



DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Regular Session #10
Meeting Location:	McConnell Center, Room 306
Meeting Date:	Monday, October 7, 2024
Meeting Time:	7:00 p.m.

- A. **CALL TO ORDER**
- B. **ROLL CALL**
- C. **PLEDGE OF ALLEGIANCE**
- D. **AGENDA APPROVAL**
- E. **CITIZENS' FORUM** *(To be recessed, if necessary, and resumed following School Board Matters of Interest)*
- F. **APPROVAL OF MINUTES**
 - 1. Regular Meeting, August 19, 2024 - Revised
 - 2. Regular Meeting, September 9, 2024
- G. **SUPERINTENDENT'S REPORT**
- H. **CONSENT AGENDA**
 - 1. **Correspondence:** None
 - 2. **Resignations/Retirements:**
 - a. George Newton – Paraprofessional – Dover High School – Resignation
 - b. Brianna Puchtler – Paraprofessional – Dover Middle School – Resignation
 - c. Laurie Visosky – Paraprofessional – Dover Middle School - Resignation
 - 3. **Leaves of Absence:**
 - a. Grace McDonough – School Counselor - Garrison Elementary School
 - 4. **Job Shares:** None
 - 5. **Nominations:**
 - a. DPA Nominations
 - b. Non-Union Nominations
 - 6. **Extended Travel (Student Trips):** None
 - 7. **Donations:** None
- I. **STUDENT REPORT**
- J. **FINANCIAL REPORT**
- K. **POLICIES – CHANGES – PROPOSALS:**
 - 1. BG: Board Policy Development – Withdraw – First Reading
 - 2. BGA: Policy Development System – Withdraw – First Reading
 - 3. BGAA: Policy Development, Adoption and Review - New Policy – First Reading
 - 4. BGB: Policy Adoption – Withdraw – First Reading
 - 5. BGC: Policy Review and Evaluation/Accuracy Check – Withdraw – First Reading
 - 6. BGE: Policy Dissemination – Withdraw – First Reading
 - 7. CA: Administration Goals – Revised Policy – First Reading
 - 8. JFABE: Education of Children in Foster Care – New Policy – First Reading
 - 9. JRA: Student Records and Access (FERPA) – Revised Policy – First Reading
 - 10. KEE: Website Accessibility and Grievance – New Policy – First Reading



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L. POLICY ADOPTION: None

M. RESOLUTIONS:

1. Resolution for the Final Acceptance of the Dover High School & Regional Career Technical Center Project

N. OLD BUSINESS: None

O. NEW BUSINESS

1. Dover Adult Learning Center Staff Handbook Revisions
2. Appointment of School Board Representatives to the Educational Council

P. SUBMISSION AND PAYMENT OF BILLS

Q. COMMITTEE REPORTS

R. SCHOOL BOARD MATTERS OF INTEREST

S. ADJOURNMENT

All meetings conducted by the School Board are open to the public except for times when the School Board enters non-public session.

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.



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #8
Meeting Location: McConnell Center, Room 306
Meeting Date: Monday, August 19, 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, August 19, 2024, at 7:01 p.m.

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

Also present were Superintendent William Harbron (via telephone), Assistant Superintendent Christine Boston, Chief Financial Officer Michael Limanni, District Administrator's Tom Rup, Jennifer Krans, Siobhan Mehalek, Travis Bickford, Peter Driscoll, Lindsay Dube, Patrick Boodey, Beth Dunton, and Brittany Granfield. Also present was Dover Adult Learning Center's Director Deanna Strand.

C. PLEDGE OF ALLEGIANCE: Craig Flynn led the Board in the Pledge of Allegiance.

D. AGENDA APPROVAL:

Carolyn Mebert moved; Maggie Fogarty seconded to approve the agenda. **An Oral Vote PASSED 6/0.**

E. CITIZEN'S FORUM:

Mia Iacovelli – Business owner of Snapology in Dover. Spoke on behalf of Snapology becoming an afterschool bus stop.

The Board tabled Citizen's Forum to follow Committee Reports.

