

**Oyster River Cooperative School District
REGULAR MEETING**

September 18, 2013 **Oyster River High School, Room C-124** **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. PLEDGE OF ALLEGIANCE (7:00 pm)**
- III. PUBLIC COMMENTS**
- IV. APPROVAL OF MINUTES**
 - Motion to approve 9/4/13 meeting minutes.
- V. ANNOUNCEMENTS AND COMMENDATIONS**
 - A. District**
 - B. Board**
- VI. DISTRICT REPORTS**
 - A. Assistant Superintendent/Curriculum & Instruction Report(s)**
 - Curriculum Update
 - B. Superintendent's Report**
 - Tuition Update
 - C. Business Administrator**
 - Budget Calendar
 - D. Student Senate Report**
 - E. Other:**
- VII. DISCUSSION ITEMS**
 - Budget Goals
 - Moharimet Cafeteria
 - Handbooks
- VIII. ACTIONS**
 - A. Superintendent Actions**
 - B. Board Action Items**
 - Motion to approve School Board budget goals
 - Motion to begin preliminary work related to the addition of a cafeteria at Moharimet
 - Motion to approve list of policies.
 - Motion to approve ORCSD Handbooks for 2013-2014.
- IX. SCHOOL BOARD COMMITTEE UPDATES**
- X. PUBLIC COMMENTS**
- XI. CLOSING ACTIONS**
 - A. Future meeting dates:** 9/18/13, 10/2/13 Regular Meeting
- XII. ADJOURNMENT**
- XIII. NON-PUBLIC SESSION: RSA 91-A:3 {If Needed}**

The School Board reserves the right to take action on any item on the agenda.

Respectfully submitted,

Superintendent

**If you require special
communication aids, please
notify us 48 hours in
advance.**

**Oyster River Cooperative School District
SAU #5**

Welcome to the School Board meeting. If you wish to be heard by the Board, please note "Public Comment" at the beginning of the agenda (reverse side). The comment section of the agenda should not exceed three (3) minutes unless extended by the Chair. Occasionally, the Board may "suspend its rules" to allow visitor participation at the time an issue of specific interest is being addressed.

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

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

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

Oyster River Cooperative School District Members:

- | | |
|------------------------|----------------------------|
| • Maria S. Barth, | Term on Board: 2012 - 2015 |
| • Thomas Newkirk, | Term on Board: 2013 - 2016 |
| • Kenneth Rotner, | Term on Board: 2013 - 2016 |
| • Megan Turnbull | Term on Board: 2011 - 2014 |
| • Ann Lamborghini Lane | Term on Board: 2011 - 2014 |
| • Allan Howland | Term on Board: 2012 - 2015 |
| • Edwin Charle | Term on Board: 2012- 2015 |

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

Regular Meeting

September 4, 2013

6:30 p.m.

DRAFT

BOARD MEMBERS PRESENT: Chair Maria Barth, Tom Newkirk, Kenny Rotner, Megan Turnbull, Ed Charle, Ann Lane, Al Howland and Student Representative Ryan Carrigan

ADMINISTRATORS PRESENT: Superintendent James Morse, Susan Caswell, Dennis Harrington, Jay Richard, Carrie Vaich

MEMBERS OF THE PUBLIC: There were four members of the public present for this evenings meeting.

I CALL TO ORDER : 6:30 pm. For manifest review/approval

II PLEDGE OF ALLEGIANCE

III PUBLIC COMMENTS: None

IV APPROVAL OF MINUTES: 8/14/13 and 8/21/13 minutes

Al Howland moved to approve the minutes 8/14, 8/21, and 8/28, 2nd by Ann Lane.

Revisions: 8/21 remove the name of the first grade teacher hired.

Motion approved 6-1-0 with Megan Turnbull abstaining and the student representative voting in the affirmative.

