



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #11
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, November 8, 2021**
Meeting Time: **7:00 p.m.**

A. CALL TO ORDER: Chairperson Amanda Russell called a meeting of the Dover School Board to order on Monday, November 8, 2021 at 7:00 p.m.

B. ROLL CALL: Present were Amanda Russell, Keith Holt, Kathy Morrison, Carolyn Mebert, Jessica Rozzo, Zachary Koehler and Rachel Burdin.

Also present were: Superintendent Bill Harbron, Business Administrator Michael Limanni, Assistant Superintendents Christine Boston and Paula Glynn, and District Administrators Christy Prosser, Peter Driscoll, Kim Lyndes, Beth Dunton, Patrick Boodey and Patty Driscoll.

C. PLEDGE OF ALLEGIANCE: Zachary Koehler led the Board in the Pledge of Allegiance.

D. AGENDA APPROVAL:

Zachary Koehler moved; Carolyn Mebert seconded to approve the agenda as presented.
An oral VOTE PASSED 7/0.

E. CITIZENS' FORUM:

Kathleen Cintavey, 5 Olive Meadow Road – In support of a tax capped budget.

Sally Staude, 21 Sierra Hill Drive – Discussed Critical Race Theory, and the District's work with Great Schools Partnership and NH Learning Initiative.

Carolyn Carr, 11 Lucy Lane – Requests information from the Board pertaining to staff to student ratio, an ethics hotline, and the timing of when agenda materials are posted.

Micaela Demeter, 33 A Piscataqua Road – Spoke on behalf of the most recent Equity Vision Keepers meeting led by Great Schools Partnership; providing the DREAM team, comprised of Dover students, addressed microaggressions experienced by students in Dover.

Michelle Clancy, 22 Parsons Lane – Spoke on behalf of the City's Ethics Commission and the positive work being accomplished.

Zack Foote, 27 Elm Street – Thanked the Board members for their duties and praised the work of retiring teacher BarBara Soris.

F. APPROVAL OF MINUTES:

- 1. Non-Public Meeting #7, October 4, 2021**
- 2. Regular Meeting # 10, October 4, 2021**

Carolyn Mebert moved; Zachary Koehler seconded approval of the minutes as presented. **An oral VOTE PASSED 7/0.**

G. CONSENT AGENDA



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1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Shea Cook / Social Studies Teacher / Dover Middle School / Resignation
 - b. Lesley Allen / Language Arts Teacher / Dover Middle School / Resignation
 - c. Robyn Hayes / Special Education Teacher / Dover Middle School / Resignation
 - d. Maria Rouillard / Administrative Assistant / Woodman Park School / Retirement
 - e. Vicki Cote / Administrative Assistant / Dover High School / Retirement
 - f. Melissa Stein / Science Teacher / Dover Middle School / Retirement
 - g. BarBara Soris / Teacher / Woodman Park School / Retirement
3. **Leaves of Absence:** None
4. **Job Shares:** None
5. **Nominations:**
 - a. DTU Nominations
 - b. DPA Nominations
6. **Extended Travel (Student Trips):** None
7. **Donations:** November Donations

Zachary Koehler moved; Carolyn Mebert seconded to approve the agenda as presented.
An oral VOTE PASSED 7/0.

H. STUDENT REPRESENTATIVE REPORT:

Mr. Driscoll provided the student representative will begin at the December Regular meeting.

I. POLICY-CHANGES-PROPOSALS:

1. DAF – Administration of Federal Grant Funds – First Reading (Revisions)
2. DSAF – Student and School Activities Fund Management – First Reading (New Policy)
3. ECAF – Audio & Video Surveillance on School Buses – First Reading (New Policy)
4. EEA – Student Transportation Services – First Reading (Revisions)
5. EEAA – Video and Audio Surveillance on School Property – First Reading (Revisions)
6. EEAB – Establishment of School Bus Routes – First Reading (Revisions)
7. EEAE – School Bus Safety Program – First Reading (Revisions)
8. EEAE-R – Safety Guidelines for Parents/Guardians of Students Using Buses – First Reading (New Policy)
9. EEAEA – Mandatory Drug & Alcohol Testing – School Bus Drivers and Contracted Carriers – First Reading – (Revisions)
10. EEAEA-R – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers – First Reading (New Policy)
11. EEAECA – School Transportation Policy – First Reading (Withdraw)
12. EEAG – Use of Private Vehicles to Transport Students – First Reading (Revisions)
13. FAA – Annual Facility Plan – First Reading (New Policy)
14. IHCD/LEB – Advanced Course Work/Advanced Placement Courses & Stem Dual & Concurrent Enrollment Program – First Reading (Revisions)
15. IK – Earning of High School Credit – First Reading (Revisions)
16. IKF – High School Graduation Requirements – First Reading (Revisions)



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17. IMBC – Alternative Credit Options – First Reading (Revisions)
18. JICC – Student Conduct on School Buses – First Reading (New Policy)
19. JICC-R – School Bus Conduct Rules – First Reading (New Policy)
20. KCDA – Memorials, Dedications and Recognitions (New Policy)
21. KCDA-R – Memorials, Dedications and Recognitions Procedure (New Policy)
22. Safe Messaging Guidelines-SPRC (Supporting documentation for policies KCDA and KCDA-R)

Zachary Koehler moved; Carolyn Mebert seconded to table the policies until the next regular meeting. **An oral VOTE PASSED 7/0**

J. POLICY ADOPTION:

1. BA – School Board By-Laws – Second Reading (Revisions)

Zachary Koehler moved; Carolyn Mebert seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

