



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: McConnell Center, Room 306
Meeting Date: Monday, April 8, 2024
Meeting Time: 7:00 p.m.

A. CALL TO ORDER: Chairperson Robin Trefethen called a meeting of the Dover School Board to order on Monday, April 8, 2024, at 7:00 p.m.

B. ROLL CALL: Present were Robin Trefethen, Carolyn Mebert, Michelle Clancy, Elizabeth Goldman, and Craig Flynn. Maggie Fogarty and Micaela Demeter were excused.

Also present were Superintendent William Harbron, Assistant Superintendent Christine Boston, Chief Financial Officer Michael Limanni, District Administrator's Siobhan Mehalek, Jennifer Krans, Travis Bickford, Abby Small, Peter Driscoll, Beth Dunton, Patrick Boodey, and Brittany Granfield.

C. PLEDGE OF ALLEGIANCE: Carolyn Mebert led the Board in the Pledge of Allegiance.

D. AGENDA APPROVAL:

Craig Flynn moved; Elizabeth Goldman seconded to approve the agenda. **An Oral VOTE PASSED 5/0.**

E. CITIZEN'S FORUM:

No citizens spoke. The Board tabled Citizen's Forum to follow Committee Reports.

F. APPROVAL OF MINUTES:

1. Board Workshop, March 4, 2024
2. Non-public Meeting, March 11, 2024
3. Regular Meeting, March 11, 2024
4. Special Session, March 25, 2024
5. Board Workshop, March 25, 2024

Carolyn Mebert moved; Craig Flynn seconded approval of the minutes as presented. **An Oral VOTE PASSED 5/0.**

G. SUPERINTENDENT'S REPORT:

The Superintendent submitted his report to the Board.

H. CONSENT AGENDA:

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Emma Rossi – Title I Interventionist - Woodman Park School – Resignation
 - b. Peter Wotton – Athletic Director – Dover High School - Retirement
3. **Leaves of Absence:**
 - a. Lauren Moll – Special Educator Teacher – Dover High School
4. **Job Shares:** None
5. **Nominations:**
 - a. DPA
 - b. DTU (FY25)
6. **Extended Travel (Student Trips):** None
7. **Donations:** None



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Robin Trefethen recognized the retirement of Athletic Director Peter Wotton and acknowledged his work with the district.

Carolyn Mebert moved; Elizabeth Goldman seconded to approve the Consent Agenda. **An Oral VOTE PASSED 5/0.**

I. STUDENT REPRESENTATIVE REPORT: None

J. FINANCIAL REPORT:

Michael Limanni presented his financial report to the Board.

K. POLICIES – CHANGES - PROPOSALS:

- 1. JKAA – Physical Restraint Policy – Revisions – First Reading**
- 2. JKAA-R – Procedures for the Use of Physical Restraint in the Dover School District – Revisions – First Reading**

Christine Boston announced the proposed changes in the policies reflect changes to the legislation. The most significant change the district will see is that to reporting.

Carolyn Mebert moved; Elizabeth Goldman seconded to table the policies presented. **An Oral VOTE PASSED 5/0.**

L. POLICY ADOPTION:

- 1. DFGA - Crowdfunding – Revised Policy – Third Reading**

Michelle Clancy moved; Craig Flynn seconded to approve policy DFGA. **An Oral VOTE PASSED 5/0.**

M. RESOLUTIONS: None

N. OLD BUSINESS:

- 1. Fiscal Year 2025 Budget**

Dr. Harbron announced the Fiscal Year 2025 School District Budget was approved by City Council, less \$500,000. He recommended the Board begin thinking of how they will make the reduction to the budget. He noted that the budget approved will allow the district to maintain its current structure and allocation of FTEs.

O. NEW BUSINESS:

- 1. Responsive Classroom Adoption**

Travis Bickford announced the initial adoption of Responsive Classroom will be funded by ESSER III, with the goal of having annual onsite training. He included Responsive Classroom would have a placeholder in future budgets.



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Elizabeth Goldman moved; Craig Flynn seconded to adopt Responsive Classroom. **An Oral VOTE PASSED 5/0.**

2. Solution Tree Bid Waiver Request

Craig Flynn moved; Elizabeth Goldman seconded to approve the bid waiver request and award \$50,553 to Solution Tree. **A Roll Call VOTE PASSED 5/0.**

Robin Trefethen - Aye
Carolyn Mebert - Aye
Michelle Clancy - Aye
Maggie Fogarty - Excused
Elizabeth Goldman - Aye
Micaela Demeter - Excused
Craig Flynn - Aye

3. Award of RFP #DSD24011 Snow Plowing Services

Michelle Clancy moved; Carolyn Mebert seconded to award the annual amount of \$52,800 to North Atlantic Snow (three years totaling \$158,400). **A Roll Call VOTE PASSED 5/0.**

Robin Trefethen - Aye
Carolyn Mebert - Aye
Michelle Clancy - Aye
Maggie Fogarty - Excused
Elizabeth Goldman - Aye
Micaela Demeter - Excused
Craig Flynn - Aye

4. Award of RFP #DSD24012 Elevator Inspections, Maintenance and Repair Services

Carolyn Mebert moved; Elizabeth Goldman seconded to award \$6,576 to Stanley Elevator Company for a one-year period with the option to renew for up to four additional one—year terms. **A Roll Call VOTE PASSED 5/0.**

Robin Trefethen - Aye
Carolyn Mebert - Aye
Michelle Clancy - Aye
Maggie Fogarty - Excused
Elizabeth Goldman - Aye
Micaela Demeter - Excused
Craig Flynn - Aye

P. SUBMISSION AND PAYMENT OF BILLS:

Michelle Clancy moved; Craig Flynn seconded to direct the Superintendent to pay Manifest 24-J in the amount of \$4,865,191.89 for FY24 for the period of March 12, 2024, through April 8, 2024. **A Roll Call VOTE PASSED 5/0.**



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Robin Trefethen - Aye
Carolyn Mebert - Aye
Michelle Clancy - Aye
Maggie Fogarty - Excused
Elizabeth Goldman - Aye
Micaela Demeter - Excused
Craig Flynn - Aye

Q. COMMITTEE REPORTS:

Craig Flynn provided an update on the Dover High School (DHS) Athletic Complex Joint Building Committee (JBC). He announced they will meet tomorrow to recap on recent field visits and responses to the RFQ.

Elizabeth Goldman announced the Policy Review Committee recently met to discuss an AI policy, including a draft policy will be brought forward to the Board in the near future.

R. SCHOOL BOARD MATTERS OF INTEREST:

Michelle Clancy commended building staff with the management of excessive student dismissals due to the eclipse viewing.

Robin Trefethen commended staff at the middle school who organized the eclipse viewing event as well as the science teachers for their work in receiving a SEED grant to receive eclipse glasses.

Re-opening of Citizen's Forum: No citizens spoke.

Elizabeth moved; Craig Flynn seconded to adjourn Citizen's Forum. **An Oral VOTE PASSED 5/0.**

S. ADJOURNMENT:

Michelle Clancy moved; Carolyn Mebert seconded adjourning the meeting at 7:39 p.m. **An Oral VOTE PASSED 5/0.**