Approval of Manifests:

Manifest #6: \$151,730/14

Payroll Manifest #5: \$218,846.10

V ANNOUNCEMENTS AND COMMENDATIONS:

District: Carolyn Eastman commended the Principals for a great and well planned opening of the school year.

Todd Allen commended the custodial staff for all their hard work for a great opening of school. He also commended the IT department for their upgrades over the summer.

Jay Richard noted that it was a seamless opening at the Middle School this year. The maintenance staff did a great job.

Carrie Vaich of Mast Way noted that they had a great opening. The custodial staff did an amazing job. The back parking lot and basketball court was paved and looks great.

Superintendent Morse also thanked the Transportation Department and the Food Service Department for a great job.

Board: Ann Lane thanked the IT Team for the upgrades in the District. She also thanked the Superintendent and his Leadership Team for their energy and effort that they demonstrate.

Kenny Rotner noted that the buildings look great and thanked all those involved in getting them ready. He thanked the voters in their District for all their support in education. Kenny also thanked all those involved with the Strategic Plan and that this will help the district.

He also apologized for holding tonight's meeting on a high holy day in the Jewish Religion.

VI DISTRICT REPORTS

A Assistant Superintendent/Curriculum and Instruction:

Curriculum Update: Carolyn Eastman updated the Board on Atlas Training. She commended the team that was with her on Friday and they came out with a perspective on how Atlas will be used in the District. They are trying to meet the needs of all the students in the District. There are tools such as Star in place to ensure that all students are making strides and continuing to grow.

B Superintendent's Report: Unofficial enrollment for beginning of year:

Mast Way:	287 Students
Kindergarten	41

Grade 1	63
Grade 2	49
Grade 3	74
Grade 4	60
Moharimet:	409 Students
Kindergarten	56
Grade 1	91
Grade 2	91
Grade 3	79
Grade 4	92
Middle School:	684 Students
Grade 5	172
Grade 6	176
Grade 7	161
Grade 8	175
High School:	680 Students
Grade 9	186
Grade 10	147
Grade 11	181
Grade 12	166

Total Students: 2060

Superintendent Morse has added a meeting on October 23rd. One of the issues that will be discussed is the distribution of the elementary school students moving forward.

Status of ORHC OCR Complaint: There was a resolution of the complaint against ORCD alleging discrimination on the basis of sex. Specifically, the complainant alleges that the District does not provide equal athletic opportunities to its female athletes at the high school in the areas of provision of locker rooms, practice and competitive facilities.

Budget Update: Susan Caswell reported that the total fund balance is \$1,097,714. They will retain \$500,000 and return the difference to the District for taxpayer relief.

Student Senate Report: Ryan Carrigan reported that they are working on spirit week and upcoming events.

DISCUSSION ITEMS

Motion to release privileged attorney-client communications: Attorney right to know law. The Board had a discussion on the releasing of privileged attorney-client communications. There will be a motion under the action items portion of the meeting.

Draft Fiscal Year 2015 Budget Goals:

The ORCSD 2014-15 budget will not exceed the cost of living as established by US Government for 2013. Health insurance, negotiated contracts and state cost sifts/mandate not subject to COLA

Class size will be in accordance to Policy IIB in order to meet the needs of students both for acceleration and remediation.

Program growth/staff growth will be analyzed before adding new staff or programs to the 2014-15 proposed budget to determine if needs can be met by reassignment of staff, reassignment of funds, and/or retirement savings.

Tuition funds will be used to maintain and enhance programs, offset capital costs and to lower tax impact on District taxpayers.

The 2014-15 budget will support state and local standards to create a predictable cycle a resource acquisition and provide assessments that provide common reports to staff community and parents.

The proposed 2014-15 budget will account for unique costs associated with the equalization of students, implementation of common core, the draft strategic plan and proposed technology plan.

The Board had a discussion with the Superintendent and the Business Administrator on these proposed goals. He will bring them back at the next meeting to be voted on.