2. BEC – Non-Public Sessions – Second Reading (New Policy)

Zachary Koehler moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

3. BEDG – Meeting Minutes – Second Reading (Revisions)

Keith Holt moved; Jessica Rozzo seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

4. EBCA – Crisis Prevention & Emergency Response Plans – Second Reading (Revisions)

Zachary Koehler moved; Keith Holt seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

5. GBCD – Background Investigation and Criminal History Records Check – Second Reading (Revisions)

Keith Holt moved; Carolyn Mebert seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

6. IGE – Parental Objections to Specific Course Material – Second Reading (Revisions)

Zachary Koehler moved; Zachary Koehler seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

7. IGEA – Curriculum Guides and Course Outlines – Second Reading (Revisions)



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Keith Holt moved; Zachary Koehler seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

8. IHBG – Home Education Instruction & Access to Curricular and Co-Curricular Programs – Second Reading (Revisions)

Zachary Koehler moved; Keith Holt seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

9. JCA – Change of Class or School Assignment Best Interests and Manifest Hardship – Second Reading (New Policy)

Zachary Koehler moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

10. JEC – Change of School or Assignment-Manifest Educational Hardship – Second Reading (Withdrawal)

Zachary Koehler moved; Carolyn Mebert seconded to approve withdrawing the policy presented. **An oral VOTE PASSED 7/0**

11. JLCJA – Emergency Plan for Sports Related Injuries and Additional Protocols for Athletics Participation – Second Reading (New Policy)

Keith Holt moved; Carolyn Mebert seconded to approve the policy presented. **An oral VOTE PASSED 7/0**

K. RESOLUTIONS:

1. Establishment of the Kate Crowell Scholarship Fund

Keith Holt moved; Carolyn Mebert seconded to accept the resolution. **A roll call VOTE PASSED 7/0.**

L. OLD BUSINESS: None

M. NEW BUSINESS:

1. Food Services Update – Fresh Picks Café

Chris Faro, Vice President for Business Development, Fresh Picks Café addressed the recent concerns surrounding the quality of meals served within the District. He and the District Manager spot checked each kitchen facility after receiving the complaints; they found that short staffing and an drastic increase in the volume of meals served daily has caused some quality issues pertaining to meal portions and offerings.



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Mr. Faro provided staff will be trained in portion size and menu's and packaging have been adjusted to accommodate food being transported to classrooms. Fresh Picks has also contracted with a local vendor to provide pre-portioned fresh produce which will cut down on preparation time for the Fresh Picks Staff.

2. Review of COVID-19 Metric and Identify Level of Restrictions

Dr. Boston provided an update on COVID-19 data for the city, county and district.

3. COVID-19 Guidelines – Group Usage of School Facilities

Keith Holt moved; Zachary Koehler seconded to approve the guidelines presented. **An oral VOTE PASSED 7/0.**

4. COVID-19 Guidelines – Dover High School and Dover Middle School – Winter Athletics

Keith Holt moved; Zachary Koehler seconded to amend the original motion to approve the Guidelines presented with the removal of masks “on school grounds” under each school in the guidelines. **An oral VOTE PASSED 7/0.**

5. Quarantine Student Tutor Job Description

Carolyn Mebert moved; Zachary Koehler seconded to approve the job description presented. **An oral VOTE PASSED 7/0.**

6. Bid Award – Fiscal Year 2022 Snow Removal Services

Carolyn Mebert moved; Zachary Koehler seconded to award \$52,800 to North Atlantic Snow Services, LLC. **A roll call VOTE PASSED 7/0.**

7. Summer Learning Program Update

Dr. Harbron spoke of the Summer Learning Program report that was included in the agenda materials. When asked by Dr. Mebert if the program was funded in full by federal funds, he responded in the positive. Mr. Limanni provided the program will not be able to run to the same extent next summer due to the lack of federal funds. Dr. Harbron has begun conversations with the YMCA of Strafford County to provide the District with two proposals for next summer's program.

8. 2020-2021 Dover School District Annual Report

Dr. Harbron submitted the Dover School District 2020-2021 Annual Report to the Board.



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9. Condition of Accounts

Mr. Limanni discussed the condition of accounts. District principals provided an update on substitute shortages.

N. SUBMISSION AND PAYMENT OF BILLS:

Keith Holt moved, Zachary Koehler seconded to direct the Superintendent to pay Manifest 22-E in the amount of \$3,201,395.99 for FY22 for the period of October 5, 2021 through November 8, 2021, and the amount of \$591,263.13 for FY21 for the period of October 9, 2021 through November 8, 2021, totaling \$3,792,659.12. **A roll call VOTE PASSED 7/0.**

O. SUPERINTENDENT'S REPORT:

Dr. Harbron submitted his report to the Board.

P. COMMITTEE REPORTS:

Amanda Russell announced new paving on Bellamy has been completed and the old ticket booth at Dover High School has been removed.

Q. SCHOOL BOARD MATTERS OF INTEREST:

Keith Holt discussed the joint City Council/School Board meeting held Wednesday evening to discuss the homeless population. He noted there are many students in the District who are homeless.

Amanda Russell announced Green Wave Band received their five stars in all categories. She also announced the First Robotics team had their Battles of the Bay this past weekend and encourages people to attend the competitions.

Rachel Burdin announced the achievements of girls Cross Country winning the State Championships, and boys Cross Country athletes Tyler Sheedy and Jeremiah Payeur will be moving on to the New England Championships.

S. ADJOURNMENT:

Carolyn Mebert moved; Jessica Rozzo seconded adjourning the meeting at 8:40 PM.
An oral VOTE PASSED 7/0.