

**Oyster River Cooperative School District
REGULAR MEETING**

December 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 11/2/16 revised and 11/16/16 regular meeting minutes.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District

B. Board

VI. DISTRICT REPORTS

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

B. Superintendent's Report

- Yager Property Update

C. Business Administrator

- FY17 Budget Update

D. Student Senate Report

E. Other: Lisa Allison - LRPC November 2016 Report

VII. DISCUSSION ITEMS

- 2017-18 Draft Budget Proposal
- Retirement Incentive
- Draft 2017 Warrant Article
- Draft 2017-18 School Calendar -1st Review
- Distinguished Service Award Recipient

VIII. ACTIONS

A. Superintendent Actions

B. Board Action Items

- Motion to approve ORMS Jazz Band Overnight Field Trip – 5/18/17 – 5/22/17 – Orlando Florida
- Motion to approve a retirement incentive.

IX. SCHOOL BOARD COMMITTEE UPDATES

X. PUBLIC COMMENTS

XI. CLOSING ACTIONS

- A. Future meeting dates:** 12/21/16 Regular School Board Meeting
1/4/17 Regular Board Meeting
1/9/17 Superintendent w/Durham Town Council Budget Update
1/11/17 Budget Public Hearing – 7:00 PM ORHS Auditorium

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

- Superintendent Evaluation

NON-MEETING SESSION: RSA 91-A2 I {If Needed}

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

November 2, 2016

Oyster River High School

6:30 p.m.

SCHOOL BOARD MEMBERS: Tom Newkirk, Denise Day, Sarah Farwell, Dan Klein, Kenny Rotner, Maria Barth, Al Howland, and Student Representative Troy LaPolice

ADMINISTRATORS: Superintendent Dr. James Morse, Sue Caswell, Todd Allen, Jay Richard, Suzanne Filippone, Catherine Plourde, Dennis Harrington

There were seventeen 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

Suggested Revision:

Removal of Discussion of retirement agenda item until a future meeting.

Motion for Approval of the Agenda: Denise Day moved to approve the Agenda with the above revision, 2nd by Al Howland. Motion approved 7-0 with the Student Representative voting in the affirmative.

III. PUBLIC COMMENTS:

Erin Hiley Sharp, a District resident, spoke and asked the Board to vote in support of delaying the start time of the middle school and high school next fall. She understands that this decision is controversial. The Board has all the information that is needed to make this decision.

Caroline Wilson, a senior at Oyster River High School thinks that they are making a quick fix with a later start time. Students are under so much stress. Caroline would like the focus to be on their mental health and expectations that are put on students. Teach the students time management and coping skills.

Ruth Sample of Lee has two children in the District is in favor of the changing start times. She feels that this proposal is a reasonable compromise.

Rachel Higginbotham of Durham is in support of the change of start time. The American Academy of Pediatrics supports a later start time for middle and high school students.

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Draft

Julie Hanes of Durham loves this school District and feels that the District needs to act now and pass the late time start proposal

Dean Rubine of Lee mentioned that his kids are suffering with sleep problems and would like to see this passed.

Tom Webber of Durham appreciates all the hard work that the Board has put into this subject and would like to see the late start time proposal passed.

Katie McManus and her daughter Kayla spoke to the Board. Kayla read a letter that it is a good idea because a lot of her kids at the school drink coffee and she does not think that it is very good. Too many kids are sleep deprived and also people are driving while not getting enough sleep.

Brian Cavanaugh of Durham hopes the board will approve the change in start time. It is a scientific [Fact](#) and part of nature [to](#) accommodate Mother Nature by changing the start time.

Jennifer Lyon of Lee appreciates all the time and effort the Board and Superintendent has put into this. She is hoping the Board will vote yes.

Barb, a resident of Lee mother of four, is against the proposed start time change. This will cut into family time during the evenings.

Christine Orliac of Durham is from France and they start school much later. If we start later then everything will be finishing later. She feels that the kids will still be sleep deprived even with a later start time.

Katia Sowers of Durham thanked everyone for all their hard work and effort. The proposed changes will work well for the District.

Chair Tom Newkirk thanked everyone for their input including everyone who wrote letters to the Board.

IV. APPROVAL OF MINUTES:

Motion to approve October 19th Regular Meeting Minutes:

Revisions:

Replace 3 Public Comments 3rd line insert "will offset" after "and"

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Page 2 VIB second paragraph replace "They" with "Superintendent"

Page 6 paragraph 2 line 2 insert "athletic" before "bus time"

Page 3 paragraph 8 should be 6-0-1 instead of 6-1-0.

Page 2 1st paragraph replace "Beatu" with "Buteau"

Denise Day moved to approve the minutes of October 19th with the above revisions, 2nd by Al Howland. Motion passed 7-0 with the Student Representative voting in the affirmative.

Approval of Manifests:

Vendor Manifest #10 \$268,026

Payroll Manifest #9 \$1,243,328.28

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:

A. District: Jay Richard of the Middle School reported that quarter 1 is ending on Friday. World Language staff is holding a visitation in January. The teachers will be teaching in the language the entire class. They do a great job. He also mentioned that the School Dance is this this Friday. Cross Country Teams girls 3rd and boys came in first place.

Suzanne Filippone of the High School reported that Change Directions Campaign has students working with guidance office. The Blood drive today very successful. World Language Day is November 9th.

Corey Parker mentioned some accomplishments in the District: Patrick O'Brien defended his Division II Title. Danielle Slavin finished second. The Girls Soccer Team is in the state semifinals tomorrow night.

B. Board: Denise Day commended Meredith Freeman Caple and the cast. Women at War was very amazing. It had difficult subject matter and was a great performance.

Tom Newkirk commended Mike Anderson for creating a school choice presentation. He also reported that the National Association of Academic Progress has ranked NH 1st in 4th grade Science 2nd in 8th grade in Science.

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum & Instruction

Todd Allen mentioned that NAAP great news for NH with the Science results. It is exciting that Oyster River is above the state average. Tomorrow the State

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Board of Education is meeting and hearing a report on science standards. Todd will be speaking encouraging next generation science [be added](#). He will be mentioning move away from Science NECAP. Professional Development Day is next Tuesday. Elementary teachers are working on next generation science standards and social emotion learning goals. The Middle School is working on competency work, and the High School will be concentrating on Content Department Meetings.

B. Superintendents Report:

Superintendent Morse presented the draft Superintendent Newsletter. Once the late start time has been voted on, it will added to the newsletter and it will be distributed.

C. Business Administrator:

Sue Caswell gave a financial status as of October 26th and they are on track to date.

D. Student Senate Report:

Student Representative Troy LaPolice reported that a group of Friends Forever will have students from Northern [Ireland](#) visit tomorrow.

E. Other: None

VII. DISCUSSION ITEMS

Superintendent Evaluation - The Board agreed by consensus to begin the process, the Superintendent will provide a self-evaluation for the December 7th meeting.

Tuition Rate:

The FY2017 Durham/UNH and ORCSD Staff Tuition rate is used as the basis upon which the town of Durham seeks a "payment in lieu of tax" from the University of New Hampshire for those children residing in UNH's family housing facility (Forest Park) and as the rate charged at 1/3 to those staff that reside outside the District and have children attending ORCSD schools.

This rate has been calculated by using the estimated "cost per pupil" for the current fiscal year. The estimated cost per pupil for the current year uses the

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data from the Department of Revenue's MS-22 form and the current year's October 1 enrollments.

Our estimated cost per pupil numbers are:

| | |
|----------------|----------|
| Elementary: | \$16,920 |
| Middle School: | \$17,969 |
| High School: | \$18,071 |

Al Howland moved to approve the above proposed tuition rates, 2nd by Denise Day. Motion passed 7-0 with the Student Representative voting in the affirmative.

Start Time:

Student Poll Results: Student Representative Troy LaPolice detailed the Student Survey to the Board. They had all the information necessary to make an informed decision and the students were split 50/50 on the proposal.

Student Concerns: busing, the students are not a fan of the proposed single run systems and the time that would be spent on the bus. Sports was also a big concern for the students.

The stress that students feel is the homework and their commitments. It is not from their sleep schedule. Members of the Board thanked Troy ~~and the Student Senate~~ for coordinating this. This was a lot of work they accomplished in a short period of time.