F. APPROVAL OF MINUTES:

1. **Non-Public Meeting, July 8, 2024**
2. **Regular Meeting, July 8, 2024**
3. **Non-Public Meeting, July 29, 2024**

Carolyn Mebert moved; Craig Flynn seconded approval of the minutes as presented. **An Oral Vote PASSED 6/0.**

G. SUPERINTENDENT'S REPORT:

The Superintendent submitted his report to the Board.

H. CONSENT AGENDA:

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Charles Angwin – Dean of Student Services – Dover Middle School - Resignation
 - b. Nicole Ciancarelli – Special Education Teacher – Dover High School - Resignation
 - c. Janet Lapoint – Paraeducator – Frances G. Hopkins School at Horne Street - Resignation
 - d. Kurtis Morton – Paraeducator – Dover Middle School – Resignation
 - e. Sheila Palczynski – Paraeducator – Dover Middle School – Resignation
 - f. Edward Reed – Paraeducator – Dover Middle School – Resignation
 - g. Natalie Saccoccia – Occupational Therapist – Woodman Park School - Resignation
3. **Leaves of Absence:** None
4. **Job Shares:** None



DOVER SCHOOL
DISTRICT

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5. Nominations:

- a. Coach Nominations
- b. DPA Nominations
- c. DTU Nominations
- d. Non-Union Nomination

6. Extended Travel (Student Trips):

- a. Preliminary and Final Approval for Dover High School Marching Band and Color Guard for Annual Band Camp at Camp Centerstage in Livermore, Maine – August 24-26, 2024

7. Donations: None

Additional items were distributed to the Board for approval and will be included with the meeting minutes.

Carolyn Mebert moved; Craig Flynn seconded to approve the amended Consent Agenda to include additional nominations and resignations. **An Oral Vote PASSED 6/0.**

I. STUDENT REPRESENTATIVE REPORT: None

J. FINANCIAL REPORT:

Mr. Limanni reviewed his Financial Report with the Board.

K. POLICIES – CHANGES - PROPOSALS:

1. First Reading:

- a. **GCCBC - Family and Medical Leave Act (FMLA) Leave Policy** – Revised Policy – First Reading

Carolyn Mebert moved; Craig Flynn seconded to table the policy presented. **An Oral Vote PASSED 6/0.**

2. First and Second Reading:

- a. **AC - Non-Discrimination/Equal Opportunity** – Revised Policy – First and Second Reading
- b. **ACAA - Harassment and Sexual Harassment of Students** – Revised Policy - First and Second Reading
- c. **ACAA-R - Student Discrimination / Harassment and Title IX Sexual Harassment Complaint Procedures** – First and Second Reading - Withdraw
- d. **ACAA-R1 - Student Discrimination and Harassment Complaint Procedure** – New Policy – First and Second Reading
- e. **ACAA-R2 - Student Sex Discrimination / Harassment Complaint Procedure** – New Policy – First and Second Reading
- f. **ACAB - Harassment and Sexual Harassment of School Employees** – Revised Policy – First and Second Reading
- g. **ACAB-R - Employee Discrimination / Harassment and Title IX Sexual Harassment Complaint Procedures** – Withdraw – First and Second Reading
- h. **ACAB-R1 - Employee Discrimination and Harassment Complaint Procedure** – New Policy - First and Second Reading
- i. **ACAB-R2 - Employee Sex Discrimination / Harassment Complaint Procedure** – New Policy – First and Second Reading
- j. **JIE - Pregnant Students** – New Policy - First and Second Reading



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Carolyn Mebert moved; Maggie Fogarty seconded to waive the first reading and approve the policies presented. **An Oral Vote PASSED 6/0.**

