#### Oyster River Cooperative School District REGULAR MEETING

#### November 19, 2014

ORHS - C124

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. PUBLIC COMMENTS
- III. APPROVAL OF MINUTES
  - Motion to approve: 11/5/14 regular minutes.
- IV. ANNOUNCEMENTS AND COMMENDATIONS
  - A. District
  - B. Board
- V. DISTRICT REPORTS
  - A. Assistant Superintendent/Curriculum & Instruction Report(s)
  - B. Superintendent's Report
  - C. Business Administrator
  - D. Student Senate Report
  - E. Other:
    - Long Range Planning Committee Lisa Allison
    - Confucius Institute Chinese Program

#### VI. DISCUSSION ITEMS

- Draft 2015 Warrant Article
- Superintendent Evaluation
- 2015-16 school calendar
- ORPaSS Negotiation Update

#### VII. ACTIONS

- A. Superintendent Actions
- B. Board Action Items
  - Motion to adopt the 2015 -16 school calendar.
  - Motion to approve proposed tuition rates for elementary at \$15,844, middle school at \$16,378, and high school at \$17,335.
  - Motion to approve the agreement with the Oyster River Paraprofessional and Support staff.
  - Motion to approve nomination of ORMS Activity Stipends
  - Motion to approve ORHS/ORMS Winter Volunteer and Coach Nominations
  - Motion to approve list of policies.

#### VIII. SCHOOL BOARD COMMITTEE UPDATES

- IX. PUBLIC COMMENTS
- X. CLOSING ACTIONS
  - A. Future meeting dates: 12/3/14, 12/17/14 regular meetings
- XI. ADJOURNMENT
- XII. NON-PUBLIC SESSION: RSA 91-A:3 II {If Needed}

NON-MEETING SESSION: RSA 91-A:2 I (a)

Strategies with Respect to Collective Bargaining

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:	
•	Kenneth Rotner	Term on Board:	•
•	Sarah Farwell	Term on Board:	2014 - 2017
•	Denise Day	Term on Board:	2014 - 2017
•	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

November 5, 2014

**ORHS** 

6:30 pm

**SCHOOL BOARD MEMBERS:** Tom Newkirk, Al Howland, Kenny Rotner, Denise Day, Maria Barth, Sarah Farwell and Student Representative Maegan Doody

**ADMINISTRATORS:** Carolyn Eastman, Sue Caswell, Carrie Vaich, Doris Demers, and Jay Richard

There were five members of the public present

I CALL TO ORDER by Tom Newkirk for Manifest Review

#### II PLEDGE OF ALLEGIANCE

**III PUBLIC COMMENTS:** David Taylor of Durham mentioned that the nonmeeting minutes do not have any attendees listed.

#### IV APPROVAL OF 10/15/2014 Minutes:

Denise Day moved to approve the regular and nonpublic minutes of October  $15^{th}$ ,  $2^{nd}$  by Denise Day.

Page 4: Replace Al Howland's motion with: Al Howland moved to approve the short term high school, middle school, elementary school academic goals with the following conditions: 1. Elementary action strategies and timelines be reviewed by the strategic planning committee with input from the staff, 2. The community base learning/STEM Goal be rewritten and brought back to the Board for approval.

Insert at the end of page six:

Motion made to leave nonpublic at 9:25 p.m. and return to public session at 9:26 p.m. by Kenny Rotner, second by Al Howland. Motion carried by roll vote 7-0.

Al Howland made the motion to authorize the Superintendent to administer an additional ten day suspension when warranted, seconded by Maria Barth. Motion passed 7-0.

Motion made to adjourn at 9:30 p.m. by Denise Day,  $2^{nd}$  by Maria Barth. Motion passed 7-0.

Insert Todd Allen and Superintendent Morse to the nonmeeting list of attendees.

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

There was a Board discussion on meeting minutes and how much detail should be included in them.

#### **APPROVAL OF MANIFESTS:**

Payroll Manifests #9: \$1,148,949.06 Vendor Manifest #10: \$873,360.52

#### V ANNOUNCEMENTS AND COMMENDATIONS

**District:** Jay Richard of the Middle School announced that Friday the 14<sup>th</sup> the entire middle school will be attending UNH for the Day. They are looking forward to the Spotlight Review coming to the Middle School. He also mentioned that first quarter grades have been posted.

**Board:** Kenny Rotner commended community groups and parents who have advocated the change of the start time of the middle and high school. They have put forth a lot of work and effort into this

Denise Day commended school district PTOs. Their presentations have been very interesting and educational. There is a lot of work that goes into these meetings.

Carolyn Eastman announced that tonight is Math and Pizza Night with the Title I Tutors at Mast Way. The Community Dinner will be tomorrow evening from 5:00 6:30 with an Asian Theme.

Regarding the upcoming Teacher Workshop on Friday there was a question about Atlas being discussed at the elementary level.

Maegan Doody announced that the Student Senate will be doing a survey tomorrow with the students on their opinion of blocked day schedule. It is a big topic right now. They will be discussing potential open campus and a food drive at the Student Senate meeting tomorrow.

Page 3

November 5, 2014

Draft

#### Food Service Update: Doris Demers

The Child Nutrition Program in the District goal is to provide healthy, local and fresh food.

Equipment:

Capital Improvement Plan

Moharimet: Walk in refrigerator, tilt skillet, double oven

Mast Way: Refrigeration, Dishwasher Middle School: Dishwasher, Refrigeration

National School Lunch Week: Themed decoration "Get in the Game with School Lunch"

Community Dinners: November 6, January 22, March 12

Facebook: Daily menus, pictures

Newly formed Seacoast Buying Group: Change of prime vendor, more specific to District's needs

Milk – Statewide bid

Produce: Farmers and local producers, local distributor, school gardens

Participation:

Reimbursable	Lunches	Breakfasts
Mast Way	40%	3%
Moharimet	40%	5%
Middle School	27%	2%
High School	17%	4%

Doris noted that the new regulations are really strict. Many of the students at the high school are either buying a la carte in the cafeteria or going off campus for lunch.

The Board thanked Doris for all her efforts that she is putting into the Food Service Program.