Denise Day is asking that students be able to enter into middle and high schools who will still need an early drop off. We have working parents that we need to think about with students being dropped off early. We need to do what we can to mitigate problems that might come up with parents. Superintendent Morse agrees and noted that this can be built into the budget.

The Board had an in-depth discussion on the proposed start times and the impact on the busing system. There will be some evolving on how they coordinate athletics and after school activities.

Student Representative Troy LaPolice urged the Board to continue working on the structure of the school day and the amount of homework. Superintendent

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Morse agrees that changing the start time is the tip of the iceberg on the issue and they will be examining the school day. He will be discussing this with staff on Tuesday to begin engaging them in dialogue on homework. This discussion does not address screen time habits or personal habits.

Kenny Rotner thanked the community for all their input both positive and negative. He also praised his fellow Board Members for all of their concerns and suggestions, who are in support of a change in start time. He will not vote in favor of this because change is hard for everyone and he believes that the timeframe is too quick for this and that next year could require an additional change. The science is totally clear and does not dispute that, but science also has a lot of impact for afterschool activities as well. Our District is unique in that so many are involved in extracurricular activities. We need to look at the structure of the day and be creative and also work on the homework issue.

Student Representative, Troy LaPolice concurs with Kenny's thoughts on the homework issue, as well as the structure of the day and hopes that a creative outcome can be reached.

Al Howland moved to approve Option 6 for the 2017-2018 school year with the start times at MS/HS 8:15 – 3:00 and the Elementary from 8:45 – 3:00. The morning will be separate single buses and the afternoon a combined one run system, 2nd by Kenny Rotner.

Maria Barth moved to amend the policy to add in: to develop and implement a before school plan, 2nd by Kenny Rotner. Maria Barth withdrew her amendment and Al Howland moved to withdraw his motion.

Al Howland moved to approve the concept of option 6 later start time with separate buses in the morning and a one run bus system in the afternoon. They will also develop and implement a mechanism to allow students at the middle school and high school to be dropped off early, 2nd by Kenny Rotner.

Motion passed 6-1 with Kenny Rotner and the Student Representative opposing.

VIII. ACTIONS

A. Superintendent Action: None

B. Board Actions:

Al Howland moved to approve the ORHS/ORMS Coaches/Volunteers, 2nd by Dan Klein. Motion passed 7-0 with the Student Representative voting in the affirmative.

High School/Middle School Volunteer Positions:

| | |
|-----------------------------|--------------------------|
| Tim McNamara | Girls Ice Hockey |
| Paul Franz | Martial Arts Club |
| Jason Nifong | Boys Basketball |
| Ed Szecepanki | Boys Basketball |
| Ned Clarke | Ski Team |
| Scott Masi | Ski Team |
| Derek Hubbard | Boys Hockey |
| Leslie Gelsomini | Girls Hockey |
| Scott Barton | Girls Hockey |
| Andrea Biniszkievicz | MS Cheer Club |
| Sue Jackson | MS Cheer Club |

Paid Positions:

| | | |
|-------------------------|---------------------------------|----------------|
| Craig Randall | Boys JV Hockey | \$3,415 |
| Griffin Richard | Boys Varsity Ice Hockey | \$5,514 |
| Jamie Long | Girls Varsity Ice Hockey | \$5,214 |
| Scott McGrath | Girls Indoor Track | \$3,558 |
| Nick Ricciardi | Boys Indoor Track | \$3,933 |
| William Reeves | Swimming | \$3,538 |
| Lynn Santosuosso | Diving | \$2,430 |
| Laura Fant | Girls Asst. Swimming | \$2,280 |
| Lorne Lucas | Boys Varsity Basketball | \$5,139 |
| Zach Lewis | Boys JV Basketball | \$3,340 |
| Bill Sullivan | Boys Varsity Lacrosse | \$4,052 |
| Craig Walfield | Varsity Baseball | \$4,202 |
| Glen Miller | Varsity Softball | \$4,127 |
| Emily Rodgers | Girls Varsity Lacrosse | \$4,052 |
| Dan Watson | Boys Reserve Soccer | \$2,027 |

Middle School Paid Positions:

| | | |
|----------------------------|----------------------------------------------|----------------|
| Martha Soloman-Kies | Field Hockey | \$1,977 |
| Sunny Sadana | Boys 7th Grade Basketball | \$1,977 |
| David Geschwendt | Girls 7th Grade Basketball | \$1,977 |

| | | |
|-------------------|----------------------------------------------|----------------|
| Jason Duff | Boys 8th Grade Basketball | \$1,977 |
| Nate Grove | Girls 8th Grade Basketball | \$2,352 |

Motion to approve school Board Policies:

Policies for a First Read:

Kenny Rotner moved to approve for a first read:

| | |
|--------------|-------------------------------------------------------------|
| GBEB | Staff Conduct with Students |
| IHBI | Alternative Learning Plan |
| IKAA | Interdisciplinary Credit Toward Graduation |
| ILBAA | High School Graduation Competencies |
| IMBD | High School Credit for 7/8 Grade Advanced Coursework |

2nd by Maria Barth

Motion passed 7-0 with the Student Representative voting in the affirmative.

Kenny Rotner moved to approve Policy IHBH for a first reading, 2nd by Maria Barth.

There was a lot of work done on this policy by the leadership team in accomplishing this. There are a lot of students doing VLACs, internships, taking classes at UNH, and job shadowing. This is a very valid endeavor and these are opportunities that cannot be realized in the classroom. The [Counseling](#) Department is currently handling these opportunities. There needs to be an extended learning coordinator that handles these opportunities. This position could help students navigate their way through these opportunities.

Maria Barth moved to amend the policy and direct the superintendent to add a coordinator into the budget, 2nd by Denise Day.

There was a lengthy discussion by the Board about approving the proposed position prior to the Board budget workshop.

Maria Barth moved to withdraw her amendment and Denise Day withdrew her second to the motion.

The motion passed 6-1 with Sarah Farwell opposing and the Student Representative voting in the affirmative.

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Kenny Rotner moved to approve Policy IKF for a first reading, 2nd by Maria Barth. Motion passed 6-1 with Sarah Farwell opposing and the Student Representative voting in the affirmative.

IX. SCHOOL BOARD COMMITTEE UPDATES:

Denise Day reported that the Long Range Planning Committee is getting a better feel and continuing to tweak the formula for accuracy. They are within one percent.

Maria Barth reported that the End 68 Hours of Hunger is doing a fabulous job. There has been some food drives. They looking for donations.

X. PUBLIC COMMENTS:

Dean Rubine, Rachel Higginbotham, Erin Hiley Sharp, and Jennifer Lyon spoke and thanked the Board for approving the late start time.

XI. CLOSING ACTIONS:

A. Future Meeting Dates: 11/7/16 Town of Madbury Selectman Meeting
11/10/16 Budget Workshop, Lee Safety Complex
11/16/16 Regular School Board Meeting
11/30/16 Manifest Review (5:30 p.m.)
Budget Workshop 7:00 p.m.
12/7/16 Regular School Board Meeting

XII. NON-PUBLIC SESSION: RSA 91-A:3 II (if needed): None
NON-MEETING SESSION: RSA 91-A2 I (if needed): None

XIII. ADJOURNMENTS:

Al Howland moved to adjourn the meeting at 9:30 p.m., 2nd by Maria Barth. Motion passed 7-0 with the Student Representative voting in the affirmative.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary

Oyster River Cooperative School District

November 16, 2016

Oyster River High School

6:30 p.m.

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

ADMINISTRATORS: Superintendent Dr. James Morse, Sue Caswell, Todd Allen, Jay Richard, Catherine Plourde, 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 Kenny Rotner moved to approve the Agenda, 2nd by Maria Barth. Motion passed 6-0 with the Student Representative voting in the affirmative.

