



DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Regular Session #3
Meeting Location:	McConnell Center, Room 305
Meeting Date:	Monday, March 8, 2021
Meeting Time:	To Immediately follow 6:00 p.m. Budget Workshop #3

- A. **CALL TO ORDER**
- B. **ROLL CALL**
- C. **PLEDGE OF ALLEGIANCE**
- D. **AGENDA APPROVAL**
- E. **CITIZENS' FORUM**
- F. **APPROVAL OF MINUTES**
 - 1. Special Session #3, February 1, 2021
 - 2. Non-Public Meeting, February 1, 2021
 - 3. Regular Meeting #2, February 8, 2021
 - 4. Budget Workshop #1, February 15, 2021
- G. **CONSENT AGENDA**
 - 1. **Correspondence:** None
 - 2. **Resignations/Retirements:**
 - a. Shirley Glennon / Administrative Assistant / Dover Middle School
 - b. Baylee St. Pierre / Transition Coordinator / Dover High School
 - 3. **Leaves of Absence:** None
 - 4. **Job Shares:**
 - a. Betsy Breen and Kristen Dunham / Horne Street School
 - 5. **Nominations:**
 - a. DTU Nomination
 - b. DPA Nomination
 - c. Non-Union Nomination
 - 6. **Extended Travel (Student Trips):** None
 - 7. **Donations:** March Donations
- H. **STUDENT REPORT:**
- I. **POLICY – CHANGES – PROPOSALS:** None
- H. **POLICY ADOPTION:**
 - 1. EHAA – SchoolNet Acceptable Use Policy – Second Reading
- I. **RESOLUTIONS:** None
- J. **OLD BUSINESS:** None
- K. **NEW BUSINESS:**
 - 1. Fiscal Year 2022 Budget
 - 2. Dover High School Athletic Fields
 - 3. Custodial Job Description
 - 4. Spring Athletic Protocols



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5. COVID-19 Pandemic Data Update
6. Remote School Board Meetings
7. Condition of Accounts

L. SUBMISSION AND PAYMENT OF BILLS

M. SUPERINTENDENT'S REPORT

N. COMMITTEE REPORTS

O. SCHOOL BOARD MATTERS OF INTEREST

P. 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.

February 23rd, 2021

Dear Principal Lyndes and Superintendent Harbron,

It is with regret that I've determined that I am unable to fulfill my contract to work onsite for the Dover School District as Administrative Assistant to the Principal for the remainder of the 2020-2021 school year. Due to impacts on my family from the pandemic caused by COVID-19 and the unanticipated effect it has had on our daily life, it is necessary for me to be at home on a daily basis, in order to adequately provide care for my children and support my family, as well as sustain my personal health. Therefore I find that I am in need of redirecting my career to focus on work opportunities that are primarily remote. I will continue to make myself available to work onsite until March 12th, 2021.

It has been a pleasure to work with the dedicated staff and faculty at Dover Middle School over the past 3 years, and I greatly appreciate the opportunity to be part of such a caring group of educators and support staff. While the disruptions of COVID-19 have changed my path professionally in ways I did not expect, I have the utmost respect for the district's efforts to accommodate a work life balance for employees as we have faced this health crisis. In particular, Principal Lyndes has shown great care and consideration for staff needs during this tumultuous time. I regret that I am unable to fulfill the duties of this position under these unprecedented circumstances.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Glennon', with a long horizontal flourish extending to the right.

Shirley Glennon

March 1, 2021

Dr. William R. Harbron, Ed.D
Superintendent, Dover, NH SAU11
McConnell Center
61 Locust St. #409
Dover, NH 03820
[\(603\) 516-6800](tel:6035166800)

Dear Dr. Harbron,

It was with great consideration, and for personal reasons, that I have decided to tender my letter of resignation at this time. Please accept this letter as notification of my resignation from the Transition Coordinator position at Dover High School effective March 5, 2021.

I appreciate the opportunity to have worked for the Dover School District and the professional development I have participated in during my time at Dover High School. I have thoroughly enjoyed working with so many students to develop important skills that will be transferable to their future employment possibilities. I can say with great confidence that I have made a positive difference in the lives of these students.

I am happy to help with the transition in the Student Services Department as I depart from the Transition Coordinator position.

Kindly,

Baylee St. Pierre

Transition Coordinator, Student Services
Dover High School
25 Alumni Drive
Dover, NH 03820
(603) 516-6972

Job Sharing Proposal- Betsy Breen and Kristen Dunham

We wish to propose to continue our elementary job share teaching position at Horne Street Elementary School for the 2021-2022 school year. Mrs. Betsy Breen and Mrs. Kristen Dunham are both currently teaching third grade at Horne Street School, in a 50/50 job share position. If we are able to continue our job share for the 2021-2022 school year, we propose to change to a 60/40 split, with Betsy Breen teaching 60% and Kristen Dunham teaching 40%. The exciting reason for this alteration is Mrs. Dunham is pregnant with her second child and is due in July. The teacher contract consists of 184 days, a 50/50 split has each teacher teaching 92 days. Our proposed 60/40 split would have Betsy Breen teaching 110 days and Kristen Dunham teaching 74 days. Mrs. Dunham and Mrs. Breen are aware that a 60/40 split will prevent any contributions towards retirement for the 2021-2022 school year. We would both also continue on our spouse's health insurance, so neither teacher would require the health insurance offered by the school district.

We propose that Mrs. Dunham take unpaid leave for the first 36 days of school and return to her instructional position the week of October 25, 2022. Mrs. Breen will work consecutively for the first 36 school days. Both teachers will be present for the first two student days and Open House. After Mrs. Dunham returns at the end of October, we will maintain our normal schedule that we successfully implemented for the 2020-2021 school year: Mrs. Breen teaching every Monday and Tuesday, Mrs. Dunham teaching every Thursday and Friday, and Wednesdays will alternate each week.

Our goal is to keep consistency in the classroom routines. Although Mrs. Breen will be teaching the first 36 days, a teaching partnership will be established from the very first communication with students and families. A daily communication log will be used as well as regularly scheduled telephone calls, emails, and personal contact to ensure smooth transitions for the students. We truly believe that we are strong candidates to continue our job share position as we have had a very successful first year, and have maintained a successful and consistent classroom during the many challenges of the 2020-2021 school year.

