

**Oyster River Cooperative School District
REGULAR MEETING**

April 5, 2017

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

Election of Chairperson and Vice-Chair

1. Review ORCSD Policy BDB – Board Officers/Board Organization Meeting
2. Review ORCSD/NHSBA Policy BBAB – Duties of the Chairperson
3. Election of Officers
4. Welcome of School Board Student Representative

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

- Motion to approve 3/22/17 regular meeting minutes.

V. ANNOUNCEMENTS, COMMENDATIONS AND COMMENTS

A. District

- Acknowledgement by Guild Presidents

B. Board

VI. DISTRICT REPORTS

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

B. Superintendent's Report

C. Business Administrator

D. Student Senate Report

E. Other: ORMS Report Card Format – Jay Richard, Aaron Ward

VII. DISCUSSION ITEMS

- Start Time Bus Schedules
- School Bus Leasing Bid

VIII. ACTIONS

A. Superintendent Actions

B. Board Action Items

- Motion to sign MS-22
- Motion to nominate and approve Non-Continuing Contract Professional Staff Members as submitted by the Superintendent
- Motion to approve Datco, Inc. as Vendor for Bus Lease
- Motion to approve ORMS Request for Overnight Field Trip to Washington, DC. 4/21/17 – 4/24/17
- Motion to approve ORHS overnight Field Trip to New York 5/11/17 – 5/13/17
- Motion to approve List of Policies: BA/BA-R1 & R2 School Board Self-Evaluation and Goal Setting/Evaluation Questions and School Board Self-Evaluation Worksheet, Policy BBAB – Roles and Duties of the Board Chairperson, KD & R – School District Social Media Website/Platforms & Guidelines

IX. SCHOOL BOARD COMMITTEE UPDATES

X. PUBLIC COMMENTS

XI. CLOSING ACTIONS

A. Future meeting dates: 4/19/17 Regular Meeting – ORHS Library, 5/3/17 – Mast Way

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

- Superintendent Contract

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, | Term on Board: 2016 - 2019 |
| • Kenneth Rotner | Term on Board: 2016 - 2019 |
| • Denise Day | Term on Board: 2017 - 2020 |
| • Michael Williams | Term on Board: 2017 - 2020 |
| • 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 BOARD	Policy Code: BDB
Second Read/Adoption School Board: October 3, 2012 School Board/Superintendent Revisions: January 13, 2014 School Board Review: March 31, 2015 Policy Committee Review: April 13, 2016 School Board Public Hearing/First Read: April 20, 2016 School Board Second Read/Adoption: May 4, 2016	Page 1 of 1 Category: Recommended

BOARD OFFICERS

Board officers will include a chairperson, vice-chairperson. Officers will be elected at the board's re-organizational meeting following the school district annual meeting. Board officers will serve a one-year term, concluding at the re-organizational meeting the following year, at which time a new election of officers will occur.

If the chairperson resigns from the school Board or resigns from the office of chair, the vice-chairperson will become chair of the Board. If the vice-chairperson resigns from the School Board or from the respective office, the Board will hold new elections for those offices.

The Superintendent is the chief executive officer and an ex-officio member of the Board and shall be the Executive Secretary ex-officio, and non-voting member of the Board.

Chairperson:

The chairperson shall preside at all meetings. The chairperson will have the right to vote on all matters before the Board. The chairperson will consult with the Superintendent on the preparation of the agenda for each meeting, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may from time to time determine.

Additionally, roles and duties of the chairperson are found in Board Policy BBAB.

Vice-chairperson:

The Vice-Chairperson will have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may from time to time determine.

This policy affects public access to the Board and the public's Right to Know. To protect that right, this policy requires a public hearing before it may be revised. Further, this policy may not be suspended except by a two-thirds vote at a public meeting. The Board must always fully comply with the letter and spirit of the Right to Know law, that may not be suspended. This policy will be reviewed by the Board and all standing advisory committees annually before the end of April to ensure full awareness and compliance.

Cross Reference: BBAA – School Board Member Authority
 BDF – Advisory Committees to the Board
 BDB & R – District Clerk/District Treasurer Job Descriptions

Legal Reference: RSA 91A:2 – Public Records and Meetings: Meetings Open to the Public

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAB
Draft to Policy Committee: March 8, 2017 School Board First Read: March 22, 2017	Page 1 of 1 Category: Optional

ROLES AND DUTIES OF THE SCHOOL BOARD CHAIRPERSON

Duties of the Chairperson

The Oyster River Cooperative School Board Chairperson shall preside at all meetings of the Board and shall perform other duties as directed by law, New Hampshire Department of Education rules, and by this Board. In carrying out these responsibilities, the Chairperson shall:

1. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent and Vice-Chair in the planning of the Board meeting agendas;
3. Confer with the Superintendent on crucial matters that may occur between Board meetings;
4. Appoint members to serve on specific committees, subject to full Board approval;
5. Call emergency meetings of the Board as necessary;
6. Be the public spokesperson for the Board at all times except as this responsibility is specifically delegated to others; and
7. Preside at and be responsible for the orderly conduct of all Board meetings.

As presiding officer at all meetings of the Board, the Chairperson shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Put motions to a vote and announce the vote result.

The Chairperson shall have the right, as other Board members have, to offer motions, discuss questions, and vote.

Duties of the Vice-Chairperson

In the absence of the Chair, the Vice-Chair shall perform all the duties of the Chair.

Oyster River Cooperative School District

March 22, 2017

Oyster River High School

6:30 p.m.

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

ADMINISTRATORS: Superintendent Dr. James Morse, Sue Caswell, Todd Allen, and Dennis Harrington

There were eight members of the public present

I. CALL TO ORDER:

6:30 – 7:00 p.m. Manifest reviewed and signed. Superintendent Morse announced that they are delaying the nomination of the new Chair and Vice Chair until the April 5th Board meeting.

Vice Chair Denise Day welcomed new Board member Michael Williams and Student Representative Hannah J. Wilson. Caroline Wilson, a former Student Representative, introduced her sister to the Board.

APPROVAL OF MANIFESTS:

Payroll Manifest #19: \$836,130.08

Vendor Manifest #21: \$130,530.37

II. APPROVAL OF AGENDA: Kenny Rotner made a motion to move the ORHS Request for Field Trip to China to after public comments and also to move Gabi's Goodies for Good to right after public comments, 2nd by Dan Klein. Motion passed 5-0 with the Student Representative voting in the affirmative.

III. PUBLIC COMMENTS:

Dean Rubine of Lee congratulated the new Board members. He tried to find old School Board Minutes from before 2014 online and couldn't locate them.

David Taylor of Durham would like to see the District healing from the football issue. There are many families disappoint with this decision but Oyster River has many great offerings in the District.

Loren Selig of Durham would like to see two areas of extra curriculums in the District: Drama in the Middle School and culinary programs at the high school.

IV. APPROVAL OF MINUTES:

Motion to approve 2/22/17 regular and nonpublic meeting minutes and 3/8/17 regular and nonpublic meeting minutes

Kenny Rotner moved to approve the February 22, 2017 regular and nonpublic meeting minutes, 2nd by Dan Klein.

Revisions: Page 1 under Public Comments: Insert "Robert Barth was disappointed that the Board had not considered the research studies"

Page 3 Paragraph 6 insert "brain" before injury.