L. POLICY ADOPTION:

1. **ACE – Procedural Safeguards: Non-Discrimination on the Basis of Handicap/Disability** – Revised Policy – Second Reading
2. **ACF – Food and Nutrition Services: Anti-Discrimination and Civil Rights Status Complaints** – New Policy – Second Reading
3. **DAFB – Equivalence in Instructional Staff and Materials** – New Policy – Second Reading
4. **GBCD-R-RG – Background Investigation and Criminal History Records Check – Internal Controls and Procedures** – New Policy – Second Reading
5. **GBEC – Drug-Free Workplace and Drug-Free Schools** – Revised Policy – Second Reading
6. **GBED – Prohibitions Regarding Use and Possession of Tobacco Products, E-Cigarettes and E-Liquids in and on School Facilities and Grounds** – New Policy – Second Reading
7. **IHBA – Programs for Pupils with Disabilities** – Revised Policy – Second Reading
8. **IHBA-R – Programs for Pupils with Disabilities – Section 504 – Notice of Parent and Student Rights** – New Policy – Second Reading
9. **JICD – Student Discipline, and Due Process** – Revised Policy – Second Reading
10. **JLMC – Dover School District SAU 11 Workplace Violence Prevention Policy** – New Policy – Second Reading

Carolyn Mebert moved; Craig Flynn seconded to approve the policies presented. **An Oral Vote PASSED 6/0.**

M. RESOLUTIONS:

1. The Walter and Pauline Calderwood Memorial Scholarship Fund

Dan Lynch, City of Dover's Director of Finance reviewed the details of the resolution.

Carolyn Mebert moved; Micaela Demeter seconded to accept the resolution. **A Roll Call Vote PASSED 6/0.**

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

2. Resolution for Fiscal Year 2024-2025 Capital Improvement Program Appropriation Request

Michael Limanni reviewed the details of the resolution.

Maggie Fogarty moved; Micaela Demeter seconded to accept the resolution. **A Roll Call Vote PASSED 6/0.**

Robin Trefethen - Aye



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

N. OLD BUSINESS: None

O. NEW BUSINESS:

1. Dover Adult Learning Center Staff Handbook Revisions

Deanna Strand, Director of Dover Adult Learning Center announced the revisions are being made to the Student Handbook rather than the Staff Handbook.

Carolyn Mebert moved; Micaela Demeter seconded to approve the revisions made to the Dover Adult Learning Center Student Handbook. **An Oral Vote PASSED 6/0.**

2. Dover School District Parent and Student Handbook Revisions

- Dover High School
- Dover Middle School
- Frances G. Hopkins School at Horne Street
- Garrison Elementary School
- Woodman Park School

Carolyn Mebert moved; Maggie Fogarty seconded to approve the revisions made to the District Parent and Student Handbooks. **An Oral Vote PASSED 6/0.**

3. Request for Emergency Authorization – Dover Middle School Dean of Curriculum and Instruction and Approval of Nomination

Lindsay Dube provided details of the Emergency Authorization. She requested the Board approve the Authorization and the nomination of Jillian Brickley, current Instructional Coach at Dover Middle School.

Carolyn Mebert moved; Maggie Fogarty seconded the approval of the Emergency Authorization and the nomination of Jillian Brickley as the Dean of Curriculum and Instruction at Dover Middle School. **An Oral Vote PASSED 6/0.**

4. Wireless Access Point Bid Award

a. Branching Minds Bid Waiver Request and Adoption

Travis Bickford reviewed the bid waiver request.

Micaela Demeter moved; Craig Flynn seconded to approve the bid waiver request and award \$30,618 to Branching Minds. **A Roll Call Vote PASSED 5/1.**

Robin Trefethen - Aye
Carolyn Mebert - Naye



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

b. Navigate 360 Bid Waiver Request and Adoption

Travis Bickford reviewed the bid waiver request.

Micaela Demeter moved; Maggie Fogarty seconded to approve the bid waiver request and award \$13,360.20 to Navigate 360. **A Roll Call Vote PASSED 6/0.**

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

c. SSIS CoLab Bid Waiver Request and Adoption

Craig Flynn moved; Micaela Demeter seconded to approve the bid waiver request and award \$18,570.90 to SSIS Co Lab. **A Roll Call Vote PASSED 6/0.**

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

d. New Hampshire Learning Initiative Bid Waiver Request and Adoption

Jennifer Krans reviewed the bid waiver request.

