

**Oyster River Cooperative School District
REGULAR MEETING**

September 7, 2016

ORHS Library

6:30 PM

o. CALL TO ORDER (6:30 PM)

I. 6:30 – 7:00 PM MANIFEST REVIEW/APPROVAL AT EACH SCHOOL BOARD MEETING

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

- Motion to approve 8/17/16 regular and non-public meeting minutes and 8/31/16 Manifest.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District

B. Board

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum & Instruction Report(s)

B. Superintendent's Report

- Unofficial Opening Day Enrollment for the 2016-17 school year
- Road Construction Update: Dame Road, Rte. 108, Rte. 4

C. Business Administrator

- Budget Update as of June 2016

D. Student Senate Report

E. Other:

VII. DISCUSSION ITEMS

- Calendar Options Update
- Guild Negotiation Update
- Moharimet Principal Search Committee
- 2016-2017 School Board Goals
- Start Time/One Run System Direction

VIII. ACTIONS

A. Superintendent Actions

B. Board Action Items

- Motion to approve the agreement with the Oyster River Teacher's Guild.
- Motion to approve search protocol for Moharimet Principal.
- Nomination of ORCSD School Resource Officer for Durham (ORHS/ORMS) and Truant Officers for Lee (Mast Way) and Madbury (Moharimet).
- Motion to approve the 2016 – 2017 School Board Goals.
- Motion to approve transfer to trust funds.
- Motion to Sign the MS25/DOE25.
- Motion to approve Mast Way Activity Stipend.

IX. SCHOOL BOARD COMMITTEE UPDATES

X. PUBLIC COMMENTS

XI. CLOSING ACTIONS

- A. Future meeting dates:** 9/21/16 Regular Meeting and Tour of Athletic Field Under the Lights
9/24/16 High School Athletic Facilities Dedication
10/5/16 Regular Meeting – ORMS Library

XII. NON-PUBLIC SESSION: RSA 91-A:3 II (c)

- Student Matter

NON-MEETING SESSION: RSA 91-A2 I (a)

- Strategies with Respect to collective bargaining.

XIII. 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). During the comment section of the agenda each speaker may have up to three (3) minutes within the time frame allowed. Board Chair may limit time allotment as deemed necessary. Occasionally, the Board may "suspend its rules" to allow visitor participation at the time an issue of specific interest is being addressed. A speaker will not be recognized for a second time on a particular topic.

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

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

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

Oyster River Cooperative School District Members:

- | | |
|--------------------------|----------------------------|
| • Maria S. Barth | Term on Board: 2015 –2018 |
| • Thomas Newkirk, Chair | Term on Board: 2016 - 2019 |
| • Kenneth Rotner | Term on Board: 2016 - 2019 |
| • Sarah Farwell | Term on Board: 2014 - 2017 |
| • Denise Day, Vice-Chair | Term on Board: 2014 - 2017 |
| • Allan Howland | 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

August 17, 2016

Oyster River Middle School

6:30 p.m.

SCHOOL BOARD MEMBERS: Tom Newkirk, Denise Day, Sarah Farwell, Dan Klein, Kenny Rotner, Maria Barth, Al Howland

ADMINISTRATORS: Superintendent Dr. James Morse, Todd Allen, Doris Demers, Suzanne Filippone, and Dennis Harrington

There were three 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: Additional food service lunch prices by Doris Demers

III. PUBLIC COMMENT - None

IV. APPROVAL OF MINUTES

Denise Day moved to approve the July 27th Manifest Minutes as presented, 2nd by Dan Klein. Motion passed 6-0-1 with Al Howland abstaining.

August 3 Minutes: Kenny Rotner moved to approve the August 3rd minutes, 2nd by Denise Day with the following revisions

Page 2 Revisions: Paragraph 4 before “Motion passed 6-0” insert: Kim Wolph is the daughter of Superintendent Morse. Tom Newkirk noted that the hiring policy in this case was scrupulously followed and Superintendent Morse took no part in the process.

**Remove Catherine Plourde and Suzanne Filippone as Administrators Attended and change Sonny Sadana to teacher on page 1
Motion passed 6-0-1 with Al Howland abstaining**

August 3rd Workshop: Denise Day moved to approve the August 3rd workshop minutes, 2nd by Kenny Rotner with the following revision.

