provide 595 laptops for students and staff. Josh Olstad reviewed the details of the equipment to the Board.

**Al Howland moved to approve the thirty six month computer lease, 2<sup>nd</sup> by Denise Day. Motion approved 7-0 with the Student Representative voting in the affirmative.**

**Student Senate Report:** Payal Nanda reported that once fall comes, the Student Senate will be planning Student Week.

**Facilities Update: Jim Rozycki**

Jim Rozycki gave a facilities update presentation to the Board:

**Custodial Services:**

Challenges:

3 employee turnovers this year at the Middle School  
Other employee long term outages for personal health reasons  
Event coverage at the High School  
Safety training  
2 workplace injuries in July 2014

Accomplishments

Careful placement of new staff thorough interviews with building principal  
SpaceCare cleaning system implemented at Moharimet and Mast Way, MS & HS fall 2014  
Regular head custodian meetings  
Custodial inspections performed by supervisor and head custodian  
Daily safety briefs  
No workplace injuries the entire school year  
Strong attendance at Facility Masters Conference  
Custodians identifying facilities repair needs. Performing light maintenance with new tools

Moral boost through Strategic Planning sessions

**Grounds Services:**

Challenges:

Keeping up with District mowing schedule around High School athletic needs  
Fertilizing products and schedule  
Vehicle/equipment longevity  
Mulch bed maintenance  
Graduation set up week  
Field wear and tear  
Plowing

Accomplishments:

Grounds staff performing corrective maintenance over winter season  
New seasonal groundskeeper to continue mowing schedule and mulch bed maintenance  
Positive feedback with athletic field upkeep  
In-house repairs and maintenance of machinery and vehicles, Snow blower replacement plan  
Reduction in snow removal OT and supplies mostly due to contracting  
Moharimet and increased communication  
Varsity field prep for new sod done in-housing saving \$1,000  
Grounds staff replaced Moharimet Gate opener saving \$1,500  
In-depth playground inspections planned.

**Maintenance Services:**

Challenges:

Staff turnover in January  
Quality of completed work  
Vehicle issues, vans not practical  
Work order repair response time and attitude of staff  
Ambition to tackle larger repairs, many items contracted out

Accomplishments:

Maintenance technician hired for second shift, increased response time and productivity  
Positive feedback on quicker response time and quality  
Maintenance attended Siemens training free of charge  
New utility van \$20,000 Aramark cash grant  
2 major plumbing repairs at the Middle School saving \$1200  
In house staff rebuilt two circulator pumps at high School savings 1,000  
In house staff repaired fire pump water line at Mast Way saving \$2,100  
Jamie and staff replaced compressor on High School A/C unit saving \$3,000  
Unit vent motor install by in house staff at Middle School saving \$700

**Items of Mention:**

Project managing the restroom renovation at the Middle School (CIP)  
Anticipated savings of \$30,000  
(\$90,000 budgeted). Using in-house staff and vendor discounts.  
In-house staff assisted in removing wall items and equipment for Moharimet Café/gym addition.  
Grounds crew power washed Mast Way exterior in prep for contract wall repairs and painters resulted in meeting our budgeted amount  
Self-Identified work orders.  
Monthly meetings with Siemens  
Routine Principal meetings  
Coordination with Middle Schools' Service Palooza  
Staff engagement has increased, Strategic Planning  
Employee appreciation cook-out

The Board thanked Jim for his presentation and all his hard work in the District.

**DISCUSSION ITEMS:** None

**ACTIONS**

**Motion to accept the resignation of ORHS Speech and Language**

**Pathologist: Al Howland moved to accept the resignation of ORHS Speech**

**and Language Pathologist, 2<sup>nd</sup> by Kenny Rotner. Motion approved unanimously with the Student Representative voting in the affirmative.**

**Motion to affirm the hiring of two ORHS Teachers for .6 Science and Special Education: Al Howland moved to affirm the hiring of two ORHS Teachers for .6 Science and Special Education, 2<sup>nd</sup> by Kenny Rotner. Motion approved unanimously with the Student Representative voting in the affirmative.**

**Motion to affirm the hiring of Assistant Director of Special Services: Al Howland moved to affirm the hiring of Assistant Director of Special Services, 2<sup>nd</sup> by Kenny Rotner. Motion approved unanimously with the Student Representative voting in the affirmative.**

**Motion to affirm the hiring of two ORMS Grade five teachers: Kenny Rotner moved to affirm the hiring of two ORMS Grade five teachers, 2<sup>nd</sup> by Al Howland. Motion approved unanimously with the Student Representative voting in the affirmative.**

**Motion to affirm the hiring of ORMS School Psychologist: Al Howland moved to affirm the hiring of ORMS School Psychologist 2<sup>nd</sup> by Kenny Rotner. Motion approved 7-0 with the Student Representative voting in the affirmative.**

The Board discussed with the Superintendent recording in the minutes when teachers or personnel switch positions within the District.

**Policies:**

**Al Howland moved to approve Policy GCCBC Family and Medical Leave Act, Policy DIA Fund Balance, Policy DID Fixed Assets, and Policy DM Cash in School Buildings for a first read, 2<sup>nd</sup> by Denise Day. Motion approved 7-0 with the Student Representative voting in the affirmative.**

**School Board Committees:**

Denise Day reported that the Long Range Planning Committee met. The Building Principals attended as well as Allison Mueller a local realtor attended.

The number of home sales are on par as last year's sales. Their next meeting is August 4<sup>th</sup>.

Maria Barth reported that the Policy Committee met and they are going to schedule an additional Board meeting on the Class Size Policy.

**PUBLIC COMMENT:**

None

**CLOSING ACTIONS**

**Future Meeting Dates:** August 20, 2014 Regular Meeting

The Board went into a recess nonmeeting to discuss the strategy or negotiations with respect to collective bargaining for ORPaSS and ORBDA.

Respectfully yours,

Laura Grasso Dobson  
Recording Secretary