



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #12
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, December 13, 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, December 13, 2021 at 7:00 p.m.
- B. ROLL CALL:** Present were Amanda Russell, Keith Holt, Kathy Morrison, Carolyn Mebert, Jessica Rozzo, and Rachel Burdin. Zachary Koehler was excused.

Also present were: Superintendent Bill Harbron, Business Administrator Michael Limanni, Assistant Superintendents Christine Boston and Paula Glynn, District Administrators Christy Prosser, Peter Driscoll, Kim Lyndes, Patrick Boodey and Patty Driscoll, Instructional Coaches Jen Krans, Kiley Hemphill, Jackie Hansen and Deb Nary, and Student Representative Jack Gosselin.

- C. PLEDGE OF ALLEGIANCE:** Keith Holt led the Board in the Pledge of Allegiance.

D. AGENDA APPROVAL:

Keith Holt moved; Carolyn Mebert seconded to approve the agenda as presented. **An oral VOTE PASSED 6/0.**

E. CITIZENS' FORUM:

Kathleen Cintavey, 5 Olive Meadow Road – Discussed a 2019 survey of adults across the country regarding the history of the United States.

Sally Staude, 21 Sierra Hill Drive - Discussed the Districts relationship with Great Schools Partnership and New Hampshire Learning Initiative.

Bob Carrier, 22 Hill Street – Recognized the departing School Board members.

Micaela Demeter, 33A Piscataqua Road – Recognized the departing School Board members.

Amy Stocker, 6 Sullivan Drive – Recognized the work of the School Board members. Requests students interested in the Arts be provided the same opportunities and recognition the Athletics students do.

Jill Brooks, 60 Cushing Street – Recognized the departing School Board members.

F. APPROVAL OF MINUTES:

1. Regular Meeting #11, November 8, 2021

Keith Holt moved; Rachel Burdin seconded approval of the minutes as presented. **An oral VOTE PASSED 6/0.**



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G. CONSENT AGENDA:

- 1. Correspondence:** None
- 2. Resignations/Retirements:** None
- 3. Leaves of Absence:** None
- 4. Job Shares:** None
- 5. Nominations:**
 - a. DTU Nominations
 - b. DPA Nominations
 - c. DEOP Nomination
 - d. Winter Coaching Nominations
- 6. Extended Travel (Student Trips):** None
- 7. Donations:** December Donations

Keith Holt moved; Rachel Burdin seconded to approve the agenda as presented. **An oral VOTE PASSED 6/0.**

H. STUDENT REPRESENTATIVE REPORT:

Student representative Jack Gosselin, senior at Dover High School introduced himself to the Board. When asked what students are most excited about, he responded “they are happy to have returned to school and engage in activities they enjoy.” He provided students have begun planning for the 2022 graduation ceremonies as well and last years prom that was unable to take place.

I. POLICY-CHANGES-PROPOSALS: None

J. POLICY ADOPTION:

1. DAF – Administration of Federal Grant Funds (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

2. DSAF – Student and School Activities Fund Management (New Policy)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

3. ECAF – Audio & Video Surveillance on School Buses (New Policy)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**



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4. EEA – Student Transportation Services (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

5. EEAA – Video and Audio Surveillance on School Property (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

6. EEAB – Establishment of School Bus Routes (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

7. EEAE – School Bus Safety Program (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

8. EEAE-R – Safety Guidelines for Parents/Guardians of Students Using Buses (New Policy)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

9. EEAEA – Mandatory Drug & Alcohol Testing – School Bus Drivers and Contracted Carriers (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

10. EEAEA-R – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers (New Policy)

Dr. Burdin inquired to what the missing word was at the end of the following sentence on page to, to which Mr. Limanni responded that the word is “drugs”.

The number of random tests annually based upon the average number of driver positions must equal the greater of the respective rates determined annually by the United States Department of Transportation, or 15% for alcohol and 50% for.

Keith Holt moved; Rachel Burdin seconded to amend the original motion to table the policy presented to approve the policy presented with the addition of the word “drugs”.
An oral VOTE PASSED 6/0



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11. EEAEC – School Transportation Policy (Withdraw)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

12. EEAG – Use of Private Vehicles to Transport Students (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

13. FAA – Annual Facility Plan (New Policy)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

14. GCG – Part-Time and Substitute Professional Staff Employment (Substitute Teacher) First and Second Reading (Revisions)

Dr. Harbron requests the Board approve the presented policy as a first and second reading to begin the incentives January 1, 2022.

Dr. Mebert requests the policy be revisited in one-year for verification the incentives have been beneficial.

