

**Oyster River Cooperative School Board**

**Regular Meeting - REVISED**

**Middle School Library**

**September 17, 2014**

**6:30 p.m.**

**Draft**

**School Board Members:** Chair Tom Newkirk, Al Howland, Denise Day, Ed Charle, Kenny Rotner, Sarah Farwell, Maria Barth and Student Representative: M. Doody

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

**I CALL TO ORDER – 6:30 p.m.**

**6:30 – 7:00 p.m. Manifest Review/Approval**

**II PLEDGE OF ALLEGIANCE:**

**III PUBLIC COMMENTS:** Dean Rubine of Lee presented a chart of the Consumer Price Index and how it compares to the Oyster River cost per pupil.

Stacey Brooks of Durham is requesting a Suicide Prevention Program implemented for grades 5 – 12. We have students that are bullied, cutting; have eating disorders and mental illness. This needs to happen as our students are at risk.

**IV APPROVAL of MINUTES:**

**September 3<sup>rd</sup> Minutes:** Al Howland moved to approve the September 3<sup>rd</sup> minutes and nonpublic minutes, 2<sup>nd</sup> by Denise Day. **Amendment:** Kenny Rotner made the motion to enter nonpublic session, 2<sup>nd</sup> by Al Howland. **Page 5:** replace “a consensus” with “the law”. **Insert:** “Concerns were identified including ensuring that the anonymity and dignity of recipients is preserved, that the quality of the food being provided aligns with our District wellness objective and this new involvement not interfere with existing successful program.”

**Insert:** The Board reviewed the Policy and made no recommendations for changes.

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

**APPROVAL of MANIFESTS:**

Vendor Manifest #7: \$498,712.31

Payroll Manifest #6: \$902,356.52

**V ANNOUNCEMENTS and COMMENDATIONS:**

**District:** Jay Richard welcomed everyone to the Middle School. There was a great open house here at the Middle School last night. He gave a special thanks to the IT Department. There is now a laptop cart for each team here.

Todd Allen of the High School noted that open house for the high school is tomorrow evening. He commended Maegan Doody who won the Bobcat Invitational this weekend and was the Hometown Hero on Channel 9. Newsweek Magazine ranked Oyster River High School 110<sup>th</sup> in the country and the second in New Hampshire.

Carrie Vaich of Mast Way thanked everyone who turned out for Curriculum Night last Thursday.

**Board:** Maria Barth announced that the Governor has pronounced September to be Hunger Action Month.

Kenny Rotner is very impressed with all the clubs at the Middle School. It is amazing that there are clubs of every nature and it is very enriching and rewarding.

Sarah Farwell also added that the clubs diversity at the Middle School is excellent. She thanked both Carrie Vaich and Jay Richard for great curriculum night and open house this past week.

**VI DISTRICT REPORTS:**

**A Assistant Superintendent/Curriculum and Instruction Reports:** None

**B Superintendent's Report:** None

**C Business Administrator Report:** None

**D Student Senate Report:** Student Representative Maegan Doody reported that the Senate has been meeting more often planning for the upcoming Spirit Week.

**E Capital Improvement Plan – Draft – Jim Rozycki**

Jim Rozycki presented the Five Year CIP Plan to the Board. The foundation of this is in our Action Strategy #6 which is increasing the budget for capital improvements until we reach 3% of the total budget. They do not anticipate reaching this 3% goal until FY 2018/19. The estimated remaining amount of the outstanding Davis and Gaudreau Study identified needs is \$2,845,000. Most of those items address security, our roofing replacement plan, parking lot improvements, and the flooring replacement plan.

Many projects in the first year address the outstanding ADA compliance and Life Safety concerns. A generator for Moharimet, failing HVAC unit ventilators at the middle schools MPR and music room would be addressed, and kitchen refrigeration equipment for Mast Way were considered a priority from the study. Our identified other needs include video security systems which we wanted to be in year one and funds to correct “Lake Mast Way” were also allocated.

Overall, many of these costs that were given are an estimate only. Jim believes we have an opportunity to gain some savings with in house work, but there may also see costs increase in some areas. We may need further engineering on some projects like HVAC installs and plumbing work to satisfy building codes. Also, material costs typically rise slightly each year.

**Strategic Plan – Academic Goals:**

Carolyn Eastman began the presentation of the Strategic Plan: Student Engagement and Achievement.

Broad Goals:

Personal Excellence

College and Career Ready

Innovative and Personalized Instruction

Assessment for Learning  
Reporting Learner Progress

High School – Academic Goal #1:

School wide learning expectations will be developed and incorporated into a coordinated program of studies with evaluation rubrics established to measure student progress towards these expectations.