Draft

#### **DISCUSSION ITEMS**

Proposed Warrant Article Language for Athletic Field Draft:

Denise Day moved to move forward with the proposed warrant article
below and to move it into discussion with the community

Shall the District raise and appropriate the sum of \$x,xxx.xxx for the renovation and construction of athletic fields at Oyster River High School, and to authorize the issuance of not more than \$xxx,xxx of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the District officials to issue and negotiate such bonds or notes and to determine the term and rate of interest thereon; furthermore, to raise and appropriate the additional sum of \$xx,xxx for the first year's principal and interest payment on the bonds or notes, and authorize the School Board to apply for, accept and expend federal, state or other aid which may be available for the project and to comply with laws applicable to the project and take any other action necessary to carry out this vote. The School Board recommends this appropriation with ta three-fifths ballot vote of those in attendance ad voting at the annual meeting.

2<sup>nd</sup> by Al Howland.

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

The Board discussed with Sue Caswell this draft proposal. They would like to see wording of a track added in the proposal. The numbers could be available as soon as the next budget workshop.

#### **ACTIONS:**

Motion to extend ORMS Maternity Leave of Absence Request from November 14, 2014 – January 5, 2015. Kenny Rotner moved to approve to extend ORMS Maternity Leave of Absence Request from November 14, 2015 – January 5, 2015, 2<sup>nd</sup> by Maria Barth. Motion passed 6-0 with the student representative voting in the affirmative.

Motion to adopt the 2015-2016 calendar. Kenny Rotner moved to adopt the 2015-2016 calendar, 2<sup>nd</sup> by Al Howland.

Page 5 November 5, 2014

Draft

The Board discussed the beginning of the school day which is on Monday August 31st.

Maria Barth moved to postpone the approval of the school calendar until the next meeting. This will allow them to re-examine the start of school day as well as possibly having Friday, September 4<sup>th</sup> part of the long holiday weekend, 2<sup>nd</sup> by Denise Day. Motion approved 6-0 with the Student Representative voting in the affirmative.

#### Policies:

Maria Barth moved to approve the following policies for a first reading: Policies for a First Reading:

Policy IFA Instructional Needs of Students with different talents

Policy IGA Curriculum Development

**Policy IGAD Career Education** 

Policy IGD Curriculum Adoption

**Policy IF Instructional Program** 

2<sup>nd</sup> by Denise Day

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

#### **Policy For Deletion:**

Policy ECB Buildings and Grounds Maintenance

Al Howland moved to withdraw the deletion of Policy ECB and return it to the Policy Committee for review, 2<sup>nd</sup> by Kenny Rotner. Motion approved 6-0 with the Student Representative voting in the affirmative.

Policy IHAE Physical Education will be going back to the Policy Committee for further review.

Motion to approve two ORHS volunteer coaches Kenny Rotner moved to approve the two following Winter Coach Volunteer Positions,  $2^{nd}$  by Denise Day.

Robert Fauci, Jr.

Boys Basketball

Edward Szczepanil

**Boys Basketball** 

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

**Pledge of Allegiance:** The Board discussed having the Pledge of Allegiance as part of the agenda at their meetings. The other governing bodies in the District do not do the pledge of allegiance at their meetings. Traditionally, the pledge of allegiance has not been part of the meetings. It was voted in place in 2011.

Maria Barth moved to remove the pledge of allegiance from the school board agenda  $2^{nd}$  by Kenny Rotner. Motion passed 5-1 with Al Howland voting against the motion and the Student Representative voting in the affirmative.

#### **Committee Updates**

Al Howland reported that the Communication Committee is meeting next week.

#### **PUBLIC COMMENTS:**

Dean Rubine from Lee would like to see the minutes kept brief to the motions.

David Taylor noted that the minutes are a permanent record and sometimes it is necessary to include discussions

#### **CLOSING ACTIONS**

Future Meeting Dates: November 19th and December 3rd Regular meetings November 12th School Board Budget Workshop

#### **ADJOURNMENT**

Maria Barth moved to adjourn the meeting at 8:45 p.m., 2<sup>nd</sup> by Al Howland. Motion passed 6-0 with the Student Representative voting in the affirmative.

Respectfully yours,

Laura Grasso Dobson Recording Secretary

# Enrollment Projections for ORCSD, 2014-2024

#### Long Range Planning Committee

Michael Goldberg Tom Merrick David Taylor Robert Mohr
Lisa Aliison Lorna Jacobsen Katrin Kasper

November, 2014

# Summary of LRPC Goals

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

ORCSD

November 2014

# Enrollment Up this Year, But Decline Will Resume

- Peak enrollment was 2,393 in 2000
- 2014-15 (excluding tuition) is 2,008
- Decline over 14 years was 385
- Projected 2024-25 (excluding tuition) 1,647
  - Decline over the next 10 years projected to be 361
- Projected 2024-25 with Barrington tuition students 1,743 (1,772 with 125 tuition)

ORCSD

November 20

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# Methodology

#### Kindergarten and Grade 1

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

#### ■ Grades 2 – 12

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

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November 2014

## Projections for Grades 2-12

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

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# What is a "Grade Progression Ratio?"

Number of students in grade J and year t

- Add students who move to ORSD in grade J+1 and year t+1
- Subtract students who leave ORSD before grade J+1 and year t+1
- Number of students in grade J+1 and year t+1

#### A numerical example:

200 students in 5<sup>th</sup> grade in October 2013

- + 10 new students join ORSD at the 6<sup>th</sup> grade for 2014
- -5 students leave ORSD before 6<sup>th</sup> grade
- = 205 students in 6<sup>th</sup> grade in 2014 GPR (5th to 6th = 205/200= 1.025)

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November 2014

# GPRs Account for Net New Students

- More families with children moving in than moving out. (5 year average used)
- All GPRs are in the range of 1.01 1.05 except High School, which is impacted by tuition students coming in and native students going to private schools.

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# **Elementary School Split**

- Historical ratios used to estimate K and grade1 split between the schools.
- GPR for each elementary school is used to project grades 2-4 based on projections for grades 1-3 at that school.
- Change in methodology Different GPRs used for Moharimet and Mast Way.
- Future housing changes and redistricting are not reflected in the projected elementary split.