III. PUBLIC COMMENTS: None

IV. APPROVAL OF MINUTES:

Motion to approve 11/2/2016 Regular Meeting Minutes:

Kenny Rotner moved to approve the November 2, 2016 meeting minutes, 2nd by Al Howland

Revisions:

Page 2 Brian Cavanaugh Paragraph replace “face” with “fact” and replace “that” with “to”

Page 3 Denise Day paragraph after Caple insert “and the cast”

Page 4 second sentence insert “be added” after “science”

Page 4 Student Senate Report insert “Ireland” after “Northern”

Page 5 Paragraph 6 delete “and the Student Senate”

Page 6 Add the following before the motion for Option 6 Start Time:

Kenny Rotner thanked the community for all their input both positive and negative. He also praised his fellow Board Members for all of their concerns and suggestions, who are in support of a change in start time. He will not vote in favor of this because change is hard for everyone and he believes that the timeframe is too quick for this and that next year could require an additional change. The science is totally clear and does not dispute that, but science also has a lot of impact for afterschool activities as well. Our District is unique in that so many are involved in extracurricular activities. We need to look at the structure of the day and be creative and also work on the homework issue.

Student Representative, Troy Lapolice concurs with Kenny's thoughts on the homework issue, as well as the structure of the day and hopes that a creative outcome can be reached.

Page 8 3rd paragraph 4th line: Replace "Guidance" with "Counseling"

Kenny Rotner moved to postpone the approval of the meeting minutes until the proposed late start time discussion was reported in more depth, 2nd by Maria Barth. Motion passed 6-0 with the Student Representative voting in the affirmative.

APPROVAL OF MANIFESTS:

Updated Vendor Manifest from November 2: Vendor Manifest #10 \$819,258.14

Payroll Manifest #10 \$947,136.77

Vendor Manifest #11 \$158,436.31

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS:

A. District:

Dennis Harrington of Moharimet reported that the volunteers of parents and students cut 7 cords of wood that were donated by Eversource and O'Ryan Tree Service. Dennis introduced and recognized student Andrew McEwan who was one of the biggest leaders last week.

Dennis Harrington announced that the Taste of Moharimet will be tomorrow evening from 5:30- 7:30.

B. Board:

Kenny Rotner mentioned that last week there was a film "Screenagers" showing at the high school about technology and its impact on adolescents. The movie introduced food for thought and he would like to see a future agenda item on the use of electronic and technology devices in the school. Kids are bringing devices to schools and they need to develop a strategy. Al Howland was also on the panel of technology and he noted that there was a student on the panel and her perspective and reflections were great.

Student Representative Troy LaPolice reported that the Northern Ireland students visit was a success. They reported that Oyster River was the most welcoming school they visited. They got to see how their day to day life varies from Oyster River students. It was a great experience.

The Student Senate have been discussing cell phones and electronic use at the school.

Maria Barth referenced daylight savings time. She would find it interesting if we could have a report on tardiness comparing before daylight savings time and after daylight savings time.

Maria is in favor of a survey of parents about any bullying on the buses. Maria is referring to subtle bullying that hasn't previously been reported. Superintendent Morse asked if surveying the bus drivers would shed light on any subtle bullying that might be going on.

Denise Day commended the entire administrative team for preparation work prior the budget workshop.

VI. DISTRICT REPORTS:

A. Assistant Superintendent/Curriculum and Instruction Report:

Todd Allen reported on November 3rd the Science Standards Next Generation Science was approved. Todd reported that during the teacher workshop a lot of work was accomplished on the science standards. Other accomplishments included: work on Social Emotional learning Group, competencies, and Math strategic goal.

B. Superintendent:

Superintendent Morse noted that the Superintendent's Newsletter has been distributed. It was included in Friday updates and has been distributed to the towns. He has continued to meet with Moharimet staff and identified the characteristics of the next principal and will be crafting questions.

C. Business Administrator:

Sue Caswell discussed the Orchard Drive bid review. They plan to put it out to bid with a due date of the second week of January. The minimum bid will be \$300,000.

D. Student Senate Report:

Student Representative Troy LaPolice discussed the cell phone policy. They would like to share their thoughts with the Board. One of the senators proposed a community dinner to promote unity. Superintendent Morse suggested that he coordinate the effort with Doris Demers. Discussed the possibility of senators being responsible for a group of students such as the US Senate is.

E. Other: Crisis Response Plan:

Todd Allen and Heather Machanoff discussed School 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.

Progress to Date:

July 2016: Post Traumatic Stress Management and Psychological First Aid Training with Dr. Robert Macy of the International Trauma Center

September 2016: Change Direction Campaign event

October 2016: Connect Gatekeeper Training

November 2016: Connect "Train-the-Trainer" Training

Future Events: Connect Gatekeeper Training, YRBS themed event

Crisis Plan Development:

Review of many school district crisis plans: Exeter, Pembroke, Nashua, Salem, Bow to name a few

Direct advice from Dr. Macy and the ITC and Ann Duckless of NAMI-NH

Incorporation of the existing ORHS Crisis Plan

Draft review by the Mental Health Wellness Committee

Draft review by the ORCSD Leadership Team

The ORCSD Crisis Plan will be integrated with the District Emergency Response Plan

Crisis Plan Highlights:

Overarching District level trauma response team made up of many of our District mental health professionals

Building level plans to be personalized by each building and level

Breakdown of initial response in first three days following a traumatic event

Crisis response checklist template created

Incorporation of "Orientation Meeting" concept from Dr. Macy

Resources readily available: communication scripts, self-care handouts, etc.

Next Steps:

Adaption of building level template for each building

On-going review process

Practice of crisis response protocol at each building

Jay Richard noted that the school counselors are very involved with students that were impacted by the suicide at the Middle School last year.

The Board thanked them for their report and the steps that they are initiating.

VII. DISCUSSION ITEMS:

Service Building Solar Project: Jim Rozycki updated the Board on the project of installing solar panels on the roof of the service building. The District has been approached by several vendors over the last few years with various solar options. We have had several emails from community members asking us why we have not moved forward with any solar proposals. The intent is to start small and see what incentives/grants might be available next year to look at other buildings. Mast Way School is currently being reviewed. This project will also be used as a teaching tool for students.

ReVision energy is a company that has been involved in several projects involving school districts, companies, and municipalities and are aware of the associated issues, processes, and regulations.

The service building roof has significant sun exposure to provide an optimum 2,600 KWH/year given the orientation and size of this roof.

Due to the lack of tax incentives available to non-profit organizations, the Purchase Plan Agreement seems to be a “win-win” situation for the District. The PAA would be a 20 year agreement and is based upon ReVision Energy financing the project therefore requiring no up-front costs or citizen vote. This makes reaching a decision before the PUC sets new rates more realistic.

The PAA requires the District to only pay for the metered electricity. Installing a metered set-up provides an opportunity for students to collect, interpret, and analyze electricity data.

Kenny Rotner moved to approve the service building project as presented, 2nd by Maria Barth. Motion passed 6-0 with the Student Representative voting in the affirmative.

Retirement Incentive:

Superintendent Morse discussed a potential retirement incentive with the Board. The Teacher’s Guild surveyed the staff. Their survey resulted in twenty-one staff members indicating that they were interested in retirement if an incentive was offered.

The purpose of such incentives is to benefit the employee and the District. Although 21 teachers have indicated an interested in retiring. It would place a hardship on the District to allow that many teachers to retire in a single year. It makes the most sense to continue to make such decisions annually. Enrollment decline K-8 is a concern and if retirements coincide with enrollment decline, then layoffs can be minimized, if not avoided. He is recommending that the Board consider five retirees.

There will be approximately 339 students in Moharimet for 2017-18. If this is the case, there will be one less teacher needed next year at Moharimet. An elementary retirement would result in a net loss of one teacher with no layoff. The District will save the full salary and benefits of the retiring teacher which is likely to be in the \$100,000 area.

Another example would be the retirement of a staff member who ultimately would be replaced say at the high school level. Savings would come from the difference in salary between the retiring faculty member and her/his replacement.

The Proposal:

1. Establish one impact areas: K-12
2. We count years of service in the District
3. Anyone considered must be NH Retirement eligible

The process would be to recognize retirees from Kindergarten-Grade 12, then add the years of service in District with their age and the faculty with the highest numbers would be chosen for the retirement incentive.

Faculty who wish to be considered for the retirement incentive must indicate in writing their intent to retire no later than December 30, 2016. The intent would be binding unless the staff member does not make it on the incentive list, at which point they may rescind their intent to retire.

Al Howland moved to offer the proposed incentive and keeping it uncapped, 2nd by Dan Klein.

