



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #8
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, August 8, 2022**
Meeting Time: **7:00 p.m.**

A. CALL TO ORDER: Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, August 8, 2022, at 7:03 p.m.

B. ROLL CALL: Present were Carolyn Mebert, Jessica Rozzo, Kathy Morrison, Robin Trefethen and Michelle Clancy. Micaela Demeter and Maggie Fogarty were excused.

Also present were Superintendent Bill Harbron, Business Administrator Michael Limanni, and District Administrators Kim Lyndes, Patrick Boodey and Siobhan Mehalek.

C. PLEDGE OF ALLEGIANCE: Robin Trefethen led the Board in the Pledge of Allegiance.

D. AGENDA APPROVAL:

Michelle Clancy moved; Jessica Rozzo seconded to approve the agenda as presented. **An oral VOTE PASSED 5/0**

E. CITIZENS' FORUM:

Lesley Hocking, 5 Swain Court, Farmington – Dover School District teacher requests to suspend the rules to allow her to speak as a non-resident – In support of the DTU's proposed contract.

Michelle Clancy moved; Robin Trefethen seconded to approve the non-resident to speak. **An oral VOTE PASSED 5/0.**

Ben Schwartz, 14 Lisabeth Circle – In support of the DTU's proposed contract.

Stephanie Levine – Sophia Way, Nottingham – In support of the DTU's proposed contract.

Monique Foote – Elm Street – Read a letter from an educator in Dover who is in support of the DTU's proposed contract.

Amanda Russell – 20 Cranbrook Lane – In support of the School Board's proposed contract.

F. APPROVAL OF MINUTES:

1. Regular Meeting #7, July 11, 2022

Michelle Clancy moved; Jessica Rozzo seconded approval of the minutes as presented. **An oral VOTE PASSED 5/0.**

G. CONSENT AGENDA:

1. **Correspondence:** None

2. **Resignations/Retirements:**

- a. Abby Avery – Grade 1 Teacher – Woodman Park School - Resignation
- b. Amberle Bennett – Social Worker – Dover Middle School - Resignation
- c. Greg Brown – Dean of Students – Woodman Park School – Resignation
- d. Samuel Little – English Teacher – Dover High School - Resignation
- e. Tereza Monteiro – ESOL Teacher – Dover Middle School - Resignation
- f. Ashley Mowatt – Grade 5 Teacher – Dover Middle School – Resignation



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- g. Deborah Quintanar – Paraeducator – Dover Middle School - Retirement
- h. Sara Rodriguez – Nurse – Dover High School - Resignation
- i. Sarah Tourigny – Chorus Instructor – Dover Middle School - Resignation
- j. Dawn Wallace – Special Education Teacher – Dover Middle School – Resignation
- 3. **Leaves of Absence:** None
- 4. **Job Shares:** None
- 5. **Nominations:**
 - a. DAA Nominations
 - b. DTU Nominations
 - c. DPA Nomination
- 6. **Extended Travel (Student Trips):**
 - a. Dover High School Marching Band – Camp Huckins, Freedom NH – August 27-29, 2022
- 7. **Donations:** (See Public Hearing Notice)

Michelle Clancy moved; Robin Trefethen seconded to approve the Consent Agenda to include the additional nominations. **An oral VOTE PASSED 5/0.**

H. STUDENT REPRESENTATIVE REPORT: None

I. POLICY-CHANGES-PROPOSALS:

- 1. BIE – Board Member Indemnification – First Reading
- 2. EBBB – Accident Reports – First Reading
- 3. GBCD – Background Investigation and Criminal History Records Check – First Reading
- 4. GBCD-R – Technical Advisory (concerning “School Employee Background Investigations Including a Criminal History Records Check”) – **Withdraw** - First Reading
- 5. GBEAB – Mandatory Code of Conduct Reporting – All Employees – First Reading
- 6. GBEB – Staff Conduct – First Reading
- 7. GCAA – Highly Qualified Teachers – **Withdraw** – First Reading
- 8. JFA – Residency – First Reading
- 9. JFABD – Admission of Homeless Students – First Reading
- 10. JLCD-R – Procedures for Administering Medication to Students – First Reading
- 11. JLCD-F1 – Medication Administration Authorization Form – First Reading
- 12. JLCD-F2 – Epi-Pen Medication Administration Form (Self-Administered) – First Reading
- 13. JLCD-F3 – Inhaled Medication Administration Form (Self-Administered) – First Reading