Page 6 Paragraph 4 Insert "Kenny Rotner" did not feel that the Wellness Board goal and the Middle School Building had been addressed as much as he had hoped.

The motion with the above revisions passed 4-1-0 with Michael Williams abstaining and the Student Representative abstaining.

February 22 Nonpublic Meeting Minutes:

Kenny Rotner moved to approve as written the minutes from February 22 regarding status of property 2nd by Dan Klein. Motion passed 4-1-0 with Michael Williams and the Student Representative abstaining.

Kenny Rotner moved to approve the minutes from the second nonpublic meeting on February 22 pertaining to an employee, 2nd by Dan Klein. Motion passed 4-1-0 with Michael Williams and the Student Representative abstaining.

March 8th Regular Meeting Minutes

Kenny Rotner moved to approve the regular minutes, 2nd by Dan Klein. Motion passed 4-1-0 with Michael Williams and the Student Representative abstaining.

Kenny Rotner moved to approve both nonpublic meeting minutes of March 8th, 2nd by Dan Klein. Motion passed 4-1-0 with Michael Williams abstaining.

V. ANNOUNCEMENTS, COMMENDATIONS and COMMENTS:

A. District: None

B. Board: Kenny Rotner would like to request as an agenda item at an upcoming meeting in the near future current policy on manifests and manifests review.

Maria Barth has heard feedback that people don't know what is going to be covered at Board meetings she is suggesting that the agenda go out the Friday before the meeting. This is also available online.

Maria Barth would like to see as an agenda item or discussion on adding decisions being made using applicable science being put into the district vision statement.

Maria Barth would like Corey Parker to come and discuss the rule changes that have occurred in soccer at a Board meeting.

Denise Day commended high school staff for accreditation efforts.

VI. DISTRICT REPORTS

A. Assistant Superintendent/Curriculum and Instruction Reports: None

B. Superintendent's Report

Election Results: Superintendent Morse reviewed the election results with the Board. He thanked the public for supporting the school district and thinks that it is a credit to the School Board for meeting the student's needs.

Kindergarten Enrollment: In Mast Way they have 61 students enrolled and Moharimet there are 42 students. This is the third year that Mast Way has increased and Moharimet has decreased. The Board will need to have a discussion on Kindergarten enrollment later this year. Denise Day brought up the modulars at Moharimet. Superintendent Morse noted that Kindergarten enrollment doesn't affect the modulars and they are hoping to eliminate them in 2017.

Accreditation: The faculty and Administration was amazing during this visit. They were very engaged and the visiting team praised the culture and the school. The accreditation team praised the faculty and likes the direction the school is going.

There was an article in Foster's today documenting the Math Program in the District. The number of students taking Algebra at the Middle School has tripled. They will be continuing to refine this program.

Gabi's Goodies for Good: Superintendent Morse introduced Gabi Selig from Gabi's Goodies. She is an elementary student who has been making goodies and has been selling them on behalf of charities such as End 68 Hours of Hunger and the SPCA. Gabi's explained that she wanted to help. The

Superintendent and Board thanked her for all her hard work. Gabi Selig donated \$100 dollars to End 68 Hours of Hunger from this evening's sales.

April 20 – May 1, 2017 Proposed China Trip Open to ORHS Studio Orchestra:

David Ervin discussed the proposed trip with the Board. Du Jie and Chengdu University will be handling all aspects of the daily accommodations, travel and dining. This trip represents over a year of planning at this point. The itinerary and travel plans have been established for six months.

Denise Day asked David what happens if more than twenty students are interested in going. He replied that since this is a pilot program, it is limited to twenty and is on first come basis.

Kenny Rotner moved to approve the ORHS request for field trip to China from April 20 – May 1, 2017, 2nd by Dan Klein. Motion passed 5-0 with the Student Representative voting in the affirmative.

C. Business Administrator:

Sue Caswell reported that Special Education Department is still about \$20K in overages, but it is much lower than at the start of the year.

D. Student Senate Report: Student Representative Hannah Wilson reported that the student senate is working on planning a spring event. She also announced that five student athletes took part in the Leadership Conference on March 16 and March 17 in Concord.

E. Other: Girls Ice Hockey Season Update and New Cooperative:

Athletic Director Corey Parker, and two outgoing seniors spoke about the program. They thanked the Board for allowing them the opportunity to play under this new cooperative. Corey explained that they ended up with 19 players 5 of which are from Portsmouth. It was exciting to see this program work. They finished the season 12-6. Kenny Rotner asked Corey if he needed anything from the Board in continuing this program. Corey said that it is a two-year cooperative agreement and they are hoping to get a good idea of interested players at the middle school for 2018 and beyond.

VII. DISCUSSION ITEMS: None

VIII ACTION ITEMS:

A. Superintendent Action Items: None

B. Board Action Items:

Motion to affirm superintendent's decision to change two existing Teacher Workshop Days on March 24 and April 26 back to regular school days to make up the last two snow days. Kenny Rotner moved to affirm the Superintendent's decision to change two existing Teacher Workshop Days on March 24 and April 26 back to regular school days to make up the last two snow days, 2nd by Michael Williams. Motion passed 5-0 with the Student representative voting in the affirmative.

Motion to approve Administrator Contracts as submitted by the Superintendent: Kenny Rotner moved to approve the Administrator Contracts as Submitted to the Superintendent, 2nd by Dan Klein. Motion passed 4-1-0 with Michael Williams and the Student Representative abstaining.

Motion to nominate and approve Continuing Contract Professional staff Members as submitted by the Superintendent: Kenny Rotner moved to nominate and approve Continuing Contract Professional Staff Members as submitted by the Superintendent, 2nd by Maria Barth. Motion passed 5-0 with the Student Representative abstaining.

Motion to extend prior approved ORMS Maternity Leave of Absence for the remainder of the year: Kenny Rotner moved to extend prior approved ORMS Maternity Leave of Absence for the remainder of the year, 2nd by Dan Klein. Motion passed 5-0.

Kenny Rotner moved to elect the following individuals for the 2017-18 school year: William Leslie as ORCSD School District Clerk, Lisa Harling as the ORCSD School District Treasurer, and Dr. Katy Lilly as the ORCSD School District Physician 2nd by Dan Klein. Motion passed 5-0.

Kenny Rotner moved to approve the following list of Spring Coaches and Volunteers, 2nd by Maria Barth. Motion passed 5-0 with the Student Representative voting in the affirmative.

Volunteer Positions:

Geoff Joblonski	Varsity Baseball
Tyler Nadeau	Varsity Baseball
Nancy Bulkey	Girl's Tennis

Michael Pare	Girl's Tennis
Cameron Calato	JV Baseball
Chris Campbell	Varsity Softball
Chris Wall	JV Baseball
Phil Lewis	Boys Tennis
Genevieve Cutitta	Girls Lacross

Paid Positions:

Nicholas Ricciardi	Head Outdoor Track	\$5514
Scott McGrath	Boys Asst. Outdoor Track	\$3340
Natalie Bilynski	.5 Girls Assistant Outdoor Track	\$1670
Alex Johnson	.5 Girls Assistant Outdoor Track	\$1670
James Thibault	Boys JV Baseball	\$2634
Bob Heuchling	Girls Varsity Tennis	\$3538
Lance Aughey	Boys JV Lacrosse	\$2634
Stephanie Gentile	Girls JV Lacrosse	\$2634
Andy Allen	Boys Tennis	\$3313
Dave Montgomery	MS Outdoor Track	\$2596
Sunpreet Sadana	MS Outdoor Track	\$2596
Nate Grove	MS Baseball	\$2127
Brian Seeley	MS Softball	\$1977

Motion to approve list of policies:

Michael Williams moved to defer the list of policies until the next meeting, 2nd by Kenny Rotner. Motion passed 5-0 with the Student Representative voting in the affirmative.