ABC Charge and change in membership: They have been looking to fill open positions in this committee. There are currently five members on the Board and they are willing to work on behalf of the Board. Superintendent's Morse recommendation is to go to the original charge of 5-9 members.

Al Howland made a motion to adopt the revised charge of the ABC Committee, 2nd by Ann Lane. Motion approved 7-0 with the Student Representative voting in the affirmative.

ACTION ITEMS:

Ann Lane moved to release attorney client privileged information and associated materials, 2nd by Tom Newkirk. Motion approved 7-0 with the student representative voting in the affirmative.

Al Howland moved to affirm the hiring of the Moharimet Grade one teaching position, 2nd by Ann Lane. Motion approved 7-0 with the Student Representative voting in the affirmative.

Appointment of SRO and Truant Officers:

School Resource Office ORHS/MS: Officer Ed Levesque BOY-February 2014
Officer Holly Malasky February – EOY

Truant Officer Mast Way School: Sergeant Brian Huppe

Truant Officer Moharimet School: Chief Joseph McGann

Al Howland moved to approve the above SRO and Truant Officer nominations, 2nd by Ann Lane.

Motion to approve ORMS Maternity LOA from October 2013 – December 2013: Al Howland moved to approve a ORMS Maternity LOA from October

2013 – December 2013, 2nd by Ann Lane. Motion approved 7-0 with the Student Representative voting in the affirmative.

Oyster River Coaching Nominations:

ORHS Volunteer Positions:

Zach Daly	Golf Teams
Emma Wilson	Cross Country
Josh Goodrich	Boys Varsity Soccer
Leslie Sarno	Girls Varsity Soccer
Kayla Waldron	Unified Soccer Coach

ORHS Paid Positions:

Sarah Richards	Girls JV Field Hockey	\$2,556
Daniel Watson	Boys Reserve Soccer	\$1,957
Michelle Crothers	Girls JV Soccer	\$1,278

ORMS Paid Position:

Jen Snow	Girls Soccer	\$1,919
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Al Howland moved to approve the above coaching nominations in the District, 2nd by Ann Lane. Motion approved 7-0 with the Student Representative voting in the affirmative.

Motion to approve ORCSD Handbooks: This has been moved to the next meeting.

Motion to sign the DOE 25/MS25: Sue Caswell detailed the DOE-25 and the MS-25. These both require the Board's signature. This action does not require a signature.

Sue Caswell also detailed the Budget Process Calendar for the Budget Year 2014-2015 with the Board.

SCHOOL BOARD COMMITTEE UPDATES:

Kenny Rotner: The academic part of the strategic planning committee has a couple of meeting schedules.

PUBLIC COMMENTS:

Denise Day of Durham mentioned enrollment projections and the implication of tuition students. She is concerned that if Newmarket students get tuitioned in then the high school numbers may be high.

CLOSING ACTIONS:

Future Meeting Dates: 9/18, 10/2, 10/16, 10/23

NONMEETING:

Kenny Rotner will be recusing himself from the nonmeeting.

Al Howland moved to adjourn into a nonmeeting, 2nd by Ann Lane. The motion passed 6-1-0 with Kenny Rotner abstaining.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary

Oyster River Cooperative School District
School Administrative Unit #5
36 Coe Drive
Durham, New Hampshire 03824

Budget Process Calendar
Budget Year 2014-15 – Revised 9/9/13

July 31 Summer Leadership Budget Discussions

August 14 School Board Goals FY15 Budget

Superintendent Department Reviews:

Sept 23 – MOH/MW, Sept 24 – MS/HS, Oct 1 – Facilities/Technology, Oct 2 – Transportation/Food Service,
Oct 3 – SAU/District, Oct 4 – Special Ed *All meetings will be held at the SAU Office at 10:00 AM

