



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Regular Session #1
Meeting Location:	City Hall, Council Chambers, 288 Central Ave, Dover NH 03820
Meeting Date:	Monday, January 11, 2021
Meeting Time:	7:00 pm

In response to the COVID-19 Coronavirus, and in accordance with recommendations by state and federal health officials limiting public gatherings, the public is encouraged to temporarily access public meetings remotely, including cable television and online streaming, and submit comments for public hearings and Citizen's Forum in writing by email to: Doverschoolboard@dover.k12.nh.us or postal mail addressed to: Dover School Board, 61 Locust Street, Suite 409, Dover, NH 03820. The public may also submit comments by leaving a voice message at: 516-MEET (6338). Precautions in public meeting rooms will include limiting the number of people, the use of overflow space if necessary, and the remote participation by some or all Board members.

Additionally, while remote meetings occur, emails and/or letters received by the School Board from citizen's will only be read aloud if they specifically state to do so. The letters read aloud during Citizens' Forum must adhere to a 500-word count limit.

The public may use the following link to watch or listen via RingCentral:
https://webinar.ringcentral.com/webinar/register/WN_CQXkOWp4T4WaTW5T8XbCUQ

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. AGENDA APPROVAL**
- E. CITIZENS' FORUM**
- F. APPROVAL OF MINUTES**
 - 1. Special Meeting, December 7, 2020
 - 2. Joint Barrington/Dover School Board Meeting, December 14, 2020
 - 3. Regular Meeting #12, December 14, 2020
- G. CONSENT AGENDA**
 - 1. **Correspondence:** None
 - 2. **Resignations/Retirements:** None
 - 3. **Leaves of Absence:** None
 - 4. **Job Shares:** None
 - 5. **Nominations:**
 - a. DPA Nominations
 - b. Coaching Nominations
 - 6. **Extended Travel (Student Trips):** None
 - 7. **Donations:** January Donations
- H. STUDENT REPORT:**
- I. POLICY – CHANGES – PROPOSALS:** None
- J. POLICY ADOPTION:**
 - 1. BEDG – Guidelines for Email Submission to Public Forum
 - 2. GCG – Part-Time and Substitute Professional Staff Employment



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Meeting Date:	Monday, January 11, 2021
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K. RESOLUTIONS: None

L. OLD BUSINESS: None

M. NEW BUSINESS:

1. Dover High School Program of Studies Proposed Changes
2. Dover High School Class of 2021 Proposed Graduation Date
3. COVID-19 Pandemic Data Update
4. Remote School Board Meetings
5. Condition of Accounts

N. SUBMISSION AND PAYMENT OF BILLS

O. SUPERINTENDENT'S REPORT

P. COMMITTEE REPORTS

Q. SCHOOL BOARD MATTERS OF INTEREST

R. ADJOURNMENT

Citizens, residents of the City of Dover, property owners in the City of Dover, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover and/or residents of sending school districts, are invited to all public meetings and shall be given an opportunity to speak. Time shall be set aside for citizen statements, Citizen's Forum, at all public meetings, unless a vote to the contrary is taken by the School Board.

Citizens shall identify themselves by name and address for the record; address comments to the presiding officer and the Board as a body and not individual members. Citizen's Forum will ensure citizens have the opportunity to speak to all other items on a meeting agenda and/or matters pertaining to the business of the School Board. At workshop meetings and special sessions, Citizens' Forum will be restricted to items on the meeting agenda. Statements shall be limited to five (5) minutes unless otherwise extended by the chairperson, with the approval of the School Board.

All citizens are permitted to place items on the agenda through written application to the Superintendent at least one week prior to the meeting date. Citizen items will require a formal motion and a second by seated members to bring the item to the floor for debate.

**OFFICE OF THE SUPERINTENDENT
DOVER PUBLIC SCHOOLS
DOVER, NEW HAMPSHIRE**

TO: **DOVER SCHOOL BOARD**

DATE: January 11, 2021

MEMORANDUM: Nomination and Election of Paraprofessionals

In accordance with Chapter 189, Section 39 of the New Hampshire School laws of 1963, I hereby nominate the following persons for the designated positions for the 2020-2021 school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY	TRACK
Ferland, Lisa	Paraprofessional	Horne Street School	Mariah Catlin	\$18.44	C2, Step 7
Matson, Pamela	Paraprofessional	Dover Middle School	Dawn Cook-Mellencamp	\$18.44	C2, Step 7
Gonuguntla, Roja Rani	Paraprofessional	Horne Street School	Vanessa Calabrese-transfer	\$18.27	C3, Step 3

Recommendations – revised 1/5/21

To: Dr. William Harbron
 From: Peter Wotton
 Re: Coaching Recommendations
 Date: December 11, 2020
 Cc: Peter Driscoll
 Kim Lyndes

I would like to recommend the following individuals for WINTER Coaching positions at DHS and DMS for the 2020-21 Winter Sports Season.

