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PETER C. PHILLIPS
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August 17, 2011

VIA EMAIL (dktaylor@F5.com) & U.S. MAIL

Mr. David K. Taylor
16 Surrey Lane
Durham, NH 03824

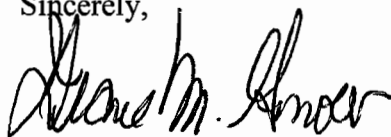
Re: Oyster River Cooperative School District – Right-to-Know Law Request

Dear David:

Enclosed please find time line that was prepared by Wendy for the meetings that you listed in your August 15 e-mail as well as other dates for meetings relating to the hiring of an interim superintendent. Any meeting notices, agendas, or minutes for those meetings are attached.

As you know, meetings with counsel are non-meetings under the Right-To-Know Law; therefore, no meeting notices, agendas, or minutes are required for those non-meetings.

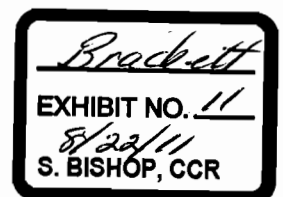
Sincerely,



Diane M. Gorrow
E-mail: gorrow@soulefirm.com

DMG:skb
Attachment

Cc: Wendy DiFruscio, Administrative Assistant (via e-mail only)
Henry Brackett, Chairman (via e-mail only)



ORCSD School Board Time Line - Updated August 17, 2011

*April 21st, and 29th

*May 20th, and 23rd (2)

*June 6th, 10th, 13th and 14th

*No documentation, i.e. notices, agendas minutes for these dates. Billing records from Hoefle for services.

- June 17th Non Public Special Meeting - Notice - Cancelled
- June 20th Non Public Special Meeting - Notice/Agenda/Minutes - on web
- June 28th Non Public Special Meeting - Notice/Minutes on web - No Agenda
- June 30th (9:00 am) Non Public Special Meeting - Cancelled - on web
- June 30th (10:30 am) Special Meeting - Notice/Agenda/Minutes - on web
- July 1st Non Public Special Meeting - Notice/Agenda/Minutes - on web
- July 5th Special Meeting Notice -Agenda/Minutes (2) - on web
- July 6th Special Meeting - Notice & Agenda (Posted as one) Minutes (2) on web

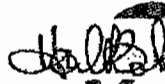
OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

**NOTICE OF SCHOOL BOARD
NON-PUBLIC SPECIAL MEETING**

June 17, 2011 SAU Conference Room 2:00 pm

The Oyster River School Board will meet for a special non-public meeting in accordance with RSA 91-A:3 II (b) at the SAU Office in the Conference Room at 2:00 p.m. on Friday, June 17th, 2011.

Respectfully submitted,



Howard M. Carter
Superintendent

Canceled


OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

**NOTICE OF SCHOOL BOARD
NON-PUBLIC SPECIAL MEETING**

June 20, 2011 SAU Conference Room 10:00 am

The Oyster River School Board will meet for a special non-public meeting in accordance with RSA 91-A:3 II (b) at the SAU Office in the Conference Room at 10:00 a.m. on Monday, June 20th, 2011.

Respectfully submitted,



Howard P. Colter
Superintendent

Oyster River Cooperative School District

Non Public Special Meeting

AGENDA

June 20, 2011 **SAU - Conference Room** **10:00 a.m.**

- I **Call to Order**

- II. **Closed Session**
 RSA 91-A:3 II(b)
 - **Interview Interim Superintendent Candidates**

- III. **Discussion**

- IV. **Adjournment**

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

Respectfully submitted,



Howard Colter, Superintendent

Non-Public Meeting Minutes

June 20, 2011

Attendees: Henry Brackett, Ann Lane, Ann Wright, Jocelyn O'Quinn, Megan Turnbull, Krista Butts, Todd Allen, Danielle Bolduc, Sue Caswell, Jim Kach (entered @10:00am.)

Call to Order 9:55am by Henry Brackett

Motion made to enter non-public RSA91-A:3II(b) by Krista Butts, seconded by Jocelyn O'Quinn. Motion passed 6-0.

Discussion began about possible questions that would be asked to potential candidates and the order in which they should be asked.

Motion to recess made by Krista Butts and seconded by Jim Kach, motion passed 6-0 (Ann Wright had stepped out of the room.)

Motion to resume non-public session made by Ann Wright, seconded by Henry Brackett. Motion passed 7-0 and board reentered session at 10:52am.

The board and leadership team members discussed the candidate's interview.

Krista Butts made a motion to reenter public session, seconded by Ann Lane and the motion passed by a vote of 7-0 at 12:22pm

Krista Butts made a motion to adjourn, seconded by Ann Lane and the motion passed by a vote of 7-0. Meeting adjourned at 12:23pm.