Maggie Fogarty moved; Micaela Demeter seconded to approve the bid waiver request and award \$64,000 to New Hampshire Learning Initiative. **A Roll Call Vote PASSED 6/0.**

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

e. Illustrative Mathematics Bid Waiver Request and Adoption



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Jennifer Krans reviewed the bid waiver request.

Michelle Clancy moved; Craig Flynn seconded to approve the bid waiver request and award \$10,000 to Illustrative Mathematics. **A Roll Call Vote PASSED 6/0.**

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

5. Snapology Bus Stop Recommendation

Michael Limanni discussed the request made by Snapology to become a bus stop for their afterschool program that will be offered. He requests the Board approve the request.

Carolyn Mebert moved; Micaela Demeter seconded to approve the bus stop at Snapology. **An Oral Vote PASSED 6/0.**

6. Nottingham Tuition Agreement - Draft

Michael Limanni provided an overview of the draft Nottingham Tuition Agreement.

Carolyn Mebert moved; Micaela Demeter seconded to approve the Draft Nottingham Tuition Agreement. **An Oral Vote PASSED 6/0.**

7. Fiscal Year 2026 Draft Budget Preparation Adoption Schedule

Michael Limanni requested the Board approve the Fiscal Year 2026 Budget Preparation Adoption Schedule.

Carolyn Mebert moved; Craig Flynn seconded to approve the Fiscal Year 2026 Budget Adoption Schedule. **An Oral Vote PASSED 6/0.**

8. Dover School District Re-Entry Plan

Carolyn Mebert moved; Craig Flynn seconded to approve the Dover School District Re-Entry Plan. **An Oral Vote PASSED 6/0.**

9. Dover School District Superintendent of Schools Nomination 2025-2026

Robin Trefethen announced Dr. Christine Boston as the next Superintendent of Schools for the Dover School District and provided details of the interview process.

Maggie Fogarty moved; Micaela Demeter seconded to approve the nomination of Dr. Christine Boston as the next Superintendent of Schools beginning July 1, 2025. **An Oral Vote PASSED 6/0.**



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P. SUBMISSION AND PAYMENT OF BILLS:

Carolyn Mebert moved; Micaela Demeter seconded to direct the Superintendent to pay Manifest 26-S in the amount of \$2,276,033.77 for FY25 for the period of July 6, 2024, through August 9, 2024. **A Roll Call Vote PASSED 6/0.**

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

Q. COMMITTEE REPORTS:

Craig Flynn announced that the Dover High School Athletic Complex JBC are hoping to meet within the next two weeks.

R. SCHOOL BOARD MATTERS OF INTEREST:

Maggie Fogarty announced that the courts enacted an injunction on the implementation of HB 1205.

Micaela Demeter announced the New Hampshire State Board of Education approved the first half of the Minimum Standards for Public School, Ed 306.

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

Carolyn Mebert moved; Michelle Clancy seconded to adjourn Citizen's Forum. **An Oral Vote PASSED 6/0.**

S. ADJOURNMENT:

Michelle Clancy moved; Micaela Demeter seconded adjourning the meeting at 8:46 p.m. **An Oral Vote PASSED 6/0.**



DOVER SCHOOL DISTRICT

EMPOWERING ALL LEARNERS!

Monday, October 7, 2024

SUPERINTENDENT BOARD REPORT: The purpose of the Superintendent's Board Report is to: (1) provide the Board with my insights and recommendations on agenda items; (2) update the Board on significant issues relevant to its governance role; and (3) share important informational updates regarding the Dover School District.

BOARD AGENDA ITEMS:

F. APPROVAL OF MINUTES

1. Regular Meeting, August 19, 2024 - Revised
2. Regular Meeting, September 9, 2024

G. SUPERINTENDENT'S REPORT: See below.

H. CONSENT AGENDA

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. George Newton – Paraprofessional – Dover High School – Resignation
 - b. Brianna Puchtler – Paraprofessional – Dover Middle School – Resignation
 - c. Laurie Visosky – Paraprofessional – Dover Middle School - Resignation
3. **Leaves of Absence:**
 - a. Grace McDonough – School Counselor - Garrison Elementary School
4. **Job Shares:** None
5. **Nominations:**
 - a. DPA Nominations
 - b. Non-Union Nominations
6. **Extended Travel (Student Trips):** None
7. **Donations:** None

J. FINANCIAL REPORT: Mr. Limanni will present his financial report to the Board.

K. POLICIES – CHANGES – PROPOSALS:

Superintendent's Comment: The Board's Policy Review Committee completed a review of the following policies.