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November 2014

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# Projection Range (Plus and Minus)

- Historical LRPC Projections 1994 2013 (20 years of forecasts, each predicting 10 future years)
- Subtract Actual Enrollment for each predicted year
- Take the absolute value of the difference and divide by the actual enrollment figure to get a percentage.
- Find the average percentage difference for each forecast horizon (1 to 10 years out).

ORCSD

November 2014

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# The Projections

#### **Enrollment Projections Summary** For Oyster River School District Preliminary October 1, 2014-15 Actual to 2024-25 Projected

Average Absolute Error of Estimate

Year	к	1-4	5-8	9-12	Total	Percent Error +/- To Total	
2014-15	112	585	679	719	2095	Actual Year	
2015-16	110	563	696	709	2078	One Year Out	1
2016-17	89	546	686	759	2079	Two Years Out	2
2017-18	83	497	679	785	2044	Three Years Out	3
2018-19	91	463	662	782	1998	Four Years Out	4
2019-20	86	436	637	800	1960	Five Years Out	6
2020-21	94	415	617	788	1915	Six Years Out	7
2021-22	96	418	563	782	1859	Seven Years Out	9.
2022-23	98	431	524	761	1814	Eight Years Out	10
2023-24	100	446	493	732	1771	Nine Years Out	12
2024-25	102	463	470	709	1743	Ten Years Out	14

ORCSD

# Elementary School Projections LRPC Projections based on October 1, 2014 Enrollment

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Mas	t Wa	ay Pro	ojecti	ions			Moh	narim	et Pi	ojec	tions		
						MW						МОН	Total
	K	<u>1</u>	2	<u>3</u>	4	<u>Total</u>	<u>K</u>	1	2	<u>3</u>	4	Total	<u>Both</u>
2014-15	49	55	58	50	74	286	63	75	94	94	85	411	697
2015-16	46	54	55	57	51	263	63	72	77	101	98	412	674
2016-17	37	51	53	54	58	254	51	69	74	83	105	383	637
2017-18	35	44	51	53	55	238	48	60	71	80	86	344	562
2018-19	38	41	44	50	54	227	52	56	61	76	83	328	555
2019-20	36	43	41	44	51	214	50	58	57	66	79	310	524
2020-21	40	43	43	41	44	209	54	58	59	61	69	301	510
2021-22	40	46	42	42	41	212	56	62	59	64	64	304	516
2022-23	41	46	45	42	43	218	57	63	63	63	67	312	530
2023-24	42	49	46	45	43	225	58	66	64	68	66	322	547
2024-25	43	50	49	46	46	233	59	67	68	69	71	334	566

ORCSD

November 2014

# Middle School Projections

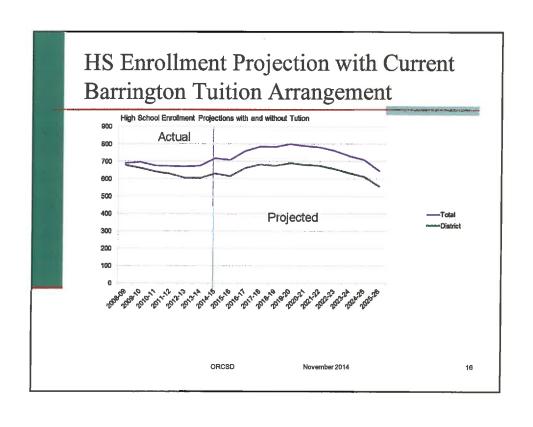
Year	Fifth	Sixth	Seventh	Eighth	Total
2014-15	162	178	176	163	679
2015-16	164	167	187	178	696
2016-17	153	169	175	186	686
2017-18	167	158	178	177	679
2018-19	145	172	165	179	662
2019-20	141	149	181	167	637
2020-21	133	145	157	182	617
2021-22	116	137	152	158	563
2022-23	108	119	144	153	524
2023-24	112	111	125	145	493
2024-25	112	116	116	126	470

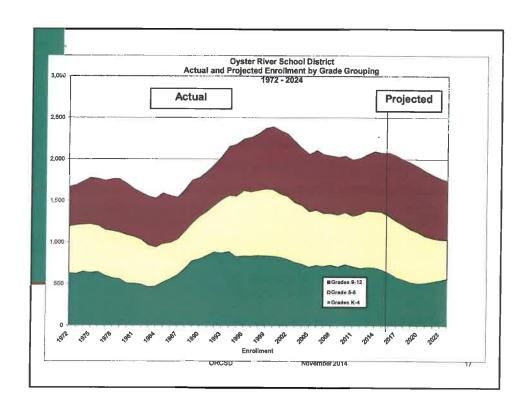
HS Tuition Students in Projection

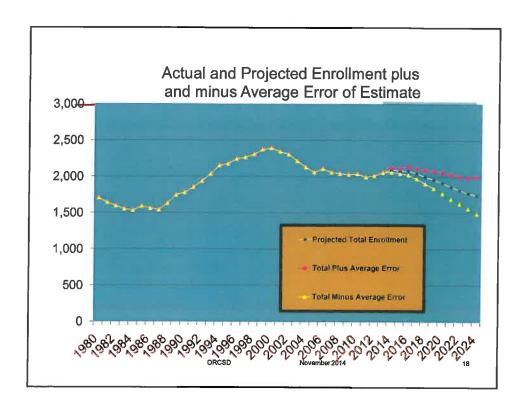
	Year	9th	10th	11th	12th	Total Tuition
Actual	2014	23	22	24	18	87
	2015	25	22	23	24	93
	2016	27	24	22	23	96
	2017	29	26	25	22	102
	2018	27	28	27	25	106
	2019	28	26	28	27	109
	2020	26	26	27	28	107
	2021	28	25	27	27	106
	2022	24	27	25	27	103
	2023	24	23	28	25	100
	2024	22	23	24	27	96
	2025	19	21	23	24	88