Throughout the proposal we have outlined main ideas of the benefits for the students, the school, and teachers involved as determined by our extensive research on job sharing. We have also broken down how we will run our classroom together and keep consistency. We are dedicated teachers, eager to work together. We feel our strengths will continue to complement each other and are confident we can build upon our first successful job share experience during the unprecedented 2020-2021 school year. We will continue to maintain a stable and consistent partnership and classroom community that will provide a beneficial situation for all involved. Our main focus will continue to be supporting student growth and achievement in all areas. Thank you for your consideration of this proposal.

Yours truly,
Betsy Breen and Kristen Dunham

*We will both attend the first two days of school in order to develop routines and expectations together, and so that students see us as equals. We will both attend Open House, conferences, and special school events.

Advantages for Students

- Energy and enthusiasm level of teachers is much higher.
- Wealth of ideas provides an enriched classroom.
- Teachers have their own individual areas of strength (children benefit from both).
- Children are exposed to two points of view and two different styles.
- Similar philosophies concerning classroom expectations and standards of behavior.
- Complementary teaching styles and management systems.
- A “fresh face” stimulates pupils.
- Enhanced student assessment – able to compare with another professional.
- Students that need extra adult support each day, have two more adults they can depend on.

Advantages for the School

- Two sources for ideas and opinions with regard to staff and school matters.
- More time can be used outside of the school day to help come up with fresh ideas.
- Two professional opinions on a child’s progress are available to parents and staff.
- Combined teaching experience of two professionals.
- Make it possible to incorporate a broader range of expertise within a single position.
- Reduced tendency toward burnout.
- Less need for substitutes- we will act as each other’s sub, providing consistency to students

Advantages for Teachers

- A new challenge
- A happier and more positive outlook towards the job.
- An opportunity for professional and personal growth.
- A better balance between professional and personal lives with young children at home.
- Necessary appointments can be scheduled for days off.
- Keeping up-to-date with current trends in teaching.
- Collegial support.
- Professional Development opportunities to learn from another colleague.

Advantages for Parents

- Two teachers to bounce ideas off of.
- Two people monitoring to make sure a student does not fall through the cracks.
- More flexibility in times to meet when two schedules can be consulted.

Job Share Proposal Nuts and Bolts
Mrs. Betsy Breen and Mrs. Kristen Dunham

Communication:

We will be communicating with each other on a frequent basis to discuss all aspects of teaching including planning, student needs and progress, parent communication, and school events. Professional days will be attended by both partners, and staff meetings will be attended by each partner on a rotating basis. We will be keeping a professional journal and contacting each other by phone and in person regularly. We will dedicate as much time as needed outside of the classroom to establish and maintain a consistent and collaborative classroom environment where all students can thrive and be successful.

Curriculum Planning:

We will plan the year's curriculum together. We plan to meet extensively over the summer to plan the year's big picture, set up our classroom, and make sure our expectations/routines are established. Consistent educational goals for the students will be kept through cooperative planning. Daily planning will be the individual responsibility of each teacher and will be available in case of illness. We will each be responsible to plan for certain areas. Mrs. Dunham will plan for mathematics and reading each week. Mrs. Breen will plan for writing and science/social studies. The daily schedule will be made together. We will create a shared folder in Google where all of our classroom documents will be saved and accessible for each partner, and we will use one template for our weekly plans. We will work closely together to navigate and understand any new curriculum and will rely on each other's strengths to support one another both within and outside of the classroom.

Parent Meetings/Communication and Report Cards:

We will keep records of student progress. Report cards will be written in consultation with each other. Both teachers will hold formal and informal meetings with parents as necessary, but will both be in attendance at official conferences in December. Parents will have an opportunity to meet both teachers at the beginning of the school year. We will divide the class in half for report cards to fill out behavior areas, and swap to check to make sure we are in agreement. Each teacher will fill out their academic area of expertise on the report card. All email correspondence to parents and other staff will be sent to and from both teachers.

Classroom Management:

We will continue to work closely together to develop common management techniques. We have had extensive conversations about our teaching philosophies, expectations and styles and feel that we hold similar beliefs. We have successfully implemented an agreed upon system for classroom routines and expectations for the current 2020-2021 school year. Horne Street School also follows a Responsive Classroom approach and has adopted a school wide system to support common expectations for all students. Grade levels at Horne Street also work closely together as teams and we believe that the established school environment is one that is collaborative by nature. We will continue to have common signals and routines in the classroom. Consistent behavioral expectations for the children will be established. We will confer on strategies used to develop appropriate behavior plans and strategies for individual students. We believe our classroom procedures, routines and expectations are closely aligned. We are entering into this job share proposal with the understanding and expectation that we will meet as many times as needed beyond the school day to ensure the success of our students and establish a consistent classroom environment.

Special School Events/Meetings/Workshops/Snow Days:

Both teachers will rotate attending staff meetings. In order to best support our students and continued growth as educators, we will both attend professional development days. We will work out amongst each other how to evenly distribute any additional days that may be attended by either partner. We understand that we will only be paid for 94 days of the year each. We will keep a journal that will mark when each of us works an extra day, or misses a day, to see where we need to cover each other. If there is a snow day, the person that missed the snow day, will make it up at the end of the year even if it is not on their specific work day. We will both attend the first two days of school in order to develop routines and expectations together, and so that students see us as equals. We will both attend Open House, conferences, and special school events.

Insurance:

Neither teacher would require the school insurance. Mrs. Breen and Mrs. Dunham both have insurance outside of the Dover School Department.

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

TO: **DOVER SCHOOL BOARD**

DATE: March 8, 2021

MEMORANDUM: Nomination and Election of Teachers

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
Rodriguez, Sara	Nurse, OYO	Dover High School	Tara Ouimette	\$68,831.00	BA, Step 17

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

TO: **DOVER SCHOOL BOARD**

DATE: March 8, 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
Wedge, Sarah	Paraprofessional	Dover High School	Jennie Perron	\$20.57/hr	C3, Step 5
Olkkola, Lucy	Paraprofessional	Dover Middle School	Kristen Nelson	\$11.35/hr	C1, Step 1
Gauthier, Parker	Paraprofessional	Dover High School	Suki Easter	\$14.70/hr	C2, Step 2

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

TO: **DOVER SCHOOL BOARD**

DATE: March 8, 2021

MEMORANDUM: Nomination and Election of Non-Union Employees

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
Martel, Katrina	COVID-19 Contact Tracer	District	N/A	\$14/hr	N/A

Donation Request List for Approval
March 8, 2021 School Board Meeting

School	Group Donating	Value	Items/Service	Purpose
DHS CTC	Wentworth-Douglass Hospital	\$595.35	Qty. 675 - N95 Respirators	Will be used post COVID with CTC and other labs.