Page 3 Insert “Identify needed resources” under paragraph one following “engage the community”

Motion passed 6-0-1 with Al Howland abstaining

APPROVAL OF MANIFESTS:

Payroll Manifest #4: \$223,559.80

Vendor Manifest #4: \$473,586.61

Oyster River Child Nutrition Program

Doris Demers spoke to the Board. According to the Federal Lunch Equity form we must increase prices to meet the average of \$2.70 which is slightly below the \$2.75 federal reimbursement rate.

Current Prices

Grade	Breakfast	Lunch	Milk
K-4	\$1.25	\$2.50	0.45
5-8	\$1.25	\$2.75	0.45
9-12	\$1.25	\$3.00	0.45

Proposed Increases

Grade	Breakfast	Lunch	Milk
K-4	\$1.25	\$2.60	0.50
5-8	\$1.25	\$2.85	0.50
9-12	\$1.50	\$3.10	0.50

They are expecting an increase in milk cost this year, the additional .05 will help cover that cost.

Kenny Rotner moved to approve the above price increases of the school lunch program, 2nd by Denise Day. Motion passed 7-0.

V. ANNOUNCEMENTS, COMMENDATIONS and COMMENTS

A. District: Dennis Harrington announced his intention to retire at the end of the school year in June.

B. Board: Al Howland announced that August 20 is Durham Farm Day. Open to the public. The NH Forest Society has 195 acres in the community. Really outstanding educational resource for the schools. They would like to come and talk to the Board about the potential resource for the District.

Kenny Rotner announced that this Friday the UNH Pool will be opening. It is open to the District.

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum & Instruction Report – None

B. Superintendent's Report:

Superintendent Morse spoke a few words on Dennis Harrington and his upcoming retirement. Has shown great leadership in the District.

Superintendent Morse discussed with the Administrators that there is a current staff member with journalism experience who will be writing news releases of ORCSD happenings for submission to the Foster's Democrat.

Superintendent Morse announced the Meet & Greet Ice Cream Social at 5:30 PM on Monday, August 29, 2016 in the ORHS Cafeteria for Suzanne Filippone ORHS Principal, followed by an Introduction/Questions and Answers at 6:30 PM in the Auditorium. Please join us in welcoming her to the community.

This has been sent out to the K-12 community and will be released to the newspaper.

Updated Enrollment:

Superintendent Morse updated the Board on the current enrollment at Mast Way and Moharimet. Moharimet currently has 372 students enrolled and Mast Way has 316 students.

C. Business Administrator – None

D. Student Senate Report - None

E. Other

Lisa Huppe briefly outline the 2016/17 Bus Runs.

VII. DISCUSSION ITEMS

One Run System:

Lisa Huppe spoke to the Board and they have been trying to create a model that would reflect possible start and change times.

2015-16 Dual run system

21 runs

Up to 30 minutes Grades K-4 9:00-3:05

Up to 40 minutes Grades 5-12 7:30 – 2:30

2017-218 One Run System

23 Runs

Up to 30 minutes Grades K-4 8:45 – 3:15

Up to 45 minutes Grades 5-12 8:15 – 3:00

At least two additional drivers

Rather than buy three new buses we would lease 6

Superintendent Morse will get the budget impact numbers to the Board at the next meeting.

Thinks that this model could work

They asked parents in the registration material how kids will get to school: 71% of parents responded.

1,051 students take the bus in the morning

1,065 students take the bus after school

This model was based 1,275 students.

It was discussed how many would take the bus with the potential new start times.

There was a discussion on using a central drop off. Potentially using the church on Route 108.

This year the school bus routes will have a lot of road construction. They have had to rework the bus routes and will have 19 very full bus routes.

Draft 2016-17 School Board Goals

Superintendent Morse and the Leadership Administrative Team met to discuss the Board's feedback for the 2016-2017 School Board goals.

1. Develop a communication strategy that engages the community in a dialogue on key issues (goals 2-6 below)
2. Middle School Facility – Inform and engage in a dialogue with parents and School Board

3. Competency reporting and implementation at MS and HS
4. Expand World Language Program in Grades 5-12
5. School Start Time – Engage the community in the discussion
6. Outline 2016-2017 Wellness/Mental Health approach

We developed a communication protocol which we could then apply to each goal.