IX. SCHOOL BOARD COMMITTEE UPDATES:

Kenny Rotner reported that the Sabbatical Committee met and one application was submitted, they are not recommending that this move forward to the Board.

Kenny Rotner discussed that he sat in on a Sociology Class and wants to make sure that we keep homework and depression on the front burner.

Dan Klein reported that the Sustainability Committee is meeting this evening.

Maria Barth mentioned that so many amazing people are working hard on the End 68 Hours of Hunger on a weekly basis. They are doing an incredible

amount of work. They are hoping to be able to give Market Basket gift cards to families that really need it for over the summer.

X. PUBLIC COMMENTS

Dean Rubine would like to know when the start time and the bus schedule for next year are going to be available.

XI. CLOSING ACTIONS:

A. Future Meeting Dates: April 5th and April 19th Regular Meeting – ORHS Library

XII. NON-PUBLIC SESSION: RSA 91-A3 II: {If needed} – None

NON-MEETING SESSION: RSA 91-A2 I {If Needed} – None

XIII. ADJOURNMENT:

Maria Barth moved to adjourn the meeting at 8:20 p.m., 2nd by Dan Klein. Motion passed 5-0 with the Student Representative voting in the affirmative.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary

March 21, 2017

To the Oyster River Cooperative School District School Board and Dr. Morse,

On behalf of the Oyster River Teachers' Guild we would like to express our gratitude for the positive working relationship we have enjoyed with the school board and Dr. Morse. As public employees we strive to serve our community positively and professionally. The board and Dr. Morse have made it clear that you value the work we do and have instilled trust through your highly professional leadership. Our recent contract negotiations resulted in reasonable, productive, and humane policies. When our negotiations team presented the new contract to our membership, support was unanimous. We do not take for granted how fortunate we are to work in such a collaborative and collegial environment. The value you've placed and investment you've made in our school community will certainly translate to a district that thrives at all levels. It has been a pleasure to work and collaborate with the board and Dr. Morse.

With sincere gratitude,

Valerie Wolfson & Janet Martel

Oyster River Teachers' Guild Co-Presidents

Name: Sam Sample
 Student Number: 22903787
 Grade: 7

Oyster River Middle School

1 Coe Drive Durham, NH 03824 603-868-2820



Homeroom/Team: Bobcat
 Date: 03/21/2017
 Quarter 3 Progress Report

Competencies and Habits of Learning Scale	
M	Meets high expectations consistently
P	Progressing towards competency
B	Beginning to develop competency skills

Attendance			
	Q1	Q2	Q3
Days Absent	0	1	0
Days Present	45	44	27
Times Tardy	0	0	0
Dismissals	0	1	1
Days Enrolled	45	45	27

Math Competencies--Teacher: Mrs. Smith	Q1	Q2	Q3	Q4
Competency 1-Analyze proportional relationships and use them to solve real-world and mathematical problems.	M	M	M	
Competency 2-Apply and extend previous understandings of operations with fractions.	M	M	M	
Competency 3-Use properties of operations to generate equivalent expressions.	M	M	M	
Competency 4-Solve real-life and mathematical problems using numerical and algebraic expressions and equations.		M	M	
Competency 5-Draw construct, and describe geometrical figures and describe the relationships between them.		M	M	
Competency 6-Solve real-life and mathematical problems involving angle measure, area, surface area, and volume.			P	
Competency 7-Use random sampling to draw inferences about a population. Draw informal comparative inferences about two populations.			B	

Math Habits of Learning	Q1	Q2	Q3	Q4
HOL-1 Respectful	P	M	M	
HOL-2 Responsible	M	M	M	
HOL-3 Engaged	M	M	M	
HOL-4 Growth Mindset	P	M	M	

Math Comments

After a strong start to the year, Sam struggled with the concepts this quarter. There were times when Sam was more distracted in class, which is reflected in his habits of learning. He has the potential to meet these competencies. I encourage him to relearn the material to increase understanding and improve his grade on competencies 6 and 7. I am available to provide support if needed.

ELA Competencies--Teacher: Ms. Silverstein	Q1	Q2	Q3	Q4
Competency 1- Reads and comprehends independently and proficiently.	B	P	M	
Competency 2- Comprehends, analyzes, and compares within and across texts.	B	P	P	
Competency 3- Communicates effectively as a writer.		B	P	
Competency 4- Communicates effectively as a speaker and listener.			B	

ELA Habits of Learning	Q1	Q2	Q3	Q4
HOL-1-Respectful	M	M	M	
HOL-2-Responsible	M	M	M	
HOL-3-Engaged	P	P	P	
HOL-4-Growth Mindset	P	P	P	

ELA Comments

At this time, Sam is reading proficiently and independently at a seventh grade level. Sam will need to continue to work on quoting accurately from a text when explaining what the text says explicitly and when drawing inferences from the text. In addition, he will also need to continue working on comparing and contrasting two or more characters, settings, or events in a story by drawing on specific details in the text.

Science Competencies--Teacher: Mr. Nobel	Q1	Q2	Q3	Q4
Competency 1-Patterns-Students will observe, predict, and analyze patterns and relationships.	P	M	M	
Competency 2-Causality-Students will investigate, analyze and evaluate the cause and effect relationships as well as structure and function relationships that exist in science.	B	P	M	
Competency 3-Systems-Students will analyze, evaluate and model system relationships in order to make accurate assessments and predictions.		B	P	
Competency 4-Nature of Science-Students will plan and conduct investigations, analyze and interpret data, and communicate explanations or possible solutions			P	

Science Habits of Learning	Q1	Q2	Q3	Q4
HOL-1-Respectful	P	P	P	
HOL-2-Responsible	M	M	M	
HOL-3-Engaged	M	M	M	
HOL-4-Growth Mindset	M	M	M	

Science Comments

Sam consistently adds to class discussions and enters the room prepared to be engaged in labs and class activities. Sam continues to need to be encouraged to stay positive and polite with his peers. When writing his UV Bead lab report, he wrote a strong introduction but struggled with the graphing and analysis of the data. We will continue to work on these skills during quarter four. Sam exhibited growth in the System competency through his model of the rock cycle.

