



DOVER SCHOOL BOARD – AGENDA

Meeting Type: Special Meeting Session
Meeting Location: McConnell Center, Room 306
Meeting Date: Monday, June 26, 2023
Meeting Time: 6:00 p.m.

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. CITIZENS' FORUM** *(Limited to agenda items only)*
- E. RESIGNATIONS**
 - a. Joslyn Bratsman – Paraprofessional – Frances G. Hopkins School at Horne Street
 - b. Lisa Burns – Special Education Case Manager – Dover Middle School
 - c. Matt Endrizzi – Science Teacher – Dover High School
 - d. Caitlin Fogg – Guidance Counselor – Dover Middle School
 - e. Allyson Izard – English Teacher – Dover High School
 - f. Mihaela Laroche – World Languages Teacher – Dover Middle School
 - g. Amanda Palkovic – Paraprofessional – Woodman Park School
 - h. Jennifer Rella – Paraprofessional – Dover High School
- F. NOMINATIONS**
 - a. 2023-2024 DAA Nomination
 - b. 2023-2024 DTU Nominations
 - c. 2023-2024 DALC Nomination
 - d. 2023-2024 Annual DALC Re-Nominations
- G. PRELIMINARY EXTENDED TRAVEL REQUEST**
 - a. Dover High School Career Technical Center -
National FFA Convention Fieldtrip to Indianapolis, Indiana: October 31 - November 4, 2023
- H. SCHOOL BOARD MATTERS OF INTEREST**
- I. 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.

From: Joslyn Bratsman <J.Bratsman@dover.k12.nh.us>
Sent: Monday, June 19, 2023 11:00 AM
To: Brittany Granfield <b.granfield@dover.k12.nh.us>
Subject: Resignation Notice :(

Brittany,

This is my official notice that I am resigning from my para position for next school year due to the baby coming in August. I'm hoping to sub occasionally in a few months so I will hopefully see everyone then! Thank you!

Joslyn Bratsman
Paraprofessional
FGH Elementary at Horne Street

June 13, 2023

Dover Middle School

16 Daley Drive

Dover, NH 03820

Dear Superintendent Harbron,

This letter represents my official notice of resignation from my position as Special Educator/Case Manager with the Dover School District at the end of my contract for the 2022-2023 school year. I have accepted another position in a district closer to my home.

It has been an honor to teach alongside the educators at Dover Middle School and I will always appreciate the experience, knowledge, and friendships I gained during my time here.

Sincerely,

Lisa M. Burns



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



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

25 ALUMNI DRIVE
DOVER, NEW HAMPSHIRE 03820-4365
(603) 516-6900 Fax (603) 516-6726

KORI KENNEDY
Director of Career Technical Education
k.kennedy@dover.k12.nh.us

ROBIN LYNDES
Dean of Bellamy Academy
r.lyndes@dover.k12.nh.us

LINDA MADDEN
Dean of Student Services
l.madden@dover.k12.nh.us

VALERIE WEST
Dean of Instruction
v.west@dover.k12.nh.us

KIMBERLY STEPHENS
Dean of Students
k.stephens@dover.k12.nh.us

THOMAS WALDRON
Dean of Students
t.waldron@dover.k12.nh.us

June 19, 2023

Dear Dover School District,

This letter is to inform you that I will not be returning to Dover High School for the 2023-2024 school year. Thank you for the opportunity to serve the youth of our surrounding area, and I look forward to opportunities to assist others in their educational journey outside of the pathways that are currently available.

Sincerely,

Matt Endrizzi
Science Teacher
Dover High School

Caitlin Fogg, M.Ed.

June 16th, 2023

Dear Meredith and Kim,

Please accept this letter as my formal resignation from my position as School Counselor at Dover Middle School, effective as of the end of the current contract of June 30, 2023. I must rescind my contract for the 2023-2024 school year.

I appreciate the opportunities and growth Dover Middle School has afforded me. Thank you for your support and guidance. I was beyond happy and proud to be one of the first advisors of the Social Justice Club at DMS. I loved working as a team both in 5th grade and 6th grade.

Please let me know how I can be of assistance during the transition period. I will be leaving comprehensive notes for the incoming counselor. I am happy to support whatever transition pieces you deem appropriate. I am sad to leave my students, however I know that they are resilient and will bounce back.