Goal 1: Oyster River Communication Protocol/Strategy

The intent of this protocol is to act as a template to facilitate the sharing of various initiatives that emphasize engagement and that improve the possibility that ideas are well vetted throughout SAU 5 with the ultimate goal of improvement of those ideas/initiatives.

Effective Communication as applied to District and building or department goals will require various approaches tailored to the intended outcome.

This protocol is intended to assist the communication committee and staff in making decisions as to how to communicate on various issues via a series of prompts.

1. Define issues to be communicated
2. Define the intended audience. Choose as many as appropriate
3. Determine the best methods of communications. Use as many as needed to effectively communicate message

New releases/Public notice well in advance
Durham Friday update, Lee E-Crier, Madbury Monthly
Web Page
School Messenger to all
Video Messenger
Social Media
Interactive Community Meetings
Presentation to Council and Select Boards
Building Newsletters Posted in Town Halls
Coordinated Calendars
District-wide mailings

The next meeting the Board will have the goals in their final form for approval.

VIII. ACTIONS

A. Superintendent Action Items: None

B. Board Action Items:

Motion to affirm the hiring of the ORMS Language Arts Teacher: Kenny Rotner moved to affirm Michele Vizzo as the ORMS Language Arts Teacher, 2nd by Sarah Farwell. Motion passed 7-0.

Kenny Rotner moved to approve the withdrawal of the entire balance of the Track Fund – District Support Account, June 30, 2016 balance of \$220,124.11 to support the expenses of the Oyster River Track and Field Project, and to approve the withdrawal of the entire balance of the Track Fund Donation account, June 30, 2016 balance of \$62,187.01 to support the expenses of the Oyster River Track and Field Project, 2nd by Al Howland. Motion passed 7-0.

Kenny Rotner moved to approve the slate of ORHS Department Heads and Advisors, the ORMS/HS Fall Coaches, ORMS Activity Advisors, and the Elementary Stipend Activities nominations, 2nd by Maria Barth. Motion passed 7-0.

IX. SCHOOL BOARD COMMITTEE UPDATES

Maria Barth reported that the non-academic survey SB 320 in the Legislative passed in the Senate but not in the House.

X. PUBLIC COMMENTS - None

XI. CLOSING ACTIONS

A. Future Meeting Dates: 8/31 Manifest Review Meeting, 9/7 Regular Meeting and Field Tour

XII. NON-PUBLIC SESSION:

Motion to enter into nonpublic: Kenny Rotner moved to enter into nonpublic session at 8:40 PM under RSA 91-A:3 II (d), consideration of the acquisition, sale or lease of real or personal property, 2nd by Denise Day. Upon roll call vote the motion passed 7-0.

Page 7
August 17, 2016

DRAFT

By general consensus the Board agreed to re-enter public session at 9:00 PM.

NON-MEETING SESSION: None

XIII. ADJOURNMENT

**Maria Barth made a motion to adjourn at 9:02 PM, 2nd by Dan Klein.
Motion passed.**

Respectfully yours,

Laura Grasso Dobson
Recording Secretary

Oyster River Cooperative School Board

August 17, 2016 ORHS C-120

Non Public Meeting Minutes
School Board Attendees:

Maria Barth
Tom Newkirk
Kenny Rotner
Al Howland
Denise Day
Sarah Farwell
Dan Klein

Administrators Present:

Superintendent Morse

The Board discussed consideration of the acquisition, sale or lease of real or personal property.

Respectfully Submitted,
Dr. James Morse

Oyster River Cooperative School District
Manifest Meeting
August 31, 2016
Oyster River High School C120 – 5:30 PM

Administrators Present:
Susan Caswell, Business Administrator

School Board Member Present:

Kenny Rotner
Dan Klein
Tom Newkirk
Al Howland

Meeting was called to order at 5:25 PM.

Manifest reviewed and signed.

Meeting ended at 5:49 PM.