From: Bannon, Gary <G.Bannon@dover.nh.gov>
Sent: Monday, February 22, 2021 3:20 PM
To: William Harbron <w.harbron@dover.k12.nh.us>
Subject: Fields

Bill,

I hope that you are well and maybe are getting a bit of break this week, but I doubt that you will get very much with all that you have on your plate. I just wanted to touch base with you about the upcoming spring and summer schedules for the athletic fields at the High School.

Typically, we schedule many games on the various fields at the High School from spring through the fall for the Recreation Affiliated sports leagues through the Facilities and Athletic Departments. Since last spring, as we are well aware, the use of all School Department fields and buildings were shut off from any non-school use. We are beginning to plan for the upcoming sports seasons and wanted to ask to revisit that restriction with the School Administration and School Board.

We were able to allow several youth sports leagues to successfully and safely run their programs on some of our City athletic fields last summer and fall following the State of NH Guidelines that were issued. We were unable to schedule the programs that typically would have used the High School fields as there wasn't a place to hold them or they chose to cancel their seasons. We are asking to have the School Administration and School Board have a discussion and decision on the resumption of use of outside fields and facilities on School property. The uses will not overlap with School programs and not use any School Buildings at this time. Most of the events are in the evenings and weekends so as to stay away from student traffic on campus.

We began this conversation with the School staff and we were referred back to your office to set this discussion in motion to get a decision which the School staff can follow in processing our requests. We were told that there is a planned discussion at the School Board level coming up in early March on facility use so we wanted to get this before you, so it can be considered. Please let me know if you need more information and I will look forward to hearing from you.

Take care,

Gary

Gary S. Bannon
Recreation Director
Dover Recreation Department
McConnell Center
61 Locust St.
Dover, NH 03820
e: g.bannon@dover.nh.gov

DOVER SCHOOL DISTRICT	JOB DESCRIPTION
DATE OF ADOPTION:	CUSTODIAL LABOR 1

Job Title: Custodial Labor 1
Department: Facilities
Reports To: District's Facilities Director
Prepared Date: February 19, 2021

Summary:

Perform a variety of Lunch custodial duties for Dover School District at Dover High school. Such duties shall be in accordance with established standards, instructions, and procedures of the Facilities department.

Essential Duties and Responsibilities:

Essential duties and responsibilities include the following. Other duties may be assigned.

- Sweep and mop floors.
- Remove trash and recycling.
- Vacuum carpets when required.
- Clean and disinfect lunch eating surfaces.
- Perform other duties as may be assigned by building supervisor that pertains to the Lunch detail.
- Maintain respectful attitude with supervisor and fellow employees.

Supervisory Responsibilities: N/A

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

This position requires a minimum of a high school diploma or its equivalent.

Technology Skills: N/A

Certificates, Licenses, Registrations: N/A

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand and walk. The employee must occasionally lift and/or move up to 50 pounds.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet to moderate.

DOVER SCHOOL DISTRICT

Athletic Return PROPOSAL

Spring Athletics

March 29, 2021



DOVER HIGH SCHOOL / MIDDLE SCHOOL ATHLETICS – EFFECTIVE March 29, 2021

It is the expectation of the Dover School District that all individuals utilizing its athletic facilities will abide by the guidelines released by institutions and agencies addressing the best practices for the return to athletics. These publications include the “State of New Hampshire’s Safer at Home Amateur and Youth Sports” document, the National Federation of State High School Associations (NFHS) “Guidance for Opening Up High School Athletics and Activities” document, and the Centers for Disease Control and Prevention (CDC) “Considerations for Schools” documents, as well as various guidelines from other state high school athletic associations and protocols set forth by the New Hampshire Athletic Directors’ Association Task Force.

ATHLETIC TRAINERS ROOM

The Athletic Trainers Room will be open for limited use. There will be no more than 4 student-athletes in the Athletic Trainers Room at any time. Anyone in the Athletic Trainers room will wear a mask over the nose and mouth at all times. Entrance to the Athletic Trainers room will be through the door in the main gym.

PRIOR TO STARTING THE SEASON

- Register on “Family ID” - <https://www.familyid.com/dover-highmiddle-school>
- Provide proof of Physical (less than 2 years old) or have on file in Athletic Office
- The Dover School District strongly recommends that students who participate for Dover school teams minimize contact with outside school teams as much as possible during the school sports season (e.g. no out of state tournaments or tournament opponents, practices only, etc.).
- ~~Student Athletes who participate for a Dover School District Winter Sport offering will not be permitted to practice or compete with an out of school team during the winter sports season.~~

GENERAL GUIDELINES FOR COACHING STAFF AND ATHLETES

1. Gymnasium / Fields / Track / Tennis Courts / Locker Rooms:

- Programs that use inside facilities will be open in a limited capacity.
- A limited capacity will allow for a 40 individuals per DHS Main Gym, 30 for DMS Gym for and 20 individuals per auxiliary gym for practices. Inside facilities will be disinfected after each use whenever possible.
- Every effort will be made to limit group size and to maintain “cohorts”. For example, Reserves Team will practice separately from Junior Varsity Teams whenever possible or Throwers in Track and Field will be grouped and will practice separately from Sprinters whenever possible.
- Locker rooms may be used in a very limited capacity. Students are expected to come to practices and games dressed in appropriate uniform or practice gear whenever possible. Students who are not in school immediately prior to practice or games MUST come back to school dressed in appropriate game or practice attire.
- Students will not use locker rooms after competitions and practices unless in unusual circumstances and in limited capacities. (Capacity Recommendations: PE locker = 8, Team room A = 6, Team room B = 5, Team rooms C and D = 12 individuals at a time).
- Restroom facilities will be open on a limited basis. Restrooms will be limited to 1 person at a time whenever possible.

2. Spectators and Entering/Exiting Buildings:

- Spectators limits may be placed on any, and all, events to maintain social distancing or when deemed necessary. Competitions will be streamed live whenever possible.
- Spectators at away events will be at the determination of the host school.
- If entering Dover High School from the rear of the building Door C-09 will be utilized as an entry point to each inside facility (main gym, Athletic Trainers Room, Auxiliary gym).
- If entering the school from the Front Door individuals travelling to the Main Gym area and other athletic locations on the ground floor are to “veer” right prior to heading to Town Square, walk in front of Culinary Arts and Cosmetology rooms and the Library. After passing the Library individuals are to head down staircase #2 to Gyms and Athletic rooms.
- Any ground floor exit may be used to leave the building or individuals may exit through the front door.
- If Exiting building through the Front Door Individuals are to use the main stairway in the Town Square to access and exit the main doors at the front of the school.
- For Dover Middle School, the rear gym door will be used to enter and exit the building for students and coaches.
- Parents/Guardians are not allowed inside either building except in unusual circumstances on non-game days (e.g. retrieving injured athlete from Athletic Trainers Room, etc.) and when escorted by a staff member. If entering the building for inside competitions (e.g. boys volleyball) an individual must have appropriate ticketing.
- If/when permissible to have limited spectators at an inside event Ticket Holders should use the directions above to enter and exit the building.