<u>Position</u>	<u>Name</u>	<u>Stipend/%</u>	<u>Replaces</u>
B. Varsity Basketball	Matt Fennessy	full	
B. JV/Asst Basketball	Heath Churchill	full	
B. Fr. Basketball	Tyler Donlon	60%	
B. MS Head Coach	Peter Wons	60%	
B. MS Asst. Coach	Garison Rogacki	60%	Taylor Lipinski
G. Varsity Basketball	Ernie Clark	full	
G. JV Basketball	Amanda Studer	full	
G. Fr. Basketball	OPEN	-----	
G. MS Head Coach	Kaylee Towle	60%	
G. MS Asst. Coach	OPEN	60%	
Head Ice Hockey	Mike Young	full	
Asst/JV Ice Hockey	Chris Hitchcock	full	
Head Swim/Dive Coach	OPEN	full	Samantha Royalty
Head Win. Cheering	Kelsey Daigle	full	
JV/Asst Winter Cheering	Mikaela Leighton	full	Caitlin Cardoso
DMS Cheering	Megan Connors	60%	Ashley Gilmore
Boys Head Winter Track	Nick Piatti	60%	
B/G Asst. Win. Track	Christen Wilhelm	60%	
B/G Asst. Win. Track	OPEN	60%	Kara Strohecker
B/G Alpine Skiing	Steve Lent	full	
B/G Bowling	Brian Beck	\$500 (from coach contingency)	John Silverio
Girls Gymnastics	Sarah Merrill	full	

Please contact me with any questions or concerns

Donation Request List for Approval
January 11, 2021 School Board Meeting

School	Group Donating	Value	Items/Service	Purpose
DHS	Brothers of Phi Kappa Theta	\$750.00	Monetary	Dover Athletics – Defibrillator Replacement Pads and Battery

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DATE OF ADOPTION: FEBRUARY 10, 2020	PAGE 1 OF 2

SECOND READING

DOVER SCHOOL DISTRICT GUIDELINES FOR EMAIL SUBMISSION TO PUBLIC FORUM IN ACCORDANCE WITH BOARD BYLAWS ARTICLE IV SECTION 6

While the Dover School Board is meeting virtually as a result of the COVID-19 pandemic, the Dover School Board will allow citizens, residents of the City of Dover, property owners in the City of Dover, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover and/or residents of sending school districts to submit comments to the Board via email correspondence. Such emails shall be read during Citizens Forum so long as they conform to the following rules:

1. The individual wishing for their email to be read during Citizens Forum must clearly identify, in bold lettering, that they wish for their email to be read out loud at Citizens Forum.
2. The individual must identify their membership in one of the above categories:
 - a. Resident of the City of Dover (please clearly identify yourself by name and address);
 - b. Property owner in the City of Dover (please clearly identify yourself by name and property owned);
 - c. Designated representative of recognized civic organization or business located in the City of Dover (please clearly identify yourself by name and identify the civic organization or business that you represent and the address of that business/organization);
 - d. Resident of sending school district (please clearly identify yourself by name and address in the sending district).
3. The content of the email must identify an item on the Board's published agenda. Please identify which agenda item you are commenting on. If the content of the email does not relate to an agenda item, please identify how the comment relates to the business of the school board. At workshop meetings and special sessions, Citizens' Forum will be restricted to items on the meeting agenda. Obscene, libelous, defamatory or violent emails will be considered out of order and will not be included in Citizens Forum.
4. Emails must not be more than 500 words. Only the first 500 words of any email will be read at the Board meeting, unless an exemption is granted by the Chair, with the approval of the School Board.
5. Emails must be submitted no later than 5 p.m. on the day prior to the public meeting. For example, if the meeting is posted to occur at 7 p.m. on Monday, all emails to be read during Citizens Forum must be sent by 5 p.m. on the preceding Sunday.

DOVER SCHOOL DISTRICT	POLICY CODE: BEDG
DATE OF ADOPTION: FEBRUARY 10, 2020	PAGE 2 OF 2

6. Emails to be read during public forum should be submitted to: Dover School Board at DoverSchoolBoard@doover.k12.nh.us.
7. Comments relating to complaints about personnel in the District will not be read aloud during Citizens Forum. Please refer to Policies KE and KEB. The Board will not allow emails pertaining to particular students in accordance with RSA 91-A and the Family Educational Rights and Privacy Act (FERPA).

Failure to comply with any of these guidelines may result in the Board declining to read your email during Citizens Forum.

These guidelines are meant to be temporary and apply only while the Board itself is meeting virtually. The Board will not allow email submissions to be read during public comment once the Board resumes meeting in-person. Further, these guidelines expire no later than June 30, 2021, but may be renewed by formal vote of the Board during public session. These guidelines may be amended at any time at a properly posted Board meeting by majority vote of the Board.

DOVER SCHOOL DISTRICT	POLICY CODE: GCG
DATE OF ADOPTION: APRIL 09, 2012	PAGE 1 OF 1

Second Reading

PART-TIME AND SUBSTITUTE PROFESSIONAL STAFF EMPLOYMENT (Substitute Teachers)

The Superintendent shall maintain a list of qualified substitute teachers who may be called on to replace regular teachers who are absent. Such a list shall be filed with the person for calling substitutes or maintaining substitute placement online program.