The Board had a discussion on how this can be fiscally prudent. They questioned if they are creating an artificial cycle. Superintendent Morse mentioned that the bell curve is skewed to the right. 75% of the staff are in the top tier. The Board discussed if perhaps there would be retirements in the District without the proposed incentive.

Maria Barth moved to postpone the proposed retirement incentive until the next meeting where there is a full board, 2nd by Sarah Farwell. Motion passed 4-1-1 with Kenny Rotner abstaining, Al Howland opposing and the Student Representative voting in the affirmative.

Draft of the 2017 Warrant:

Sue Caswell reviewed the proposed draft 2017 warrant articles with the Board. She added that there may be an additional article to clean up some of the warrant articles. There will be a change to Warrant Article 4 from Facilities Development Capital Reserve to the Benefit Stabilization Fund.

The Board will review again at the next meeting.

VIII. ACTIONS:

A. Superintendent Action Items: None

B. Board Action Items:

Kenny Rotner moved that the following Policies be postponed until there is a discussion on the Extending Learning Opportunity Coordinator 2nd by Maria Barth

| | |
|---------------------------------------------------|--------------|
| Alternative Learning Plan | IHBI |
| Interdisciplinary Credit during Graduation | IKAA |
| Graduation | IKF |
| High School Graduation Competencies | ILBAA |
| High School Credit for 7/8 Grade | |
| Advanced Course Work | IMBD |

Motion passed 6-0 with the Student Representative voting in the affirmative.

Al Howland moved to approve Policy GBEB for adoption 2nd by Dan Klein. Motion passed 6-0 with the Student Representative voting in the affirmative.

IX. SCHOOL BOARD COMMITTEE UPDATES: None

X. PUBLIC COMMENTS:

Dean Rubine of Lee mentioned Scoliosis. Between the Middle School and the High School there are approximately 10 girls diagnosed. He is asking the Board to look into the numbers and possibly to revive the screenings in the District.

XI. CLOSING ACTIONS

A. Future Meeting Dates: 11/30/16 Manifest Review 6:30 p.m. Budget Workshop 7:00 p.m.
12/7/16 Regular School Board Meeting
12/21/16 Regular School Board Meeting

XII. NON-PUBLIC SESSION: RSA 91-A:3 II (if needed): None
NON-MEETING SESSION: RSA 91-A2 (if needed): None

XIII. ADJOURNMENT

Maria Barth moved to adjourn the meeting at 9:00 p.m., 2nd by Dan Klein. Motion passed 6-0 with the Student Representative voting in the affirmative.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary

| OYSTER RIVER COOPERATIVE SCHOOL DISTRICT | | | | | |
|------------------------------------------|----------------------------------------------------------------------------------|-------------------|-------------------|------------------|------------------|
| FISCAL YEAR 2016-2017 | | | | | |
| FINANCIAL STATUS AS OF: | | | | | |
| 11/30/2016 | | | | | |
| | Budgeted | Expended | Encumbrances | Amount Remaining | Percentage Spent |
| | 2016-2017 | 2016-2017 | 2016-2017 | 2016-2017 | 2016-2017 |
| SALARIES: | | | | | |
| Administrator | 1,391,496 | 537,656 | 856,305 | (2,465) | 100% |
| Teacher | 15,179,760 | 3,516,715 | 11,520,169 | 142,876 | 99% |
| Para | 2,350,713 | 664,152 | 1,624,427 | 62,134 | 97% |
| Tutor | 174,764 | 56,665 | 146,616 | (28,517) | 116% |
| Custodian | 757,708 | 311,898 | 453,993 | (8,183) | 101% |
| Secretary | 375,635 | 137,347 | 244,824 | (6,536) | 102% |
| District Hourly | 734,355 | 302,515 | 431,311 | 529 | 100% |
| Maintenance | 186,558 | 87,224 | 99,971 | (637) | 100% |
| Drivers | 662,273 | 202,065 | 464,064 | (3,856) | 101% |
| Misc & Summer | 173,381 | 90,054 | 40,022 | 43,305 | 75% |
| Subs - Professional | 349,558 | 106,487 | 52,919 | 190,152 | 46% |
| Subs - Para | 37,000 | 11,993 | 0 | 25,007 | 32% |
| Subs - Secretary | 6,000 | 3,388 | 0 | 2,612 | 56% |
| OT | 25,580 | 454 | 0 | 25,126 | 2% |
| Med & Dent Payback | 482,818 | 147,472 | 324,908 | 10,438 | 98% |
| TOTAL SALARIES | 22,887,599 | 6,176,085 | 16,259,529 | 451,985 | 98.0% |
| BENEFITS: | | | | | |
| Health Ins | 4,784,207 | 1,362,142 | 3,392,813 | 29,252 | 99% |
| Dental Ins | 130,659 | 38,621 | 96,727 | (4,689) | 104% |
| Life Ins | 55,454 | 16,348 | 40,859 | (1,753) | 103% |
| LTD Ins | 52,474 | 18,204 | 44,861 | (10,591) | 120% |
| FICA | 1,740,357 | 454,383 | 1,247,936 | 38,038 | 98% |
| Retirement - Non Professional | 340,698 | 128,662 | 217,882 | (5,846) | 102% |
| Retirement - Professional | 2,440,200 | 599,116 | 1,895,153 | (54,069) | 102% |
| Annuity | 122,456 | 34,522 | 92,354 | (4,420) | 104% |
| Tuition Reimb | 0 | 0 | 0 | 0 | |
| Unemployment Comp | 21,000 | 1,769 | 0 | 19,231 | 8% |
| Workers Com | 80,528 | 103,359 | 0 | (22,831) | 128% |
| TOTAL BENEFITS | 9,768,033 | 2,757,126 | 7,028,585 | (17,678) | 100.2% |
| ALL OTHER OPERATING EXPENSES: | | | | | |
| Mail Way | 209,978 | 95,586 | 22,408 | 91,984 | 56% |
| Moharinet | 192,803 | 89,057 | 25,199 | 78,547 | 59% |
| Middle School | 302,988 | 152,726 | 52,936 | 97,326 | 68% |
| High School | 676,483 | 234,262 | 105,599 | 336,622 | 50% |
| District | 1,977,125 | 1,642,134 | 112,745 | 222,246 | 89% |
| Transportation | 547,777 | 263,379 | 13,081 | 271,317 | 50% |
| Technology | 547,988 | 244,069 | 4,287 | 299,632 | 45% |
| Facilities | 2,266,412 | 1,495,057 | 643,032 | 128,323 | 94% |
| SPED | 1,634,574 | 746,586 | 1,183,508 | (295,520) | 118% |
| TOTAL OPERATING | 8,356,128 | 4,962,856 | 2,162,795 | 1,230,477 | 85.3% |
| GRAND TOTAL | 41,011,760 | 13,896,067 | 25,450,909 | 1,664,784 | 95.9% |
| Comment Section: | Teacher salary balance due to unencumbered coaches and extracurricular salaries. | | | | |

Enrollment Projections for ORCSD, 2016-2026

Long Range Planning Committee

Michael Goldberg Alyson Mueller David Taylor Robert Mohr
Lisa Allison Rob McEwan Marie O'Neill Giana Gelsey Katrin Kasper

November, 2016

Thanks to Retired LRPC Members

Special Thanks for many years of service
to the LRPC

- Tom Merrick of Durham
- Lorna Jacobsen of Madbury

Summary of LRPC Goals

- Provide the School Board with enrollment projections for each of the next 10 years.
- Make every effort to provide projections for the following school year in the fall when they can be used in the budgeting process.
- Continually improve and refine the model used to make enrollment projections.

ORCSD

November 2016

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Decline in Enrollment largely offset by HS Tuition Students

- Peak enrollment was 2,393 in 2000.
- 2016-17 enrollment is 2,115, including 115 tuition students.
- *Decline over 16 years was 278.*
- **Projected 2026-27 with Barrington tuition students 2,006 (1,846 plus 160 tuition)**
- *The number of tuition students rises as native enrollment drops, net 10 year loss of only 109.*

ORCSD

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Methodology

- Kindergarten

Historical births and enrollment trends are used to project the number of students (using linear regression).

- Grades 1 – 12

Grade Progression Ratios (GPRs) are used to forecast the number of students.