Sincerely,

A handwritten signature in cursive script that reads "Caitlin Fogg". The signature is written in dark ink and is positioned above the printed name and title.

Caitlin Fogg
DMS School Counselor

To: Dover School District

Attn: Superintendent Harbron and Assistant Superintendent Boston

June 20, 2023

Please accept this letter of resignation effective June 20, 2023.
Thank you for the opportunity to serve the district.

Allyson D. Izard
June 20, 2023

From: Mihaela Laroche <M.Laroche@dover.k12.nh.us>

Sent: Friday, June 23, 2023 12:36 PM

To: Kimberly Hamel <k.hamel@dover.k12.nh.us>

Cc: Lindsay Dube <l.dube@dover.k12.nh.us>

Subject: Letter of resignation

This is to communicate that I will not be returning as SAU 11 world languages teacher for the upcoming 2023-2024 school year.

Thank you for making the necessary administrative adjustments.

I hope you can recruit a WL teacher for the job. SAU 11 kids are so 'worldly'!

Mihaela LaRoche

Dear Dr. Harbron,

I am writing to inform you that I will be resigning from my position of Special Education paraprofessional at Woodman Park School. I want to thank the staff and administration at WPS for an incredible 5 years as a para; Woodman Park School is an incredible place to work and learn. I hope moving forward that the district will work with the Para Union to provide safety protections for paras, as this was a big contributing factor in my decision to leave the district.

Thank you for the opportunity to be employed by the district, I wish you all well in the future.

Best,

Amanda Palkovic

From: Jennifer Rella <jennyrella@outlook.com>
Sent: Thursday, June 22, 2023 12:26 PM
To: Linda Madden <l.madden@dover.k12.nh.us>
Subject: Resignation Letter

Linda,

It is with a heavy heart that I am resigning my position as paraeducator at Dover High School. This is a decision that is based solely on financial reasons and in no way reflects on the relationship with the team, coworkers, teachers, students, and staff at Dover High. I will miss you all.

Best regards,

Jennifer Rella



DOVER SCHOOL DISTRICT SAU 11

McConnell Center | 61 Locust Street, Suite 409 | Dover, NH 03820-4132
Phone: 603-516-6800 | Fax: 603-516-6809

Empowering all Learners

To: Dover School Board
From: William R. Harbron, Superintendent
Date: June 26, 2023
Re: Dover Middle School Dean of Students

I am writing to enthusiastically nominate Ashley Mowatt for the position of Dean of Students at Dover Middle School. With her exceptional educational background, extensive experience in various educational roles, and her proven ability to foster a positive school culture and climate, Ashley is an ideal candidate for this important leadership position.

Ashley's educational journey began at Thomas College, where she pursued a Bachelor of Education degree with a major in elementary education. Building upon her strong foundation, she furthered her studies at the University of New England, obtaining a Master of Education degree with a major in literacy. Ashley pursued higher education and earned her Certificate of Advanced Graduate Studies in Administration from Southern New Hampshire University.

Ashley has served as an assistant principal in Rochester, New Hampshire, and has made significant contributions to Dover Middle School as both an instructional coach and Dean of Students during an administrator's maternity leave, showcasing her dedication to the school community.

Ashley has the necessary educational background, diverse experience, and dedication to continuous improvement to make her an exceptional candidate for this position. Her passion for student success will undoubtedly contribute to the ongoing growth and success of Dover Middle School. I recommend her for the position of Dean of Students at Dover Middle School with a salary of \$100,619.95.

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

TO: **DOVER SCHOOL BOARD**

DATE: June 26, 2023

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 2023-2024 school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY	TRACK
Adams, Cara	Special Education Teacher	Dover Middle School	Nicole Montanez	\$68,900	MA, Step 13
Gaddy, Elizabeth	Grade 5 Teacher	Dover Middle School	Matt Allen – to Grade 7	\$45,326	MA, Step 1
Benson, Hannah	Social Studies Teacher	Dover High School	New	\$45,326	MA, Step 1
Bigelow, Gail	Physical Education Teacher	Frances G. Hopkins School at Horne Street	Kristen Cimino	\$46,921	MA, Step 2
Rockwell, Deb	Teacher	Dover Middle School	RIF Recall		
Russell, Jordan	Music Teacher	Dover Middle School	Jeff Leaf	\$50,228	BA, Step 6

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

TO: **DOVER SCHOOL BOARD**

DATE: June 26, 2023

MEMORANDUM: Nomination and Election of Dover Adult Learning Professionals
Engaged in Teaching and Educators

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 2023-2024
school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY	TRACK
Thomas, Brie	Childcare Coordinator	Dover Adult Learning Center	Margaret Salome	\$19/hr.	