Insofar as possible, teachers on the substitute list will be called for the grades and/or subjects for which they are listed. A teacher whose name does not appear on the substitute list may not be employed in the school district except when specifically approved by the Superintendent. Principals will be responsible for seeing that the work of the substitute is as effective as possible and will provide him/her with a planned program.

The approved rate for substitute pay is \$75 per day. Effective 7/1/12, certified substitutes holding a current New Hampshire teaching certificate will be paid \$80 per day. Substitutes for paraprofessional positions will be paid \$70 per day. Substitutes holding a current New Hampshire teaching certificate will be paid \$95 per day if they work for 20 or more consecutive days, which will be retroactive to the first day of the long-term assignment. **Effective 11/9/2020 Long-term substitutes for our licensed industry professionals in the Career Technical Center positions will be paid \$125 per day. Effective 8/24/2020 Substitutes for Registered Nurse positions will be paid \$175 per day.** Under extenuating circumstances, the Superintendent, ~~with approval from the School Board,~~ may authorize additional compensation for certain long-term assignments.

The Superintendent or his/her designee shall conduct a thorough investigation into the past employment history, and other applicable background, of any person considered for employment with the district. This investigation shall be completed in accordance with Policy GBCD prior to making an offer of employment.

Statutory/Regulatory/Policy Cross References

RSA 189:13-a

Policy GBCD

Program of Studies Proposed Changes 2021-2022

School Counseling

Schedules and Class Standing: Freshmen, Sophomores, and Juniors are expected to be in school for the full school day and be enrolled in seven classes per semester. Seniors who qualify for early release may be eligible to enroll in six classes per semester. Please note that independent studies, on-line credit recovery, and courses taken outside of Dover High School do not necessarily count toward this total.

New text: Students may not register for more than 7.0 credits per year at initial course registration unless lagging on graduation required credits. Students choosing to add additional electives to fill study hall slots will be given this opportunity at add/drop.

Rationale: We do not have the teaching capacity for students to sign up for more than 7.0 credits. Often new registrations in the summer cannot get into the needed minimum classes. This has been a particular problem the past two years.

Math

New Course(s):

1. CP Advanced Math
2. CP Trigonometry

Rationale: These courses have been developed to address a trend of students struggling in both CP Precalculus and CP Algebra 2. These courses will provide an option for students who would benefit from a slower pace than CP Precalculus.

Science

Course Changes: Course descriptions were updated for Chemistry and How Things Work.

New Course(s):

Advanced Placement (AP) Physics

Rationale: Students have been asking about AP Physics for many years and several students specifically requested the course for next year to allow for it to run. The course compliments the Honors Engineering CTE program.

Social Studies

New Course(s):

1. Advanced Placement (AP) Economics

Rationale: With the resequencing of Economics to grades 11-12 students we are ready to add another AP option to the Social Studies Department.

2. Unified Social Studies

Rationale: We need to provide all students the opportunity to explore citizenship, current events, and NH Geography.

Visual and Performing Arts

Course Changes:

1. Drawing 2 has replaced 2D Studio Art

Rationale: 2D Studio Art did not run this year due to lack of interest. Providing a Drawing II course aligns with other departmental offerings.

New Course(s): Musical Theater

Rationale: To expand the general music course offerings in the Music Department. Now that there are two full time music teachers, DHS can offer more classes to reach the non-traditional band or chorus student. The popularity of Musical Theater can be seen not only by looking at Broadway, but also many local venues such as the Portsmouth Music Hall, Rochester Opera House, Seacoast Repertory Theater, Garrison Player, Palace Theater and many more. Learn how musical theater has evolved and how musical theater plots relate to historical events and cultural developments in the United States.

CTC

Eliminated Courses:

1. Introduction to Animal Science. With the recent addition of a third year option for the Animal Science program we no longer have the staffing available to teach or offer this course.
2. EMR and Wilderness First Responder. This course was offered for the last two years with no student enrollment.

Course Changes:

1. CTC Explore I and II were created last year to give students an opportunity to experience multiple CTC programs as freshmen. The course names were confusing and have been reconfigured to add additional paths. The new course titles are Building Construction & Woodworking Exploration, STEM Exploration, and Automotive Collision & Electrical Technology Exploration
2. The Automotive Repair Technology II class has changed from 3-credits to 2-credits.

Rationale: This allows us to meet the needs of Auto Repair Technology I applicants by offering an additional section which ensures a higher future enrollment for year II of the program.

New Course(s):

1. Introduction to Culinary
 - Rationale: We eliminated this class last year to add it to our CTC Explore, but found it did not pair well with other offerings and was one of our most popular stand-alone Intro classes.
2. Business III
 - Rationale: This has been in the Program of Studies as anticipated to start this year due to the expansion of CTC programs to sophomores last year.

Course Descriptions:

CP ADVANCED MATH COURSE DESCRIPTION:

This course will apply the student's knowledge of functions and real numbers to an in-depth study of polynomial, rational, logarithmic, and exponential functions, conic sections, and an introduction to sequences and series will complete this course if time allows.