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

**NOTICE OF SCHOOL BOARD
NON-PUBLIC SPECIAL MEETING**

June 28, 2011 Oyster River High School Room C-120 3:00 PM

The Oyster River School Board will meet for a special non-public meeting in accordance with RSA 91-A:3 II (b) at the Oyster River High School in Room C-120 at 3:00 P.M. on Tuesday, June 28, 2011.

Respectfully submitted,



Howard P. Colter
Superintendent

Non-Public Meeting Minutes

June 28, 2011

Attendees: Henry Brackett, Ann Lane, Megan Turnbull, Krista Butts, Todd Allen, Danielle Bolduc, Sue Caswell, Jim Kach

Call to Order 3:04pm by Henry Brackett.

Motion made to enter non-public RSA91-A:311(b) by Krista Butts, seconded by Megan Turnbull. Roll call vote. Motion passed 5-0.

The board and leadership team members interviewed candidates. Followed by a discussion of interviews and scheduling additional interviews later in the week.

Ann Lane made a motion to reenter public session, seconded by Jim Kach and the motion passed by a vote of 4-0 at 6:40pm (one member absent).

Ann Lane made a motion to adjourn, seconded by Jim Kach and the motion passed by a vote of 4-0. Meeting adjourned at 6:41pm (one member absent).

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

**NOTICE OF SCHOOL BOARD
SPECIAL MEETING**

June 30, 2011 C-120 HS Conference Room 10:30 am

The Oyster River School Board will meet for a special meeting at the high school in the Conference Room C-120 at 10:30 a.m. on Thursday, June 30th, 2011.

Respectfully submitted,



Howard P. Colter
Superintendent

Oyster River Cooperative School District

Special Meeting

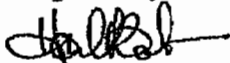
AGENDA

June 30, 2011 **ORHS - Conference Room – C-120** **10:30 a.m.**

- I **Call to Order**
- II. **Closed Session (9:00 am)**
 RSA 91-A:3 II(b)
 - **Interview of Interim Superintendent candidate**
- III. **Discussion**
 - **Expenditure of monies from unspent fund balance to cover the cost of negotiations related to Mr. Colter's settlement agreement, legal fees and consulting firm fees.**
- IV. **Action Item**
 - **Vote to authorize expenditure of monies from unspent fund balance to cover the cost of negotiations related to Mr. Colter's settlement agreement, legal fees and consulting firm fees.**
- V. **Discussion**
- VI. **Adjournment**

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

Respectfully submitted,



Howard Colter, Superintendent

Public Meeting Minutes
June 30, 2011

Meeting Attendees:

Henry Brackett	Megan Turnbull	Meredith Nadeau	Several Public Members
Krista Butts	Ann Lane		
Jim Kach			

Call to Order by Henry Brackett at 10:35am

Motion made by Krista Butts, seconded by Jim Kach to enter into public session. Motion passed by a vote of 5-0.

Henry introduced the information that the money that we would be expending would be used for the terms of the Mutual Separation Agreement between Howard Colter and the ORCSD School Board. It would also be used for related attorney and consultant fees.

Motion made by Ann Lane, seconded by Jim Kach to expend \$185,000 from the unspent surplus fund as stated in the terms of the Contract Settlement and related attorney fees and consultant fees. Motion passed by a vote of 5-0.

Motion made by Krista Butts, seconded by Jim Kach to make Meredith Nadeau acting Superintendent until an interim Superintendent is hired within the coming weeks and to provide compensation for these extra duties. Motion passed by a vote of 5-0.

Motion to Adjourn made by Ann Lane, seconded by Jim Kach. Motion passed by a vote of 5-0.

Meeting adjourned at 10:42am.

Meeting recorded by Krista Butts

Oyster River Cooperative School District

Non Public Special Meeting

AGENDA

July 1, 2011

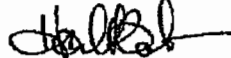
ORHS-Conference Room C-120

9:45 a.m.

- I **Call to Order**
- II. **Closed Session**
 RSA 91-A:3 II(b)
 - **Interview Interim Superintendent Candidate**
- III. **Discussion**
- IV. **Adjournment**

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

Respectfully submitted,



Howard Colter, Superintendent

Non-Public Meeting Minutes

July 1, 2011

Attendees: Henry Brackett, Ann Lane, Megan Turnbull, Jocelyn O'Quinn, Todd Allen, Danielle Bolduc, Jim Kach, Ann Wright .

Call to Order 10:00am by Henry Brackett.

Motion made to enter non-public RSA91-A:3II(b) by Jim Kach, seconded by Ann Wright. Roll call vote. Motion passed 6-0.