1. **BG: Board Policy Development – Withdraw – First Reading:** Withdraw per policy BGAA's recommendation. Policy BG is captured in the new policy BGAA Policy Development, Adoption, and Review.
2. **BGA: Policy Development System – Withdraw – First Reading:** Withdraw per policy BGAA's recommendation. Policy BGA is captured in the new policy BGAA Policy Development, Adoption, and Review.
3. **BGAA: Policy Development, Adoption and Review - New Policy – First Reading:** The New Hampshire School Boards Association (NHSBA) has revised this policy to incorporate several changes. First, a reference in Section C to alternative sample BGC has been removed, assigning the Policy Committee responsibility for developing and maintaining a schedule for reviewing existing policies and making recommendations to the Board for revisions. Additionally, a note in paragraph E.3 has been updated to reflect the 30-minute public comment requirement for board meetings, as mandated by RSA 189:74. A new Section F has been added, allowing the Policy Committee to make non-substantive corrections and revisions. The revisions also clarify the process for

suspending a policy or waiving the standard approval, rescission, or amendment process. Other minor adjustments have also been made as outlined.

4. **BGB: Policy Adoption – Withdraw – First Reading:** Withdrawn per policy BGAA’s recommendation. Policy BGB is captured in the new policy BGAA Policy Development, Adoption, and Review.
5. **BGC: Policy Review and Evaluation/Accuracy Check – Withdraw – First Reading:** Withdrawn per policy BGAA’s recommendation. Policy BGC is captured in the new policy BGAA Policy Development, Adoption, and Review.
6. **BGE: Policy Dissemination – Withdraw – First Reading:** Withdrawn per policy BGAA’s recommendation. Policy BGE is captured in the new policy BGAA policy Development, Adoption, and Review.
7. **CA: Administration Goals – Revised Policy – First Reading:** This Policy outlines the primary objectives for school administration within the district. The policy emphasizes the importance of effective leadership in fostering a positive educational environment, ensuring efficient management of district resources, and promoting student achievement. It encourages administrators to support staff development, maintain open communication with the community, and align their efforts with the School Board's strategic goals. Additionally, the policy highlights the need for collaboration between administrators, teachers, and staff to create a cohesive and well-functioning educational system that meets the needs of all students.
8. **JFABE: Education of Children in Foster Care – New Policy – First Reading:** The policy ensures the educational stability and rights of foster children. It emphasizes keeping children in their school of origin unless it is determined not to be in their best interest, with decisions prioritizing factors like safety, proximity, and preferences of the child and foster parents. The policy mandates immediate enrollment, even without typical documentation, and requires schools and welfare agencies to coordinate transportation when needed to maintain stability. Each district must designate a liaison to advocate for foster children's educational needs and collaborate with child welfare agencies to facilitate smooth transitions and necessary services. This policy aligns with federal guidelines under Every Student Succeeds Act (ESSA) to protect the educational rights of children in foster care.
9. **JRA: Student Records and Access (FERPA) – Revised Policy – First Reading:** The Revised New Hampshire School Board Policy JRA, also known as the "Student Records and Access" policy, outlines the district's compliance with the Family Educational Rights and Privacy Act (FERPA). The policy grants parents and eligible students (18 years or older) the right to access and review student records. It also details the procedures for requesting corrections to inaccurate or misleading information within those records. The policy emphasizes that schools must obtain written consent from parents or eligible students before disclosing personally identifiable information, except under specific conditions outlined by FERPA, such as directory information or disclosures to school officials with legitimate educational interests. Additionally, the policy ensures the protection of student privacy and outlines the process for filing complaints related to violations of FERPA rights.
10. **KEE: Website Accessibility and Grievance – New Policy – First Reading:** Policy KEE aligns with U.S. Department of Justice guidelines for website accessibility. Although the final rules have not yet been published in the Code of Federal Regulations, they are available via the link provided in sample Policy KEE. The compliance deadline—either April 24, 2026, or April 26, 2027—depends on the district's classification as independent or city-based, as well as its U.S. Census population, rather than student population. Districts with a population of 50,000 or more must comply by April 24, 2026, while those with fewer than 50,000 have until April 26, 2027.