3. Daily Pre-Participation Health Screening:

- Athletes will be expected to complete a daily Covid screener prior to attending any practice, competition or other group function.
- Athletes, staff, visitors and volunteers will be screened upon arrival, or prior to, each inside practice or competition by having their temperature taken and completing a Covid Screening document. No screening for spectators will take place for outside events.
- **PLEASE DO NOT COME TO ANY TRAINING ACTIVITIES IF YOU ARE SICK OR NOT FEELING WELL.**

4. Mandatory Face Coverings/Masks:

- All athletes, staff, and volunteers must bring to sporting events and wear reusable/washable cloth or surgical face coverings over their nose and mouth when around others and not actively engaged in athletics and/or when social distancing is not possible.
- Staff, student athletes and volunteers must wear proper face coverings at all times including practices and competitions unless deemed unsafe or impractical (e.g. active participation in pole vault, or hurdles in track and field, goalie in lacrosse, catcher/pitcher in baseball/softball etc.).
- “Gaiters” (or similar) are NOT permitted to be worn in place of surgical or cloth face coverings.
- If someone forgets a mask one will be provided.
- Staff members and volunteers MUST ensure social distancing and mask guidelines are followed whenever possible.

5. Transportation:

- It is recommended whenever possible that all athletes who are transported to the schools for practices/competitions by motorized vehicle, should have either driven themselves or have been transported by another member of their immediate family or a member of their household.
- Athletes and parents/guardians are asked to wait in their vehicles until the designated practice or competition end time, to not congregate in groups while waiting for their activity to end and are not to enter the buildings, practice or competition facilities except in unusual circumstances.
- Athletes will be permitted to be transported to away contests by a Parent/Guardian but should communicate mode of transportation in advance.
- For those individuals who do not have transportation to and/or from away events may utilize the school provided bus transportation.
- Masks will be worn for the duration of all bus trips.
- When riding a bus to contests, no more than 1 person per seat will be allowed whenever possible with the seat behind the driver will be left open.
- Windows will be open as weather permits to increase air flow.
- Members of the same household may be asked to sit together in a seat. Busses will be loaded from back to front and unloaded from front to back.
- Coaches will NOT be permitted to transport students except in unusual circumstances.

6. Practice Modifications / ~~Non-school Participation:~~

- ~~NO student athlete, who participates for a Dover School District Team, at any level during the winter season, will be permitted to participate on a non-school team or athletic program. This is to help minimize risk of Covid transmission from multiple outside groups.~~
- Interscholastic scrimmaging is not permitted at this time - only sanctioned, regular season, competitions will be allowed.
- Every effort should be made to allow for 15 minutes between sessions for change over, disinfecting of certain areas and to avoid crowds in the parking areas.
- NO REQUIRED in-person practices will begin prior to March 29, 2021 for DHS sports or April 5, 2021 for DMS sports.

7. Social Distancing:

- Social distancing guidelines must be followed whenever physical activity is not taking place (e.g. waiting in line during drill, hydration breaks, etc.).
- A minimum of 6 feet of distance or more will be maintained as much as reasonably possible by all athletes and staff.
- Staff members and volunteers MUST ensure social distancing and mask guidelines are followed whenever possible and when not actively engaged in physical activity.

8. Sanitizing / Hydration / Food:

- Students are asked to bring alcohol-based sanitizer of at least 60% alcohol.
- Alcohol-based sanitizer shall be on hand and readily available for those who do not bring their own.
- Hand sanitizing stations will be available on site and must be used before participation.
- Balls, equipment, and any commonly touched items and surfaces should be thoroughly disinfected intermittently and after each session.

- Athletes are encouraged to shower immediately prior to arrival whenever possible. Hand sanitizing stations will be available on-site and must be used before participation.
- Coaches will provide breaks during training sessions and practices for sanitation and hydration purposes.
- **Every student should bring their own personal water “bottle” – filling stations will be provided for refilling of personal water bottles.**
- Students and coaches are allowed to bring their own food to events. Food is never to be shared. Hand sanitizer must be used prior to consuming any food. Concession stands will not be available.

9. **Protective Equipment/Equipment:**

- **Athletes must bring their own personal protective equipment or any equipment which is supplied by the school and shared will be sanitized between each use. (e.g. football equipment, catcher’s equipment, ice hockey equipment, field hockey equipment, batting helmets, etc.).**
- All personal protective equipment must be sanitized by each participant prior to the next session and those items should only be shared if sanitized prior to use by the next user.
- All training items will be cleaned and disinfected intermittently during a session and after each session.

10. **Designated Isolation Area(s):**

- An isolation area shall be identified and communicated to all participants at the beginning of the season for individuals that do not pass the health screening or develop symptoms during the activity.
- For those who develop symptoms or are diagnosed with COVID-19, we will refer to the Safer at Home Amateur and Youth Sports Document.
- Guidance is covered under the Employee, Volunteer and Athlete Protection section – click link: <https://www.covidguidance.nh.gov/sites/g/files/ehbemt381/files/inline-documents/2020-05/guidance-amateur-youth-sports.pdf>

11. **Player Benches / Dugouts:**

- **Dugout areas and bench areas will have limited use and will only be used when social distancing can be maintained. Dugout areas (for softball and baseball) will be extending beyond the existing dugout areas to ensure social distancing can be maintained.**
- Athletes and Coaches are allowed to bring their own PERSONAL chair. Chairs are NOT to be shared between participants and should be placed using social distancing guidelines.
- All personal belongings of athletes must be placed a minimum of six feet apart and participants should not touch the belongings of others.

12. **Weight room:**

- Prior to entering the weight room all users MUST complete a health screening document and have their temperature taken IF that individual has not already completed that document for entry into school OR participation on a DHS athletic team. All weight room participants will sanitize their hands upon entry.
- The Weight Room will be limited to a maximum of 20 individuals (e.g. 1 adult / 19 students, 3 adults/17 students) at any time.