October 18 Draft Budget Distribution

October 24 Workshop session with Board 8:00 – 4:00 Town of Lee Safety Complex
First overview of 2014-15 Budgets by each Principal and Departments of District:
Mast Way
Moharimet
Oyster River Middle School
Oyster River High School
District/SAU
Information Technology
Special Education/Grants
Facilities
Transportation
Food Service

October 30 Budget Workshop with Board 7:00 HS C124

November 6 Regular Board Meeting Budget Discussion

November 19 Budget Workshop with Board 7:00 HS C124

November 20 Regular Board Meeting Budget Discussion

December 4 Regular Board Meeting Set Budget, Approval of Warrant Articles 7:00 PM
High School C124

December 10,11,12 Town Budget Forums on Budget

January 7, 2014 Public Hearing 7:00 High School Auditorium

February 4, 2014 First Session /Deliberative Session 7:00 High School Auditorium

March 11, 2014 Second Session /Voting by Ballot

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

36 Coe Drive

Durham, New Hampshire 03824

Telephone: 603-868-5100

Facsimile # 603-868-6668

Fiscal Year 2015 Budget Goals

Revised 9/9/13

1. The ORCSD 2014-15 Budget will not exceed the cost of living as established by U.S. Government for 2013. Health Insurance, negotiated contracts and State cost shifts/mandate not subject to COLA.
2. Class size will be in accordance to Policy IIB in order to meet the needs of students both for acceleration and remediation.
- ~~3. Program growth/staff growth will be analyzed before adding new staff or programs to the the 2014-15 proposed budget to determine if needs can be met by reassignment of staff, reassignment of funds, and/or retirement savings.~~
3. The proposed 2014-15 budget will be analyzed to see if staff reassignment, the reassignment of funds, or other savings can be determined before adding new staff or programs.
4. Tuition funds will be used to maintain and enhance programs, offset capital costs and to lower tax impact on District taxpayers.
- ~~5. The ORCSD will standardize curriculum and assessment materials in order to minimize cost, provide quality staff support, and enter into a predictable cycle of resource acquisitions.~~
5. The 2014-15 budget will support state and local standards, to create a predicatable resource acquisition cycle, and to provide assessments that give common reports to staff, parents and community based on the aforementioned state and local standards.
6. The proposed 2014-15 budget will account for unique costs associated with the implementation of common core, the draft strategic plan, proposed technology plan and the cost of equalization for the elementary student population.

SAU #5

DURHAM, LEE, MADBURY

To: Oyster River School Board
Fr: Jim Morse, Superintendent ORCSD
Re: Moharimet Cafeteria
Date: September 16, 2013

Although the newest of Oyster River's two elementary schools, Moharimet is without a dedicated cafeteria. As a result, Moharimet provides lunch in the gymnasium causing a significant loss of instructional time for Physical Education (P.E.) and incredible overcrowding at lunchtime as the school currently attempts to feed 409 students in 75 minutes.

The impact on Physical Education at Moharimet cannot be overstated, as the gym cannot be used at the same time as lunch is being served. Moharimet students lose the opportunity for gym 1 hour and fifteen minutes per day, over one full day per week or nearly 20% less than the students at Mast Way. By comparison, Mast Way has a separate gym and cafeteria, Mast Way students are able to have P.E. more often. Compounding this dilemma is the fact that Moharimet now has 122 more students than Mast Way. This comes at a time when research supports increased physical activity for students to combat obesity.

The lack of a separate gymnasium and cafeteria also impacts lunchtime at Moharimet. Currently Moharimet has three lunch periods providing the students 25 minute lunch periods, an increase of five minutes per lunch over previous years, to account for the increased enrollment. Although the lunch times at Moharimet and Mast Way are the same, the number of students moving through lunch at the two schools is significantly different.

At the start of the 2013-14 school year, Mast Way had a total enrollment of 287 students while Moharimet has 409 students.