Social Studies Competencies--Teacher: Mr. Henderson	Q1	Q2	Q3	Q4
Competency 1-Identify and analyze locations and spatial patterns around the globe in order to create a variety of paper,electronic based and mental maps.	P	M	M	
Competency 2-Organize and analyze information in order to describe the characteristics of different locations and identifywhat makes them unique from anywhere else in the world.	P	P	M	
Competency 3-Describe how the environment creates opportunities or struggles for everyday life in different regions andhow human interactions and modifications of the environment can have a variety of effects at the local, regional and/or globallevel.	B	P	M	
Competency 4-Analyze how countries interact with and influence one another when people, goods and ideas move.		P	P	
Competency 5-Apply geographic thinking to understand periods in history and describe how they might impact currentgeography.		B	P	
Competency 6-Understand economic indicators and use them to analyze the standard of living in various countries.			B	
Competency 9-Gather, read and evaluate relevant information from a variety of sources of increasing complexity anddetermine the meaning of specific social studies vocabulary.			B	

Social Studies Habits of Learning	Q1	Q2	Q3	Q4
HOL-1-Respectful	M	M	M	
HOL-2-Responsible	M	M	M	
HOL-3-Engaged	P	P	M	
HOL-4-Growth Mindset	M	M	M	

Social Studies Comments

Sam's ancient Greek project for quarter three was extraordinary. Throughout the work and research process he persevered in seeking historical evidence to support a more abstract and complex project choice. Sam chose to write a fictional letter to the city of Athens from the Spartan king to explain why their city would not provide assistance against their shared enemy, the Persians. This task required depth of knowledge that exceeds standard 7th grade expectations. Sam interwove nuanced cultural knowledge that demonstrated his understanding of the contempt Sparta felt while using sparse and concise language that only a Spartan would use. The end result was one of best pieces of historical fiction I've ever read and exemplary work. Sam's persistence, curiosity and work ethic have served him well.

PE Competencies--Teacher: Mr. Stone

	Q1	Q2	Q3	Q4
Competency 1-Demonstrates competency in a variety of motor skills and movement patterns	P	M	M	
Competency 2-Applies knowledge of concepts, principles, strategies and tactics related to movement and performance.	M	M	M	
Competency 3-Demonstrates the knowledge and skills to achieve and maintain a health-enhancing level of physical activity and fitness.	M	M	P	
Competency 4-Exhibits responsible personal and social behavior that respects self and others.	M	M	B	

PE Habits of Learning

	Q1	Q2	Q3	Q4
HOL-1-Respectful	M	M	B	
HOL-2-Responsible	M	M	P	
HOL-3-Engaged	M	M	M	
HOL-4-Growth Mindset	P	P	P	

PE Comments

Sam has continued to meet the skill standards and demonstrate understanding of the rules in our units this quarter. However, in our fitness assessments, Sam was unable to make it into his "Healthy Fitness Zones" in three areas; muscular strength and endurance, cardiorespiratory endurance, and flexibility. Sam could benefit from more practice and activity in these areas. Sam's behavior in class and the way he treats his peers has changed significantly this quarter. He has had difficulty working together with his teammates, staying positive, and accepting students with different ability levels. I am hopeful that Sam will improve in this area next quarter.

WL Competencies-- Teacher: Ms. King

	Q1	Q2	Q3	Q4
Competency 1-Oral Communication	M	M	B	
Competency 2-Written Communication	P	M	P	
Competency 3-Listening Comprehension	M	M	B	
Competency 4-Reading Comprehension	M	M	M	
Competency 5-Comprehensions of the Workings of Grammar & Vocabulary		P		

WL Habits of Learning

	Q1	Q2	Q3	Q4
HOL-1-Respectful	M	M	P	
HOL-2-Responsible	M	M	P	
HOL-3-Engaged	M	M	P	
HOL-4-Growth Mindset	M	M	M	

WL Comments

Given time, Sam's ability to comprehend French in written form exceeds classroom expectations. However, his ability to comprehend and respond to similar levels of oral French is progressing toward the competency. Sam is struggling with recognizing verb tense, specifically the imperfect.

Band Competencies--Teacher: Ms. Swift

	Q1	Q2	Q3	Q4
Competency 1-Technique	M	M	M	
Competency 2-Literacy	M	P	M	
Competency 3-Performance/Ensemble	M	M	P	
Competency 4-Connection		B	P	
Competency 5-Theory			B	

Band Habits of Learning	Q1	Q2	Q3	Q4
HOL-1-Respectful		P	P	
HOL-2-Responsible	P	P	P	
HOL-3-Engaged	P	M	M	
HOL-4-Growth Mindset	C	M	M	
Band Comments				
Sam put in a good effort this quarter, which is clear in his habits of learning grades. His understanding of competencies was somewhat mixed, as Sam ranged from meeting high expectations to beginning to develop competency skills. Some of this may reflect the impact of February break and Sam's following illness, as he seems to thrive with consistent practice. I would suggest that Sam spends some time with me so we can improve his understanding of music theory.				

Art Competencies--Teacher: Mr. Paints	Q1	Q2	Q3	Q4
Competency 1= Apply appropriate media, techniques, and processes.		M		
Competency 2= Identify and apply the elements of visual art and principles of design.		M		
Competency 3=Select and apply a range of subject matter, symbols and ideas.		M		
Competency 4= Analyze the visual arts in relation to history and culture.		M		
Competency 5=Analyze, interpret and evaluate their own and others artwork.		M		
Competency 6= Make connections among the visual arts, other disciplines, and daily life including a range of careers associated with this field.		M		

Art Habits of Learning	Q1	Q2	Q3	Q4
HOL-1-Respectful		M		
HOL-2-Responsible		P		
HOL-3-Engaged		P		
HOL-4-Growth Mindset		P		
Art Comments				
Sam worked diligently on all of his projects in art this quarter. At times, Sam was overly social in class which was a distraction to others. He was able to make connections with his expert knowledge of American History to our perspective unit.				

Health Competencies--Teacher: Mr. Collins	Q1	Q2	Q3	Q4
Competency 1-Substance Abuse Education and Prevention			M	
Competency 2-Personal Health and Nutrition			M	
Competency 3-Mental, Emotional and Social Health			P	
Competency 4-Growth and Development			P	
Competency 5-Injury Prevention and Disease Control			B	

Health Habits of Learning	Q1	Q2	Q3	Q4
HOL-1-Respectful			M	
HOL-2-Responsible			P	
HOL-3-Engaged			M	
HOL-4-Growth Mindset			M	
Health Comments				
Sam is able to consistently demonstrate his strong understanding of nutrition. His presentation on diabetes was thorough and greatly enjoyed by his classmates				

STEM Competencies--Teacher: Mr. Williams				
	Q1	Q2	Q3	Q4
Competency 1-Engineering Design	M			
Competency 2-Digital Literacy and Responsibility	M			
Competency 3-Technology's Influence on Society	M			
Competency 4-3D Modeling	M			
Competency 5-Computer Science	M			
Competency 6-Competent Use of Hand Tools and Machines	M			
Competency 7-Safety	M			

STEM Habits of Learning				
	Q1	Q2	Q3	Q4
HOL-1-Respectful	M			
HOL-2-Responsible	M			
HOL-3-Engaged	C			
HOL-4-Growth Mindset	C			

STEM Comments

Sam has shown an excellent understanding and interest in our STEM concepts this quarter. His insight to our class discussions has initiated many great discussions with his peers. Sam not only acquires the new concepts but is also able to apply these concepts to projects that go beyond our classroom. This was seen in our robotics unit where Sam went above and beyond the requirements to apply his project to his Boy Scout achievements.