- On-line scheduling will be used to secure time in the weight room (information to be provided at later date) – students will remain in workout “pods” or classes.
- Equipment MUST be wiped down after each use with disinfecting spray.
- Spotting will ONLY TAKE PLACE in unusual circumstances and will require modifications to ensure social distancing.
- Masks will be required to be worn over the nose and mouth at all times by all individuals. – “Gaiters are NOT permitted”.
- When entering the weight room individuals are to use main double doors to enter weight room (doors next to main gym entrance)
- When exiting the weight room individuals are to use the door that leads to Staircase #2/Door C-09.
- Students should only enter ATC Room directly from the weight room in unusual or emergency situations.
- If entering Dover High School from the rear of the building, Door C-09 will be utilized as an entry point to each inside facility (Weight Room, Main Gym, Athletic Trainers Room, Auxiliary Gym).
- If entering the school from the Front Door, individuals travelling to the Main Gym area and other athletic locations on the ground floor are to stay right (do not travel directly through the Town Square), continuing past Culinary Arts, Cosmetology, and the Media Center/Library. After passing the Media Center/Library, individuals are to go down Staircase #2 to gyms and athletic rooms.
- Any ground floor exit may be used to leave the building or individuals may exit through the front door.
- If exiting building through the Front Door, individuals are to use the main stairway in the Town Square to exit the building through the Front Door.
- Locker rooms will not be used except in unusual and limited circumstances for students who use the weight room. Students are asked to come to workouts dressed in appropriate workout gear. Restroom facilities will be open on a limited basis. Restrooms will be limited to one person at a time whenever possible.
- Parents/Guardians are not allowed inside either building except in unusual circumstances on non-game days (e.g.- retrieving injured athlete from Athletic Trainer’s Room, etc.) and this entry requires an escort by a staff member. If entering the building for competitions, an individual must have appropriate ticketing.

SPECIFIC PROTOCOL FOR STAFF

1. Prior to activity, coaching staff will be trained by the Athletic Director or designee on the District guidelines above.
2. Every effort will be made to schedule competitions locally whenever possible. It is important to understand that localized scheduling is not always possible for all sports and in all cases.
3. **Daily attendance of participants must be kept. Coaches are responsible for keeping daily participation records and will produce those records upon request.**
4. Staff will report any athletes with confirmed symptoms during activity to at least one designated staff member (Athletic Trainer, Athletic Director, Principal, Head Coach, etc.).
5. Equipment will be properly cleaned before next use and stored. Balls and other commonly used equipment that has been handled will be cleaned with alcohol-based disinfectant.

**National Federation of High Schools (NFHS) SPECIFIC SPORT
GUIDELINES AND EXPECTATIONS (follow link below):**

Softball/Baseball

Girls/Boys Lacrosse

Girls/Boys Track and Field

Girls Tennis/Boys Tennis

Boys Volleyball

<http://nhiaa.org/ckfinder/userfiles/files/NHIAA%20Modified%202020-21%20Volleyball%20Rules%20Considerations.pdf>

Unified Co-Ed Volleyball

By signing this document, I (we) agree to abide by the rules of use as outlined above and within the links provided. I understand if these guidelines are not adhered to, my participation and/or that of my child or my group's participation and use of District facilities may be revoked.

Name of Participant (print) _____ Signature of Participant _____

Signature of Parent/Guardian _____ Date _____ Sport _____

DOVER SCHOOL DISTRICT
Condition of Accounts - March 8, 2021

DISTRICT-WIDE Expenditures							
Account	Description	GL Budget	YTD	Balance	Encumbrance	Budget Balance	
1100	REGULAR EDUCATION PROGRAMS	\$ 24,006,641	\$ 11,815,362	\$ 12,191,279	\$ 10,950,653	\$	1,240,626
1200	SPECIAL EDUCATION PROGRAMS	\$ 13,542,249	\$ 7,475,637	\$ 6,066,612	\$ 6,026,242	\$	40,370
1300	VOCATIONAL EDUCATION PROGRAMS	\$ 2,119,039	\$ 1,035,903	\$ 1,083,136	\$ 949,704	\$	133,432
1400	OTHER EDUCATIONAL PROGRAMS	\$ 696,019	\$ 351,196	\$ 344,823	\$ 145,039	\$	199,784
1600	ADULT/CONTINUING EDUCATION PROGRAMS	\$ 210,803	\$ 136,657	\$ 74,146	\$ 76,238	\$	(2,092)
2100	SUPPORT SERVICES - Students	\$ 4,489,409	\$ 2,185,283	\$ 2,304,126	\$ 1,916,602	\$	387,525
2200	SUPPORT SERVICES - Instructional Staff	\$ 1,425,490	\$ 906,722	\$ 518,768	\$ 496,940	\$	21,828
2300	SUPPORT SERVICES - General Admin.	\$ 1,486,608	\$ 978,693	\$ 507,915	\$ 481,008	\$	26,907
2400	SUPPORT SERVICES - School Admin.	\$ 2,857,810	\$ 1,824,640	\$ 1,033,170	\$ 1,061,152	\$	(27,982)
2600	SUPPORT SERVICES - Operation Maint/Plant	\$ 4,942,984	\$ 2,402,056	\$ 2,540,928	\$ 2,421,666	\$	119,262
2700	SUPPORT SERVICES - Student Transportation	\$ 3,218,898	\$ 1,001,664	\$ 2,217,234	\$ 1,962,357	\$	254,877
2800	SUPPORT SERVICES - Centralized Services	\$ 1,371,977	\$ 1,371,568	\$ 409	\$ 326,708	\$	(326,299)
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	\$ 172,970	\$	6,220,686
TOTAL GENERAL FUND EXPENDITURES:		\$ 66,811,056	\$ 31,503,473	\$ 35,307,583	\$ 26,987,279	\$	8,320,303
TOTAL FOOD SERVICES EXPENDITURES:		\$ 1,650,000	\$ 648,589	\$ 1,001,411	\$ 932,673	\$	68,738
TOTAL FEDERAL, STATE, AND LOCAL SR FUND EXPENDITURES:		\$ 6,689,292	\$ 1,894,070	\$ 4,795,222	\$ 1,187,113	\$	3,608,109
Summarized Condition of District Expenditures:		\$ 75,150,348	\$ 34,046,132	\$ 41,104,216	\$ 29,107,066	\$	11,997,150