Keith Holt moved; Rachel Burdin seconded to wave the first reading and approve the policy presented. **A roll call VOTE PASSED 6/0**

Amanda Russell – Aye
Keith Holt – Aye
Kathy Morrison – Aye
Rachel Burdin – Aye
Carolyn Mebert – Aye
Zachary Koehler – Excused
Jessica Rozzo – Aye

15. IHCD/LEB – Advanced Course Work/Advanced Placement Courses & Stem Dual & Concurrent Enrollment Program (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

16. IK – Earning of High School Credit (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**



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17. IKF – High School Graduation Requirements (Revisions)

Dr. Mebert questions the difference of the required competencies and required subjects and credits, to which Dr. Harbron responded with the recommendation the policy be tabled until the next regular meeting for clarification of the requirements.

Keith Holt moved; Rachel Burdin seconded to amend the original motion and approve to table the policy presented. **An oral VOTE PASSED 6/0**

18. IMBC – Alternative Credit Options (Revisions)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

19. JICC – Student Conduct on School Buses (New Policy)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

20. JICC-R – School Bus Conduct Rules (New Policy)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

21. KCDA – Memorials, Dedications and Recognitions (New Policy)

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

22. KCDA-R – Memorials, Dedications and Recognitions Procedure (New Policy)

Dr. Boston explained the reasoning of this policy, providing the policy focuses on three key elements - to treat all deaths similarly regardless of cause, to reduce suicide contagion, and to ensure the District's actions are in consultation with families, students, and outside resources.

Keith Holt moved; Rachel Burdin seconded to approve the policy presented. **An oral VOTE PASSED 6/0**

23. Safe Messaging Guidelines-SPRC (Supporting documentation for policies KCDA and KCDA-R)

This document was included only as supporting information for policies KCDA and KCDA-R. No approval is needed.



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K. RESOLUTIONS:

1. Establishment of the Beverly O'Brien Scholarship Fund

Keith Holt moved; Rachel Burdin seconded to accept the resolution presented. **A roll call VOTE PASSED 6/0.**

Amanda Russell – Aye
Keith Holt – Aye
Kathy Morrison – Aye
Rachel Burdin – Aye
Carolyn Mebert – Aye
Zachary Koehler – Excused
Jessica Rozzo – Aye

L. OLD BUSINESS: None

M. NEW BUSINESS:

1. Dover High School and Career Technical Center Program of Studies Change Requests – 2022-2023

Mr. Driscoll requested the Board approve the Program of Studies Change Requests for Dover High School and Career Technical Center.

Keith Holt moved; Rachel Burdin seconded to approve the Program of Studies Change Requests for 2022-2023. **An oral VOTE PASSED 6/0**

2. District Initiatives

a. Implementation of the New Math Curriculum

Paula Glynn introduced Instructional Coaches Jen Krans and Kiley Hemphill to discuss the K-8 math adoption and the 3-year plan.

b. Implementation of the K-4 Literacy Initiative

Paula Glynn introduced Instructional Coaches Jackie Hansen and Deb Nary to discuss the K-4 Literacy program.

c. Dover High School D.R.E.A.M. Team

Dr. Harbron introduced members of the D.R.E.A.M. Team (Diversity Respect Educate Advocate Mission). Members discussed their mission and goals of the Team. They explained the creation of the team began as a way to provide a safe space for



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students of different ethnicities and color to reflect how their identities intersect with the world around them.

d. Collaboration with Great Schools Partnership

Dr. Harbron introduced Ted Hall and Moses Nunez, Senior Associates with Great Schools Partnership. The two discussed their work with the District, providing they focus on coaching administration, staff and students to improve school culture and to allow for all students to have an equitable education.

In response to the statement made during Citizen's Forum accusing the District, along with Mr. Hall and Mr. Nunez of teaching Critical Race Theory (CRT), Mr. Hall responded in the negative. He provided that CRT is a theory taught typically in law schools.

3. Dover School District SAU 11 Academic Calendar – 2022-2023 Draft

Dr. Harbron requests the Board adopt the proposed 2022-2023 Academic Calendar, providing multiple meetings were held with area superintendents to align vacations. Dr. Harbron included the importance of being in alignment with Rochester and Somersworth district's due to the Regional Career Technical Center program.

Keith Holt moved; Rachel Burdin seconded to approve the calendar presented. **An oral VOTE PASSED 6/0.**

4. Approval of Tuition Rates

Ms. Russell provided the tuition rates are based on the calculations outlined in the individual contracts.

a. Barrington School District

Keith Holt moved; Rachel Burdin seconded to approve the Barrington Tuition Rates. **An oral VOTE PASSED 6/0.**

b. Nottingham School District

Keith Holt moved; Rachel Burdin seconded to approve the Nottingham Tuition Rates. **An oral VOTE PASSED 6/0.**

c. Other NH Districts and CTC

Keith Holt moved; Rachel Burdin seconded to approve the Other NH Districts and CTC Tuition Rates. **An oral VOTE PASSED 6/0.**



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5. Nottingham Tuition Contract Extension Request – Fiscal Year 2023

Ms. Russell provided Nottingham's District, SAU 44 is currently a two-town district and will most likely become a one-town district next year, stating she "feels it will be in the best interest of both districts at this time to agree to the extension."