Moharimet	409 students	3 lunches of 25 minutes	136+ Per lunch
Mast Way	287 students	3 lunches of 25 minutes	95+ Per lunch

Moharimet students experience longer lines, students must 'speed eat', and the food service staff is under duress to serve food 'fast and furious.' As a result the climate at Moharimet and Mast Way are completely different at lunch time.

Funding

The Local Government Center, the agent for our health insurance, ran into legal trouble several years ago, by using health insurance premiums to fund other enterprises. Schools and municipalities challenged the practice, and as a result, LGC was told to reimburse governmental clients or to provide a payment holiday. We received communication late in the summer that the proposed payment holiday is occurring in 2013-14. The total payment holiday for ORCSD is \$ 688,555.03 of which a certain percentage belongs to employees and retirees.

I ask the Board to consider this one-time payment holiday be used as an opportunity to provide significant funding for the construction of a cafeteria at Moharimet. Normally construction projects are bonded over 20 years and in their entirety. This LGC payment holiday provides ORCSD a vehicle to fund a significant addition to Moharimet with minimal impact on District taxpayers.

I am requesting permission to explore adding a cafeteria addition to Moharimet as we develop the 2014-15 budget. Such an addition would require voter approval even if bonding the project proves unnecessary.

Policies for
First/Second Read/Adoption/Deletion
SB Meeting of
September 18, 2013

Title	Code
Policies for First Read	
Policy for 2nd Read/Adoption	
Availability & Distribution of Healthy Foods	EFA
Worker's Compensation Temporary Alternative Work	GBGD & R
Personnel Records	GBJ
Staff Assignment and Transfers	GCK & R
Alternative Credit Options	IMBC & R
Policy for Deletion	

<u>OYSTER RIVER COOPERATIVE SCHOOL BOARD</u>	<u>Policy Code: EFA</u>
<u>Review/First Read School Board: December 19, 2012</u>	<u>Page 1 of 1</u>
<u>Second Read Adoption: September 18, 2013</u>	<u>Category: Required</u>

AVAILABILITY AND DISTRIBUTION OF HEALTHY FOODS

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The Oyster River Cooperative School District will support the availability and distribution of healthy foods and beverages in all school buildings during the school day.

The Superintendent or ~~his/her designee~~ Food Service Director is responsible for ensuring that all foods and beverages distributed within the district meet nutritional standards established by state and federal law relative to: (1) nutrient density; (2) portion size; and (3) nutrition targets, as defined in pertinent law.

The Superintendent or ~~his/her designee~~ Food Service Director is responsible for implementing developmentally appropriate opportunities to learn food preparation skills that support nationally recognized research-based nutrition standards. The Superintendent or ~~his/her designee~~ Food Service Director is responsible for providing annual communication information about the policy and procedure and related curricula to the school community.

Cross Reference: JLCF – Student Wellness
JLCK – Health Needs of Students

Legal References:

7 CFR 210.10, Nutrition Standards And Menu Planning Approaches For Lunches And Requirements for Afterschool Snacks
 NH Department of Education Administrative Rules, Section Ed 306.04(a)(21)
 NH Department of Education Administrative Rules, Section Ed 306.11(g), (h)

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GBGD
Draft Policy Committee: March 6, 2013 School Board First Read: March 20, 2013 <u>School Board Second Read/Adoption: September 18, 2013</u>	Page 1 of 2 Category: Recommended

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WORKERS' COMPENSATION TEMPORARY ALTERNATIVE WORK PROGRAM

I. Policy

In compliance with RSA 281-A:23-b, the Oyster River Cooperative School District will provide temporary alternative/transitional work opportunities to all employees temporarily disabled by a work-related injury or illness.

II. Purpose

The School Board adopts the principle that it is important to provide meaningful work during the time of healing following a work-related illness or injury in order to assist employees in their transition back to full duty.