Oyster River Cooperative School District
RFP-RFQ Summary

Name of RFP/RFQ: RFP School Bus Leasing

Timeline:

- Release of RFP/RFQ to bidders: Thursday, November 3, 2016
- Classified ad ran in Fosters: Saturday, November 5, 2016
- Posted on website: Thursday, November 3, 2016
- Posted in the SAU Office: Thursday, November 3, 2016
- RFP/RFQ due dates and opening date: Friday, November 18, 2016
- Date contract awarded: 3/24/2017
- Projected date of completion upon delivery of buses

Contract awarded to: Dattco, Inc

Project was awarded to Dattco, Inc. based on Place of Warranty within 5 miles from bus garage; Generally lower cost for parts & more readily available; Good Lease Price; warranties all the same.

Summary of bids:

Vendor	Bid Amount	Required	Additional	Comments
Anderson Bus Sales	85,989.00	All requirements met	General Warranty	N/A
Dattco, Inc	86,261.00	All requirements met	General Warranty	Lease 36mo/12,334 year
W.C. Cressey	87,109.00	All requirements met	General Warranty	Lease 36mo/14,748 year

Person completing this form:

Print name Lisa Huppe

Signature _____ Date 3/24/2017



Report of Appropriations Actually Voted Oyster River

(RSA 21-J:34 AND 198:4-a)

For Assistance Please Contact:

NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

SCHOOL BOARD CERTIFICATION

This is to certify that the information contained in this form, appropriations actually voted by the school district meeting, was taken from the official records and is complete to the best of our knowledge and belief.

Governing Body Certifications		
Name	Position	Signature
Dr. James C. Morse, Sr.	Superintendent	
William Leslie	School District Clerk	
Thomas Newkirk	School Board Member	
Allan Howland	School Board Member	
Kenneth Rotner	School Board Member	
Maria Barth	School Board Member	
Denise Day	School Board Member	
Daniel Klein	School Board Member	
Michael Williams	School Board Member	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

Appropriations

Account Code	Purpose of Appropriation	Warrant Article #	Total Amount Actually Voted Ensnuing Fiscal Year	Elementary School Breakdown	Middle Junior High Breakdown	High School Breakdown
Instruction						
1100-1199	Regular Programs	3,7	\$17,867,281	\$5,677,385	\$5,716,408	\$6,473,488
1200-1299	Special Programs	3,7	\$6,812,091	\$2,209,661	\$2,130,744	\$2,471,686
1300-1399	Vocational Programs	7	\$17,300	\$0	\$0	\$17,300
1400-1499	Other Programs	7	\$796,754	\$94,539	\$162,475	\$539,740
1500-1599	Non-Public Programs		\$0			
1600-1699	Adult/Continuing Education Programs		\$0			
1700-1799	Community/Junior College Education Programs		\$0			
1800-1899	Community Service Programs		\$0			
Support Services						
2000-2199	Student Support Services	3,7	\$3,693,115	\$1,347,609	\$1,016,291	\$1,329,215
2200-2299	Instructional Staff Services	3,7	\$1,027,232	\$459,150	\$272,245	\$295,837
General Administration						
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency		\$0			
2310-2319	Other School Board	7	\$130,995	\$42,962	\$40,669	\$47,364
Executive Administration						
2320 (310)	SAU Management Services		\$0	\$0	\$0	\$0
2320-2399	All Other Administration	7	\$1,138,242	\$289,092	\$401,650	\$447,500
2400-2499	School Administration Service	7	\$1,803,054	\$667,663	\$496,295	\$639,096
2500-2599	Business	7	\$598,704	\$196,357	\$185,873	\$216,474
2600-2699	Plant Operations and Maintenance	7	\$4,173,417	\$1,588,329	\$842,142	\$1,742,946
2700-2799	Student Transportation	7	\$2,004,072	\$642,799	\$618,749	\$742,524
2800-2999	Support Service, Central and Other	7	\$1,243,161	\$407,719	\$385,952	\$449,490
Non-Instructional Services						
3100	Food Service Operations	7	\$50,000	\$18,000	\$15,500	\$16,500
3200	Enterprise Operations		\$0	\$0	\$0	\$0
Facilities Acquisition and Construction						
4100	Site Acquisition		\$0	\$0	\$0	\$0
4200	Site Improvement		\$0	\$0	\$0	\$0
4300	Architectural/Engineering		\$0	\$0	\$0	\$0
4400	Educational Specification Development		\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction		\$0	\$0	\$0	\$0
4600	Building Improvement Services		\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction		\$0	\$0	\$0	\$0
Other Outlays						
5110	Debt Service - Principal	7	\$1,285,000			
5120	Debt Service - Interest	7	\$302,983			
Fund Transfers						
5220-5221	To Food Service	7	\$730,047			
5222-5229	To Other Special Revenue	7	\$641,000			

5230-5239	To Capital Projects		\$0		
5251	To Capital Reserve Fund		\$0		
5252	To Expendable Trusts/Fiduciary Funds	4,6	\$218,503		
5253	To Non-Expendable Trust Funds		\$0		
5254	To Agency Funds		\$0		
5310	To Charter Schools		\$0		
5390	To Other Agencies		\$0		
9990	Supplemental Appropriation		\$0		
9992	Deficit Appropriation		\$0		
Total Voted Appropriations			\$44,532,951	\$13,641,265	\$12,284,993
				\$15,429,160	

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Supplementary Information

Description	Function	Object	Elementary	Middle/Jr. High	High	Total
Tuition to NH LEA's	All	561	\$0	\$0	\$17,300	\$17,300
Other Tuition	All	562 - 569	\$308,743	\$255,472	\$292,677	\$856,892
Land and Improvements	All*	710				\$0
Buildings	All*	720				\$0
Additional Equipment	All*	730	\$64,392	\$77,838	\$118,162	\$260,392
Summer School	1430		\$69,287	\$67,452	\$49,674	\$186,413

(*) includes all functions except 4000

Supplementary Bond Information

Purpose	Amount
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0

COPY

Non-Tenured Teacher Nominations
to School Board 04/05/17

Last	First	School	FTE	Position	1st	2nd	3rd	4th	5th	Cont	Criteria (see below)
Darois	Heather	MW	1.00	Grade 2			x				b
Kennedy	Francesca		1.00	Kindergarten		x					a
Leone	Amy		1.00	Speech & Language		x					a
Moulton	Heather		1.00	Grade 3					x		a
Smith	Deborah		1.00	Special Education		x					a
Sperry	Felicia		1.00	Psychologist					x		a
Tomaszewski	Suzanne		1.00	Librarian			x				b
Zimar	Katherine		1.00	Grade 2			x				b

Birnam	Elizabeth	MOH	1.00	Literacy Specialist			x				b
Crosby	Katherine		1.00	Special Education		x					a

Bureau	Nikola	ORMS	1.00	Technology Integrator		x					a
Derick	Johnathan		1.00	Science			x				a
Gehling	Ruth		1.00	Mathematics		x					a
Geltz	Emily		1.00	Grade 6 Language Arts				x			a
Geschwendt	David		195 days	School Psychologist				x			a
Heuchling	Sara		1.00	Special Education					x		a
Olberg	Jarika		1.00	Chorus		x					a
Roberge	Miles		1.00	Grade 5			x				b
Vizzo	Michele		1.00	Language Arts		x					a
Ward	Aaron		1.00	Grade 6				x			a