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	Year	9th	10th	11th	12th	Total District
clual	2014	175	162	122	173	632
	2015	155	177	159	124	616
	2016	169	157	174	162	663
	2017	179	171	155	177	683
	2018	168	182	169	157	676
	2019	171	170	179	171	691
	2020	159	173	168	182	681
	2021	174	161	170	170	675
	2022	151	176	158	173	658
	2023	146	152	173	161	632
	2024	139	148	150	176	612
	2025	120	140	145	152	558







## Why Do We Project a Decline in **Enrollment?**

- Dramatic Decline in Adults of Childbearing Age, taking account of net move-ins.
- New Hampshire Lowest birth rate nationally.
- New England the lowest region.
- Confirmed by Actual Dramatic decline in Births over the past 10 years:

130 in 2002 cohort, 69 in 2012 cohort, 82 in 2013 cohort, 72 in 2014 cohort

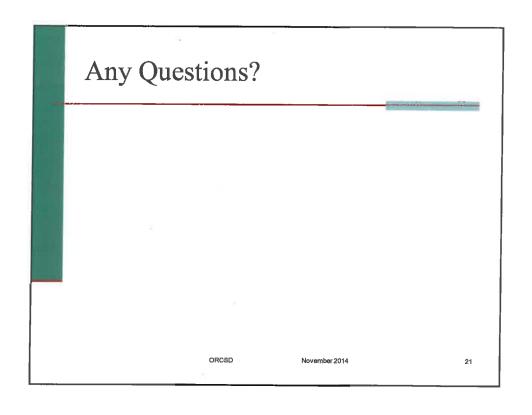
Elementary Enrollment begins to rebound in later years of projections.

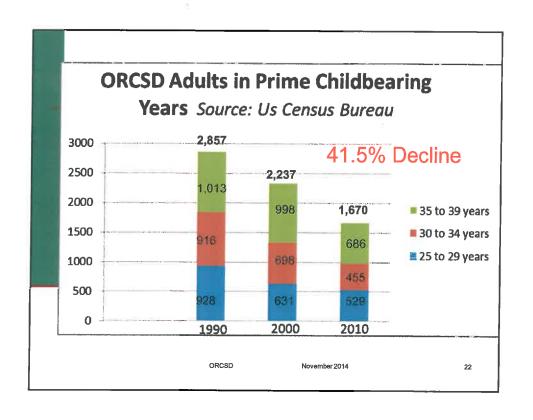
Summary

- Total ORCSD enrollment is projected to remain over 2,000 for 3 more years, then decline to 1,743 in 2024-25 (1,772 with 125 tuition students), reflecting a decline of about 350 students over ten years.
- The number of elementary school students will decrease, with elementary enrollment dropping from 697 now to 510 in 2020-21 then rebounding to 566 in 2024-25, a net drop of 130 students over 10 years.
- Middle school enrollment, now 679, is projected to rise to 696 in 2015-16, then drop to under 500 by 2023.
- High School enrollment (including Barrington), now 719, rises to 800 in 2019-20, then declines to 709 in 2024-25 (737 with 125 tuition students).
- Without tuition students, High School enrollment, now 632, rises to a peak of 691 in 2019-20, then declines to current level in 2023-24 and 612 in 2024-25

  November 2014

November 2014





## OYSTER RIVER COOPERATIVE SCHOOL DISTRICT THE STATE OF NEW HAMPSHIRE

## 2015 SCHOOL WARRANT

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

You are hereby notified to meet at the Oyster River High School in said district on the 3rd day of February 2015, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 6 and for any amendments thereto. Warrant articles whose wording is prescribed by law shall not be amended and no warrant article shall be amended to eliminate the subject matter of the article at Session I.

Official ballot voting for school district officers (articles 1 and 2) and on articles 3-6 will occur at town polling locations on Tuesday, March 10, 2015:

Town of Durham Town of Lee

Oyster River High School

7:00 am to 7:00 pm 7:00 am to 7:00 pm

Town of Madbury

Lee Safety Complex Madbury Town Hall

11:00 am to 7:30 pm

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

ARTICLE 2: To choose three School Board members, one each from Durham, Lee and Madbury for the ensuing three years.

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

> 2015-2016 \$ 57,147 2016-2017 \$ 21,726 2017-2018 \$ 21,274

and further to raise and appropriate the sum of \$57,147 for the 2015-2016 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? The School Board recommends this appropriation (Majority vote required)

ARTICLE 4: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargaining agreement reached between the Oyster River Paraprofessionals and Support Staff (ORPaSS) and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

> 2015-2016 XXX,XXX 2016-2017 XXX,XXX 2017-2018 \$ xxx,xxx

and further to raise and appropriate the sum of \$xxx,xxx for the 2015-2016 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? The School Board recommends this appropriation. (Majority vote required)

ARTICLE 5: Shall the District raise and appropriate the sum of \$2,000,000 for the renovation and construction of athletic fields at Oyster River High School, and to authorize the issuance of not more than \$1,700,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the term and rate of interest thereon; and \$278,457 to come from an expendable trust fund for this purpose; and in addition to raise and appropriate the additional sum of \$36,833 for the first year's principal and interest payment on the bonds or notes, and authorize the School Board to apply for, accept and expend federal, state or other aid which may be available for the project and to comply with all laws applicable to the project and take any other action necessary to carry out this vote. The School Board recommends this appropriation with a three-fifths (3/5) ballot vote of those in attendance and voting at the annual meeting.

ARTICLE 6: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$xx,xxx,xxx distributed as follows: Fund 10 = \$xx,xxx,xxx (regular operating budget); Fund 21 = \$xxx,xxx (expenditures from food service revenues), Fund 22 = \$xxx,xxx (expenditures from federal/special revenues); Fund 23 = \$x,xxx (expenditures from pass through funds)? Should this article be defeated, the operating budget shall be \$xx,xxx,xxx (Default Budget) which is the same as last year with certain adjustments required by previous action of the district or by law; or the district may hold one special meeting in accordance with RSA 40:13, X, and XVI to take up the issue of the revised operating budget only. The School Board recommends this appropriation. (Majority vote required)

Given under our hands at said Durham NH this day of January 2015:					
Thomas Newkirk, Chairperson	Allan Howland, Vice-chair				
Kenneth Rotner	Maria Barth				
Edwin Charle	Denise Day				
Sarah Farwell					

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CBI
Reviewed by Policy Committee: 1/29/14 previously CBG School Board First Read: March 5, 2014 School Board Second Read/Adoption: April 2, 2014	Page 1 of 1

#### **EVALUATION OF THE SUPERINTENDENT**

The superintendent is the executive head of the public schools and shall be responsible for planning and administering their affairs to statutory requirements, the regulations of the State Board of Education, and the policies of the Oyster River Cooperative School District.