Michelle Clancy moved; Robin Trefethen seconded to table the policies presented until the next regular meeting. **An oral VOTE PASSED 5/0.**

J. POLICY ADOPTION:

- 1. EBBC – Emergency Care and First Aid – **First & Second Reading**
- 2. JLCD – Administering Medication to Students – **First & Second Reading**

Michelle Clancy moved; Robin Trefethen seconded to approve the policies presented as a first and second reading. **An oral VOTE PASSED 5/0.**

K. RESOLUTIONS: None

L. OLD BUSINESS: None



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M. NEW BUSINESS:

1. Public Hearing – The Crowell Family Scholarship for the Trades

No public comment.

Michelle Clancy moved; Maggie Fogarty seconded to approve the donation for the creation of the The Crowell Family Scholarship for the Trades. **A roll call VOTE PASSED 5/0**

Carolyn Mebert - Aye
Jessica Rozzo - Aye
Kathy Morrison - Aye
Maggie Fogarty - Excused
Robin Trefethen - Aye
Micaela Demeter - Excused
Michelle Clancy - Aye

2. Memorandum of Understanding – Dover School District and YMCA of Strafford County

Dr. Harbron requests the Board approve the Memorandum of Understanding.

Michelle Clancy moved; Robin Trefethen seconded to approve the Memorandum of Understanding presented. **An oral VOTE PASSED 5/0**

3. 2022-2023 Student Handbook Revisions

- a. Dover High School Student Handbook
- b. Dover Middle School Student Handbook

Principal Kim Lyndes and Co-CIA Director Siobhan Mehalek discussed middle school report cards in regard to competency-based education.

Michelle Clancy moved; Robin Trefethen seconded to approve the revisions to the Dover High School and Dover Middle School Student Handbooks. **An oral VOTE PASSED 5/0**

4. Capital Improvement Project Requests

Mr. Limanni reviewed details of the Capital Improvement Projects requested. He made note of an error on the report and provided there are no debt service projects.

Jessica Rozzo moved; Robin Trefethen seconded to approve the Capital Improvement Project requests. **A roll call VOTE PASSED 5/0**

Carolyn Mebert - Aye
Jessica Rozzo - Aye
Kathy Morrison - Aye
Maggie Fogarty - Excused
Robin Trefethen - Aye
Micaela Demeter - Excused
Michelle Clancy - Aye



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5. Condition of Accounts

Mr. Limanni discussed the condition of accounts. He provided there will be an update next month due to payroll not being fully encumbered.

Dr. Harbron updated the Board on the vacancies that remain within the district.

N. SUBMISSION AND PAYMENT OF BILLS:

Michelle Clancy moved, Robin Trefethen seconded to direct the Superintendent to pay Manifest 23-B in the amount of \$3,230,314.70 for FY23 for the period of July 12, 2022, through August 8, 2022, and the amount of \$667,197.17 for FY22 for the period of July 12, 2022, through August 8, 2022, for Fiscal Year End June 30, 2022, totaling \$3,897,511.87. **A roll call VOTE PASSED 5/0**

Carolyn Mebert - Aye
Jessica Rozzo - Aye
Kathy Morrison - Aye
Maggie Fogarty - Excused
Robin Trefethen - Aye
Micaela Demeter - Excused
Michelle Clancy - Aye

O. SUPERINTENDENT'S REPORT:

Dr. Harbron submitted his report to the Board. He noted ESSER III funds mandate districts have a Re-Entry Plan. He provided the district is working on the Protocols Applied to Pandemic Education (PAPE) and a Re-Entry Plan.

Also noted, was the importance of understanding the District is limited to what can be in place, as the state does not allow mandating of certain protocols such as masking and closing of schools at this time.

P. COMMITTEE REPORTS: None

Q. SCHOOL BOARD MATTERS OF INTEREST:

Robin Trefethen thanked everyone who spoke during Citizen's Forum and acknowledged the emails that she has received.

R. ADJOURNMENT:

Michelle Clancy moved; Robin Trefethen seconded adjourning the meeting at 8:07 PM.
An oral VOTE PASSED 5/0.