Keith Holt moved; Rachel Burdin seconded to approve the one-year contract extension for Nottingham School District. **A roll call VOTE PASSED 6/0.**

Amanda Russell – Aye
Keith Holt – Aye
Kathy Morrison – Aye
Rachel Burdin – Aye
Carolyn Mebert – Aye
Zachary Koehler – Excused
Jessica Rozzo – Aye

6. Joint City/School Labor Negotiation Services

Dr. Mebert expressed concern over School Board members not being present at the negotiations table if a joint negotiator is hired; as well as the legalities of possibly not aligning with current policies. City Attorney Joshua Wyatt addressed the Board providing the City of Dover passed a resolution contingent upon the District's decision.

Mr. Limanni provided Board members will continue to have final approval and can still sit at the negotiations table if they wish.

Keith Holt moved; Rachel Burdin seconded to approve the joint City/School Labor Negotiation Services. **A roll call VOTE PASSED 5/1.**

Amanda Russell – Aye
Keith Holt – Aye
Kathy Morrison – Aye
Rachel Burdin – Aye
Carolyn Mebert – Naye
Zachary Koehler – Excused
Jessica Rozzo – Aye

7. Transportation Contract Extension

Keith Holt moved; Rachel Burdin seconded to approve the Transportation Contract Extension. **A roll call VOTE PASSED 6/0.**

Amanda Russell – Aye



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Kathy Morrison – Aye
Rachel Burdin – Aye
Carolyn Mebert – Aye
Zachary Koehler – Excused
Jessica Rozzo – Aye

8. 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.

9. 2021-2022 Dover School District Entry Plan

Dr. Harbron informed the Board the NH Department of Education is requiring districts to present their re-entry plan to their Boards and the public for feedback every six-months for approval.

Dr. Burdin requested the District include the NH DHHS metric criteria in the entry plan. Dr. Boston responded with what the criteria is to be included:

A region has a **Substantial level** of community transmission if either new cases over the last 14 days per 100k population >100 or the test positivity rate over the last 7 days is >10%.

A region has a **Moderate level** of community transmission if new cases over the last 14 days per 100k population is < 100, the test positivity rate over the last 7 days is <10%, and either new cases over the last 14 days per 100k population is >50 or the test positivity rate over the last 7 days is >5%.

A region has a **Minimal level** of community transmission if both new cases over the last 14 days per 100k population is < 50 and the test positivity rate over the last 7 days is <5%.

Keith Holt moved; Rachel Burdin seconded to amend his original motion to approve the 2021-2022 Entry Plan to include Dr. Boston's NH DHHS metric criteria information. **An oral VOTE PASSED 6/0.**

10. Condition of Accounts

Mr. Limanni discussed the condition of accounts.

N. SUBMISSION AND PAYMENT OF BILLS:



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Keith Holt moved, Zachary Koehler seconded to direct the Superintendent to pay Manifest 22-F in the amount of \$3,590,634.00 for FY22 for the period of November 9, 2021 through December 13, 2021, and the amount of \$171,708.80 for FY21 for the period of November 9, 2021 through December 13, 2021, and the amount of \$3,649.07 for FY20 for the period of November 9, 2021 through December 13, 2021 totaling \$3,765,991.87. **A roll call VOTE PASSED 6/0.**

Amanda Russell – Aye
Keith Holt – Aye
Kathy Morrison – Aye
Rachel Burdin – Aye
Carolyn Mebert – Aye
Zachary Koehler – Excused
Jessica Rozzo – Aye

O. SUPERINTENDENT’S REPORT:

Dr. Harbron submitted his report to the Board.

P. COMMITTEE REPORTS:

Ms. Russell read the synopsis of the evaluation of the Superintendent.

Q. SCHOOL BOARD MATTERS OF INTEREST:

Dr. Harbron recognized the departing Board Members service to the District.

Keith Holt thanked the District’s administrative team and teachers for the work being done for the families and students in Dover.

Rachel Burdin thanked the board members for supporting each other and working towards the same goal of keeping the students and staff healthy throughout the pandemic.

Amanda Russell thanked the board members, city councilors and mayors she has worked with throughout her ten years of service, as well as the educators and administrators.

S. ADJOURNMENT:

Carolyn Mebert moved; Rachel Burdin seconded adjourning the meeting at 9:41 PM.
An oral VOTE PASSED 6/0.