The superintendent shall develop and maintain a system of public schools capably staffed to provide quality education and supportive services. The superintendent shall provide, develop, and implement the procedures to achieve educational objectives with the administrative unit.

In performance of these duties, the superintendent shall be directly responsible to the Oyster River Cooperative School Board.

The school board shall evaluate the superintendent on an annual basis by February 15 utilizing the criteria established under CBI-R. The Board shall direct the superintendent to furnish a written self-assessment which addresses the performance areas as outlined in CBI-R in a timely manner. Through evaluation of the superintendent, the board will strive to accomplish the following:

- Clarify for the superintendent his/her role in the school system as seen by the board.
- Clarify for all board members the role of the superintendent in the light of his/her job description and the immediate priorities among his/her responsibilities as agreed upon by the board and the superintendent.
- Develop harmonious working relationships between the board and superintendent.
- Provide effective administrative leadership for the school system.

The board will provide the superintendent with periodic opportunities to discuss superintendent/board relationships and will inform him/her at least annually of its assessment of his/her performance.

Cross Reference: CBI-R - Evaluation of the Superintendent - Procedure

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CBI-R
Date: March 1, 1990 Date of Revision: May 20, 1998 Code Revision: November 18, 2009-previously CBG-R Reviewed by Policy Committee: August 7, 2013 - No Change	Page 1 of 3

#### **EVALUATION OF THE SUPERINTENDENT**

The superintendent, in developing his/her self-assessment report, and each board member, in providing the chair with his/her assessment of the superintendent's performance, will use the following criteria:

#### **PERFORMANCE AREAS**

#### Relationship with the Board

- Keeps the board informed consistently through oral and written communications on important issues and needs of the school district.
- Anticipates sensitive issues and acts proactively to minimize potential difficulties.
- Offers professional advice/recommendations on items requiring school board action or review.
- Feels free to openly express an opinion on a matter under discussion by the school board until a
  final decision has been reached; then implements the decision in a timely and effective manner
  regardless of any previously held view.
- Is knowledgeable of, adheres to, and enforces all policies and fulfills all directives of the Oyster River Cooperative School Board.
- Respects the school board's policy making authority and responsibility.
- Alerts board when new policies are needed or old policies need updating.
- Participates actively in the contract negotiations process.
- Deals with each board member equally and refrains from public criticism of board members.

#### **Community Relations**

- Keeps the community informed of school district plans, programs, and achievements.
- Demonstrates sensitivity and responsiveness to parental concerns
- Actively solicits participation by community members in the decision-making process whenever appropriate.
- Exhibits awareness of and responds to community concerns as they relate to the school district.
- Works effectively with news media.
- Accepts opportunities to attend or participate in community sponsored activities/organizations whenever possible while balancing other responsibilities or priorities.
- Fosters positive relationships and good communication with community leaders.

#### **Staff/School Relations**

- Develops sound personnel practices including, but not limited to, the assessment of staffing needs, nomination of best qualified candidates, assignment of staff, definition of duties, reviewing the evaluations of district staff, and evaluating central office administrative staff and building principals.
- Treats all personnel fairly and impartially while demanding high levels of performance.
- Adheres to all federal and state regulations that govern employment activities.
- Oversees a workable program for staff evaluation.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CBI-R
Date: March 1, 1990 Date of Revision: May 20, 1998 Code Revision: November 18, 2009-previously CBG-R Reviewed by Policy Committee: August 7, 2013 - No Change	Page 2 of 3

#### EVALUATION OF THE SUPERINTENDENT (continued)

- Organizes and promotes an effective program for professional growth.
- Delegates responsibility/work effectively.
- Establishes clear performance expectations to all with whom he/she works.
- Implements goal setting as a strategy to improving classroom performance.
- Deals with personnel issues impartially and objectively, within a timely manner.
- Keeps informed of current conditions and needs at each of the buildings through good communication with administrators.
- Maintains a high visibility within the schools' facilities.
- Promotes positive morale.
- Readily accepts and abides by the mandates of district employee contracts.

#### **Educational Leadership**

- Keeps focus of education on improving student learning.
- Exhibits genuine concern for student welfare and achievement.
- Presents, coordinates and evaluates an effective measurement process for student achievement.
- Possesses awareness of innovative methods for enhancing student achievement.
- Provides leadership in the study and development of curriculum options.
- Promotes and supports efforts to establish and improve K-12 curriculum development.
- Participates with staff, board, and community in the development of educational curriculum, priorities, and opportunities.
- Requires school programs and support services to reflect sound educational practices.
- Resists pressure to take actions contrary to the best interests of students.
- Accepts proposals for educational change from inside and outside the educational community.
- Keeps informed about current developments and research in education and student learning.
- Is knowledgeable of and adheres to all applicable state and federal laws/guidelines.

#### Fiscal Management

- Uses well designed, user friendly and effective budget reporting procedures.
- Develops and recommends the annual budget to the school board within stated school board objectives.
- Maximizes the use of all available resources.
- Monitors the ongoing physical/financial needs of the school system.
- Provides leadership in identifying, planning, and implementing capital improvements.
- Assures that school facilities are maintained in an optimal cost effective manner.
- Regularly provides financial reports to the school board.
- Oversees the district's equipment inventory and procurement process, ensuring that bid processes are consistent and cost efficient.
- Implements and adheres to the budget as directed by the school board.
- Administers expenditures consistent with appropriations.