Baker	Jason	ORHS	195 days	School Counselor					x		a
Benkosky	Tracey		1.00	Science Teacher					x		a
Cathey	Sara		1.00	Science				x			a
Cooke	Erica		1.00	Mathematics					x		a
Golding	Anne		1.00	Special Education					x		a
Hughes	Kristen		1.00	Speech & Language		x					a
Johnson	Katie		1.00	Mathematics				x			a
Kearney	Chris		1.00	Mathematics				x			a
Lacasse	Adam		1.00	Business/Computer			x				a
Long	Ryan		1.00	Psychologist		x					a
McGrath	Scott		0.50	Social Studies		x					a
Pomeroy	Jill		1.00	Mathematics		x					b
Rodgers	Emily		1.00	Physical Education			x				a
Sinclair	Timothy		1.00	Special Education				x			a
Stetson	Cathi		1.00	Business/Computer Ed					x		a
Trier	Margaret		1.00	English		x					a
Weeks	Jennifer		1.00	English/Video Production		x					a
Wolph	Kimberly		1.00	School Nurse		x					a

The new rule indicates the following:

Effective July 1, 2011 employees must have:

- a. 5 consecutive years in Oyster River
- or
- b. 3 consecutive years in Oyster River AND 5 or more consecutive years in another NH school district.

ORMS OVERNIGHT FIELD TRIP REQUEST

Today's Date: **3/7/17**

Teacher/Organization: **Jay Richard** Subject: **ORMS Grade 8**

Trip Date & Time: **Depart on 4/21/17 at 7:00AM**
(Date) (Time)
Return on 4/24/17 at 11:00 PM
(Date) (Time)

Trip Contact Name & Phone Number: **Mark Nichols/Jay Richard (207)-451-0514**
(Name) (Phone #)

Trip Destination/Address: **Washington D.C.**

Instructional Objective: **Field experience in Washington D.C., touring a variety of memorials and historical museums. Students study the constitution and U.S. history in grade 8.**

Number of Students attending: **100**

***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): **Mark Nichols, Bill Sullivan, Jay Richard, Chris Hall, Keith Savage, Sarah Keane, Emma Bricker, Laurenne Ramsdell, Ali Sturdevant (ORMS Intern), Jay Derick (All are ORMS Staff).**

Cell Phone Numbers active during trip: **Yes, Mark Nichols, (207)-451-0514 ; Jay Richard, (603)988-2364; Bill Sullivan (603) 969-1636**

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.

Note: Overnight trips will be brought to the attention of the School Board; applications must be made at least **one month** in advance.

Calendar Approval: **Yes, during April Vacation.**

Principal's Approval: **Jay Richard**

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
OYSTER RIVER HIGH SCHOOL, 55 COE DRIVE, DURHAM, NH 03824
ORHS OVERNIGHT FIELD TRIP REQUEST FORM

Today's Date: 3/6/17

Teacher/Organization: Rosi Subject: Art History

Trip Date & Time: Depart on Thurs. 5/11 at 7:35 (am/pm)

Return on Sat 5/13 at 3 (am/pm)

Trip Contact Name & Phone Number: Maria Rosi 414 801 9030

Trip Destination/Address: NYC

Instructional Objective: Explore the art history resources/museums & culture of one of these cities

Number of Students attending: 14 *

***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): Maria Rosi, Tracy Bilynsky

Cell Phone Numbers active during trip: 414-801-9030 603-793-8186

Transportation: Bus; Yes** or No - DISTRICT BUSES. TRANSPORTATION PROVIDED BY C+J.
**Please make arrangements for bus transportation with the Principal's secretary, ext 6002.

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

Note: Overnight trips will be brought to the attention of the School Board; applications must be made at least **one month** in advance.

Calendar Approval: _____

Principal's Approval: 

Policies for
 First/Second Read/Adoption/Deletion
**SB Meeting of
 April 5, 2017**

Title	Code
Policies for First Read	
School Board Self-Evaluation and Goal Setting	BA
Evaluation Questions/Individual Board Worksheet	BA-R1 & R2
Roles and Duties of the School Board Chairperson	BBAB
Policies for Second Read/Adoption	
School District Social Media Websites/Platforms & Guidelines	KD & R
Policies for Deletion	
As a reference the March 8, 2017 policy minutes are attached to this packet.	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BAA
Date of Adoption: June 15, 1988 Review First Read School Board: September 5, 2012 Second Read/Adoption School Board: September 19, 2012 <u>School Board First Read: April 5, 2017</u>	Page 1 of 1 Category: Recommended

EVALUATION OF THE BOARD

School Board Self-Evaluation and Goal Setting

At the conclusion of each year, the Oyster River School Board shall reflect on the degree to which its goals and objectives have been accomplished. The board shall address those areas as outlined in state laws and ORCSD established Board goals.

Appendix BAA-R1 Evaluation Questions

BA- R2 Individual Board Member Self-Evaluation Worksheet

To the Board:

By policy BA we are required to perform an annual self-evaluation. The policy states:

At the conclusion of each year, the board shall reflect on the degree to which its goals and objectives have been accomplished. The board shall address those areas as outlined in state laws and ORCSD established Board goals.

There are various evaluation tools available, but I thought we should keep it simple. So, I would like each of you to consider the following questions:

1. How effective was the process of formulating Board goals?
2. How effective has the Board been in accomplishing its goals?
3. Have Board meetings been run in an efficient and civil way, with all viewpoints welcomed?
4. Has the Board been effective in crafting a budget that balances educational needs and fiscal responsibility?
5. Comment on any other aspect of Board work.

We will have an open discussion on these questions.

INDIVIDUAL BOARD MEMBER SELF-EVALUATION WORKSHEET

Please complete the following personal assessment of your boardsmanship. This individual evaluation will not be shared, but is for your review only.

The Key: 1 – Never; 2 – Occasionally; 3 – Sometimes; 4 – Frequently; 5 – Always

- ___ 1. I familiarize myself with school policies and laws which are important for meetings.
- ___ 2. I attend all School Board Meetings.
- ___ 3. I read the agenda and supporting material prior to the Board meeting.
- ___ 4. I reserve all decisions on matters until the Board is in session.
- ___ 5. I keep personal matters personal and discuss nonrelated concerns at appropriate times and places.
- ___ 6. I use the chain of command and direct questions to the superintendent when contacted by a district resident.
- ___ 7. I attend NHSBA workshops and meetings.
- ___ 8. I read school publications sent to my home.
- ___ 9. I contact the superintendent and make proper arrangements when I visit schools within the district.
- ___ 10. I am informed about community feelings toward the schools.
- ___ 11. I respect the superintendent's office and refrain from unwarranted interferences in the administrator's affairs.
- ___ 12. I believe in long-range planning and recognize that changing trends change school needs.
- ___ 13. I believe the district should place great emphasis on professional growth.
- ___ 14. I know that I have no authority as a Board member except when the Board is legally in session. Board officers have specific duties that are occasionally performed outside of Board sessions.
- ___ 15. I rely on the superintendent to provide the Board with accurate information on the school system.
- ___ 16. I take part in Board in-service and orientation programs.
- ___ 17. At no time do I speak for the full Board as an individual Board Member.
- ___ 18. I work toward mutual trust between Board members and administration and keep criticism of either to private sessions.
- ___ 19. I recognize that governance and policy duties belong to the Board and administrative duties belong to the district's administrators.
- ___ 20. I support budgetary provisions and encourage the professional growth of the superintendent.
- ___ 21. I support strong professional growth programs for all school personnel.
- ___ 22. I attend PTA, concerts, plays, athletic contests, and other school events.
- ___ 23. I am familiar with the budgeting process of the district.
- ___ 24. I am familiar with the curriculum and graduation requirements of the district.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: BBAB
<u>Draft to Policy Committee: March 8, 2017</u> <u>School Board First Read: April 5, 2017</u>	Page 1 of 1 Category: Optional