The board and leadership team members interviewed a candidate. Followed by a discussion of conducted interviews, contacting references, candidate(s) to bring forward and questions to ask at next interview.

Jim Kach made a motion to reenter public session, seconded by Megan Turnbull and the motion passed by a vote of 5-0 at 12:23pm (one member absent).

Jim Kach made a motion to adjourn, seconded by Megan Turnbull and the motion passed by a vote of 5-0. Meeting adjourned at 12:24pm (one member absent).

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT
NOTICE OF SCHOOL BOARD
SPECIAL MEETING**

July 05, 2011 ORHS C124 2:30 pm

The Oyster River School Board will meet for a special meeting at the high school in the Room C-124 at 2:30 p.m. on Tuesday, July 5th, 2011.

**Special Meeting
AGENDA**

July 5, 2011

ORHS - C124

2:30 pm

I. Call to Order

II. Closed Session RSA 91-A:3 II(b) (2:30 pm)

III. Public Interviews (3:00 and 3:30pm)

IV. Action Item

IV. Enter Non-public RSA 91 A:3 II (b) to deliberations and vote for Interim

Superintendent for the district.

V. Return to Public session:

Announce the board's vote on who will be the interim superintendent for the district.

VI. Adjournment

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

Respectfully submitted,

Henry Brackett

ORCSD School Board Chairman

Non Public Meeting Minutes - DRAFT

July 5, 2011

Enter non-public under RSA 91A II (b) at 2:34 P.M.

Present: Henry Brackett, Ann Wright, Jocelyn O'Quinn, James Kach, Ann Lane, Megan Turnbull

Also present, Meredith Nadeau and Susan Caswell. Board discussed questions for interim superintendent search. Krista Butts joined by telephone at 2:47 P.M. Board discussed references of candidates.

Motion to exit non-public by Jim Kach, second by Jocelyn O'Quinn. Roll call vote, 7-0.

Return to public session at 2:59 P.M.

Non-public resumed at 4:40 P.M.

Also present, Todd Allen and Meredith Nadeau. Board resumed discussion of references for candidates for interim superintendent position and deliberated about the candidates.

Motion to exit non-public at 5:20 P.M. by Jim Kach, second by Ann Lane. Roll call vote 7-0.

Returned to public session.

Motion to adjourn by Krista Butts, second by Ann Wright. Meeting adjourned at 5:21 P.M.

Respectfully submitted,

Meredith Nadeau, Interim Superintendent

Oyster River Cooperative School District**BOARD MEETING****July 5, 2011****Oyster River High School C-124****2:30 p.m.****BOARD MEMBERS PRESENT:**

Henry Brackett, Ann Wright,
Jim Kach, Megan Turnbull, Ann
Lane, Jocelyn O'Quinn
Present via Telephone: Krista Butts

ADMINISTRATORS PRESENT:

Meredith Nadeau, Sue Caswell, and
Todd Allen

There were 32 visitors present.

Upon roll call vote, Jim Kach moved to enter into nonpublic session, 2nd by Ann Wright. Motion passed 7 - 0 under RSA 91A:3- II (b).

The purpose of this meeting is to interview two interim Superintendent candidates. Henry Brackett announced that due to posting regulations of meetings, the Board's nominations and voting will be tomorrow, July 6th at 2:00 p.m.

Michelle Langa's background includes Superintendent for SAU 61 from 2006 to 2010 and also assistant Superintendent in SAU 50 from 1999 to 2004. She began her career as a high school SPED teacher.

Michelle feels that the role of the interim Superintendent should support ongoing movement within the District related to goals and initiatives, to support the community and staff.

Her leadership style is facilitative and she has mentored new principals, administrators, as well as teachers.

Michelle was asked how she would support and move forward the following district initiatives: implement data driven decision making, promoting community communications, and raising proficiency of all students. She responded that she feels curriculum mapping is very important. Michelle also

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detailed how communication is very important in the community and with employees.

Her approach to developing a budget is using a zero based budget. It helps to focus on needs versus wants.

When asked about her approach to policy management, she responded that she is well versed in policy development and revision. She has attended many workshops on policy and feels that the simpler the policy the better for the District.

When asked what is the role of an interim in the development and implementation of the strategic plan, Michelle feels that a plan needs to be developed. She could help to organize focus groups which would help to start and develop ideas. She has developed and implemented a five year strategic plan in the past.

Michelle mentioned and gave examples of transitions that she has been a part of in the past.

Michelle asked the Board what personal characters that they are looking for in an interim Superintendent. They listed collegial, a good communicator, involved in day to day initiatives, as well as a motivator for the District.

The Board thanked Michelle for her interview.

Leon Levesque's background includes the Superintendent for Hallowell, Maine from 1993 to 1998 and the Superintendent of Lewiston, Maine schools from 1998 to 2010. He has worked in a school district that is made up of several towns.