III. Procedure

The Temporary Alternative Work Program will be available to employees for a period of time extending as long as the circumstances of the illness/injury requires. The program is not intended to address those situations in which an employee has been deemed by his or her attending physician to be incapable of performing the essential functions of the position, with or without reasonable accommodations.

A. An ill/injured employee will be responsible to obtain a New Hampshire Workers' Compensation Task Analysis and a copy of his/her current position when reporting the injury. Forms may be obtained from the Building Principal. If the nature of the injury or illness is such that emergency need for care precludes obtaining the above forms, then the employee shall, as soon as possible call the Building Principal to request that an analysis and position description be mailed to the employee or his/her treating physician.

B. The treating physician and the ill/injured employee will share the responsibility of providing the School District the NH Workers' Compensation Medical Form. This form provides information relating to the employee's capabilities necessary to structure a temporary duty program.

C. The Building Principal will work with the employee to facilitate a safe return to work program within limitations listed by the treating physician. If necessary, the Building Principal may contact the treating physician for additional information.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GBGD
Draft Policy Committee: March 6, 2013 School Board First Read: March 20, 2013 School Board Second Read/Adoption: September 18, 2013	Page 2 of 2

D. After each subsequent visit, the ill/injured employee will be responsible for providing an updated medical form completed by the treating physician and returned to the Building Principal.

E. Additional modifications will be made to the return to work program as required. The Building Principal will be responsible for reviewing the appropriateness of continuing the program or duty assignments, including, but not limited to, extending the program beyond four (4) months, as necessary.

F. Upon the written approval of the employee's attending physician, the employee may resume their regular position if the employee is capable of performing the essential functions of the position with or without reasonable accommodations.

IV. Summary

A notice summarizing all employees' rights shall be posted in **District Schools and Central Office** for inspection by all employees.

The provisions of this policy are intended to comply with RSA 281-A:23-b. To the extent that this policy is ambiguous or contradicts the RSA or NH Department of Labor Regulations, the language of the RSA or Regulations will apply.

Cross Reference:

GBGD-R – Temporary Alternative Duty Program-Acknowledgement Form

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GBGD-R
Policy Committee: March 6, 2013 First Read School Board: March 20, 2013 Second Read/Adoption: September 18, 2013	Page 1 of 1

**TEMPORARY ALTERNATIVE DUTY PROGRAM
ACKNOWLEDGEMENT FORM**

In accordance with the provisions of RSA 281-A:23-b, the Oyster River Cooperative School District will provide temporary alternative work opportunities for employees who suffer a work-related injury or illness.

In accordance with RSA 281-A:25-a, employees who sustain a work related injury will be returned to their regular position within 18 months of the injury upon receipt of the attending physicians written approval that the employee is capable of performing the essential functions of the position, with or without reasonable accommodations. In the event that any resultant disability makes it impossible for an employee to perform the essential functions of their regular position with or without reasonable accommodations, the employee may, at the District's discretion, be reassigned to different duties or a different work schedule which may include assignment to a different department within the School District.

The specific assignment of duties shall be determined on a case-by-case basis pursuant to the physician's restrictions and the work available at the time of the injury or illness.

The School District has no obligation to provide temporary alternative work opportunities to employees who suffer a non-work related illness or injury.

STATEMENT OF ACKNOWLEDGEMENT

I hereby acknowledge that I have received a copy of Policy GBGD – Workers' Compensation Temporary Alternative Work Program – and that my responsibilities were explained to me.

Employee's Signature

Date

Building Principal's Signature

Date

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GBJ
Date of Adoption: September 1971 <small>Previously: GBL</small> Code Change-Adopted School Board: May 2, 2012 School Board First Read: March 20, 2013 <u>School Board Second Read/Adoption: September 18, 2013</u>	Page 1 of 1 Category: Recommended

PERSONNEL RECORDS

The Oyster River Cooperative School District Superintendent is authorized and directed to develop and implement a comprehensive, confidential and efficient system of personnel records that is in full compliance with all state and federal requirements.