Action Steps:

The staff reviews the list of school wide learning expectations established during the 2012-2013 school year to determine if they are still in line with the 21<sup>st</sup> century mission of the school and make modifications as appropriate. Once adopted by the staff they will begin writing rubrics to go with the learning expectation.

Share drafts of all rubrics with the staff

High School Staff Academic Goal #2:

Establish and promote a professional culture of collaboration to support high levels of collegiality, team work and dialog to solve problems of practice with the intent of promoting student achievement.

Action Steps:

As staff identify a list of topics that are in need of being addressed at ORHS.

Divide all staff into inter-department groups based on areas of interest/concern.

High School Academic Goal #3: Develop a commonly accepted clear definition of program consistency that is fully embedded in our program. We will start by developing consistency of practice as it relates to multi-section course offerings like World Cultures, Biology, Essentials of English, Algebra I, Health, PE and World Languages by June 2015.

Action Steps:

Form an interdisciplinary committee made up of high school and middle school staff.

Review all freshman common multi-section classes to identify areas in need of consistency. Those classes are: Biology, Essentials of English, World Cultures, Health, PE, Algebra I and Geometry, French and Spanish 1 and 2.

High School Academic Goal #4: ORHS will develop a support system that meets that needs of all of our students. We will start with an evaluation of the effectiveness of our current support system including RTI, Learning Lab, the new Math Lab program and make recommendations for next steps to improve student support by June 2015.

Action Steps:

Implement and monitor the new Math Lab Program.

Refine the existing RTI Process. Focus on teacher feedback loop and refining the criteria for assigning tier 2 and 3 supports.

Conduct a program evaluation of Learning Lab and make recommendations for program improvements.

Evaluate the impact class size has on teachers' ability to effectively implement individualized instruction and heterogeneous groupings.

Middle School: Jay Richard presented the Academic Goals of the Middle School.

Academic Goal #1: By 2015, ORCSD Middle School staff will create a professional culture of collaboration to support high levels of collegiality and team work, learn from one another and dialog to solve problems of practice.

Action Steps:

Inform staff about goal: ask for initial thinking about what they would like the ORCSD MS culture to be like.

Form a PLC to investigate characteristics/models of collegial cultures.

Report on findings and invite MS teams to develop norms/ground rules and meeting to guide their work.

Academic Goal #2: By September 2015 ORCSD Middle School will construct and implement a plan to insure the school is operating as a true middle school.

Action Steps:

Engage the staff in dialog to define the key elements and practices of a highly functioning middle school.

Evaluate current practices and structures at ORMS teams, team meetings, advisory and student voice to determine the extent to which they support the practices and structures of a highly functioning middle school.

Academic Goal #3: By September 2015 ORCSD Middle School Staff will develop consistent understandings and core beliefs about assessment.

Action Steps:

Engage in defining the purposes of assessment at ORMS.

Share and review current practices regarding assessment.

Share types of assessment models and how to use them to inform instruction.

Provide consistent and meaningful professional development regarding assessment that will be conducted.

Academic Goal #4: ORCSD Middle School will increase innovative personalized instructional practices to meet the needs of all learners.

Action Steps:

Develop/agree on a common definition of a personalized instruction based on current literature and practice.

Conduct research. Make visits to fellow teachers/ORMS classrooms, other districts and share learning about innovative practices.

Elementary: Carrie Vaich of Mast Way presented the Elementary Academic Goals.

Academic Goal #1: Elementary staff will identify common characteristics of personalized learning to ensure all student learning needs are met.

Action Steps:

Staff will define response to intervention and complete a review of the current practices used at the elementary level.

Analyze student assessments to determine individual needs of students whether it is remedial, reinforcement, or extended learning.

Develop steps to enhance personalized learning.  
Observe Districts doing this well.  
Review schedules, staff utilization and possible reconfigurations to expand staff-student instructional time.  
Implement RTI supports for students during the 2014-15 school year  
Identify resources to support desired learning outcomes.

Academic Goal #2: By December 2014 a plan for implementation of full day kindergarten will be submitted to the Superintendent and the School Board.

Action Steps:

Assemble kindergarten design committee including teachers, administrators, School Board member, and community members.  
Research and outline previously compiled research along with structures being used currently both nationally and worldwide  
Survey community members and teach staff on transition from half to full day kindergarten.

Academic Goal #3: During the 2014-15 year, the elementary staff will identify how community based learning/Science, Technology, Engineering, Arts and Math occurs in the District.

Action Steps:

Define a common definition of community based learning.  
Educate staff regarding community based learning.  
Train staff in the Atlas online curriculum mapping program to complete curriculum maps and integrated units.

Academic Goal #4: By the end of June 2015, ORCSD elementary staff will recommend a research based socio-emotional program for implementation with students grades K-4.