Leon was asked what the role of an interim Superintendent should be. Initiatives would still be maintained and provide a positive environment for the permanent Superintendent.

He was asked what his leadership style is. He responded that he strongly feels building leadership from within is important. He has hired many

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administrators over the years. He is a good fiscal agent and operations manager.

Leon was asked how he would support and move forward the following district initiatives: implement data driven decision making, promoting community communications, and raising proficiency of all students. He has operated with a system that looks at data vertically and horizontally. He has used curriculum mapping, and would continue to use the web, newsletters, hold open sessions with parents, be visible and available in the community and look at twenty-first century skills.

Leon's approach to developing a budget is to estimate what is needed for sustainability. The District needs to work with what they can afford.

His approach to policy management is that it needs to be done correctly and able to be understood by the community. The policies need to be kept on a three year cycle.

Leon was asked what the role is of an interim Superintendent in the development and implementation of the strategic plan. Leon would involve key stake holders, community, staff and administration. He would use a future search model. Values on education, mission and vision statements would have to emerge and be established. You want to continually strive to be better and develop goals and benchmarks.

Leon mentioned that has has had a lot of experience managing change by building trust, community and working together. Building and maintaining good relationships with staff and keep everything moving in a positive direction would help lay the foundation for the permanent Superintendent.

Leon asked and discussed with the Board if the interim Superintendent is successful, what differences will the school District have next June. The Board responded that the interim Superintendent would bring a calming force to the community, be in a good position to have a top notch permanent Superintendent hired, and have a plan in place for the DINI cohorts.

The Board thanked Leon for his interview.

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The Board took a ten minute recess.

Krista Butts moved to enter into nonpublic session upon roll call vote, 2nd by Ann Lane. Motion approved 7 - 0.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

**NOTICE OF SCHOOL BOARD
SPECIAL MEETING
AGENDA**

July 6, 2011 Oyster River High School Room C-124 2:00 PM

- I. Call to order
- II. Closed Session
 RSA 91-A:3 II(b)
- III. Appointment of Interim Superintendent
- IV. Adjournment

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

Respectfully submitted,

Meredith Nadeau
Interim Superintendent

Non Public Meeting Minutes - DRAFT
July 6, 2011

Meeting called to order by Henry Brackett at 2:00 P.M.

Present: Henry Brackett, Ann Wright, Jocelyn O'Quinn, James Kach, Ann Lane, Megan Turnbull
Krista Butts via telephone.

Also present, Meredith Nadeau, Susan Caswell and Todd Allen.

Motion to enter non-public under RSA 91A II (b) by Krista Butts, second by Ann Wright.
Roll call vote, 7-0. Unanimous

Board discussed references and deliberated about interim superintendent candidates.

Motion to elect Leon Levesque as Interim Superintendent by Ann Wright, second by Krista Butts. Roll
call vote, 7-0. Unanimous.

Motion to return to public session by James Kach, second by Ann Lane. Roll call vote, 7-0. Unanimous.

Respectfully submitted,

Meredith Nadeau, Interim Superintendent

Oyster River Cooperative School District**SPECIAL BOARD MEETING**

July 6, 2011 **Oyster River High School C-124** **2:00 p.m.**

BOARD MEMBERS PRESENT: Henry Brackett, Ann Wright,
Jim Kach, Megan Turnbull, Ann
Lane, Jocelyn O'Quinn
Present via Telephone: Krista Butts

ADMINISTRATORS PRESENT: Meredith Nadeau, Sue Caswell, and
Todd Allen

There were four visitors present

Jim Kach moved to enter into public session at 3:05 p.m., 2nd by Ann Wright. Motion approved 7 - 0.

Henry Brackett announced that the Board has nominated and voted unanimously to have Leon Levesque serve a one year term as the District's Interim Superintendent.

Interim Superintendent Leon Levesque will move to the seacoast area in order to serve his term and begin work starting the week of Monday, July 11th.

Megan Turnbull moved to authorize Henry Brackett to work on the contract with the attorneys and Leon Levesque, 2nd by Ann Lane. Motion approved 6 - 1 with Ann Wright opposing. The attorneys that are being used are Hoefle, Phoenix, Gormley, and Roberts.

Megan Turnbull authorized Henry Brackett to finalize the press release to the website and the press, 2nd by Jocelyn O'Quinn. Motion approved 7 - 0.

The Board discussed that the Interim Superintendent Contract will be a public document and available under a right-to-know request.

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Krista Butts moved to adjourn the meeting at 3:20 p.m., 2nd by Jocelyn O'Quinn. Motion approved unanimously.

Respectfully yours,

Laura Grasso Dobson
Recording Secretary