



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #6
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, June 12, 2023**
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, June 12, 2023, at 7:03 p.m.
- B. ROLL CALL:** Present were Carolyn Mebert, Jessica Rozzo, Kathy Morrison, Maggie Fogarty, Robin Trefethen, Micaela Demeter, and Michelle Clancy.

Also present were Superintendent Bill Harbron, Assistant Superintendent Christine Boston, Business Administrator Michael Limanni, District Administrators Abby Small, Kiley Hemphill, Siobhan Mehalek, Jen Krans, Travis Bickford, Peter Driscoll, Kim Lyndes, Patrick Boodey, Patty Driscoll, Kori Kennedy, and Deanna Strand.

- C. PLEDGE OF ALLEGIANCE:** Kathy Morrison led the Board in the Pledge of Allegiance.
- D. AGENDA APPROVAL:**

Maggie Fogarty moved; Micaela Demeter seconded to approve the amended agenda to include a New Business item for a retirement recognition. **An oral VOTE PASSED 7/0.**

Dr. Mebert recognized Student Representative Griffin Sawyer for his work with the Board and congratulated him on his recent graduation from Dover High School.

- E. CITIZENS' FORUM:**

Citizen's Forum 7:04 – 7:17 p.m.

Sally Staude, Sierra Hill Drive – Spoke against a City Council Resolution to be presented at their meeting this week regarding book bans. She also spoke against books containing sexual content to be in the schools' libraries.

Steffany Gallant, Hough Street – Praised the work of retiring music teacher Jeffrey Leaf.

Non-resident Lisa Dillingham, President of Dover Teachers' Union requested permission to speak.

Michelle Clancy moved; Micaela Demeter seconded to allow Lisa Dillingham to speak. **An oral VOTE PASSED 7/0.**

Lisa Dillingham spoke regarding the number of resignations listed on the evening's agenda. She spoke in support of the Paraeducator's Union as well as the Equity Policy that is included in the agenda.

Whitney Carrier, 61 Toftree Lane – Spoke in support of the Equity Policy that is included in the agenda.

The Board tabled Citizen's Forum to follow School Board Matters of Interest.

- F. APPROVAL OF MINUTES:**

1. Workshop, May 8, 2023
2. Regular Meeting #5, May 8, 2023



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #6
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, June 12, 2023**
Meeting Time: **7:00 p.m.**

3. Nonpublic Meeting, May 18, 2023
4. Joint School Board Meeting (Dover/Barrington/Nottingham), May 22, 2023

Michelle Clancy moved; Micaela Demeter seconded approval of the minutes as presented. **An oral VOTE PASSED 7/0.**

G. CONSENT AGENDA:

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Elissa Armstrong – Paraprofessional – Dover High School - Resignation
 - b. Brittany Carville – Special Education Teacher – Dover High School - Resignation
 - c. Matthew Decoste – Paraprofessional – Dover High School – Resignation
 - d. Kuyler Fazekas – Biomedical Science and Technology Teacher – Dover High School CTC - Resignation
 - e. Emily Haight – Student Support Counselor – Dover High School - Resignation
 - f. Jacqueline Hansen – Instructional Literacy Coach – Woodman Park School - Resignation
 - g. Michelle Lebs – STEM Teacher – Woodman Park School - Resignation
 - h. Kasey Lewis – Title I Coordinator – Dover Middle School – Resignation
 - i. Heather Miller – Reading Specialist – Garrison Elementary School - Resignation
 - j. Stephanie Miller – Eighth Grade Teacher - Dover Middle School - Retirement
 - k. Carlos Pedraza – Paraprofessional – Dover High School - Resignation
 - l. Courtney Reddish – Speech Language Assistant – Dover High School - Resignation
 - m. Jennifer Riggio – Title One Interventionist – Woodman Park School - Resignation
 - n. Katherine Schulten – Eighth Grade Teacher – Dover Middle School - Resignation
 - o. Ronda Searles – Occupational Therapist – Dover Middle/High School - Resignation
 - p. Katherine Spencer – French Teacher – Dover High School – Resignation
 - q. Beth Theriault – STEM Teacher – Garrison Elementary School – Resignation
 - r. Danielle Valentin – Title I Tutor – Woodman Park School - Resignation
 - s. Sarah Wedge – Paraprofessional – Garrison Elementary School - Resignation
3. **Leaves of Absence:** None
4. **Job Shares:** None
5. **Nominations:**
 - a. 2022-2023 DALC Nomination
 - b. 2022-2023 DPA Nomination
 - c. 2023-2024 DTU Nominations
 - d. 2023-2024 Annual Paraeducator Re-Nominations
 - e. 2023-2024 Superintendent Nomination
6. **Extended Travel (Student Trips):** None
7. **Donations:** None