CP TRIGONOMETRY COURSE DESCRIPTION:

This course begins with a study of right triangle trig, solving trig equations, law of sines and cosines, and polar graphing and functions if time allows. Students who wish to continue onto calculus must take this course as well as CP Advanced Math.

AP PHYSICS COURSE DESCRIPTION:

This course is an Algebra-based course which follows a first-year college Physics curriculum. AP Physics will cover the full curriculum for AP Physics 1 and will prepare students to be successful on the AP Physics 1 exam in May. Content will include topics such as Motion and Forces, Waves and Energy.

AP ECONOMICS COURSE DESCRIPTION:

The AP Program offers two separate exams in economics: one in microeconomics and one in macroeconomics. Microeconomics may include the following topics: rational choice, supply and demand, competition and market structures. Macroeconomics may include the following topics: business cycle, fiscal policy, monetary policy, debt and inflation. Each exam is intended for qualified students who wish to complete studies in secondary school equivalent to a one-semester college introductory course. Each exam presumes at least one semester of college-level preparation. Students may take one or both exams in a given year. A separate score is reported for each. Students are expected to take both College Board AP Economics exams at their own expense. This course satisfies the Economics graduation requirement.

UNIFIED SOCIAL STUDIES COURSE DESCRIPTION:

This is an introductory level course in social studies. Students whose reading, communication, and social skills are well below grade level will have the opportunity to explore social studies topics while working with typical peers. Students in this class will be strengthening their social studies skills as mentees, while mentor students are invited to enroll to practice the skills of modeling and problem solving. Topics to include Civics -voting & election, Geography especially around New England, and Current Events- what is going on around us.

MUSICAL THEATER COURSE DESCRIPTION:

This Musical Theater class examines the evolution of musical theater in America. The course gives students the opportunity to evaluate and compare a variety of musicals from the nineteenth century to present day Broadway. Major topics discussed will include well known musicals, plots, composers, lyricists, producers, directors, choreographers and performers. We will study Broadway musical theater through audio, video, readings, and discussions. Throughout the course, we will discuss the evolving elements that make up the Broadway musical, starting with its rich and varied beginnings to the present. Students will also participate in workshops on performance and production of scenes from famous musicals. Both theoretical and practical, this course covers basic musical theatre performing, vocal production and movement.

DRAWING II COURSE DESCRIPTION:

In this course students will build upon skills gained in Introduction to the Arts and Drawing I to solve more complex visual art problems. Students will work on developing their personal artistic styles as well as continue to build on perspective drawing, figure drawing, and drawing from life. Students will be expected to articulate new knowledge through projects and class discussions. Students will keep an ongoing, on-line portfolio of their work for the duration of the course. Students will learn how to construct their own sketchbook in which they will keep visual and written record of their process.

BUILDING CONSTRUCTION & WOODWORKING EXPLORATION COURSE

DESCRIPTION:

In this course students will learn introductory carpentry and woodworking skills with one quarter spent in the building construction class and one quarter spent in the woodworking class. Students will work with different types of wood and materials for various applications and learn the safe and proper use of hand and power tools.

STEM EXPLORATION COURSE DESCRIPTION:

Students will explore STEM concepts in Computer Systems Networking, Biomedical Science, and Engineering. In pursuing a career in any of these CTC programs, this class will provide students an opportunity to get to know the teachers and ‘try out’ some programs to help students choose which program will be the best fit moving forward.

AUTOMOTIVE COLLISION & ELECTRICAL TECHNOLOGY EXPLORATION COURSE DESCRIPTION:

Interested in exploring a career in automotive collision or considering becoming an electrician? Review the basic skills needed to be successful in both industries. With hands-on experiences, discover how to properly select and safely use tools, identify commonly used materials, explore career opportunities and develop skills useful in everyday life.

BUSINESS III COURSE DESCRIPTION:

Are you dreaming about starting your own business? This course examines key concepts and skills critical to successfully launching, developing, and managing a small business. From start to finish, students will also develop the tools needed to write a comprehensive business plan for a company of their creation/design. Effective communication is the lifeblood of any organization; it is also the foundation of a successful business career. Focus on understanding communication strategies, creating logical presentations, and developing critical skills in listening, speaking, and writing.

REQUIRED: Successful completion of Business I and Business II and submission of a CTC program application.



**DOVER HIGH SCHOOL
AND
REGIONAL CAREER TECHNICAL CENTER**



PETER DRISCOLL
Principal
p.driscoll@dover.k12.nh.us

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THOMAS WALDRON
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January 11, 2021

Dear School Board Members,

Dover High School and Regional Career Technical Center would like to request Tuesday, June 15, 2021, with Wednesday, June 16, 2021 as a rain date, as the graduation date for the Class of 2021. A change made in state law last year allows us to request the date based on our last scheduled day of school, not our last day after the addition of inclement weather days.