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	\$ 54,219	\$ (11,802)	\$ -	\$	(11,802)
01321.3390	TUITION - BARRINGTON	\$ 2,661,498	\$ 1,945,743	\$ 715,755	\$ -	\$	715,755
01321.3390	TUITION - NOTTINGHAM	\$ 1,713,865	\$ 950,794	\$ 763,071	\$ -	\$	763,071
01321.3390	TUITION - PRESCHOOL PROGRAM	\$ 10,000	\$ -	\$ 10,000	\$ -	\$	10,000
01321.3390	TUITION - BELLAMY ACADEMY	\$ 81,690	\$ 20,423	\$ 61,268	\$ -	\$	61,268
01322.3390	TUITION - SPED AIDES	\$ 275,000	\$ 245,303	\$ 29,697	\$ -	\$	29,697
01323.3390	TUITION - CTE-NH DISTRICTS	\$ 115,000	\$ 68,411	\$ 46,589	\$ -	\$	46,589
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	\$ 2,404	\$ 35,596	\$ -	\$	35,596
03190.3700	STATE ADEQUATE EDUCATION GRANT	\$ 10,177,638	\$ 7,084,489	\$ 3,093,149	\$ 3,093,149	\$	-
03210.3700	SCHOOL BUILDING AID	\$ 390,062	\$ 195,031	\$ 195,031	\$ -	\$	-
03230.3700	SPECIAL EDUCATION AID (CATASTROPHIC AID)	\$ 475,000	\$ 1,077,536	\$ (602,536)	\$ -	\$	(602,536)
03241.3700	CTE TUITION AID	\$ 325,000	\$ 410,565	\$ (85,565)	\$ -	\$	(85,565)
03242.3700	CTE TRANSPORTATION AID	\$ 2,500	\$ 3,484	\$ (984)	\$ -	\$	(984)
03290.3700	OTHER RESTRICTED STATE AID	\$ -	\$ 27,450	\$ (27,450)	\$ -	\$	(27,450)
04210.3599	INDIRECT COST ALLOCATION	\$ 85,000	\$ 33,896	\$ 51,104	\$ -	\$	51,104
04220.3599	ABE ALLOCATION	\$ 45,918	\$ 23,136	\$ 22,782	\$ -	\$	22,782
04310.3311	IMPACT AID	\$ 6,000	\$ -	\$ 6,000	\$ -	\$	6,000
04580.3311	MEDICAID DISTRIBUTION	\$ 250,000	\$ 117,083	\$ 132,917	\$ -	\$	132,917
05251.3918	FUND TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$	-
TOTAL GENERAL FUND REVENUE:		\$ 16,803,088	\$ 12,274,860	\$ 4,528,228	\$ 3,288,180	\$	1,240,048
TOTAL FOOD SERVICES FUND REVENUE:		\$ 1,650,000	\$ 198,452	\$ 1,451,548	\$ -	\$	1,451,548
TOTAL FEDERAL, STATE, AND LOCAL SR FUND REVENUE:		\$ 6,689,292	\$ 2,233,003	\$ 4,456,288	\$ (1,131)	\$	4,457,420
Summarized Condition of District Revenue:		\$ 25,142,380	\$ 14,706,316	\$ 10,436,064	\$ 3,287,049	\$	7,149,016

	Budget	Actual + Enc
General Fund Supporting Revenue Total:	\$ 16,803,088	\$ 15,563,040
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	\$ 63,759,009
TOTAL GF Expenditure:	\$ (66,811,056)	\$ (58,490,753)
Ending GF Fund Balance:	\$ 199,742	\$ 5,268,256
TOTAL FS Revenue:	\$ 1,650,000	\$ 198,452
TOTAL FS Expenditures:	\$ (1,650,000)	\$ (1,581,262)
Ending FS Fund Balance:	\$ -	\$ (1,382,810)
TOTAL Other SR Fund Revenue:	\$ 6,689,292	\$ 2,231,872
TOTAL Other SR Fund Expenditures:	\$ (6,689,292)	\$ (3,081,183)
Ending Grant Fund Balance:	\$ -	\$ (849,311)



DOVER SCHOOL DISTRICT

EMPOWERING ALL LEARNERS!

Superintendent's Board Report Monday, March 8, 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 – Recommend approving the resignations as listed.

Leaves of Absence – None

Job Shares – Recommend approving the job share for Betsy Breen and Kristen Dunham at Horne Street School.

Nominations – Recommend approving the requested nominations.

Extended Trips – None

Donations – Recommend approving the donations as listed.

I. POLICY – CHANGES – PROPOSALS:

1. None

J. POLICY ADOPTION: None

1. **EHAA – SchoolNet Acceptable Use Policy** – Second Reading – Revision of the existing policy to update to the most current standards and new equipment.

K. RESOLUTIONS: None

L. OLD BUSINESS: None

M. NEW BUSINESS:

1. **Adoption of FY22 Budget** – Board will need to take action on the FY22 Budget to be presented to City Council.
2. **Dover High School Athletic Fields** – Gary Bannon has requested the use of the Dover High School Fields for the City Recreation Department. With the COVID-19 pandemic, Mr. Bannon is seeking from the Board what degree the Recreation Department can use the athletic fields.
3. **Custodial Job Description** – Job description has been developed for a position at Dover High School to assist with lunch cleaning. The Town Square, gym, and courtyard will be used for lunch. To assist in the expediting of cleaning an additional cleaner is needed with the use of the gym. The cleaner will be an employee of C&W services.



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4. **Spring Athletics Protocols** – Two actions will be needed by the Board. The first is action on the Spring Athletics Protocols. The new areas are highlighted in yellow. The protocols have been reviewed and approved by the Dover Medical Advisory Council. The second is to select and approve the model for the spring athletics program. Three models will be presented by Mr. Wotton, Athletic Director.
5. **COVID-19 Pandemic Data Update** – Dr. Boston will provide the Board an overview of the current data related to the COVID-19 Pandemic and the relationship to the District's current operations.
6. **Remote School Board Meetings** – Board needs to determine if the Board will continue the option of remote Board meetings.
7. **Condition of Accounts** – Michael Limanni, Business Administrator will present the Conditions of Accounts.

N. SUBMISSION AND PAYMENT OF BILLS

O. SUPERINTENDENT'S REPORT

February 2021 Summary

Week of February 1 – For the elementary schools, the first week of February has been dedicated to informing parents/guardians of their child(ren)s teacher assignments for in-person learning or remote learning. There are parents that are requesting changes and the schools are striving to balance the request with the capacity to bring additional students in for in-person learning and maintain the proper distancing. In addition, the COVID-19 Command Team has been working on finalizing planning for transportation, food service, maintenance and cleaning and supplying schools with the required PPE.

As we approach the re-entry to schools, members of the faculty and staff have reservations about the re-entry, increasing the anxiety levels as the date approaches. Principals are reporting that teachers and staff have many questions which they are addressing. There are also teachers that are looking forward to the return of students.