Kindergarten Methodology

- Linear Regression Model coefficients updated annually
- Primary independent variable is births 5 years prior
- Some autocorrelation components
- Looking at other independent variables
 - Employment
 - Real Estate transactions

Model Change This Year

- Now that we have full day kindergarten, we can use grade progression ratios to predict first grade enrollment.
- This should result in better predictions for first grade.

Projections for Grades 1-12

- Calculate GPR's for each grade and year.
- Find the 5-year average GPR by grade.
- Apply average GPRs to actual and predicted enrollments to predict enrollments into the future.
- Takes into account the net migration (in-migration and out-migration) over time and by grade.

What is a “Grade Progression Ratio?”

Number of students in grade J and year t

+

Add students who move to ORSD in grade J+1 and year t+1

-

Subtract students who leave ORSD before grade J+1 and year t+1

=

Number of students in grade J+1 and year t+1

A numerical example:

200 students in 5th grade in October 2013

+ 10 new students join ORSD at the 6th grade for 2014

-5 students leave ORSD before 6th grade

= 205 students in 6th grade in 2014

GPR (5th to 6th = $205/200 = 1.025$)

ORCSD

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GPRs Account for Net New Students

- More families with children moving in than moving out. (5 year average used)
- All GPRs are in the range of 1.00 – 1.04 except High School, which is impacted by tuition students coming in and native students going to private schools.

ORCSD

November 2018

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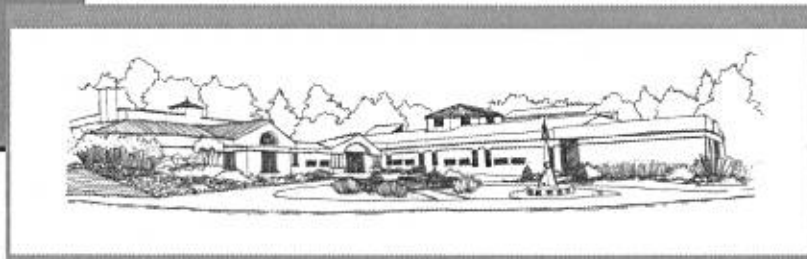
Elementary School Split

- Historical ratios used to estimate Kindergarten split between the schools.
- GPR for each elementary is used to project grades 1-4 based on projections for prior year grades K-3 at that school.
- Different GPRs used for Moharimet and Mast Way.

Projection Range (Plus and Minus)

- Historical LRPC Projections 1994 – 2015 (21 years of forecasts, each predicting 10 future years)
- Subtract Actual Enrollment for each predicted year.
- Take the absolute value of the difference and divide by the actual enrollment figure to get a percentage.
- Find the average percentage difference for each forecast horizon (1 to 10 years out).

The Projections



**Enrollment Projections Summary
For Oyster River School District
Preliminary October 1, 2016-17 Actual to 2026-27 Projected**

| Year | K | 1-4 | 5-8 | 9-12 | Total | Average Absolute Error of Estimate | | HS Without Tuition | Total Without HS Tuition |
|---------|-----|-----|-----|------|-------|------------------------------------|----------|-----------------------|-----------------------------|
| | | | | | | Percent Error +/- | To Total | | |
| 2016-17 | 116 | 577 | 656 | 766 | 2,115 | Actual Year | | 651 | 2,000 |
| 2017-18 | 109 | 551 | 661 | 794 | 2,114 | One Year Out | 1.6% | 656 | 1,976 |
| 2018-19 | 115 | 530 | 661 | 808 | 2,113 | Two Years Out | 2.6% | 651 | 1,956 |
| 2019-20 | 114 | 505 | 661 | 837 | 2,117 | Three Years Out | 3.5% | 677 | 1,956 |
| 2020-21 | 114 | 488 | 664 | 827 | 2,093 | Four Years Out | 5.0% | 666 | 1,932 |
| 2021-22 | 117 | 486 | 633 | 832 | 2,067 | Five Years Out | 6.3% | 672 | 1,907 |
| 2022-23 | 122 | 495 | 609 | 832 | 2,057 | Six Years Out | 7.2% | 671 | 1,897 |
| 2023-24 | 121 | 503 | 580 | 832 | 2,036 | Seven Years Out | 8.4% | 672 | 1,876 |
| 2024-25 | 126 | 511 | 561 | 835 | 2,033 | Eight Years Out | 10.0% | 675 | 1,873 |
| 2025-26 | 125 | 524 | 559 | 803 | 2,010 | Nine Years Out | 11.3% | 643 | 1,850 |
| 2026-27 | 127 | 533 | 569 | 777 | 2,006 | Ten Years Out | 12.9% | 617 | 1,846 |

Elementary School Projections

LRPC Projections with Full Day Kindergarten

| | Mast Way Projections | | | | | | Moharimet Projections | | | | | | Total | Both |
|---------|----------------------|----|----|----|----|-------|-----------------------|----|----|----|-----|-----|-------|------|
| | K | 1 | 2 | 3 | 4 | MW | | | | | MOH | | | |
| | | | | | | Total | K | 1 | 2 | 3 | | 4 | | |
| 2016-17 | 62 | 68 | 61 | 66 | 63 | 320 | 54 | 64 | 83 | 75 | 97 | 373 | 693 | |
| 2017-18 | 53 | 64 | 70 | 61 | 68 | 318 | 55 | 55 | 85 | 88 | 78 | 342 | 659 | |
| 2018-19 | 56 | 55 | 66 | 71 | 64 | 313 | 58 | 56 | 56 | 69 | 92 | 332 | 644 | |
| 2019-20 | 56 | 58 | 57 | 67 | 73 | 312 | 58 | 59 | 57 | 60 | 72 | 306 | 618 | |
| 2020-21 | 56 | 58 | 60 | 58 | 69 | 301 | 58 | 59 | 81 | 61 | 62 | 301 | 602 | |
| 2021-22 | 58 | 58 | 60 | 61 | 60 | 296 | 59 | 59 | 60 | 64 | 63 | 306 | 602 | |
| 2022-23 | 60 | 60 | 60 | 60 | 63 | 303 | 62 | 61 | 60 | 64 | 67 | 314 | 617 | |
| 2023-24 | 60 | 62 | 62 | 61 | 62 | 307 | 62 | 63 | 62 | 64 | 66 | 317 | 624 | |
| 2024-25 | 62 | 62 | 65 | 62 | 63 | 313 | 64 | 63 | 65 | 66 | 67 | 324 | 637 | |
| 2025-26 | 61 | 64 | 64 | 65 | 64 | 319 | 63 | 65 | 64 | 69 | 69 | 330 | 649 | |
| 2026-27 | 63 | 64 | 66 | 64 | 67 | 324 | 64 | 65 | 67 | 68 | 72 | 336 | 660 | |

ORCSD

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Middle School Projections

| Year | Fifth | Sixth | Seventh | Eighth | Total |
|------|-------|-------|---------|--------|-------|
| 2016 | 150 | 167 | 164 | 175 | 656 |
| 2017 | 167 | 155 | 173 | 165 | 661 |
| 2018 | 153 | 173 | 160 | 174 | 661 |
| 2019 | 162 | 158 | 179 | 162 | 661 |
| 2020 | 152 | 168 | 164 | 180 | 664 |
| 2021 | 137 | 157 | 174 | 165 | 633 |
| 2022 | 129 | 142 | 163 | 175 | 609 |
| 2023 | 136 | 133 | 147 | 164 | 580 |
| 2024 | 135 | 141 | 138 | 148 | 561 |
| 2025 | 135 | 139 | 145 | 139 | 559 |
| 2026 | 139 | 140 | 144 | 146 | 569 |

ORCSD

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HS Tuition Students in Projection

| | Year | 9th | 10th | 11th | 12th | Total Tuition |
|--------|------|-----|------|------|------|---------------|
| Actual | 2016 | 38 | 34 | 21 | 22 | 115 |
| | 2017 | 40 | 40 | 37 | 21 | 138 |
| | 2018 | 40 | 40 | 40 | 37 | 158 |
| | 2019 | 40 | 40 | 40 | 40 | 160 |
| | 2020 | 40 | 40 | 40 | 40 | 160 |
| | 2021 | 40 | 40 | 40 | 40 | 160 |
| | 2022 | 40 | 40 | 40 | 40 | 160 |
| | 2023 | 40 | 40 | 40 | 40 | 160 |
| | 2024 | 40 | 40 | 40 | 40 | 160 |
| | 2025 | 40 | 40 | 40 | 40 | 160 |
| | 2026 | 40 | 40 | 40 | 40 | 160 |