Sincerely,

Peter Driscoll
Dover High School Principal

DOVER SCHOOL DISTRICT
Condition of Accounts - January 11, 2021

DISTRICT-WIDE Expenditures							
Account	Description	GL Budget	YTD	Balance	Encumbrance	Budget Balance	
1100	REGULAR EDUCATION PROGRAMS	\$ 24,004,775	\$ 9,103,749	\$ 14,901,026	\$ 13,422,561	\$ 1,478,464	
1200	SPECIAL EDUCATION PROGRAMS	\$ 13,543,094	\$ 5,613,847	\$ 7,929,247	\$ 7,384,198	\$ 545,049	
1300	VOCATIONAL EDUCATION PROGRAMS	\$ 2,119,039	\$ 807,838	\$ 1,311,201	\$ 1,139,233	\$ 171,968	
1400	OTHER EDUCATIONAL PROGRAMS	\$ 696,019	\$ 251,583	\$ 444,436	\$ 230,971	\$ 213,465	
1600	ADULT/CONTINUING EDUCATION PROGRAMS	\$ 210,803	\$ 112,009	\$ 98,794	\$ 100,471	\$ (1,677)	
2100	SUPPORT SERVICES - Students	\$ 4,489,409	\$ 1,686,953	\$ 2,802,456	\$ 2,309,495	\$ 492,961	
2200	SUPPORT SERVICES - Instructional Staff	\$ 1,425,490	\$ 788,428	\$ 637,062	\$ 585,606	\$ 51,456	
2300	SUPPORT SERVICES - General Admin.	\$ 1,486,608	\$ 832,564	\$ 654,044	\$ 621,338	\$ 32,706	
2400	SUPPORT SERVICES - School Admin.	\$ 2,858,831	\$ 1,487,534	\$ 1,371,297	\$ 1,367,904	\$ 3,393	
2600	SUPPORT SERVICES - Operation Maint/Plant	\$ 4,942,984	\$ 2,238,894	\$ 2,704,090	\$ 2,564,858	\$ 139,231	
2700	SUPPORT SERVICES - Student Transportation	\$ 3,218,898	\$ 535,634	\$ 2,683,264	\$ 2,447,794	\$ 235,470	
2800	SUPPORT SERVICES - Centralized Services	\$ 1,371,977	\$ 1,256,129	\$ 115,848	\$ 408,381	\$ (292,532)	
2900	SUPPORT SERVICES - Other	\$ 9,900	\$ 18,093	\$ (8,193)	\$ -	\$ (8,193)	
5200	FUND TRANSFERS OUT	\$ 39,573	\$ -	\$ 39,573	\$ -	\$ 39,573	
47190	SCHOOL DEBT - Principal & Interest	\$ 6,393,656	\$ -	\$ 6,393,656	\$ 6,393,656	\$ -	
TOTAL GENERAL FUND EXPENDITURES:		\$ 66,811,056	\$ 24,733,255	\$ 42,077,801	\$ 38,976,467	\$ 3,101,334	
TOTAL FOOD SERVICES EXPENDITURES:		\$ 1,650,000	\$ 642,106	\$ 1,007,894	\$ 937,421	\$ 70,474	
TOTAL FEDERAL, STATE, AND LOCAL SR FUND EXPENDITURES:		\$ 6,552,609	\$ 1,662,987	\$ 4,889,623	\$ 1,730,219	\$ 3,159,404	
Summarized Condition of District Expenditures:		\$ 75,013,665	\$ 27,038,347	\$ 47,975,318	\$ 41,644,107	\$ 6,331,212	

DISTRICT-WIDE Revenue							
Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Balance	
01314.3390	TUITION - SUMMER SCHOOL, ELEME	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	
01314.3390	TUITION - SUMMER SCHOOL, DHS	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	
01321.3390	TUITION - OTHER NH DISTRICTS	\$ 42,417	\$ 27,109	\$ 15,308	\$ -	\$ 15,308	
01321.3390	TUITION - BARRINGTON	\$ 2,661,498	\$ 636,267	\$ 2,025,231	\$ -	\$ 2,025,231	
01321.3390	TUITION - NOTTINGHAM	\$ 1,713,865	\$ 419,483	\$ 1,294,382	\$ -	\$ 1,294,382	
01321.3390	TUITION - PRESCHOOL PROGRAM	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	
01321.3390	TUITION - BELLAMY ACADEMY	\$ 81,690	\$ 10,211	\$ 71,479	\$ -	\$ 71,479	
01322.3390	TUITION - SPED AIDES	\$ 275,000	\$ 122,652	\$ 152,348	\$ -	\$ 152,348	
01323.3390	TUITION - CTE-NH DISTRICTS	\$ 115,000	\$ -	\$ 115,000	\$ -	\$ 115,000	
01333.3390	TUITION - CTE-OUT OF STATE DIST	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000	
01420.3410	ATHLETIC TRANSPORTATION DMS	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	
01420.3410	ATHLETIC TRANSPORTATION DHS	\$ 52,000	\$ 14,895	\$ 37,105	\$ -	\$ 37,105	
01990.3599	OTHER LOCAL REVENUE DW	\$ 38,000	\$ -	\$ 38,000	\$ -	\$ 38,000	
03190.3700	STATE ADEQUATE EDUCATION GRANT	\$ 10,177,638	\$ 4,031,198	\$ 6,146,440	\$ 5,947,152	\$ 199,288	
03210.3700	SCHOOL BUILDING AID	\$ 390,062	\$ 195,031	\$ 195,031	\$ 195,031	\$ -	
03230.3700	SPECIAL EDUCATION AID (CATASTR	\$ 475,000	\$ -	\$ 475,000	\$ -	\$ 475,000	
03241.3700	CTE TUITION AID	\$ 325,000	\$ -	\$ 325,000	\$ -	\$ 325,000	
03242.3700	CTE TRANSPORTATION AID	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,500	
03290.3700	OTHER RESTRICTED STATE AID	\$ -	\$ 27,450	\$ (27,450)	\$ -	\$ (27,450)	
04210.3599	INDIRECT COST ALLOCATION	\$ 85,000	\$ 18,236	\$ 66,764	\$ -	\$ 66,764	
04220.3599	ABE ALLOCATION	\$ 45,918	\$ -	\$ 45,918	\$ -	\$ 45,918	
04310.3311	IMPACT AID	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ 6,000	
04580.3311	MEDICAID DISTRIBUTION	\$ 250,000	\$ 14,325	\$ 235,675	\$ -	\$ 235,675	
05251.3918	FUND TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL GENERAL FUND REVENUE:		\$ 16,803,088	\$ 5,516,856	\$ 11,286,232	\$ 6,142,183	\$ 5,144,049	
TOTAL FOOD SERVICES FUND REVENUE:		\$ 1,650,000	\$ 79,848	\$ 1,570,152	\$ -	\$ 1,570,152	
TOTAL FEDERAL, STATE, AND LOCAL SR FUND REVENUE:		\$ 6,552,609	\$ 1,518,172	\$ 5,034,437	\$ -	\$ 5,034,437	
Summarized Condition of District Revenue:		\$ 25,005,697	\$ 7,114,876	\$ 17,890,822	\$ 6,142,183	\$ 11,748,639	