Action Steps:

Research programs and data regarding effectiveness of curricula related to social emotional skills.

Research and recommend adoption of the identified social emotional learning program as a core component of the elementary curriculum via the Superintendent and the School Board.

Josh Olstad presented the Technology Goals.

Technology Goal #1

ORCSD will use technology in a manner that respects themselves, society, and the environment.

Actions Steps:

- Review current policies and procedures
- Update policies and procedures
- Align with national and State standards
- Create new policies and procedures that enhance or replace current policy

Technology Goal #2:

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

Action Steps:

- Create a standard device across the District
- Create a standard for software across the District
- Engage staff in selecting hardware/software solutions that support student centered integration of technology
- Review and adopt NET/ISTE and State of NH Standards and support District efforts.

Technology Goal #3:

Technology will support innovative student centered instructional practices and personalized learning for all ORCSD.

Action Steps:

- Identify current innovate practices PK-12 across the District
- Develop a web based staff resource that staff can access
- Hire technology integrators to support staff integration

Technology Goal #4:

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

Action Steps:

Develop systemic guideline for communication

Implement District communication plan

Investigate new ways to enhance communication across the District.

Enhance and improve current mechanism for staff to communicate with students and parents

Technology Goal #5:

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

Action Steps:

Ensure that technology purchases will align with the vision and mission or ORCSD.

Develop a plan that ensures that all students and staff have equitable distribution of technology.

There was a lengthy discussion on the Strategic Plan.

**ACTION ITEMS:**

**Superintendent and Board Action Items:**

**Motion to approve first Read of the Strategic Plan – Academic Goals:**

**Kenny Rotner moved to accept for first Read of the Strategic Plan – Academic Goals, 2<sup>nd</sup> by Denise Day. Motion approved 7- 0 with the Student Representative voting in the affirmative.**

The Board passed the first read with the understanding that changes would be made.

**Motion to approve ORMS/ORHS Winter Coach nominations:**

Volunteer Positions:

Erin Phillips	Cross Country	
Elizabeth Preysner	Cross Country	
Brent England	Boys Soccer	
Tim McNamara	Girls Ice Hockey	
Pamela Raiford	Ultimate Frisbee Club	
Guy Cepecelatro III	Ultimate Frisbee Club	
Paul Franz	Martial Arts Club	
Jake Jacobsen	Ski Team	
John Silverio	Unified Basketball	
Emma Wilson	Ski Team	
Craig Randall	Boys JV Hockey	\$3,274
Griffin Richard	Boys Varsity Hockey	\$5,413
Jamie Long	Girls Varsity Hockey	\$5,038
Greg Gephart	Girls Indoor Track	\$3,863
Nick Ricciardi	Boys Indoor Track	\$3,863
William Reeves	Swimming	\$3,476
Lynn Santosuosso	Diving	\$2,315
Laura Fant	Girls Asst. Swimming	\$2,165
Dave Burrows	Girls Varsity Basketball	\$5,038
Lorne Lucas	Boys Varsity Basketball	\$5,038
Jeannette Allyson	Girls JV Basketball	\$3,274
Travis Mitchell	JV Golf	\$1,259
Ashley Studer	.5 Girls JV Volleyball	\$1,133.50
Sean Stewart	.5 Girls JV Volleyball	\$1,133.50
John Silverio	MS Volleyball	\$1,938
Emma Bricker	MS Cross Country	\$2,325

**Kenny Rotner moved to approve the above slate of winter coaches, 2<sup>nd</sup> by Al Howland. Motion approved 7-0 with the Student Representative voting in the affirmative.**

**Motion to approve list of Policies for a First Read:**

Policy LDA	Student Teaching and Internships
Policy IJ	Instructional Materials
Policy IKFA	Early Graduation
Policy IB	Academic Freedom

**Al Howland moved to approve the above list of Policies for a first reading, 2<sup>nd</sup> by Denise Day. Motion approved 7-0 with the Student Representative voting in the affirmative.**

**SCHOOL BOARD COMMITTEE UPDATES:**

Al Howland reported that the Communications Committee met and had discussions on facilities and full day kindergarten. Al Howland also commented that Superintendent Morse will be going to the schools and talking with the public.

He also reported that the Advisory Budget Committee met. They are seeking new members for this committee.

Ed Charle reported that the Sustainability Committee has been meeting and will be meeting again on September 24.

**PUBLIC COMMENTS**

None

Tom Newkirk thanked everyone involved in the Strategic Plan. It has been a lot of work and a job well done.

**CLOSING ACTIONS:**

Future Meeting Dates: October 1, 2014 Moharimet – Gymnasium 6:00 p.m.

**ADJOURNMENT**

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

Respectfully yours,

Laura Grasso Dobson  
Recording Secretary