Legal Reference:

RSA 91-A:5 – Access to Public Records

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GCK
Date of Adoption: September 1971 Previously: GCI Code/Title Change for School Board: Adopted May 2, 2012 School Board First Read: March 20, 2013 School Board Second Read/Adoption: September 18, 2013	Page 1 of 1 Category: Optional

STAFF ASSIGNMENT AND TRANSFERS

The Oyster River Cooperative School District staff shall be assigned to particular school buildings by the superintendent within the limits of contractual agreement. Reassignment may be made when, in the judgment of the superintendent, such reassignment or transfer is for the good of the school system. Staff may apply for reassignment through their principals, but the decision of the superintendent is final.

Cross Reference:

GCK – R – Staff Assignment and Transfers - Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GCK-R
Date of Adoption: April 20, 1982 Code/Title Change Adopted School Board: May 2, 2012 School Board First Read: March 20, 2013 <u>School Board Second Read/Adoption: September 18, 2013</u>	Previously: GCI-R Page 1 of 1 Category: Optional

STAFF ASSIGNMENT AND TRANSFERS

Oyster River Cooperative School District staff seeking a reassignment should notify their supervising principal and superintendent prior to the return of his or her contract or within five days of the posting of a notice of vacancy. A decision on the transfer will be made prior to holding of interviews for the vacant position. Failing approval of the requested reassignment, the staff may choose to apply for the position and proceed through the normal application process.

Reassignments initiated by the administration shall be implemented prior to the issuance of contracts after which reassignment will be made only under unusual or emergency conditions and after consultation with the professional. Staff shall be notified in writing of the transfer.

Cross Reference:

Policy GCK – Staff Assignment and Transfer

<u>OYSTER RIVER COOPERATIVE SCHOOL BOARD</u>	<u>Policy Code: IMBC</u>
<u>School Board First Read: March 20, 2013</u>	<u>Page 1 of 2</u>
<u>School Board Second Read/Adoption: September 18, 2013</u>	<u>Category: Required</u>

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ALTERNATIVE CREDIT OPTIONS

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Credit may be earned through alternative methods outside of regular classroom-based instruction offered by the Oyster River Cooperative School district schools. Awarding of credits to be applied toward high school graduation will be determined by the high school principal, and will be granted only if the request fulfills the following:

The request is submitted with a plan to achieve competency that meets or exceeds the rigorous academic standards required by the school for students enrolled in a credit course offered by the school.

- The plan includes clear expectations for performance.
- The plan includes clearly defined methods and expectations for assessment.
- Verification of the plan's merit can be evaluated in a timely fashion and does not cause unnecessary burden of the resources of the administration.

The Board ~~encourages supports increased nontraditional~~ educational options for ~~all students, hospitalized or homebound students, dropouts, suspended or expelled students, young athletes, or other atypical students for whom regular classrooms are not practical or effective. It is hoped that such offerings will serve as a motivator for students with different learning styles.~~

Students earning credit via alternative methods will participate in all assessments required by the statewide education improvement and assessment program ~~or nationally or internationally recognized assessment tool.~~

~~The Board directs the Superintendent to establish regulations and procedures for implementing this policy that will include:~~

- ~~• Definitions of allowable alternative learning opportunities~~
- ~~• Reasonable limits on the number of approved alternative courses that can be administered — each school year — school-wide and per student~~
- ~~• The number of alternative credits each student may use toward graduation requirements~~
- ~~• Application and approval process —~~
- ~~• Criteria for determining which requests satisfy a particular subject area requirement~~
- ~~• Identification of person(s) responsible for approval, supervision, and monitoring progress~~
- ~~• Requirements that alternative opportunities meet the same rigorous academic outcomes as traditional classroom delivery~~
- ~~• Assurance of student safety including physical and technological~~
- ~~• Assurance of equal access for all students~~
- ~~• Assurance that approved alternative learning opportunities are consistent with all~~

policies of this board

<u>OYSTER RIVER COOPERATIVE SCHOOL BOARD</u>	<u>Policy Code: IMBC</u>
<u>School Board First Read: March 20, 2013</u>	<u>Page 2 of 2</u>
<u>School Board Second Read/Adoption: September 18, 2013</u>	<u>Category: Required</u>