	Budget	Actual + Enc
General Fund Supporting Revenue Total:	\$ 16,803,088	\$ 11,659,039
State Wide Property Tax:	\$ 7,195,076	\$ 7,036,198
Local Property Tax:	\$ 43,012,634	\$ 41,159,771
TOTAL GF Revenue:	\$ 67,010,798	\$ 59,855,008
TOTAL GF Expenditure:	\$ (66,811,056)	\$ (63,709,722)
Ending GF Fund Balance:	\$ 199,742	\$ (3,854,713)
TOTAL FS Revenue:	\$ 1,650,000	\$ 79,848
TOTAL FS Expenditures:	\$ (1,650,000)	\$ (1,579,526)
Ending FS Fund Balance:	\$ -	\$ (1,499,679)
TOTAL Other SR Fund Revenue:	\$ 6,552,609	\$ 1,518,172
TOTAL Other SR Fund Expenditures:	\$ (6,552,609)	\$ (3,393,206)
Ending Grant Fund Balance:	\$ -	\$ (1,875,034)



DOVER SCHOOL DISTRICT

EMPOWERING ALL LEARNERS!

Superintendent's Board Report Monday, January 11, 2021

SUPERINTENDENT REPORT

The Superintendent's Board Report purpose is to: (1) inform the Board on my position and recommendations pertaining to Board meeting agenda items; (2) inform the Board of significant issues as they relate to the Board; and (3) inform the Board of informational items pertaining to the Dover School District.

BOARD AGENDA ITEMS

G. CONSENT AGENDA

Resignations/Retirements – None

Leaves of Absence – None

Job Shares – None

Nominations – I recommend the Board approve DPA and Coaching nominations.

Extended Trips – None

Donations – I recommend the Board approve the following January 2021 donations.

I. POLICY – CHANGES – PROPOSALS: None

J. POLICY ADOPTION

1. **BEDG – Guidelines for Email Submission to Public Forum** – I recommend the Board approve the recommended policy as prepared by District Attorney Meghan Glynn pertaining to Public Forum's throughout the COVID-19 pandemic. Note: Attorney Meghan Glynn recommend the Board adopt the proposed language.
2. **GCG-Part-Time and Substitute Professional Staff Employment** – I recommend the Board approve the recommended policy changes.

K. RESOLUTIONS: None

L. OLD BUSINESS: None

M. NEW BUSINESS:

1. **Dover High School Program of Studies Proposed Changes**– Peter Driscoll, Emily Sherman, and Sam Tukey will provide an overview of *the Program of Studies Proposed Changes 2021-2022*. New courses have been presented and reviewed by the District's Curriculum Council.
2. **Dover High School Class of 2021 Proposed Graduation Date** – I recommend the Board approve the proposed Class of 2021 graduation date of Tuesday, June 15, 2021, with a rain date of Wednesday, June 16, 2021.



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3. **COVID-19 Pandemic Data Update** – The review of the current COVID-19 metric data will be presented to the Board. It is important that the decision for the re-entry of in-person learning be guided by the data. Re-entry plan information appears later in the monthly report.
4. **Remote School Board Meetings** – Based on the COVID-19 metric data, the Board needs to determine if Board meetings will continue in the remote environment.
5. **Condition of Accounts** – Michael Limanni, Business Administrator will present the Conditions of Accounts.

