



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Special Meeting Notice
Meeting Location: McConnell Center, Room 306
Meeting Date: Monday, June 3, 2024
Meeting Time: 6:00 p.m.

A. CALL TO ORDER: Chairperson Robin Trefethen called a meeting of the Dover School Board to order on Monday, June 3, 2024 at 6:03 p.m.

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

Also present were Assistant Superintendent Christine Boston, Chief Financial Officer Michael Limanni, District Administrator's Thomas Rup, Travis Bickford, Kiley Hemphill, Jennifer Krans, Peter Driscoll, Patrick Boodey, Beth Dunton, and Brittany Granfield.

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

D. CITIZEN'S FORUM (limited to agenda items only): (6:04 – 6:04 p.m.)

No citizens spoke. The Board tabled Citizen's Forum.

E. SUPERINTENDENT'S REPORT: None

F. RESIGNATIONS:

1. **Tory Bernard – Special Education Teacher – Frances G. Hopkins School at Horne Street - Resignation**
2. **Nicole Ciancarelli – Special Education Teacher – Dover High School - Resignation**
3. **Parker Gauthier – Special Education Teacher – Dover High School - Resignation**
4. **Mark Holt-Shannon – English Teacher – Dover Middle School – Resignation**
5. **Annie LeBlanc – Grade Four Teacher – Garrison Elementary School - Resignation**
6. **Emma Leveille – Grade Two Teacher – Woodman Park School - Resignation**
7. **Katie Lynch – Math Teacher – Dover High School - Resignation**
8. **Wayne Scott – Math Teacher – Dover High School – Resignation**
9. **Katie Theriault – Grade Two Teacher – Woodman Park School - Resignation**
10. **Brie Thomas – Childcare Coordinator – Dover Adult Learning Center - Resignation**

Dr. Boston requested the Board remove the resignation request from Nicole Ciancarelli.

Maggie Fogarty moved; Micaela Demeter seconded to accept the amended resignations. **An Oral VOTE PASSED 5/0.**

G. NOMINATIONS:

1. **DPA Nomination (23-24)**
2. **DAA Nomination (24-25)**
3. **DTU Nominations (24-25)**

Mr. Driscoll introduced Joshua Knight as the District's new Athletic Director. Mr. Knight provided the Board with a brief overview of his background and experience.

Carolyn Mebert moved; Micaela Demeter seconded to accept the nominations presented. **An Oral VOTE PASSED 5/0.**

H. POLICIES – CHANGES – PROPOSALS:



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1. JICL – Student Computer and Internet Use – New Policy – First Reading

Carolyn Mebert moved; Micaela Demeter seconded to table the policy until the next regular meeting. **An Oral VOTE PASSED 5/0.**

I. BUSINESS:

1. Job Descriptions

a. Accounting Coordinator Job Description – New

Micaela Demeter moved; Carolyn Mebert seconded to approve the job description presented. **An Oral VOTE PASSED 5/0.**

b. Guiding Coalition Team Leader Job Description – Revised

Maggie Fogarty moved; Micaela Demeter seconded to approve the job description presented. **An Oral VOTE PASSED 5/0.**

c. Secondary Academic Coordinator Job Description – Revised

Carolyn Mebert moved; Michelle Clancy seconded to approve the job description presented. **An Oral VOTE PASSED 5/0.**

d. Middle School Team Leader Job Description – Withdraw

Michelle Clancy moved; Carolyn Mebert seconded to approve the withdrawal of the job description presented. **An Oral VOTE PASSED 5/0.**

2. Bid Waiver Requests and/or Bid Awards

a. Staff Laptop Bid Award

Micaela Demeter moved; Maggie Fogarty seconded to award \$621,075 to Trafera LLC. **A ROLL CALL VOTE PASSED 5/0.**

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

b. Student Chromebook Waiver Request and Bid Award

Carolyn Mebert moved; Maggie Fogarty seconded to approve the bid waiver request and award \$387,000 to Trafera LLC. **A ROLL CALL VOTE PASSED 5/0.**

Robin Trefethen - Aye



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

c. Award of RFP #DSD24017 Exterior Door Replacement

Carolyn Mebert moved; Michelle Clancy seconded to award \$157,014 to J.J. Murphy LLC. **A ROLL CALL VOTE PASSED 5/0.**

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

d. Approval of Johnson Controls Fire Protection Contract and Kamco Supply Corp of Boston Quote for Door Access Controls at Dover Middle School

Michelle Clancy moved; Micaela Demeter seconded to accept the proposal from Johnson Controls Fire Protection in the amount of \$55,779.22 using Sourcewell Cooperative Purchasing Contract No. 030421-JHN and the quote from Kamco Supply Corp of Boston in the amount of \$11,811.91. Total project cost \$67,591.13. **A ROLL CALL VOTE PASSED 5/0.**

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

e. FSMC Agreement Renewal and Approval of SY2024-2025 Meal Prices

Maggie Fogarty moved; Carolyn Mebert seconded to approve renewing the agreement with Fresh Picks Cafe for the 2024/2025 school year and to accept the 2024/2025 proposed meal prices. **A ROLL CALL VOTE PASSED 5/0.**

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



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CONTINUATION OF CITIZEN'S FORUM: (6:50 – 6:50 p.m.)

No citizens spoke.

Carolyn Mebert moved; Micaela Demeter seconded to adjourn Citizen's Forum. **An Oral VOTE PASSED 5/0.**

J. ADJOURNMENT:

Michelle Clancy moved; Maggie Fogarty seconded adjourning the meeting at 6:53 p.m. **An Oral VOTE PASSED 5/0.**