Maggie Fogarty moved; Micaela Demeter seconded to approve the amended Consent Agenda which includes removing item 5.e. to discuss separately. **An oral VOTE PASSED 7/0.**

Dr. Mebert requested the Board approve a one-year contract with the Superintendent. Board members praised Dr. Harbron's integrity and work ethic.

Maggie Fogarty moved; Micaela Demeter seconded to approve the one-year extension of the Superintendent's contract. **An oral VOTE PASSED 7/0.**



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #6
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, June 12, 2023**
Meeting Time: **7:00 p.m.**

H. STUDENT REPRESENTATIVE REPORT: None

I. POLICY-CHANGES-PROPOSALS:

1. ACB - Educational Equity – New Policy – First Reading

Maggie Fogarty provided an overview of the policy.

Maggie Fogarty moved; Michelle Clancy seconded to approve tabling policy ACB until the next regular meeting. **An oral VOTE PASSED 7/0.**

J. POLICY ADOPTION: None

K. RESOLUTIONS:

1. 2022-2023 Resolution of Recognition

Dr. Mebert read the Resolution of Recognition, recognizing those who are retiring at the end of the current academic year.

Micaela Demeter moved; Maggie Fogarty seconded to approve the resolution presented. **A roll call VOTE PASSED 7/0.**

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

L. OLD BUSINESS: None

M. NEW BUSINESS:

1. Dover Adult Learning Center Handbook Changes

Deanna Strand requested the Board approve the changes made to the Dover Adult Learning Center Handbook. She also announced that over 90 graduates will celebrate their graduation ceremony on June 20th at Dover High School.

Michelle Clancy moved; Maggie Fogarty seconded to approve the handbook changes presented. **An oral VOTE PASSED 7/0.**

2. Extension of Tuition Agreement with Nottingham School District

Dr. Harbron requested the Board approve the contract extension with Nottingham School District.



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #6
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, June 12, 2023**
Meeting Time: **7:00 p.m.**

Micaela Demeter moved; Maggie Fogarty seconded to approve the one-year tuition agreement extension presented. **A roll call VOTE PASSED 7/0.**

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

New Agenda Item – Recognition Request for Jeffrey Leaf

Maggie Fogarty asked the Board to approve a request made by Steffany Gallant for a recognition to be created for Jeffrey Leaf at Dover Middle School in honor of his retirement. She requests that the Board approve the recognition and the creation of a Recognition Committee to begin discussion and planning.

The Recognition Committee will consist of Maggie Fogarty, Michelle Clancy, and Micaela Demeter.

Maggie Fogarty moved; Micaela Demeter seconded to approve moving forward with the Recognition Committee. **An oral VOTE PASSED 7/0.**

3. Title III Presentation

Kiley Hemphill provided an overview of the Title III Grant.

4. Instructional Coach (Grades K-8) Job Description

Siobhan Mehalek provided that the position currently operates without a Board approved job description.

Maggie Fogarty moved; Jessica Rozzo seconded to accept the job description presented. **An oral VOTE PASSED 7/0.**

5. Business Administrator Policy and Job Description Revisions Memo, 2023-2024

Dr. Harbron addressed the reasoning behind the requests of a title change for the Business Administrator.