Technology continues to work though getting the new laptops into the hands of teachers as well as preparing the new laptops for students in the ninth through twelfth grade and developing a distribution plan with the high school administration. It appears that the remaining Chromebooks will start to be shipped the week of February 8. The IT Department has a great deal to accomplish with the preparation and distribution as well as responding to tickets in the system.

With the Board's approval of the Dover Middle School and Dover High School phase-in plan work can continue in planning the details of the plan.

The District had a second remote day related to the winter storm on Tuesday, February 2. I did receive several emails indicating the need for a traditional snow day based on the stress related to virtual learning for students, parents/guardians, and teachers.



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If another winter storm arrives Sunday, February 7 or arrives Monday, February 8, and school cannot be held, the re-entry for K-4 will be altered in the following way:

- ✓ Tuesday, February 9 – half-day for kindergarten students
- ✓ Wednesday, February 10 – full-day for kindergarten through the fourth grade

I will also consider on Monday, February 8 to have a traditional snow day.

The following is the enrollment for the three elementary schools:

- **Garrison School:**

- ✓ Kindergarten In-Person Learning: 41
- ✓ Kindergarten Virtual/Remote Learning: 13
- ✓ First Grade In-Person Learning: 59
- ✓ First Grade Virtual/Remote Learning: 29
- ✓ Second Grade In-Person Learning: 40
- ✓ Second Grade Virtual/Remote Learning: 34
- ✓ Third Grade In-Person Learning: 58
- ✓ Third Grade Virtual/Remote Learning: 29
- ✓ Fourth Grade In-Person Learning: 38
- ✓ Fourth Grade Virtual/Remote Learning: 31
 - **In-Person Total: 236**
 - **Virtual/Remote Total: 136**

- **Horne Street School:**

- ✓ Kindergarten In-Person Learning: 44
- ✓ Kindergarten Virtual/Remote Learning: 18
- ✓ First Grade In-Person Learning: 42
- ✓ First Grade Virtual/Remote Learning: 29
- ✓ Second Grade In-Person Learning: 47
- ✓ Second Grade Virtual/Remote Learning: 25
- ✓ Third Grade In-Person Learning: 43
- ✓ Third Grade Virtual/Remote Learning: 32
- ✓ Fourth Grade In-Person Learning: 67
- ✓ Fourth Grade Virtual/Remote Learning: 42
 - **Total In-Person: 243**
 - **Total Virtual: 146**

- **Woodman Park School:**

- ✓ Kindergarten In-Person Learning: 51
- ✓ Kindergarten Virtual/Remote Learning: 19
- ✓ First Grade In-Person Learning: 49
- ✓ First Grade Virtual/Remote Learning: 37



DOVER SCHOOL DISTRICT

EMPOWERING ALL LEARNERS!

Superintendent's Board Report Monday, March 8, 2021

- ✓ Second Grade In-Person Learning: 55
- ✓ Second Grade Virtual/Remote Learning: 26
- ✓ Third Grade In-Person Learning: 66
- ✓ Third Grade Virtual/Remote Learning: 23
- ✓ Fourth Grade In-Person Learning: 60
- ✓ Fourth Grade Virtual/Remote Learning: 23
 - **Total Virtual = 128**
 - **Total In-Person= 281**

Evonne Kill-Kish continues to work on identifying and securing substitute teachers. This week there were two training sessions held for substitute teachers. An additional training session is scheduled for the week of February 8. The District is targeting to have four substitute teachers for each school.

- ✓ Class #1 14 participants
- ✓ Class #2 20 participants
- ✓ Total 34
- ✓ **New to Dover 15 people**

Evonne Kill-Kish also provided the District's current status with substitutes:

- ✓ 2020-2021 School Year – Total substitutes that have been working = **9** (*this includes the interns, long-term, regular substitutes and nurses*)
- ✓ **In our substitute system:**
 - Interns substitutes = **22**
 - Nurse substitutes = **13**
 - All active substitutes = **132** (*includes interns, long-term, regular substitutes and nurses*)
 - Substitutes confirmed to work = **51** (*plus nurse and interns*)
- ✓ **Applications for substitutes:** (People that have applied to work as a substitute)
 - Current applications on Dover web site "*Substitute initial form*" = **19**
 - **6** people completed paperwork
- ✓ Current substitute applications on "*Schoolspring.com*" = **11** plus **28** Long Term applicants = **39**
 - **15** people completed paperwork
- **Week of February 8** – On Monday, February 8th kindergarten students began the K-4 re-entry phase with a half-day session. The half-day allowed for an orientation without the presence of other elementary students. There were no major issues reported, and many of the staff were happy to see the students return for in-person instruction.

On Tuesday, February 9th, students in grades K-4 returned for the first full-day of in-person learning. The drop-off and pick-up procedures established will need to be refined as there is a large volume of parent cars. The



DOVER SCHOOL DISTRICT

EMPOWERING ALL LEARNERS!

Superintendent's Board Report Monday, March 8, 2021

Dover Police Department is to be commended for their assistance with coordinating and directing traffic. Overall, it was a good day, and the majority were excited about returning for in-person learning.

As the week progressed, the arrival and dismissal of students continued to improve as did the anxiety and fear of returning to in-person. It will continue to take time to practice and establish the routines and procedures. All staff and students have been compliant with the wearing of masks.

The transportation and food service staff are to be commended for their efforts this past week as well. Both organizations have been highly responsive to the District's needs as students returned to school.

I also want to recognize the elementary school principals and deans for their efforts in planning for the return of students. Further, teachers and support staff are to be commended for their efforts in adjusting and preparing for the return of in-person learning. They have effectively worked together to make this a reality for the students.

At each school, some families that selected virtual learning have now requested to change their assignment to in-person learning. If there was space, the school accommodated the request. If there was no space, the request was not accommodated. Parents may change their selection in April. At that time, teachers assigned to virtual learning may need to return to in-person based on family choice.

Dover Middle School has sent out their survey to identify the families that will be electing the hybrid model and families wishing to remain with the virtual model.