Respectfully submitted,
Susan Caswell
Business Administrator

Mast Way Elementary School 2016-17 Current Enrollment

September 1, 2016

2016-17 Class Enrollment (16 Classes)							
Teacher	Grade	K	1	2	3	4	
Kennedy	K	17					
Kolbjornsen	K	18					
Parsons	K	17					
Zimar	K/1	10	7				
Burke	1		21				
Desrochers	1		20				
Handwork	1		20				
Darois	2			21			
McCormick	2			20			
Webb	2			20			
Drew	3				21		
Moulton	3				23		
Paquette	3				22		
Bowden-Gerard	4					20	
Buswell	4					21	
George	4					22	
							Total:
		62	68	61	66	63	320

2016-17 LRPC Projections - November 2015

2016-17 Projected Enrollment	K	1	2	3	4	Total
	45	50	59	60	59	273

Moharimet School 2016-17 Enrollment Projections Vs. Actual

2016-17 Class Sizes - Actual Enrollment							
18 classes							
Teacher	Grade	K	1	2	3	4	Avg
Chartrand	K	18					18
Lapierre	K	18					
Raspa	K	18					
Bradley	1		21				21.33
Dolcino	1		21				
Torr	1		22				
Hoff	2			21			20.75
Jones	2			21			
Nadeau	2			21			
Reilly	2			20			
Hall	3				22		21
Schmitt	3				20		
Winsor	3				22		
Swift	3/4				11	12	23
Curtin	4					22	21.25
Lee	4					20	
Larson-Dennen	4					21	
Van Ledtje	4					22	
2016-17 Enrollment		54	64	83	75	97	373

2016-17 LRPC Projections - November 2015						
2016-17 Projected Enrollment	K	1	2	3	4	Total
	59	73	74	74	99	379

ORMS Enrollment
Updated: August 31, 2016

Grade	Teams	Total
5th	Orcas -	36
	Elephants -	40
	Monarchs -	36
	Dragonflies -	39
		151
6th	Equinox -	82
	Wizards -	85
		167
7th	Denali -	82
	Fusion -	82
		164
8th	Renaissance -	84
	Odyssey -	91
		175
Total		657

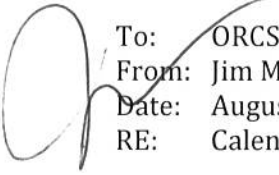
ORHS Enrollment
Updated: August 31, 2016

Grade	Resident	Tuition/Barrington	Total by Grade
9th	170	40	210
10th	151	34	185
11th	168	21	189
12th	163	22	185
Total	652	117	769

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT					
FISCAL YEAR 2015-2016					
FINANCIAL STATUS AS OF:					
8/31/2016					
	Budgeted	Expended	Encumbrances	Amount Remaining	Percentage Spent
	2015-2016	2015-2016	2015-2016	2015-2016	2015-2016
SALARIES:					
Administrator	1,346,842	1,303,863	0	42,980	97%
Teacher	14,490,966	14,262,208	0	228,758	98%
Para	2,194,989	2,075,867	0	119,122	95%
Tutor	174,173	185,066	0	(10,893)	106%
Custodian	692,334	710,683	0	(18,349)	103%
Secretary	359,231	358,185	0	1,046	100%
District Hourly	670,916	673,935	0	(3,019)	100%
Maintenance	204,473	185,331	0	19,142	91%
Drivers	779,773	749,607	0	30,166	96%
Misc & Summer	177,777	167,714	0	10,063	94%
Subs - Professional	235,023	327,986	0	(92,962)	140%
Subs - Para	31,300	48,183	0	(16,883)	154%
Subs - Secretary	3,000	6,630	0	(3,630)	221%
O/T	23,577	1,962	0	21,615	8%
Med & Dent Payback	487,901	476,198	0	11,702	98%
TOTAL SALARIES	21,872,274	21,533,416	0	338,858	98.5%
BENEFITS:					
Health Ins	4,373,269	4,340,786	0	32,483	99%
Dental Ins	127,878	128,085	0	(207)	100%
Life Ins	51,134	54,563	0	(3,429)	107%
LTD Ins	48,466	51,783	0	(3,317)	107%
FICA	1,669,923	1,596,328	0	73,596	96%
Retirement - Non Professional	329,925	322,458	0	7,467	98%
Retirement - Professional	2,290,929	2,286,188	0	4,740	100%
Annuity	113,310	125,368	0	(12,058)	111%
Tuition Reimb	0	4,664	0	(4,664)	
Unemployment Comp	24,065	560	0	23,505	2%
Workers Com	102,177	58,333	0	43,844	57%
TOTAL BENEFITS	9,131,076	8,969,116	0	161,960	98.2%
ALL OTHER OPERATING EXPENSES:					
Mast Way	175,269	156,404	0	18,865	89%
Moharimet	185,375	171,330	0	14,044	92%
Middle School	312,242	278,703	0	33,539	89%
High School	620,388	597,980	0	22,409	96%
District	2,249,154	1,831,698	0	417,456	81%
Transportation	713,594	639,476	0	74,118	90%
Technology	551,634	554,484	0	(2,849)	101%
Facilities	2,243,220	2,173,119	0	70,102	97%
SPED	1,870,870	1,556,253	0	314,617	83%
TOTAL OPERATING	8,921,747	7,959,446	0	962,302	89.2%
GRAND TOTAL	39,925,098	38,461,978	0	1,463,119	96.3%
Comment Section:	Unanticipate Revenues = \$210,452				