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: CBI-R
Date: March 1, 1990	
Date of Revision: May 20, 1998	Page 3 of 3
Code Revision: November 18, 2009-previously CBG-R	
Reviewed by Policy Committee: August 7, 2013 - No Change	·

#### **EVALUATION OF THE SUPERINTENDENT (continued)**

#### Personal Qualities

- Is respected in the schools, community, and profession.
- Works well with others.
- Is suitably attired and well groomed.
- Communicates clearly and effectively.
- Is poised and effective in a crisis.
- Maintains good physical and mental health.

#### **Goals and Objectives**

- Assists the school board in the development of attainable goals and objectives.
- Develops effective programs/procedures to achieve both short and long term goals within established time frames.
- Monitors progress toward goals and informs school board.
- Establishes personal goals and monitors progress toward achievement.

#### **Oyster River Cooperative School District**

#### SCHOOL CALENDAR

#### 2015-2016 DRAFT

#### Approved by School Board:

Deliberative Session: February 3, 2015\* Voting Day: March 10, 2015

\*Subject to Change

	AUGUST/ SEPTEMBER 2015						
	M	T	W	Th	F		
S(20) T(22)	TW X	TW 8	<u>\( \) 9</u>	3 10	4		
1 (22)	14	15	16	17	18		
	21 28	22 29	23 30	24	25		

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F	l
4	l
11	l
18	L
25	L

9/7	1st Day for Students Gr. 1-12 1st Day for Kindergarten Labor Day Observance
9/8	1st Day Preschool
	Teacher Workshop Columbus Day
11/6	Tanghar Warkshan

F	EBR	UAR	Y 201	5
M	T	W	Th	F
1	2	3	4	- 5
8	9	10	11	12
15	16	17	18	19
X 29	X	X	X	X

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		6)	
1	(1	6)	

S(16)T(16)

	OCTOBER 2015					
	M	T	W	Th	F	
				1	2	
S(20) T(21)	5	6	7	8	TW	
T(21)	X	13	14	15	16	
	19	20	21	22	23	
	26	27	28	29	30	

10/9 10/12	r
11/11	Teacher Workshop Veterans' Day Thanksgiving Recess
12/24-1/1	Holiday Recess
1/18 1/25	Martin Luther King Day Teacher Workshop
2/22 - 2/26	Winter Recess

	MA	RCH	2016		Ì
M	T	W	Th	F	
	1	2	3	4	8(22
7	8	9	10	11	S(22 T(23
14	15	16	17	TW	1(23
21	22	23	24	25	
28	29	30	31		ŀ
20			51		

	N	OVE	MBE	R 201	5
	M	T	W	Th	F
S(16) T(17)	2	3	4	5	TW
	*9	10	X	12	13
	16	17	18	19	20
	23	24	X	X	X
	30				

3/18	Teacher Workshop
4/25 – 4/29	Spring Recess
5/20	Teacher Workshop

5/30..... Memorial Day

TBD..... ORHS Graduation

APRIL 2016					
T	W	Th	F		
			1		
5	6	7	*8		
12	13	14	15		
19	20	21	22		
X	X	X	X		
	5 12 19	T W 5 6 12 13 19 20	T W Th  5 6 7 12 13 14 19 20 21		

	DECEMBER 2015						
	M	T	W	Th	F		
Q(15)		1	2	3	4		
S(17)	7	8	9	10	11		
T(17)	14	15	16	17	18		
	21	22	23	X	X		
	X	X	X	$\mathbf{x}$			

Δ	First Day of School for Students
Δ	Last Day of School (unless more than 5
	make-up days are required)

6/24 ..... With 5 Built In - Snow Days

	M	AY 20	)16		
M	T	W	Th	F	
2	3	4	5	6	
9	10	11	12	13	S(20
16	17	18	19	TW	S(20 T(21
23	24	25	26	27	`
X	31				

		JAN	JARY	Z 2016	
	M	T	W	Th	F
S(18)					X
T(19)	4	5	6	7	8
	11	12	13	14	15
- 1	X	19	20	21	22
	TW	26	27	*28	29

X	School Closed – Holiday/Vacation
*	End of Quarter

TW Teacher District Workshop Days

SD Snow Days (5 Built in)

(no school for students)

Anticipated last day for students is 6/24. The calendar allows for five school cancellation days. If less or more than five days are needed to cover cancellations, the schedule will be adjusted accordingly.

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		JU	NE 2	016		
	M	T	W	Th	F	
			1	2	3	S(13)
	6	7	8	9	10	S(13) T(13)
	13	14	15	16	17	` ′
	SD	SD	SD	SD S	$D/\Delta$	

# **OYSTER RIVER COOPERATIVE SCHOOL DISTRICT**

#### **SAU #5**

#### 36 Coe Drive

#### **Durham, New Hampshire**

To:

Oyster River School Board

Dr. James Morse, Superintendent

From:

Sue Caswell, Business Administrator

Date:

November 19, 2014

Subject:

**Tuition Rates** 

The FY2015 Durham/UNH and ORCSD Staff tuition rate is used (a) as the basis upon which the Town of Durham seeks a "payment-in-lieu-of-taxes" from the University of New Hampshire for those children residing in UNH's family housing facility (Forest Park) and (b) as the rate charged at 1/3 to those staff that reside outside the District and have children attending ORCSD schools.

This rate has been calculated by using the estimated "cost per pupil" for the current fiscal year (FY 2015). The estimated cost per pupil for the current year uses the data from the Department of Revenue's MS-22 form (appropriations actually voted) and the current year's October 1, enrollments. The calculation set-up is as follows:

- FY2015 Approved Appropriations
- Less: Food Service Expenditures
- Less: Transportation Expenditures
- Divided by: October 1 Enrollment

Using this method, our estimated cost per pupil resultant numbers are as follows – Elementary \$15,844 Middle School \$16,378, and High School \$17,335.