N. SUBMISSION AND PAYMENT OF BILLS

O. SUPERINTENDENT'S REPORT

December 2020 Summary

Week of November 30: The next cycle of the FY22 budget cycle started this week. Michael Limanni has initiated the process of reviewing the proposed school and department budgets with the SAU members and principals. The process has allowed for a more comprehensive item review of the budget from different perspectives as well as catching errors or duplications between schools and departments. From my perspective, it has brought further clarity to the process.

Starting on Thursday evening and continuing Friday was K-8 parent/guardian and teacher conferences. Friday was a professional development day for the Dover High School.

The COVID-19 data continues to be monitored to determine if further adjustments need to be made with the District's current practices. The District's website has a dashboard for the District's data pertaining to COVID-19. Conversations continue to determine the most appropriate plan for returning or phasing in additional students the second semester. The Dover Schools Medical Advisory Council continues to meet to monitor and provide guidance on the changing dynamic with the COVID-19 pandemic.

Week of December 7: The most significant event of the week was the decision related to moving forward with the winter sports program.

The re-entry team continues to meet. The team is looking at how to bring K-4 students back full-time when the data indicates that it is safe. It is essential that we maintain the social distancing, masking, and hand hygiene. Due to the distancing, one idea on the table is to maintain kindergarten through the second grade in their home schools and move third and fourth grades into the Dover Middle School. This will allow for the proper social distancing. This also means relocating DMS teachers and



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staff. There are many logistical components related to this. This is initial brainstorming and discussions with many more conversations to occur as we move forward.

The COVID-19 Incident Command Team continues to monitor the district, local and state COVID-19 data. We are approaching a point where it may be necessary to return the current face-to-face students to remote learning and provide faculty and staff the option of working in the school facilities or from their homes.

Christy Prosser was notified this week that the 2,135 laptops have arrived in Chicago. The District is scheduled to receive a partial shipment on Tuesday, December 15 and the final shipment on Wednesday, December 16. Christy and the IT department have developed a plan for the unpacking and processing of the laptops. Christy Prosser and the IT Department are developing the process and protocols for unpacking and preparing the laptops for distribution.

The MOA with the DTU, DPA, and DEOP has been with legal counsel for the three groups. To date, there has been no feedback.

Week of December 14: Board Email Policy BEDG – On Tuesday, Attorney Glynn reviewed the Board's concern on item 7 of Policy BEDG. Attorney Glynn highly recommended that the Board make no changes in the wording of item 7. The Board should not talk about individual students in a public session, regardless if the parent grants information.

DTU, DEOP, DPA MOA – The District has received the edited copy of the MOA from the three unions. Attorney Glynn and I have had the opportunity to discuss. There are several areas in the MOA that was resubmitted that will require further conversation and clarification.

Remote Snow Day – Thursday, December 17 was the first remote snow day. There were a variety of logistic and communication issues that had to be addressed throughout Wednesday. The Leadership Team had developed guidelines for the day, and Lisa Dillingham, DTU president, was consulted during the day to seek feedback and coordinate communication. The decision to have the remote day was received with mixed reviews from the emails that I received.

COVID-19 Cases - I did share in the email that there have been cases of COVID-19 in the CTE Animal Science and Electrical Programs as well with the DHS Girls Basketball Team. The decision was made to return to full virtual learning starting on Monday, December 21.

Laptops – Laptop shipments have started to arrive and unpacking, and process has begun at Dover Middle School. See pictures. Shipment should be completed the week of December 21.

Budget FY22 - Michael Limanni - Due to COVID related delays, illness, and complications surrounding remote learning, the budget building process has been both slow and tedious. Additionally, the newly



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adopted collective bargaining agreements have added significant costs that must be mitigated to generate a tax-capped budget for the School Board to review. It was important to the administrative team that they present a tax-capped budget to the Board with the understanding that the City is under significant economic hardship from the COVID-19 pandemic. A new schedule was developed to provide the administrative team time to thoughtfully reduce the budget in a way that is fair to each major department and school, while still providing plenty of time for the Board to review the budget prior to presenting to the City Council.

▪ **Title I Desk-Top monitoring of the Dover School District**

The purpose of conducting program monitoring is to determine whether a subrecipient is in full compliance with all state and federal laws, rules, regulations, and statutes that relate to the operation of the Title I, Part A grant program. The NHDOE monitor examines documentation to determine compliance with requirements. Monitoring serves several functions. The review aims to ensure that all children in New Hampshire have a fair, equal and significant opportunity to obtain a high-quality education. The review provides evidence that Federal programs focus on improving student academic achievement, and ensures districts are operating in accordance with statutory and regulatory requirements. In addition, the review is a means of ensuring school districts are using resources appropriately. Finally, by informing the New Hampshire Department of Education of local activities and needs, the program review allows the State to identify effective delivery models and technical assistance needs, as well as sharing promising practices.

From:
Kristine Braman
NH Department of Education
ESEA Programs - Title I, II & IV
Bureau of Instructional Support
12/30/2020

First, thank you for the cooperation and hard work from the staff members leading up to the monitoring. Special thanks should go Paula Glynn who complied the info for making all the arrangements and organizing the required documentation prior to the review. I am happy and pleased to report that at this time there are no findings or corrective actions for the Dover School District Title I Program.