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

INTEROFFICE MEMORANDUM

 To: ORCSD School Board
From: Jim Morse, Superintendent
Date: August 29, 2016
RE: Calendar Options Update

Joshua Olstad, IT Director, would like to take a moment to update the School Board on Calendar options.

Josh has implemented many of the suggestions that the School Board made to more effectively communicate with the community by modifying the District and individual building calendars to make them more user friendly.

Thank you.

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

SAU # 5

36 Coe Drive

Durham, New Hampshire

To: Oyster River School Board
Dr. James Morse, Superintendent

From: Sue Caswell, Business Administrator

Date: September 7, 2016

Subject: Negotiations Update

The cost details of the tentative 3-year agreement we agreed to with The Oyster River Teachers' Guild are outlined below:

	2017-18	2018-19	2019-20	Notes
Salaries	\$459,144	\$242,555	\$231,720	Year 1 - .05% + \$1600 on last step Year 2 - .05% +\$1600 on last step Year 3 - .05% +\$1,600 on last step
FICA	\$35,125	\$18,555	\$17,727	
Retirement	\$79,707	\$42,108	\$40,226	
Total Wage and Benefit Increase	\$573,976	\$303,218	\$289,673	
Health Reduction	-\$15,931	-\$15,931	-\$15,931	Cost Share Reduced each year by .05% 86.5% Year 1 86% Year 2 85.5% Year 3
Total Cost Items	\$558,045	\$287,287	\$273,742	

Language for Sick Bank Leave, Sabbatical Leave, Transfers and Changes, and Reduction in Force were all revised for better clarification and with detailed procedures. Eliminated a past practice for Dental buyout and there will be no buyout given for Health Insurance for partial use of a health plan. Employees will receive a health plan or a buyout, but not both.

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Dr. James Morse
DATE: August 31, 2016
RE: Moharimet Principal Search

Replacing Mr. Harrington will be a daunting task. He opened the Moharimet School twenty-eight years ago and has been its only principal. As they say, "His shoes will be difficult to fill." In that light, I am recommending a far more comprehensive search process in order to more fully engage the staff.

October through January, I propose a series of meetings with the staff. The purpose of the meetings is to build a community. We will identify questions to process the characteristics we will be looking for in a new principal.

In October, the key question will be, "What will the process on inclusiveness look like?"

In November, "What are the critical characteristics of a new principal?"

In January, "What questions do we need to ask that will help us determine whether the new principal has the key characteristics we seek?"

In February, "What are the Moharimet traditions we want the new principal to be aware of?"

Also in February - we advertise.

In March, we build the interview committee consisting of:

2	Board Members
1	Select person from Madbury
2	Parents
3	Administrators
4	Teachers
2	Support Staff

Since the elementary schools are relatively small compared to the high school, I propose the creation of an observer group made up of any faculty and staff who wish to observe the process.

In late March/early April we interview candidates with a goal of a finalist nominated to the School Board by April 19, 2017.