~~• The procedure will be made available to the public.~~

It is the policy of the Board that alternative methods for the awarding of credit may include:

- ~~• Competency testing in lieu of enrollment under the provisions of Policy ILBAA~~
- ~~• Interdisciplinary credit~~
- ~~• Satisfactory completion of course requirements at another public school district, an approved private school or a home schooling experience~~
- ~~• Transfer of credits earned by students before enrolling in the district, such as students moving into New Hampshire from another state or country~~
- ~~• Extended learning opportunities under the provisions of Policy IHBH~~
- ~~• Online/virtual learning opportunities under the provisions of Policy IMBA~~
- ~~• College Credit/Dual Credit~~
- ~~• Early Graduation~~
- ~~• Middle school acceleration to the extent that the course work exceeds the requirements for seventh or eighth grade, is consistent with the related high school course(s), and the student achieves satisfactory standards of performance.~~

If a student demonstrates knowledge and abilities on a placement pre-test developed by the school district for a particular course, the student shall not receive credit for the course, but shall be allowed to take a more advanced level of the subject or an elective.

Funding

Unless otherwise recommended by the Superintendent and approved by the Board, under ordinary circumstances students or their parents/guardians are responsible for all related expenses including tuition and textbooks. The District may pay the fee for expelled students who are permitted to take courses in alternative settings. If paid by the district and the course is not completed, the student must reimburse the district for the expenses.

Cross Reference:

IMBD – High School Credit for 7/8 Grade Advanced Coursework

Legal References:

NH Code of Administrative Rules, Section Ed. 306.04(a)(13), Alternative Means of Earning Credit

<u>OYSTER RIVER COOPERATIVE SCHOOL BOARD</u>	<u>Policy Code: IMBC-R</u>
<u>School Board First Read: March 20, 2013</u>	<u>Page 1 of 1</u>
<u>School Board Second Read/Adoption: September 18, 2013</u>	<u>Category: Priority</u>

ALTERNATIVE CREDIT OPTIONS

The Oyster River Cooperative School Board directs the Superintendent to establish regulations and procedures for implementing this policy that will include:

- Definitions of allowable alternative learning opportunities
- Reasonable limits on the number of approved alternative courses that can be administered each school year – school-wide and per student
- The number of alternative credits each student may use toward graduation requirements
- Application and approval process
- Criteria for determining which requests satisfy a particular subject area requirement
- Identification of person(s) responsible for approval, supervision, and monitoring progress
- Requirements that alternative opportunities meet the same rigorous academic outcomes as traditional classroom delivery
- Assurance of student safety including physical and technological
- Assurance of equal access for all students
- Assurance that approved alternative learning opportunities are consistent with all policies of this board
- The procedure will be made available to the public.

It is the policy of the Board that alternative methods for the awarding of credit may include:

- Competency testing in lieu of enrollment under the provisions of Policy ILBAA
- Interdisciplinary credit
- Satisfactory completion of course requirements at another public school district, an approved private school or a home-schooling experience
- Transfer of credits earned by students before enrolling in the district, such as students moving into New Hampshire from another state or country
- Extended learning opportunities under the provisions of Policy IHBH
- Online/virtual learning opportunities under the provisions of Policy IMBA
- College Credit/Dual Credit
- Early Graduation
- Middle school acceleration to the extent that the course work exceeds the requirements for seventh or eighth grade, is consistent with the related high school course(s), and the student achieves satisfactory standards of performance.

Cross Reference:

Policy IMBC – Alternative Credit Options