▪ **Re-Entry Planning**

The Re-Entry Planning Team has continued to work towards a resolution to return students for in-person learning. The following is the guiding framework for the planning process:

AIM



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To return as many students as possible for in-person instruction when the COVID-19 data indicates it can be done in a safe manner to protect students, faculty, and staff.

- Prioritize serving students at risk and high priority special education.
- Prioritize serving younger students in person in the event of limited classroom space.
- Prioritize high school students in transition - freshmen and seniors will be prioritized for in-person learning.
- Provide parents the opportunity to choose the mode of instruction that best meets the needs of their children.

COVID-19 Data Sources

1. District metric developed by the Dover Medical Advisory Council.
2. Harvard Metric.

The District continues to set dates for the re-entry of students for in-person instruction. The date may be a target, but the most significant factor is the COVID-19 data. The number of cases per 100,000 has an impact on the metric variables. On Thursday, January 7 the new case load for Strafford County was 63.6 per 100,000. This is in the High/Critical Risk Zone. The District's experience has indicated that when cases per 100,000 reduce to 50 or less, the District has been successful in maintaining the initial phase in-groups of pre-school, high priority students and CTE students.

The American Academy of Pediatrics has released COVID-19 Guidance for Safe Schools:

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

The Harvard Metric provided the following guidance:

RED	>25	Daily new cases per 100,000 people
ORANGE	10<25	Daily new vases per 100,000 people
YELLOW	1<10	Daily new cases per 100,000 people
GREEN	<1	Daily new cases per 100,000 people

RISK LEVELS	Strategy for Pandemic Resilient Teaching and Learning
RED	Stay-at-home orders in place, all learning remote for all learners, districts, states and federal government invests in remote learning.
ORANGE	1st priority for re-opening: Grades preK-5 and in-person special education services at grade levels preK-8 open if conditions for pandemic resilient teaching and learning spaces can be achieved at scale; districts, states, and federal government invest in healthy buildings and healthy classrooms; in the absence of conditions for pandemic resilient teaching and learning spaces, schools continue with remote learning.



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	2nd priority for re-opening: Grades 6-8 and in-person special education services at grade levels 9-12 open if conditions for pandemic resilient teaching and learning spaces can be achieved at scale; districts, states, and federal government invest in healthy buildings and healthy classrooms; in the absence of conditions for pandemic resilient teaching and learning spaces, schools continue with remote learning. Not a priority for re-opening: Grades 9-12 maintain remote learning for all learners; districts, states, and federal government invest in remote learning.
YELLOW	1st priority for re-opening: Grades preK-5 and in-person special education services at grade levels preK-8 open if conditions for pandemic resilient teaching and learning spaces can be achieved at scale; districts, states, and federal government invest in healthy buildings and healthy classrooms; in the absence of conditions for pandemic resilient teaching and learning spaces, schools continue with remote learning. 2nd priority for re-opening: Grades 6-8 and in-person special education services at grade levels 9-12 open if conditions for pandemic resilient teaching and learning spaces can be achieved at scale; districts, states, and federal government invest in healthy buildings and healthy classrooms; in the absence of conditions for pandemic resilient teaching and learning spaces, schools continue with remote learning. In-person opportunities for special needs students at grade-levels preK-8 are also included. 3rd priority for re-opening: If sufficient pandemic resilient learning space is available AFTER allocation to K-8, grades 9-12 open on a hybrid schedule, with only a subset of students on campus at any particular point of time to facilitate de-density; districts, states, and federal government invest in healthy buildings and healthy classrooms AND in remote learning.
GREEN	All schools open if conditions for pandemic resilient teaching and learning spaces can be achieved at scale; districts, states, and federal government invest in healthy buildings and healthy classrooms.

Tight Planning Guidelines

1. Administration will determine the assignment and location of faculty and staff.
2. All District COVID-19 Protocols and Procedures will be followed.
3. School-based leadership teams will serve as advisory groups to the school's administrative team. The Leadership will determine the final recommendation to be made to the Board.
4. The learning needs of students is the primary focus.



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5. The length of in person services for special education priority groups will be consistent across the district.
6. Decisions to return to school will be based on the COVID-19 Metric referencing the District Metric developed by the Medical Advisory Council and the Harvard Metric.

Loose Planning Guidelines

1. A model will be developed that will best accommodate student learning needs.
2. Dover Elementary School Model, Dover Middle School Model, and the Dover High School Model may look different to address the learning requirements of the different levels of schooling.

Factors for Consideration

1. During the cycle of returning students for in-person instruction students will be phased-in to allow for a controlled transition to the brick-n-mortar school environment.
2. Schools will need to return to the regular school start and dismissal times in order to align with bus transportation.
3. Reducing the number of transitions for students and their families.
4. In the later stages of planning, seek input from a selected group of parent/guardian influencers at the school level.
5. Ease of transition for students and their families from the hybrid model to full in person learning model.

Communication

1. Start the process of sharing communication with parents and guardian