2014-2015 Calculation Data from MS-22 filed for FY 2015

Function	Elementary	Middle	High	Total
Regular Programs	4,916,194	5,344,829	5,367,938	15,628,961
Special Programs	1,894,309	2,180,847	2,150,392	6,225,548
Vocational Programs	-	-	36,000	36,000
Other Programs	117,100	159,738	501,247	778,085
Student Support Services	1,170,078	918,899	1,070,658	3,159,635
Instructional Staff Services	412,046	236,994	316,688	965,728
School Board	40,540	39,497	39,150	119,187
Other Executive Admin	324,846	312,373	342,648	979,867
School Admin Services	608,505	441,344	581,921	1,631,770
Business	189,685	184,808	183,182	557,675
PPO & M	1,078,862	1,018,090	1,592,642	3,689,594
Support Services	291,054	283,570	281,075	855,699
	11,043,219	11,120,989	12,463,541	34,627,749
Enrollment (Oct 1) (use resident students+tuition)	697	679	719	2,095
Per Pupil Tuition Cost	\$15,844	\$16,378	\$17,335	\$16,529

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Data					
School Year	Elementary		Middle	ŀ	High
1998-1999	\$ 6,777	\$	7,730	\$	7,500
1999-2000	\$ 6,552	\$	7,715	\$	7,537
2000-2001	\$ 7,076	\$	7,892	\$	7,805
2001-2002	\$ 7,625	\$	8,466	\$	7,593
2002-2003	\$ 7,987	\$	8,930	\$	7,728
2003-2004	\$ 8,739	\$	9,863	\$	8,894
2004-2005	\$ 10,590	\$	11,651	\$	12,546
2005-2006	\$ 11,200	\$	13,858	\$	14,056
2006-2007	\$ 11,857	\$	15,224	\$	14,599
2007-2008	\$ 12,847	\$	16,490	\$	16,226
2008-2009	\$ 15,933	\$	16,310	\$	16,280
2009-2010	\$ 15,355	\$	16,241	\$	16,477
2010-2011	\$ 15,444	\$	16,390	\$	16,412
2011-2012	\$ 15,933	\$	16,310	\$	16,280
2012-2013	\$ 16,961	\$	15,616	\$	17,031
2013-2014	\$ 16,289	\$	15,576	\$	17,837
2014-2015	\$ 15,844	\$ CT.	16,378	\$	17,335



## **ORMS**

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

#### **OYSTER RIVER MIDDLE SCHOOL**

From:

Jay Richard

Date:

11/19/2014

Re:

Clubs and Extra-curricular Nominations

#### Message:

Please accept the following names for nomination for ORMS clubs and activities.

#### Positions:

Name	Activity	Years	Stipend	Longevity	Total
John Silve <b>rio</b>	Robotics	0	\$582	\$0	\$582
John Silverio	Grade 5 Leadership	0	\$969	\$0	\$969
Jason Duff	Grade 7 Student Council	0	\$969	\$0	\$969

Jay Richard Principal



## ORHS ATHLETICS

55 Coe Drive Durham, NH 03824 603-868-2375 x1105 603-868-1355 Fax

#### **OYSTER RIVER HIGH SCHOOL ATHLETICS DEPARTMENT**

From:

Corey Parker

Date:

11/13/14

Re:

Additional Winter Coach Nominations

Message:

Please accept the following names for nomination to coach their selected sports this upcoming winter season.

#### **Volunteer Positions:**

TOTALICO I TOTALO	
Sam Kerrigan	Boys Basketball
Jason Nifong	Boys Basketball
Robert Fauci	Boys Basketball
Aaron Lacoss	Boys Hockey
Peter Harwood	Girls Hockey
Leslie Gelsomini	Girls Hockey
Ned Clarke	Ski Team
Trygg Engen	Ski Team

#### **Paid Positions:**

Name	Team	Stipend	Years	Longevity	Total
Megan Hinz	Girls 7 <sup>th</sup> Grade Basketball	\$1,938	0	\$0	\$1,938
Nate Grove	Girls 8 <sup>th</sup> Grade Basketball	\$1,938	10	\$300	\$2,238
Nicole Casimiro	Boys 7 <sup>th</sup> Grade Basketball	\$1,938	2	\$0	\$1,938
Jason Duff	Boys 8 <sup>th</sup> Grade Basketball	\$1,938	0	\$0	\$1,938
Paul Kerrigan	Boys JV Basketball	\$3,274	1	\$0	\$3,274
Nick Scuderi	Boys Reserve Basketball	\$2,519	3	\$75	\$2,594

Yours in sport,

Corey Parker
Director of Athletics
Oyster River Cooperative School District

# Policies for First/Second Read/Adoption/Deletion SB Meeting of November 19, 2014

Title	Code
Policies for First Read	
Policies for Second Read/Adoption	
Instructional Needs of Students with Different Talents	IFA
Career Education	IGAD
Curriculum Adoption	IGD
Instructional Program	IF
Policies for Deletion	

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IFA
Date of Adoption: December 19, 1985	
Date of Revision: July 19, 1989	Page 1 of 1
School Board 2nd Read Adoption August 11, 2010	Category: Priority
Previously — IGBB	
Policy Committee: October 22, 2014	
School Board First Read: November 5, 2014	
School Board Second Read/Adoption: November 19, 2014	

#### **Instructional Needs of Students with Different Talents**

The Oyster River Cooperative School Board, in its continuing search for ways to extend and improve the learning experiences of children under the umbrella of individualized instruction, recognizes that all students have different interests and talents. The school district, therefore, reaffirms its commitment to provide for the uniqueness of individual talents and potential, and to meet the academic, emotional, physical, and social needs of each student.

Consistent with the district's goals, the schools endeavor to foster in their students:

- 1) an excitement for learning,
- 2) self-discipline in pursuing a task,
- 3) competence in communicating new information and ideas,
- 4) the ability to explore and develop alternative hypotheses, strategies, and solutions to a problem, and
- 5) a sense of self-determination and awareness of their own strengths and needs.

Administrators, and counselors should will collaborate to consider and address students' different talents, interests and academic development when planning the district's educational programs and curriculum.

In order to meet the instructional needs of students with different talents, administrators and staff should explore alternative learning programs such as extended learning opportunities, alternative learning plans, distance education, vocational/technical education, and others.