Michelle Clancy moved; Micaela Demeter seconded to approve the job title change of Business Administrator to that of Chief Financial Officer. **An oral VOTE PASSED 7/0.**

6. Request to Waive Bidding

a. Responsive Classroom Training & Materials Waiver Request



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #6
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, June 12, 2023**
Meeting Time: **7:00 p.m.**

Travis Bickford and Jennifer Krans provided an overview of the District's past participation and future plans with Responsive Classroom.

Maggie Fogarty moved; Micaela Demeter seconded to approve the bid waiver request and award an amount not to exceed \$76,965 of ESSER III funds for Responsive Classroom Training and Materials. **A roll call VOTE PASSED 7/0.**

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

b. District Wide Security Improvements – Cameras & Security Systems

Michael Limanni provided an overview of the request to waive bidding for security improvements.

Michelle Clancy moved; Micaela Demeter seconded to approve the bid waiver request and award an amount of \$304,293 to Johnson Controls Fire Protection LP. **A roll call VOTE PASSED 7/0.**

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

c. District Wide IT Infrastructure – IT Enterprise and Security Improvements

Michael Limanni provided an overview of the bid waiver request for the District Wide IT Infrastructure.

Micaela Demeter moved; Maggie Fogarty seconded to approve the bid waiver request and award \$91,680 to Bulletproof Solutions Inc. **A roll call VOTE PASSED 7/0.**

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



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #6
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, June 12, 2023**
Meeting Time: **7:00 p.m.**

7. 2023-2024 Meal Prices

Michael Limanni requested the Board approve the meal prices presented.

Michelle Clancy moved; Micaela Demeter seconded to approve the 2023-2024 meal prices presented. **A roll call VOTE PASSED 7/0.**

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

8. FY24 Contract Memo: C&W Services Contract Approval

Michael Limanni requested the Board approve the bid waiver request and award funds to C&W Services.

Michelle Clancy moved; Micaela Demeter seconded to approve the bid waiver request and award \$3,683,593 to C&W Services for a three-year contract with two one-year options. **A roll call VOTE PASSED 7/0.**

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

9. Condition of Accounts

Mr. Limanni updated the Board on the condition of accounts.

He requests the Board approve the amount \$531,472.30 for year-end projects.

Jessica Rozzo moved; Maggie Fogarty seconded to approve a project list to go out to bid in the amount of \$531,472.30. **A roll call VOTE PASSED 7/0.**

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



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #6
Meeting Location: McConnell Center, Room 306
Meeting Date: **Monday, June 12, 2023**
Meeting Time: **7:00 p.m.**

N. SUBMISSION AND PAYMENT OF BILLS:

Maggie Fogarty moved, Michelle Clancy seconded to direct the Superintendent to pay Manifest 23-L in the amount of \$5,405,348.41 for FY23 for the period of May 9, 2023, through June 12, 2023. **A roll call VOTE PASSED 7/0.**

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

O. SUPERINTENDENT’S REPORT:

The Superintendent submitted his report to the Board. He provided he has met with Prenda regarding Prenda PODs and found they would not be a good fit for the District.

P. COMMITTEE REPORTS: None

Q. SCHOOL BOARD MATTERS OF INTEREST:

Micaela Demeter recognized Travis Bickford for receiving the School Psychologist of the Year Award.

Ms. Demeter also requested the Board provide feedback on her request to write a resolution for the NH School Board Association (NHSBA). She explained the NHSBA has requested resolutions be made by school boards to be included in their list. The Board agreed that Ms. Demeter can move forward with drafting the resolution to bring forward for their approval.

Re-opening of Citizen’s Forum 9:28 – 9:30 p.m.

Erica Plante, Stiles Lane – Provided her thanks to the Board, as well as to teacher Lisa Dillingham. She spoke of the teacher shortage and the impact it has from a parent's point of view.

R. ADJOURNMENT:

Michelle Clancy moved; Micaela Demeter seconded adjourning the meeting at 9:31 p.m. **An oral VOTE PASSED 7/0.**