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HS Enrollment From District

| | Year | 9th | 10th | 11th | 12th | Total District |
|--------|------|-----|------|------|------|----------------|
| Actual | 2016 | 172 | 150 | 166 | 163 | 651 |
| | 2017 | 172 | 172 | 144 | 168 | 656 |
| | 2018 | 163 | 174 | 169 | 146 | 651 |
| | 2019 | 171 | 164 | 171 | 170 | 677 |
| | 2020 | 159 | 173 | 162 | 173 | 666 |
| | 2021 | 178 | 160 | 170 | 163 | 672 |
| | 2022 | 162 | 179 | 158 | 172 | 671 |
| | 2023 | 172 | 164 | 176 | 160 | 672 |
| | 2024 | 162 | 174 | 161 | 178 | 675 |
| | 2025 | 146 | 163 | 171 | 163 | 643 |
| | 2026 | 137 | 147 | 160 | 173 | 617 |

CRCSB

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HS Enrollment Total by Grade

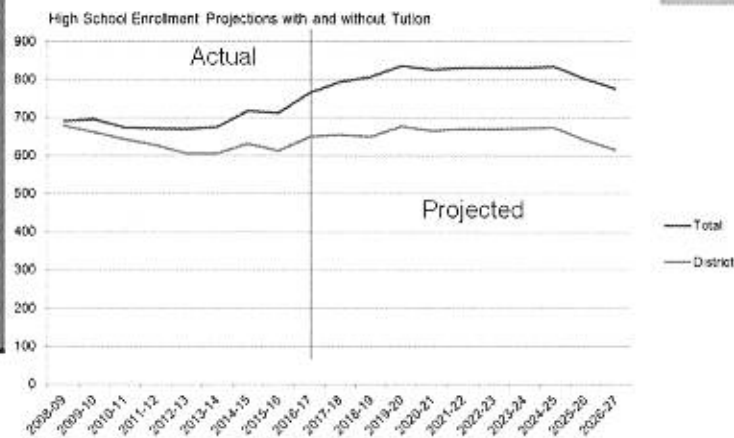
| Year | 9th | 10th | 11th | 12th | Total District |
|------|-----|------|------|------|----------------|
| 2016 | 210 | 184 | 187 | 185 | 766 |
| 2017 | 212 | 212 | 181 | 189 | 794 |
| 2018 | 203 | 214 | 209 | 183 | 808 |
| 2019 | 211 | 204 | 211 | 211 | 837 |
| 2020 | 199 | 213 | 201 | 213 | 827 |
| 2021 | 218 | 201 | 210 | 203 | 832 |
| 2022 | 202 | 219 | 198 | 212 | 832 |
| 2023 | 212 | 204 | 216 | 200 | 832 |
| 2024 | 202 | 214 | 201 | 218 | 835 |
| 2025 | 186 | 203 | 211 | 203 | 803 |
| 2026 | 177 | 187 | 200 | 213 | 777 |

ORCSD

November 2016

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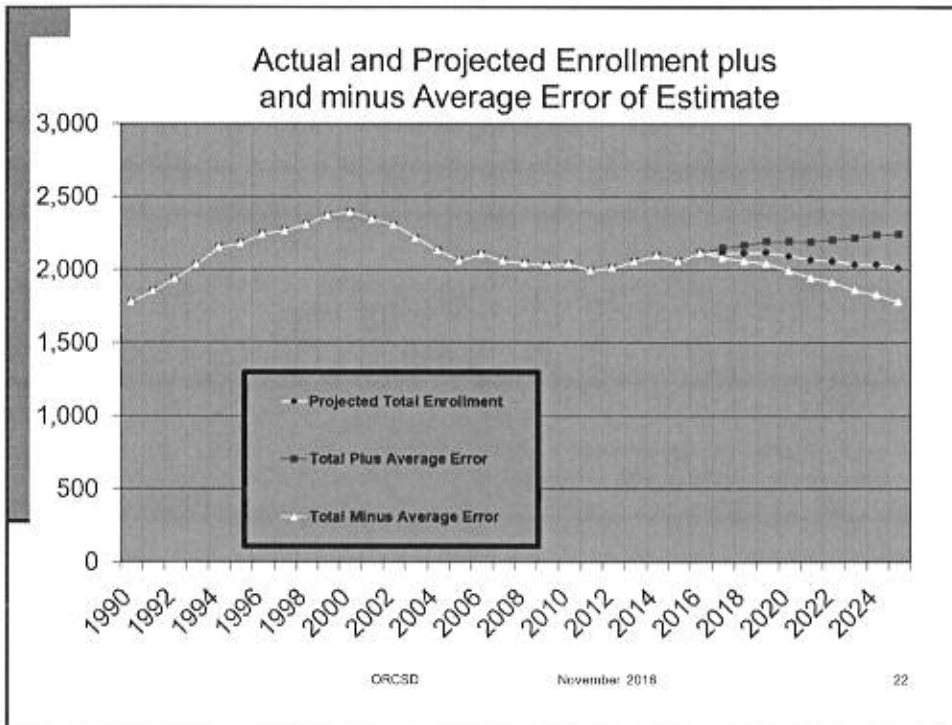
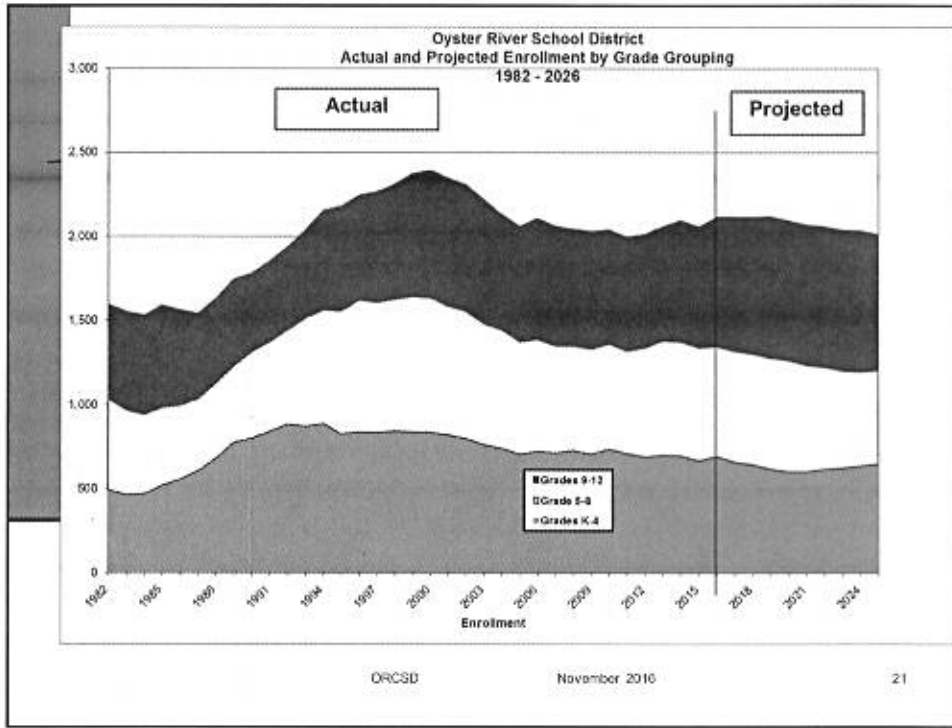
HS Enrollment Projection with Current Barrington Tuition Arrangement



ORCSD

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Summary

- Total ORCSD enrollment is projected to remain over 2,000 for the entire projection period. Enrollment declines by only 109 students, from 2,115 this year to 2,006 projected in 2026-27.
- Full day kindergarten is assumed. The size of the kindergarten class remains close to the current level of 116 for five more years, then rises to 127 in 2026-27.
- The number of elementary school students will decrease. Elementary enrollment drops from 693 now to 602 in 2020-21, when Mast Way and Moharimet will have equal enrollment. Elementary enrollment then rebounds to 660 in 2026-27.
- Middle school enrollment, now 656, drops to 569 in 2026-27.
- High School enrollment (including Barrington), now 766, rises to 837 in 2019-20, then remains between 830 and 840 for 6 years before dropping to 777 in 2026-27 (617 plus 160 tuition students).