- **Week of February 15** – The week in review is a mixture of events and activities. The following are the highlights of the week:
 - Students in grades K-4 completed their second week of in-person learning. The arrival and dismissal of students have developed a pattern of regularity. There have been students sent home due to exhibiting symptoms of COVID-19.
 - Planning continues for the Dover Middle School and Dover High School hybrid model that will be implemented on March 15. With feedback received from parents, the decision was made to align the middle school and high school models. Cohort 'A' will attend on Monday and Thursday and cohort 'B' will attend on Tuesday and Friday. Wednesday will be a virtual day.
 - Dover Middle School has 23% of students electing for remote learning and Dover High School has 18% electing for remote learning.
 - Laptop distribution to Dover High School students began with the senior class being the first to receive their laptops.
 - The remaining 1500 Chromebooks arrived on Monday. The IT Team will process during the winter break with distribution starting the week of March 1. The Chromebooks needed to be tagged and loaded into the carts to be distributed to classrooms followed by distribution to the students.
 - Tuesday, February 16 was the first of the traditional snow days. This was due to the elementary devices being recollected in preparation for the distribution.
 - Three task forces are forming to address the following areas: Summer Learning, Big Opportunity, and Virtual School. The scope of the work is attached to the update.



DOVER SCHOOL DISTRICT

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- On Thursday, February 18, the first session of negotiations was held with the DTU. DTU indicated that it was an informational session and not an official negotiations session. Information was exchanged between the Board and the DTU. During Monday's non-meeting with the Board, additional information and details will be provided.
- DPA and DEOP have decided not to reopen negotiations. You have received a copy of the letters.
- **Some good news** - Recently, the Dover CTC NJROTC Program had an offsite NNDCC Inspection. The program received an overall inspection grade of *Above Average*. The rating scale includes the following categories: Outstanding, Above Average, Average, Below Average, and Unsatisfactory.

Task Forces Initiated:

- **Summer Learning** - To develop a comprehensive and robust summer program for students in kindergarten through the twelfth grade that will prepare students for a successful 2021-2022 academic year. Task Force is being facilitated by Paula Glynn, Assistant Superintendent of Teaching and Learning.
- **Big Opportunity** - To identify and reflect on the best practices that have been learned through the remote/virtual learning for students and to identify effective practices that can be implemented in the 2021-2022 academic year. Task Force is being facilitated by Brittany Granfield and Aaron Ward.
- **Virtual School** - To develop a model for a district-based virtual school to serve students in the Dover School District. Task Force is being facilitated by Emily Sherman and Siobhan Mehalek.
- **Infinite Campus** - To develop and coordinate a multi-year district-wide implementation of Infinite Campus. Task Force is being facilitated by Veronica Kuzmitski.

Technology Update Prepared by Christy Prosser: All laptop and Chromebook devices have arrived, been asset tagged, and are being distributed. All K-4 Chromebooks and carts will be delivered next week to their respective schools. We have completed over 95% of K-8 employee device setups, all K-8 (130 Charging Carts) have been wired. All of grades 5-8 Chromebooks and Carts have been delivered and assigned to homerooms and are ready for student distribution. We have completed one round of senior and one round of junior laptop pick up. Next week will be sophomore and freshmen distributions. We are also scheduling a second round of pickups by high school grade levels as this must be completed by grade level to ensure the student is assigned the correct device and the device with the necessary applications loaded.

Over 160 docking cameras have been delivered to K-8 Teachers and the last shipment of the original order arrived this week, distribution of those items will occur in the coming week. We are also working on a number of Employee Hybrid Tech go bags that can be used to create a hybrid classroom and also if needed can be quickly taken down to transport into a remote work environment if needed, this process has been well thought out to ensure we are providing the basic items of need to support a remote technology hybrid go bag for our teachers, we are starting with a provided number of interest by each school and will continue to build on this tech go-bag concept as, or if needed.

We are also working on the continued alignment of digital workflows, as much automation as possible for users to reset their own passwords, and integrated rostering synchronization with our SIS, Infinite Campus as the core of student information and schedules. All of these integration measures in collaboration with Teaching and Learning to support easier access to aligned technology, software and reduces the number of items requiring redundancy in data entry on sign-on.



DOVER SCHOOL DISTRICT

EMPOWERING ALL LEARNERS!

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We continue to work aggressively to provide the digital tools needed to aid our staff and students in learning in a digital age while ensuring cyber safety, CIPA, FERPA, and school policy alignment. Upon receipt of devices, the department managed to move most equipment out to schools in an average of 96 hours or less upon receipt, the laptop set up has taken the longest as we have had to do more individual hands-on work to prepare these items for distribution and assignment.

As we move forward, we will be upgrading our ability of Communication Tools from the teacher to the District for outbound communications, permit applications that will allow parents the ability to apply additional home filtering to the school assigned device in addition to the existing home network filtering they have available. Our planning has also permitted our Teachers, an even greater ability to assist students digitally, and as well provide valuable reporting of time on task, grading integrations, and platform connectivity to expand our options for digital resources as compliant to the state requirements of 1612.

We still have much work to do, but these are enormous accomplishments by the Dover School District, the Technology Department, and Teaching and Learning. We have great things to continue to come and it is our intent to continue to support and continue to build a robust digital technologically integrated system of resources, devices, and workflows.

Teaching & Learning Update Prepared by Paula Glynn: The Teaching and Learning Department has been working with Ellen Hume-Howard to develop a Competency-Based Handbook which frames how Dover is approaching a CBE model. Included in the handbook are:

- Definitions of CBE terms,
- Our own competencies articulated,
- An explanation of why we're transitioning to this model,
- Implications for instruction, assessment, and grading scales/practices.

Currently we are developing a professional learning plan to help support teachers and the district in this transition. This plan is multi-faceted including developing a hub of resources for each level, creating video modules, and creating a CBE transition committee.

Substitute Teacher Update prepared by Evonne Kill-Kish:

- ✓ Substitutes that have been working currently 20-21 school year = **28** (*this includes the interns, long-term and regular substitutes and nurse*)
- ✓ **In our substitute system:**
 - Interns substitutes = **22**
 - Nurse substitutes = **13**
 - All active substitute in our system = **172** (*includes intern, LT, reg sub and nurse*)
 - Substitutes confirmed to work = **68** (*plus nurse and interns*)

Substitute trained the week of March 1st = 54 + 12

Plus, training on Friday March 5th = **12 (signed up at this point)**



DOVER SCHOOL DISTRICT

EMPOWERING ALL LEARNERS!

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- ✓ **Applications for substitutes:** *(People that have applied to work as a substitute)*
 - Current applications on Dover web site "*Substitute initial form*" = **41**
 - **19** people completed paperwork
- ✓ Current substitute applications on "*Schoolspring.com*" = **24** plus **29** Long Term applicants = 53
 - ALL SUBS = 172 (not all are taking position but are active)
 - DHS/CTC = 40
 - DMS = 38
 - GES = 23
 - HSS = 27
 - WPS = 44