To: ORCSD School Board
From: Jim Morse, Superintendent
Date: August 29, 2016
RE: Recommended Board Goals from Administrator Leadership Team

My interpretation of the discussion was a consensus of the following six goals. The Administrative Leadership Team met to discuss the Board's feedback for the 2016-17 School Board goals.

1. Develop a communication strategy that engages the community in a dialogue on key issues (goals 2-6 below)
2. Middle School Facility – Inform and engage in a dialogue with parents and School Board
3. Competency reporting and implementation at MS and HS
4. Expand World Language program in grades 5-12
5. School Start Time – Engage the community in the discussion
6. Outline 2016 – 2017 Wellness/Mental Health approach

We developed a communications protocol which we could then apply to each goal. Additionally, I have applied this protocol to the Middle School Facility goal as an example, that if it meets School Board Approval we can apply to the remaining goals.

Board Goal 1: Oyster River Communication Protocol/Strategy

The intent of this protocol is to act as a template to facilitate the sharing of various initiatives that emphasize engagement and that improve the possibility that ideas are well vetted throughout SAU 5 with the ultimate goal of improvement of those ideas/ initiatives

Effective Communication, as applied to district and building or department goals, will require various approaches tailored to the intended outcome.

This protocol is intended to assist the communication committee and staff in making decisions as to how to communicate on various issues via a series of prompts.

1. Define the issue to be communicated.
2. Define the intended audience. (students, staff, parents, larger community) Choose as many as appropriate.
3. Determine the best methods of communication. Use as many as needed to effectively communicate message
 - a. News release/Public Notice well in advance
 - b. Durham Friday Update, Lee E-Crier, Madbury Monthly
 - c. Webpage
 - d. School Messenger to all
 - e. Video messaging
 - f. Social Media (Facebook, et al)
 - g. Interactive Community Meetings (Q & A, Frequently Asked Question, Meet & Greets, Tours, etc.)
 - h. Presentation to Council and Select Boards
 - i. Building Newsletters Posted in Town Halls
 - j. Coordinated Calendars
 - k. District-wide mailings (Dates for voting)

Board Goal 2: Inform the Public of the Condition of the Oyster River Middle School Facility and to Engage in a Dialogue with All Stakeholders to Determine Community Priorities

September:

Open House presentation about facilities by Dr. Morse and Todd Allen (3 presentations- 15-minute power point presentation/15-minute question & answer using index cards for issues from community) put in weekly update, social media, website announcements before.

Emphasis: Current Condition.

Critical Question: What is important to you regarding the middle school?

Include index cards for questions.

Video tape presentation for ORTV.

Article for Fosters - New Release on Architect Report.

October:

Place September presentation on website/social media inclusive of power point.

Frequently Asked Questions section with intent to answer questions asked in September.

Offer tours with specific times; emphasize specific spots that are spelled out in the architects' report.

October/November:

Presentation from Dr. Morse to municipal officials of all towns.

A report of snapshots from facilities report (1st report from contractors)- in social media/weekly update.

January:

Second Public Presentation with Architect and Community Meal.

September through May:

Articles to be shared through various media:

- 1) The Ideal middle school by Principal Richard using NELMs as a resource.
- 2) Student safety out front and back ORMS (get quote from Police Chief)
- 3) Inadequacy of classrooms/teaching spaces.
- 4) The health/air quality of school.
- 5) 21st century learning (including technology wiring, moving technology around the building)
- 6) Facilities upkeep (3 football fields of roof, windows, HVAC)
- 7) Student experience (classes during recess, buses, heat, noise, etc.)
- 8) Extra curriculum activities (locker rooms can't be used, music space, sports fields).

ORHS students from video production class share on website/social media/weekly updates (date TBD)
Community Survey.