OFFICE OF THE SUPERINTENDENT

DOVER PUBLIC SCHOOLS

DOVER, NEW HAMPSHIRE

TO: DOVER SCHOOL BOARD

DATE: June 26, 2023

MEMORANDUM: Re-nomination of Professionals Engaged in Teaching and Educators

I hereby nominate the following persons for the designated positions for the 2023-2024 school year. The School Board authorizes the Superintendent of Schools to execute these contracts.

Dover Adult Learning Center

Pam Shaw, Counselor and Student Services Coordinator

Tracey Donaldson, Counselor and Outreach Coordinator

Bridget Barker, Volunteer Tutor Coordinator

Lien Harris, Teacher and ESL Coordinator

Betsy Kimball, Teacher

Mark MacLaughlin, Teacher

Minette Induisi, Teacher

Liliana O'Connell, Teacher

**Extended Travel Documentation for School Board,
for the National FFA Convention Fieldtrip, Indianapolis, Indiana, Oct. 31st-Nov. 4th 2023**

1. Statements of the educational value of the proposed extended travel and the relationship to current program or course offerings.

The purpose of this trip is for students to compete at the National FFA Convention in the areas of Agriscience Fair, Floral Design, and Poultry Evaluation. Students became eligible at the NH State Level this past year through competitions at the UNH Spring Interscholastics and the State FFA Convention. They learned how to show and judge through in class lessons and practice with the Dover High School's barn animals. The value is in the preparation and the experience of competing at a national event. Meeting people from all of the other states and seeing how different locations evaluate animals in different ways. Students will also get to observe the FFA career show and see the national convention session and their guest speakers. If time allows students will also participate in leadership workshops.

2. If a travel agency is utilized, evidence of a performance bond or other security for deposits from the agency is required.

None.

3. Inclusive dates of trip.

October 31st through November 4th 2023

4. General itinerary.

Oct. 31st- Travel and Hotel Check in

Nov. 1th- Team Photos

Agriscience Fair Display Set Up and Orientation

Floral Design and Poultry Judging Team Orientation and Event

First General Session

Oct 2nd-

Poultry Judging Team Event and Review

Floral Design Team Event

Agriscience Fair Judging

FFA Convention Career Show

Oct 3rd-

Awards Banquet Breakfast and Team Review

Career Expo and Workshops

Oct. 4th-

Conclusion of Convention- 9th General Session
Travel Home

5. Cost per student.(current estimate)

Hotel-\$300 per person 2-4 in a room.

Flights- \$300-600 per person

Registration- \$90

Approximate Total= \$990 (suggesting families to plan for \$1200)

6. Statement of academic eligibility or other limiting rules of participation established by the trip director.

Students need to have been on the State Qualifying team in order to participate and be eligible to attend.

7. Permission forms to be reviewed with and signed by parents.

To be completed.

8. Statement of source and nature of insurance coverage.

Completed and turned in once permission is granted.

9. Decision and opinion of the Principal and Superintendent.

The administrations supports the trip of the FFA students attending the National FFA Convention. This is excellent opportunity for the FFA students.

10. Release from duty of any staff member by the Superintendent.

The teachers will be released to supervise and support the students during their travel and attendance to the National FFA Convention.

11. Financial benefit to trip leader and chaperones must be disclosed (e.g.: plane fare, accommodations, future awards or credits for travel, bonus points, cash or gift awards, etc.)

Perkins funds have been set aside to cover the trip for two chaperones.

12. Cost to the District.

No costs to the school district. Funds will be obtained through fundraising and perkins grant.

Requests for final approval submitted to the School Board shall include:

1. Names and addresses of all students and chaperones. (Note: All chaperones must complete a criminal background check, at District expense, at least one month prior to departure.)

This will be completed.

2. The only adults allowed to travel with the students will be those assigned as chaperones.

Chaperones: Katherine Green and Carrie Hough

3. Adult/Student ratio.

1 Adult to 4/5 Students.

4. Confirmation permission forms, student code of conduct contract which will include Standards for Behavior, and telephone contact notification submitted to the principal.

Submitted by June 10th 2023.