ROLES AND DUTIES OF THE SCHOOL BOARD CHAIRPERSON

Duties of the Chairperson

The Oyster River Cooperative School Board Chairperson shall preside at all meetings of the Board and shall perform other duties as directed by law, New Hampshire Department of Education rules, and by this Board. In carrying out these responsibilities, the Chairperson shall:

1. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent and Vice-Chair in the planning of the Board meeting agendas;
3. Confer with the Superintendent on crucial matters that may occur between Board meetings;
4. Appoint members to serve on specific committees, subject to full Board approval;
5. Call emergency meetings of the Board as necessary;
6. Be the public spokesperson for the Board at all times except as this responsibility is specifically delegated to others; and
7. Preside at and be responsible for the orderly conduct of all Board meetings.

As presiding officer at all meetings of the Board, the Chairperson shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Put motions to a vote and announce the vote result.

The Chairperson shall have the right, as other Board members have, to offer motions, discuss questions, and vote.

Duties of the Vice-Chairperson

In the absence of the Chair, the Vice-Chair shall perform all the duties of the Chair.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KD
Draft to Policy Committee: January 11, 2017	Page 1 of 2
Draft for Re-review to Policy Committee: February 8, 2017	
<u>First Read to School Board: February 22, 2017</u>	
<u>Second Read Adoption School Board: April 5, 2017</u>	

SCHOOL DISTRICT SOCIAL MEDIA WEBSITES/PLATFORMS

The Oyster River Cooperative School Board recognizes the value of technology, such as social media websites and platforms, in promoting community involvement and collaboration. The purpose of any official District social media website or platform shall be to further the district's vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

As such, the Superintendent is authorized to establish social media websites and platforms in furtherance of the District's values, goals, and mission. Such sites and platforms will be considered official District social media sites and platforms. Social media is a term used to describe a set of electronic tools through which users create online communities to share information, ideas, and other content. Social media websites and platforms that have not been authorized by the Superintendent or designee but that contain content related to the District or comments on District operations, such as a site created by a parent-teacher organization, booster club, or other school-connected organization or a student's or employee's personal site, are not considered official District social media platforms.

The Superintendent or designees will establish administrative regulations, guidelines, and/or protocols for official District social media websites and platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

Official District social media websites and platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. These sites and platforms do not create, and are not intended to create, public forums or limited public forums, or otherwise guarantee an individual's right to free speech.

Official social media sites and platforms also provide the School Board a medium to publicize its official position on issues related to the schools such as school building projects, proposed school budgets and public policies affecting the schools. Official social media sites and platforms are outlets for the official message of the Oyster River School District and are not a forum for dissemination of other views. The content of such social media websites and platforms shall remain in the exclusive control of the Oyster River School District, its School Board and designated agents.

Official District social media platforms shall contain content that is appropriate for all audiences. Official District social media websites and platforms may not contain content that is obscene, libelous, or that incites students to undertake and/or creates a danger that students will undertake unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

Staff or students who post prohibited content shall be subject to discipline in accordance with District policies and administrative regulations.

The Superintendent or designees shall ensure that official District social media platforms are regularly monitored. Staff members responsible for monitoring content may remove posts based on viewpoint-neutral considerations, such as lack of relation to the site's purpose or violation of the district's policy, regulation, or content guidelines.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KD
Draft to Policy Committee: January 11, 2017 Draft for Re-review to Policy Committee: February 8, 2017 First Read to School Board: February 22, 2017 Second Read Adoption School Board: April 5, 2017	Page 2 of 2

The Superintendent or designees will ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official District social media platforms.

The District will not require, compel or request that any student provide his/her personal or private social media account information with relation to any District social media website.

Students, parents, staff and members of the public are hereby given notice that the District reserves the right to and will monitor all District social media websites. As such, there is no expectation of privacy for information posted on, sent to or received by the District's social media websites.

The Superintendent or designees shall ensure that copyright laws are not violated in the use of material on official District social media platforms.

Cross Reference:

- GBEF -School District Internet Access for Staff
- GBEB - Staff Conduct with Students
- JICK - Bullying and Cyberbullying
- GBAA - Sexual Harassment - Employee/Staff
- EHB - School Record Retention
- AC - Non-Discrimination/Equal Opportunity
- EGAD - Copyright Compliance
- KD-R - School District Social Media Websites/Platforms - Procedure

Legal Reference:

- RSA 189:70 - Educational Institution Policies on Social Media

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: KD-R
Draft to Policy Committee: January 6, 2017 <u>Draft Re-Review to Policy Committee: February 8, 2017</u> <u>First Read to School Board: February 22, 2017</u> <u>Second Read/Adoption School Board: April 5, 2017</u>	Page 1 of 4

SCHOOL DISTRICT SOCIAL MEDIA WEBSITES/PLATFORMS – GUIDELINES

GENERAL GUIDELINES:

The Oyster River Cooperative School District will **have cause to** monitor its official social media sites and platforms and the content thereon, and may remove posts based on viewpoint-neutral considerations, such as lack of relation to the site's purpose or violation of the district's policy, regulation, or content guidelines. **It is understood that the monitoring of building based social media sites and platforms are the responsibility of the building principal and/or designee for policy compliance. Oyster River Cooperative School District believes that electronic communication/social media/texting is not a replacement for meaningful dialogue between students to students or student to staff. When practical, the district encourages face to face communications.** Without limiting the foregoing, the District reserves the right to remove postings that:

- Are abusive, defamatory, or obscene;
- Are fraudulent, deceptive or misleading;
- Target, disparage, or discriminate on the basis of ethnicity, race, religion, sexual preference, age, sex, or disability;
- Contain spam, advertising, solicitations or include links to other sites;
- Contain confidential information;
- Are in violation of any intellectual property right of another;
- Are in violation of any law or regulation;
- Violate any School District policy; or
- Are otherwise offensive, graphically or in tone.
- Contain complaints about District staff **or students.**

The main page of every official District social media website or platform should indicate it is the "Official page of the Oyster River School District." ~~/"Official page of the [insert school name],"~~and all subdivisions.

Written parental release(s) is/are required before posting of student photographs in/on official District social media sites and platforms. Posting of photographs or videos of students in violation of any law or regulation is not permitted. Obscene images and videos will not be posted. ~~Release by verified email address with phone or other oral confirmation is acceptable.~~

- ~~To the extent possible, the content posted on official District social media sites and platforms are preserved and archived using policies and procedures that are consistent with the District's records retention and disposal policies.~~

The content posted on official District social media sites and platforms does not constitute adopted policies or procedures of ORCSD and do not constitute "official" school records.

Endorsements of any product, cause, political party or political candidate are forbidden.