Board Goal 3: Expand World language in Spanish, French to Grade 6 and Chinese in 2017-18 and explore the expansion in Grade 5 in 2018 -19. Begin Investigation of World Language Expansion to Grades K - 4 in 2018-19

Intended Audience: ORMS & ORHS World Language Staff

2016-17

Summer/Fall 2016: Engage the ORMS World Language Staff with Focus on Grade 6 Implementation

Summer 2016: Inform ORHS World Language Staff of Direction in the Middle School

Summer/ Fall 2016: Research Best Practice

Summer/ Fall: Detail the Costs Associated with 2017-18 Implementation for Grade 6 to Include Staffing, Materials, & Supplies

Report to Include Grade 6 Implications on MS Scheduling

October 19, 2016: Report to the School Board

2017-18

Summer/Fall 2017: Continue Work with ORMS World Language Staff with Focus on Grade 5 Implementation

2017-18 and/or 2018-19: Engage ORHS Staff in Summer Curriculum Work Implications on HS Programming due to Better Prepared MS Students

Detail the Costs Associated with 2018-19 Implementation for Grade 5 to Include Staffing, Materials, & Supplies

Report to Include Grade 5 Implications on MS Scheduling

October 2017: Report to the Board

November - April 2017-18 Begin Research on Best Practice Regarding Elementary World Language

Detail the Costs Associated with 2019-20 Implementation for Grades K -4 to Include Staffing, Materials, & Supplies

Board Goal 4: To Make Decisions Regarding Start Times for All Schools for the 2017-18 School Year

Intended Audience: OR Students, Staff and Parents

August 17, 2016: School Board Review Busing Options

September 7, 2016: School Board Discuss Implications of Busing Options

September: Host Staff Question & Answer Sessions by Building Administrators

September: Host Student Question & Answer Sessions by Building Administrators

October 5, 2016: School Board Discussion

October 12: Host a Public Forum to Present the Research Related to a Later Start for MS & HS Students and to Review Busing Options to Include Questions from the Audience

October 19, 2016: School Board Decision

January - April 2017: Plan for Implementation

February - April, 2017: Principals Develop Master Schedules with New Start and Stop Times

DRAFT for Discussion

Board Goal 5: Engage the community in a dialogue about the mental health and wellness of our student population and Develop a K-12 Trauma Action Plan for School Board Review

Intended Audience: The ORCSD community

Communication Plan for Mental Health Goal:

September 2016:

Conduct a community forum related to the NH public school launch of the "Change Direction" campaign which will be hosted at Oyster River. The event has been scheduled for September 28th. Presentations will be done by Judge Broderick and Dr. Barbara Vandahlen to students and staff during the school day. An evening program will be held for parents and community members.

Emphasis: Awareness of mental health and the stigma attached to mental illness.

Critical Question: How do we reduce the stigma attached to mental illness?

Press release 3 weeks prior to the event.

Utilize School Messenger to communicate with all school families.

Use Facebook to publicize the event.

Invite Foster's to come cover the event.

October 2016:

Draft of crisis response plan will be shared with the Board and a forum utilizing the orientation meeting approach will be conducted to share the draft of the plan with community members.

A press release will go out on the development of the plan that will be linked to social media and will be announced via School Messenger.

November 2016:

Conduct "Connect" training with staff. This is a train the trainer model of how to proactively address mental health issues in a school community. The training will be conducted by National Association to Mental Illness (NAMI-NH).

A press release will go out after the training to alert the community about the "connect" training and to invite community members to a similar training for community leaders in January called "Gatekeeper" training which will also be conducted by NAMI-NH.

The October community dinner will focus on sharing the Youth Risk Behavior Survey (YRBS) data while promoting efforts in the schools to address the various issues raised by the survey.

December/January:

Social media, School Messenger, community newsletters will be used to promote this opportunity in the month leading up to the "Gatekeeper" training which will be a part of the January Community Dinner.

April 2017:

The high school will focus on Alcohol Awareness Month with advisories taking on various topics of health and wellness with all students.

September – May: Utilize Advisor/Advisee at the high school to engage students in a conversation around the issues of mental health and wellness.

September – May: Resurrect Advisor/Advisee at the middle school mimicking the high school model with monthly themes

Board Goal 6: The MS Staff will Complete the Competency Plan Across All Subjects and Grades to Include Standards and Present Recommended Progress Report Format to the School Board for Approval

Intended Audience: MS Staff, Parents and surrounding community

This goal required a meeting of middle school teacher leadership to outline intended outcomes.