#### **Cross Reference:**

Policy IGAD - Career Education

#### **Legal References:**

NH Code of Administrative Rules, Section Ed 306.04(a)(6), Instructional Needs of Students With Different Talents

NH Code of Administrative Rules, Section Ed 306.04(j), Instructional Needs of Students With Different Talents

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IGAD
Date of Adoption: August 17, 1988	Page 1 of 2
Reviewed/Added Cross Reference: May 25, 2011	Category: Optional
Policy Committee: October 22, 2014	
School Board First Read: November 5, 2014	
School Board Second Read/Adoption: November 19, 2014	

#### CAREER EDUCATION

The Oyster River Cooperative School Board board embraces the concept that career education is the totality of learning experiences through which a person learns about and prepares to engage in work as part of her or his way of living. Such education should start in early childhood and continue throughout a person's life. It may be viewed as consisting of the following phases: a) career awareness, b) career exploration, c) career decision making, d) career preparation, e) career guidance and counseling, and f) career placement, follow-up, and advancement.

The board believes that the district should develop career education programs that provide experiences, occupational preparation, and services that will assist individuals to develop an understanding of the world of work, make decisions about careers, prepare for them, find them, and advance in them. Students should be encouraged to pursue their passions. For example:

- 1) Career awareness should be woven into early childhood and elementary school programs to develop and enlarge children's understandings of the working world, to promote a positive attitude about the personal and social significance of work, and to help children think about their own interests and abilities and aspirations. Only after children develop self-awareness can they begin to think about themselves in relation to work and careers.
- 2) Career exploration should begin in the middle school. Students should be provided with information about careers and some first-hand experiences in the world of work. Learning experiences should include examination of careers, observation of work, and actual work experiences; and then evaluation by the individual of his or her own interests, abilities, and aptitudes in relation to these experiences.
- Career decision making begins to takeing place at the high school level when the student has examined the career information and experiences provided and has considered them in the context of his/her own values, interests, abilities, and aptitudes. At this time students should feel ready to make some tentative choices and consider alternatives as to their career and/or career area. Students should be prepared to move more deeply into their career choice and to leave the school system for entry into a program of further education and training or with an entry level employment skill. This can be accomplished through various educational programs and occupational/vocational training. Students should be given an opportunity to participate in work study, internships, and job shadowing experience programs designed to give on the job training and/or career awareness.
- 4. Career preparation begins in high school. Students should be prepared to move more deeply into their career choice and to leave the school system for entry into a program of further education and training or with an entry level employment skill. This can be accomplished through various educational programs and occupational/vocational training. Students should be given an opportunity to participate in work study experience programs designed to give on the job training.
- 5.4) Career guidance and counseling should be an ongoing part of career education in order to give adequate assistance to students involved in making a decision about careers. Counseling

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IGAD
Date of Adoption: August 17, 1988	Page 2 of 2
School Board First Read: November 5, 2014	Category: Optional
School Board Second Read/Adoption: November 19, 2014	

#### CAREER EDUCATION

should help the student combine knowledge of self, a knowledge of work opportunities, and a knowledge of alternatives for education and training. Career Gguidance should involve the participation of teachers, professional counselors, and parents.

6.5) Career placement, follow-up, and advancement are critical in career education. Along with the traditional function of guidance-school counselors in placing students in colleges, job placement services should be provided for students who desire either part-time employment while attending school or full-time employment after graduation. Efforts must be made to follow-up our students to discover how well their schooling has served them in their jobs and career preparation. Through adult programs, the schools should provide retraining and career advancement, for advances in technology continually require new skills and society continually demands new services. We can only make guesses about job needs in the future but change is certain. Therefore, students should be encouraged to view career education as a lifelong process requiring continued study and training.

Realizing that there must be a cooperative effort between the schools and community, the board supports the establishment of career education advisory committees consisting of school and community leaders and the involvement of community resource persons at all school levels.

#### Cross Reference:

JLD – School Guidance and Counseling Program
IFA – Instructional Needs of Students with Different Talents

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IGD
Date of Policy Committee Review: August 17, 2010	Page 1 of 1
First Read to SB: August 17, 2011	Category: Recommended
Second Read/Adoption to SB: September 7, 2011	
Review Policy Committee: September 10, 2014	
School Board First Read: November 5, 2014	
School Board Second Read/Adoption: November 19, 2014	

## **CURRICULUM AND/OR PROGRAM ADOPTION**

It is the policy of the Oyster River Cooperative School Board that no basic program of study shall be eliminated or added without approval of the Board, nor shall any significant alteration or reduction of a course of study be made without such approval.

New programs of study shall not be acted upon by the Board until the meeting following their presentation by the administration so that Board members may have opportunity to review the proposed program.

#### Cross Reference:

IGA – Curriculum Development

#### <u>Legal Reference:</u>

NH Code of Administrative Rules, Section Ed. 302.02(f), Substantive Duties of Superintendents

NH Code of Administrative Rules, Section Ed. 303.01(g), Substantive Duties of School Boards

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: IF
Review by Policy Committee: September 10, 2014 School Board First Read: November 5, 2014 Second Read/Adoption: November 19, 2014	Page 1 of 1 Category: Recommended

#### **INSTRUCTIONAL PROGRAM**

It is the policy of the Oyster River Cooperative School Board that instruction will be aligned with the-goals vision, mission and policies of the School District. Additionally, the District's instructional program will comply with the rules of the NH Department of Education and all applicable state statutes and federal law.

Instruction will be focused on meeting the individual instructional needs of students using heterogeneous grouping as appropriate to the needs of ORCSD students. needs of students with different talents, interests, and development.

In accordance with ORCSD vision to personalize instruction, teachers will provide a rigorous program and adapt the content in order to meet the unique needs of students.

The instructional program will include:

- 1. Procedures for diagnosing learner needs
- 2. Methods and strategies for teaching that incorporate learner needs
- 3. Resource-based learning opportunities
- 4. Techniques for evaluating student outcomes
- 5. The provision of remedial and accelerated instruction as needed

Instruction will also include, where possible, consideration of all available community resources, including but not limited to organizations, businesses, talented individuals, natural resources, and technology to engage each student in achieving the necessary skill and knowledge.

#### **Legal References:**

Ed 306.14(b), Instructional Program (July 1, 2015) Ed 306.141(a), Instructional Program (after July 1, 2015)