Any Questions?

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: December 7, 2016
RE: Proposed FY18 Budget

1. At this stage in the budget process, I recommend we reduce Mast Way staffing by \$100,000 in the personnel account. These funds exist "just in case" primary enrollment exceeds Policy IIB Class Size Guidelines.
2. I also recommend a reduction of \$100,000 in retirement (non-incentive).
3. I recommend the Board implement a retirement incentive to create larger personnel savings in order to fund yellow sheets at ORHS due to enrollment increases.

Thank you.

Oyster River Cooperative School District

2017-2018 BUDGET BY LOCATION as of 12/07/16

| | 2015-16 | 2016-17 | 2017-18 | DIFFERENCE |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
| | EXPENDED | APPROVED | PROPOSED | |
| MAST WAY | 2,993,397 | 3,549,455 | 3,642,610 | 93,155 |
| MOHARIMET | 3,671,007 | 3,738,157 | 3,750,065 | 11,908 |
| MIDDLE SCHOOL | 6,619,222 | 6,959,525 | 7,162,148 | 202,623 |
| HIGH SCHOOL | 7,474,962 | 8,043,447 | 8,302,071 | 258,624 |
| SAU/ADMN | 2,637,973 | 3,035,615 | 3,145,989 | 110,374 |
| TRANSPORTATION | 2,074,162 | 1,928,424 | 2,055,341 | 126,917 |
| TECHNOLOGY | 1,182,570 | 1,235,589 | 1,251,661 | 16,072 |
| FACILITIES | 3,579,214 | 3,821,938 | 4,059,324 | 237,386 |
| SPECIAL EDUCATION | 8,061,799 | 8,699,610 | 9,192,116 | 492,506 |
| TOTAL | 38,294,306 | 41,011,760 | 42,561,325 | 1,549,565 |
| | | | | 3.78% |
| | | | 42,561,325 | 3.29% |
| General Fund (10) TOTAL | | | | 42,361,325 |
| Article 3 - Teacher Contract | | | | 527,076 |
| Total with warrant article | | | | 43,088,401 |
| | | | | 5.06% |
| | | | 42,888,401 | 4.60% |

A 3.25% increase for the proposed 2017-18 Budget using the 2016-17 amount of \$41,011,760 the Total Budget would be \$42,344,642

The current proposed 2017-18 Budget is \$42,561,325

| Breakdown to Offset \$743,759: | |
|---------------------------------------------|----------------|
| Additional Barrington Tuition | \$405,500 |
| Emergency Tax Relief Fund | \$238,209 |
| Benefit Stabilization Fund | \$100,000 |
| Additional Emergency Fund to Lower Tax Rate | \$100,000 |
| | 843,709 |

| Revised | |
|----------------|--|
| \$405,500 | |
| \$138,759 | |
| \$100,000 | |
| \$643,759 * | |

Difference \$ 743,759

* Additional \$100,000 needed to lower impact

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: December 7, 2016
RE: Retirement Incentive

This may be the year to consider implementing a retirement incentive once again. At my request, I had the Teacher's Guild survey the staff. Their survey resulted in twenty-one staff indicating that they were interested in retirement if an incentive was offered.

The purpose of such incentives is to benefit the employee and the District. The employee, via the incentive, has funds to apply against insurance and other post-employment costs. The District has the opportunity to hire a replacement teacher at a lessor cost than the retiree who is most likely at the top of the pay scale or not replace the retiree at all.

Although twenty-one teachers have indicated an interest in retiring. It would place a hardship on the District to allow that many teachers to retire in a single year. It makes the most sense to continue to make such decisions annually. I'd rather see a trickle of retirement incentives spread over several years than a torrent of retirees all at once. Enrollment decline K-8 is of paramount concern to me. If retirements coincide with enrollment decline, then layoffs can be minimized if not avoided. ~~I recommend we consider 5 retirees.~~ *I recommend the Board approve the incentive with no limit to the number of staff to express interest. Once the Board receives "letters of Commitment" I will provide a memo outlining savings and the Board can then decide how many retirement incentives to approve.*

As an example, Mr. Harrington projects Moharimet will be approximately 339 students in 2017-18. If this is the case, he will need one less teacher next year. An elementary retirement would result in a net loss of one teacher with no layoff. The District will save the full salary and benefits of the retiring teacher which is likely to be in the \$100,000 area.

Another example would be the retirement of a staff member who ultimately would be replaced, say at the high school level. Savings would come from the difference in salary between the retiring faculty member and her/his replacement, perhaps in the neighborhood of \$20,000.

The Proposal:

1. We establish one impact areas: K-12
2. We Count Years of Service in the District.
3. Anyone considered must be NH Retirement eligible (60 years old or older by June 30, 2017).

The process would be to recognize retirees from Kindergarten - grade 12, then add the years of service in the District with their age (60 and above) and the faculty with the highest numbers would be chosen for the retirement incentive.

Example: Ms. Jones has applied for the retirement incentive. She has worked in the middle school for 35 years and she is 65 years old. Her score would be $35 + 65 = 100$. If 100 is the highest score then she is the candidate eligible for retirement.

| | |
|------------------------|--------|
| 1. Teacher on top step | 125243 |
| Hire teacher BA/Step 2 | 74831 |
| Difference | 50412 |
| Less incentive | 20000 |
| Savings | 30412 |

| | |
|----------------------------------|--------|
| 2. <i>Teacher on MA+30 scale</i> | 123368 |
| <i>Hire teacher BA/Step 2</i> | 74831 |
| <i>Difference</i> | 48537 |
| <i>Less incentive</i> | 20000 |
| <i>Savings</i> | 28537 |

| | |
|----------------------------------|--------|
| 3. <i>Teacher on BA+30 scale</i> | 112226 |
| <i>Hire teacher BA/Step 2</i> | 74831 |
| <i>Difference</i> | 37395 |
| <i>Less incentive</i> | 20000 |
| <i>Savings</i> | 17395 |

EXCEPTION: If the Board chooses not to replace a position, the faculty member holding said position would go to the top of the retiree list. The rationale is the District would save 100% of the salary and benefit. Said position would not be considered as one of the incentive openings.

Faculty who wish to be considered for the retirement incentive must indicate in writing their intent to retire no later than December 30, 2016. The intent would be binding unless the staff member does not make it on the incentive list, at which point they may rescind their intent to retire.

Thank you.

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT THE
STATE OF NEW HAMPSHIRE
2017
SCHOOL WARRANT**

To the Inhabitants of the Oyster River Cooperative School District of Durham, Lee, and Madbury qualified to vote upon District affairs:

You are hereby notified to meet at the Oyster River High School in said district on the 7th day of February 2017, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 7 and for any amendments thereto. Warrant articles whose wording is prescribed by law shall not be amended and no warrant article shall be amended to eliminate the subject matter of the article at Session I.

Official ballot voting for school district officers (articles 1 and 2) and on articles 3-7 will occur at town polling locations on Tuesday, March 14, 2017:

| | | |
|-----------------|--------------------------|---------------------|
| Town of Durham | Oyster River High School | 7:00 am to 7:00 pm |
| Town of Lee | Lee Safety Complex | 7:00 am to 7:00 pm |
| Town of Madbury | Madbury Town Hall | 11:00 am to 7:30 pm |

ARTICLE 1: To choose a Moderator for the coming year.

ARTICLE 2: To choose two At-Large School Board members for the ensuing three years.

ARTICLE 3: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargaining agreement reached between the Oyster River Teacher's Guild and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

| | |
|-----------|------------|
| 2017-2018 | \$ 527,076 |
| 2018-2019 | \$ 568,708 |
| 2019-2020 | \$ 587,169 |

and further to raise and appropriate the sum of \$ 527,076 for the 2017-2018 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 4: Shall the District raise and appropriate up to \$ xxx,xxx to be added to the Benefit Stabilization Fund, with such amount to be funded from the year-end undesignated fund balance surplus. *The School Board recommends this appropriation. (Majority vote required)*

Explanation: Warrant Article 4 - This fund was established for offsetting unexpected increases in benefit costs. The timing and unpredictability of increases in benefit costs make it difficult for the Board to adjust budgets to account for higher than anticipated increases. This fund allows the Board to access funds to offset the increase allowing them the time to adjust in other areas. Since we anticipate utilizing some of these funds in this budget cycle we are asking for funds to replenish this account.