September:

- Presentation at Grappone Center - Tuesday 20th
- Form sub-committee for reporting options

October:

- Workshop day October 7- Presentation: Competency Based Learning/Best Practices (Homework, Retake, RTI, Common Assessments)
- Faculty Work: Develop department goals, team goals, and individual goals. Determine: what kind of professional days/support do you need and why?
- Survey staff to gauge competency work progress.

November:

- Workshop Day November 8 - Assessment and Rubric Workshop (Rob Westerberg)
- Follow up faculty work: Conversation regarding best practices and scale
- Vertical meetings in the afternoon (grades 6-12)
- Parent vetting of preliminary report

December:

- Habits of Learning conversation (faculty meeting)

January 2017:

- Workshop Day January 23 - Focus on reporting and assessing
- Faculty Work: Habits of Learning follow up/decision(?)
- Survey staff to gauge competency work progress
- Parent vetting of preliminary report

February:

- PLC meets with teams/content, Feedback at Staff meeting regarding "reporting"

Spring 2017:

- Workshop Day March 24 - Work with curriculum departments
- Presentation to School Board on reporting
- Workshop Day May 26 - Rubric reflection and developing common rubrics
- Staff Meeting: Reflection on year's work and objectives for 2017-2018

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

INTEROFFICE MEMORANDUM

To: ORCSD School Board
From: Jim Morse, Superintendent
Date: August 29, 2016
RE: Start Time/One Run System

As you are aware, the start time topic was first introduced to the District in 2014-15 by Dr. Erin Sharp and Jeannie Sowers, who provided research on adolescent sleep patterns. Moving forward we spoke with administrators and subsequently with teachers to discuss the implication of a later start time.

In 2015 -16 the Start Time discussion became a subset of the School Board goals under Wellness and Mental Health, where we presented the impact of late start through the lens of athletics. In addition, the School Board visited the individual schools and spoke with the staff concerning late start.

We began the discussion around the impact on busing K-12 in 2015-16. Six different models were presented to the Board. At the August 2016 School Board meeting, Lisa Huppe, Transportation Director, presented the "One" Run System of transporting students which appears to be a system that could support a later start time for middle and high school.

In order for the District to move forward with a Late Start option, the School Board needs to be ready to determine their position no later than the second meeting in October. Time is required to implement any decision in the fall of 2017.

Tonight, I need the Board to provide me direction on how you'd like me to proceed. Are you ready to make a decision? Is there additional information you require? Do you want me to hold a public forum?

Thank you.

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

INTEROFFICE MEMORANDUM

TO: School Board
FROM: Dr. James C. Morse, Sr.
DATE: September 2, 2016
RE: Appointment of SRO and Truant Officer's

Please nominate the below listed individuals for the 2016-2017 school year:

School Resource Officer ORHS/ORMS	Officer Holly Malasky - Durham
Truant Officer Mast Way School:	Officer John Brook - Lee
Truant Officer Moharimet School:	Chief Joseph McGann - Madbury

Thank you.

SCHOOL FINANCIAL REPORT

COPY

For the Year Ending June 30, 2016

For School District of Oyster River Cooperative, Durham, Lee, Madbury NH

SAU # 5

DUE TO THE NH DEPARTMENT OF REVENUE

Not Later Than September 1, 2016

"I certify under the pains and penalties of perjury, to the best of my knowledge and belief, that all of the information contained in this document is true, accurate and complete."

Per RSA 198:4-d

School Board Chairperson – Thomas Newkirk

Date

Superintendent of Schools: _____

Dr. James C. Morse, Sr.

Date: _____

SCHOOL BOARD MEMBERS

Please sign in ink.

COPY

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL & PROPERTY DIVISION
P.O. BOX 487
CONCORD, NH 03302-0487
(603)230-5090



To: Dr. James Morse
From: Carrie Vaich
Date: August 29, 2016
Subject: Nomination for Stipend Activities

Please accept the nomination of the following stipend activities for the 2016-2017 school year:

Stipend Activities

Name	Activity	Stipend	Longevity	Total
Felicia Sperry	New Teacher Mentor for Amy Leone	\$500		\$500
Mary Ellen Webb	New Teacher Mentor for Debbie Smith	\$500		\$500

Respectfully Submitted,

Carrie Vaich

Principal
Mast Way School