- ~~Consider including site-specific guidelines. Need to review for technical accuracy~~
 - ~~For example, for Twitter you might include: The District will only follow other Twitter feeds and/or send direct messages to other Twitter accounts with objectives that are consistent with the educational mission of the District. AND/OR The District's Twitter feed will be used for broadcasting purposes only. The District will not respond to a tweet via a "reply."~~

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- ~~For Facebook you might include: The District's Facebook page should be set up as a "fan" "page" where fans may be permitted to post comments. The page administrator(s) is (are) authorized to block/remove fans and postings from the District's Facebook page where the posts and comments do not support the educational mission of the District. *AND/OR* All content on the District's Facebook page must relate to education, curriculum, instruction, school-authorized activities and athletics, school or District news or general information relating to work, activities and accomplishments of the District and its staff, as representatives of the District.~~

The privacy settings of the District's Facebook page **social media websites** are managed by the page administrator(s). All posting of comments on the District's Facebook page **social media websites** are at the discretion of the page administrator(s). The page administrator(s) reserve the right to remove or not post any comments at any time, for any reason. [These sites will be reviewed by building administrators on a regular basis.](#)

Due to the frequent changes with technology, all social media page settings will be reviewed with the Oyster River Cooperative School District technology department.

The District should only associate with groups on social media websites and platforms if such groups have objectives that are consistent with the educational mission of the District.

Official District social media sites and platforms are a means to connect to the public. Accordingly, the District will not use such sites and platforms to send direct private messages to individuals. ~~*{Note: Consider whether you need to revise this or eliminate it if staff will be able to send messages directly to students via certain social media platforms used for class purposes.}*~~

Official District social media websites and platforms do not create, and are not intended to create, public forums or limited public forums, or otherwise guarantee an individual's right to free speech.

Official District social media sites must comply with all applicable state and federal confidentiality laws and regulations.

At no time shall personal information about students (such as home address, telephone number, e-mail address, birth date, social security number, etc.) or any other information that is confidential under state or federal law appear on official District social media sites or platforms. Such sites and platforms will not include any information that indicates the physical location of students at any given time, other than attendance at a particular school or participation in school activities.

At no time shall personal information about employees appear on official District social media pages or platforms (including home addresses, home telephone numbers, home email addresses, birth dates, social security numbers, etc.).

Appropriate permission must be obtained before any copyrighted or trademarked material is used on official District social media sites or platforms. No copyrighted material may be reproduced, transmitted or displayed on official District social media sites or platforms without obtaining permission from the copyright owner.

An appropriate copyright notice will appear with all copyrighted material published on official District social media sites and platforms.

Students retain the copyright in materials they create.

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Except for the above exceptions, all official District social media sites and platforms and content on those sites and platforms are the property of and owned by the Oyster River School District.

- Official District social media sites and platforms may not include links to any personal websites of students or employees.
- Official District social media sites and platforms may include links only to websites that have a demonstrated educational or other informational value to students, employees and/or the community, as deemed appropriate by the Superintendent or his/her designee.
- To the extent an official District social media site or platform contains links to third-party websites, the site or platform must include a disclaimer informing users that links are provided as a convenience, and that Oyster River does not endorse these sites or have any responsibility for the content of these sites.
- The District reserves the right to, and will, monitor all official District social media websites and platforms. As such, there is no expectation of privacy for information posted on, sent to or received by the District's social media websites.
- Use of official District social media sites and platforms must comply with law, Board policy, and regulation.

DESIGN AND ACCESSIBILITY:

- The Superintendent or his/her designee shall develop standards for the design and appearance of official District social media sites and platforms. These standards will include appropriate measures to make such sites and platforms accessible to persons with disabilities. School unit information available on the sites and platforms will also be made available to the public in alternative ways upon request.

GUIDELINES FOR STAFF WISHING TO ESTABLISH DISTRICT-RELATED SOCIAL MEDIA SITES OR PLATFORMS:

- Staff setting up social media sites or platforms to communicate with students, parents and/or the community for District- or school-related purposes must inform the Superintendent ~~and/or his/her designee~~ **building principal**, who must review and decide whether or not to approve such sites/platforms. If a site or platform is approved, appropriate means for the District or District-designated administrator to access, review and administer the site must be established (including access to and maintenance of the admin username and login information for the site or platform).
- All staff communicating through social media for District or school-related purposes represent the School District when doing so. All communication with colleagues, students, parents and/or community for District purposes should be professional and age-appropriate, modeling the standards and integrity of a District professional. The same professional expectations apply to using social media as they do in other areas of professional activity within the District.

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- Staff shall adhere to applicable privacy and confidentiality laws (including but not limited to FERPA) and policies when using official District social media sites and platforms. Staff shall carefully review the privacy settings on any social media and networking sites they use as District professionals and exercise care and good judgment when posting content and information. Staff are responsible for the content of any communication they post or send when communicating as employees of the District.
- Staff requesting to set up and use social media sites or platforms for District and education-related purposes may be tasked with being responsible for the content and upkeep of such site(s) or platform(s), including dismantling the site/platform when no longer in use.

Cross Reference:

KD - School District Social Media Websites/Platforms

Policy Committee Meeting Minutes

Wednesday, March 8, 2017@ 3:30 PM

Attendees: Maria Barth, Kenny Rotner, Denise Day, James Morse, Wendy DiFruscio

Visitors: 0

Called to order at 3:30 by Maria Barth.

Maria asked if the agenda could be adjusted and start with Section III – Questions/Discussion. Maria has been reviewing the Vision Statement for the District and wishes that it could be reviewed and revised to include something on science so that future decisions made by the District could be based on science.

Jim suggested that this be brought up to the full Board for discussion as well as be considered when goals are developed for the next year.

Policy BAA – Evaluation of the Board is the current policy for the district, but has been recoded through the NHSBA to BA. Review of the existing policy language and the recommended NHSBA language was discussed and it was decided to keep the existing language, but recode to BA. Two draft procedures were included with the revised policy, BA-R1 Evaluation of School Board and BA-R2 – Individual School Board Member Self-Evaluation Worksheet. Policy Committee reviewed and discussed the suggested procedures and decided to incorporate the BA-R2 – School Board Self-Evaluation with a minor change to one of the questions. It was agreed that this procedure could be used as a tool that could be filled out at the beginning of the year, scored and then filed away and used again at the end of the year, scored and compared. They will also use the evaluation questions presented at the last School Board meeting and create a second procedure to this policy and have it be identified as BA-R1 Evaluation Questions. Both the policy and procedures are ready for a first read.

Policy BBAB – Roles and Duties of the Board Chairperson – This policy has never been formally adopted by the School District, but is used as a guideline when the new Board is nominated. This policy was reviewed and a change made to #2 by adding Vice-Chair to the sentence. This is ready for a first read.

Policy BBA – School Board Powers and Duties – Policy reviewed with no changes. Policy will be updated to reflect date and status.

Policy BEAB – School Board Member Use of Electronic Communication Devices during School Board Meetings – Again this policy was reviewed with no changes and will reflect date and status.

Policy BIB – Board Member Development Opportunities – The policy and procedure were reviewed. A brief discussion ensued resulting in a minor change to the procedure and the addition of a cross reference for re-imbusement guidelines.

Policy BIE – Board Member Indemnification – Policy was reviewed with no changes made. This policy will be updated to reflect date and status.

Meeting ended at 4:30 PM – Next meeting April 12, 2017.

Respectfully submitted,
Wendy L. DiFruscio