ARTICLE 5: To see if the Oyster River Cooperative School District will vote to discontinue the Track Fund-District Support created in 1998. Said funds, with accumulated interest to date of withdrawal, have been transferred to the Oyster River Cooperative School District general fund and expended for the renovation of the high school athletic fields. *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 6: To see if the Oyster River Cooperative School District will vote to establish a Facilities Replacement, Development and Maintenance Trust per RSA 198:20c and RSA 31:19a, for updating our facilities, and transfer to this newly created trust the entire balance of:

- a. The School Board Capital Replacement Fund, created in 2011, up to \$13,000.00;
- b. The School Building Maintenance Fund, created in 1995, up to \$5,500.00, and;
- c. The Athletic Facilities Fund, created in 2009, up to \$3.00, and further,

Upon the accomplishment of the transfers from these three funds, discontinue each of these three funds, and further; to name the School Board as agent to expend from the Facilities Replacement, Development and Maintenance Trust. *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 7: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ xx,xxx,xxx distributed as follows: Fund 10 = \$ xx,xxx,xxx (regular operating budget); Fund 21 = \$ xxx,xxx (expenditures from food service revenues); Fund 22 = \$ xxx,xxx (expenditures from federal/special revenues); Fund 23 = \$ xx,xxx (expenditures from pass through funds)? Should this article be defeated, the operating budget shall be \$ xx,xxx,xxx (Default Budget) which is the same as last year with certain adjustments required by previous action of the District or by law; or the District may hold one special meeting in accordance with RSA 40:13, X, and XVI to take up the issue of the revised operating budget only. *The School Board recommends this appropriation. (Majority vote required)*

Given under our hands at said Durham NH this _____ day of January 2017:

Thomas Newkirk, Chairperson

Allan Howland, Vice-chair

Kenneth Rotner

Maria Barth

Daniel Klein

Denise Day

Sarah Farwell

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

SCHOOL CALENDAR

DRAFT

2017-2018

DRAFT

Approved by School Board: TBD

Deliberative Session: February 6, 2018*

Voting Day: March 13, 2018*

*Subject to Change

AUGUST/
SEPTEMBER 2017

| M | T | W | Th | F |
|-----------|-----------|----|----|----|
| TW | TW | △ | 31 | 1 |
| X | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | 29 |

S(22)
T(24)

OCTOBER 2017

| M | T | W | Th | F |
|----|----|----|----|-----------|
| 2 | 3 | 4 | 5 | TW |
| X | 10 | 11 | 12 | 13 |
| 16 | 17 | 18 | 19 | 20 |
| 23 | 24 | 25 | 26 | 27 |
| 30 | 31 | | | |

S(20)
T(21)

NOVEMBER 2017

| M | T | W | Th | F |
|----|----|----|-----------|----|
| | | 1 | 2 | *3 |
| 6 | 7 | 8 | TW | X |
| 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | X | X | X |
| 27 | 28 | 29 | 30 | |

S(17)
T(18)

DECEMBER 2017

| M | T | W | Th | F |
|----|----|----|----|----|
| | | | | 1 |
| 4 | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| X | X | X | X | X |

S(16)
T(16)

JANUARY 2018

| M | T | W | Th | F |
|-----------|----|-----|----|----|
| X | 2 | 3 | 4 | 5 |
| 8 | 9 | 10 | 11 | 12 |
| X | 16 | 17 | 18 | 19 |
| 22 | 23 | *24 | 25 | 26 |
| TW | 30 | 31 | | |

S(20)
T(21)

8/28 & 8/29..... Teacher Workshop Days
8/30..... 1st Day for All Students
9/4..... Labor Day Observance
9/5..... 1st Day Preschool

10/6..... Teacher Workshop -
(Parent/Teacher Conference Gr K-5)
10/9..... Columbus Day

11/9..... Teacher Workshop
11/10..... Veterans' Day
11/22 - 11/24.... Thanksgiving Recess

12/25 - 1/1..... Holiday Recess

1/15..... Martin Luther King Day
1/29..... Teacher Workshop

2/26 - 3/2..... Winter Recess

3/23..... Teacher Workshop

4/23 - 4/27..... Spring Recess

5/25..... Teacher Workshop
5/28..... Memorial Day

TBD..... ORHS Graduation
6/21..... With 5 Built In - Snow Days

△ First Day of School for Students
△ Last Day of School - **Early Dismissal**
(unless more than 5 make-up days are required)

TW Teacher District Workshop Days
(no school for students)

X School Closed - Holiday/Vacation

* End of Quarter

SD Snow Days (5 Built in)

Anticipated last day for students is 6/21. The calendar allows for five school cancellation days. If less or more than five days are needed to cover cancellations, the schedule will be adjusted accordingly.

FEBRUARY 2018

| M | T | W | Th | F |
|----|----|----|----|----|
| | | | 1 | 2 |
| 5 | 6 | 7 | 8 | 9 |
| 12 | 13 | 14 | 15 | 16 |
| 19 | 20 | 21 | 22 | 23 |
| X | X | X | | |

S(17)
T(17)

MARCH 2018

| M | T | W | Th | F |
|----|----|----|----|-----------|
| | | | X | X |
| 5 | 6 | 7 | 8 | 9 |
| 12 | 13 | 14 | 15 | 16 |
| 19 | 20 | 21 | 22 | TW |
| 26 | 27 | 28 | 29 | 30 |

S(19)
T(20)

APRIL 2018

| M | T | W | Th | F |
|----|----|----|----|----|
| 2 | 3 | 4 | *5 | 6 |
| 9 | 10 | 11 | 12 | 13 |
| 16 | 17 | 18 | 19 | 20 |
| X | X | X | X | X |
| 30 | | | | |

S(16)
T(16)

MAY 2018

| M | T | W | Th | F |
|----|----|----|----|-----------|
| | 1 | 2 | 3 | 4 |
| 7 | 8 | 9 | 10 | 11 |
| 14 | 15 | 16 | 17 | 18 |
| 21 | 22 | 23 | 24 | TW |
| X | 29 | 30 | 31 | |

S(21)
T(22)

JUNE 2018

| M | T | W | Th | F |
|----|----|----|------|----|
| | | | | 1 |
| 4 | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | SD |
| SD | SD | SD | SD/△ | |

S(10)
T(10)

178 Student Days

185 Teacher Days

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
OYSTER RIVER MIDDLE SCHOOL, 1 COE DRIVE, DURHAM, NH 03824

ORMS OVERNIGHT FIELD TRIP REQUEST

Today's Date: **11/18/16**

Teacher/Organization: **David Ervin** Subject: **ORMS Grade 7/8 Jazz Band**

Trip Date & Time: **Depart on 5/18/17 at 5:00AM**
(Date) (Time)
Return on 5/22/17 at 6:00 PM
(Date) (Time)

Trip Contact Name & Phone Number: **David Ervin (603)534-4145**
(Name) (Phone #)

Trip Destination/Address: **Orlando, FL**

Instructional Objective: **ORMS Jazz band will perform at Walt Disney World.**

Number of Students attending: **78**

***Please submit an alphabetized list of each student's name and grade to the Main Office and the Nurse's Office two (2) weeks prior to the date of the trip.** Emergency forms are confidential and to be kept secure by the teacher. A first aid kit must be picked up by the teacher the day before leaving. Please return the kit and the forms ASAP.

Will any students need special assistance? If yes, specify: **No**

Chaperone Name(s): **David Ervin and 15 Teacher/Parent chaperones**
Cell Phone Numbers active during trip: **Yes David Ervin (603)534-4145**

Transportation: Bus; Yes** or No.

**Please make arrangements for bus transportation with the Principal's secretary.

Review Faculty/Staff handbook for field trip / attendance procedures and time line.

Calendar Approval:

Principal's Approval: **Jay Richard**