L. **POLICY ADOPTION:** None

M. **RESOLUTIONS:**

1. **Resolution for the Final Acceptance of the Dover High School & Regional Career Technical Center Project:** The resolution summarizes the completion and financial closure of the Dover High School & Regional Career Technical Center Project. The project, which included building a new high school, a career technical center,

renovations to driveways, parking lots, and an animal science center, and the demolition of the old facilities, was completed on October 2, 2024, at a total cost of \$87,651,377.28. A surplus of \$9,941.35 will be allocated to the District's LED Lighting Upgrade project. On October 3, 2024, the Joint Building Committee voted to transfer the new buildings to the School Department. The Dover School Board formally acknowledges the final financial report, accepts the buildings, and recognizes the dissolution of the Joint Building Committee. **Note:** Mayor Robert Carrier will be attending the Board and may wish to address the Board pertaining to the resolution.

N. OLD BUSINESS: None

O. NEW BUSINESS

- 1. Dover Adult Learning Center Staff Handbook Revisions:** Due to challenges in finding a suitable candidate at the current pay rate and a survey of equivalent positions in New England, it is recommended to increase the hourly wage for the DALC Childcare Coordinator. Since posting the position in July 2024, only one applicant—who did not meet the minimum qualifications—has applied. A regional survey shows that the average hourly pay for similar roles ranges between \$22 and \$23. This position is fully funded through non-district sources, including fees, grants, and fundraising, and the proposed increase aligns with the DALC Staff Handbook, which bases wages on market rates and available grant funding. **Superintendent's Recommendation:** I recommend the Board approve the Dover Adult Learning Center Handbook revision as presented.
- 2. Appointment of School Board Representatives to the Educational Council: DTU Contract - ARTICLE XI: EDUCATIONAL COUNCIL** states - A. Joint Educational Council shall be established during the term of this Agreement. It shall consist of five (5) representatives - two (2) of whom shall be School Board members and three (3) of whom shall be from the administration appointed by the Superintendent; one (1) of whom shall be the Superintendent or the Superintendent's designee; and five (5) Dover teachers as appointed by the Union. The Council shall meet at least three (3) times a year. B. The Educational Council shall establish its own rules of procedure. Meetings shall be chaired by the Superintendent and the Union President who shall jointly be responsible for the arrangement and the conduct of the meetings. Meetings shall be open to the public by majority vote of the Educational Council. C. The Council shall meet by prepared agenda. D. The function of the Educational Council shall be to discuss curriculum and instructional issues pertinent to the Dover school system. The Educational Council shall not discuss issues which are contractual and/or subject to collective bargaining. The parties agree that the Educational Council shall not be a forum for grievances. Complaints of any nature shall not be voiced at the Educational Council meetings. E. Reports and recommendations shall be reduced to writing.

The following are the meeting dates and times:

- Wednesday, November 13, 2024 – 3:30-5:00
- Wednesday, January 22, 2025 – 3:30-5:00
- Wednesday April 2, 2025 – 3:30-5:00

SUPERINTENDENT'S REPORT:

Summary of key activities and events that transpired throughout September.

WEEK OF SEPTEMBER 3: On Tuesday, September 3rd, the district welcomed all students back for the new school year. I spent much of the week visiting schools. Overall, it was a successful start. I also held the bi-weekly meeting with the Board's chair and vice chairperson and met with the Pastor of Dover Baptist Church to explore ways the church could support our schools. Christine Boston, Patrick Boodey, and I visited each of the designated reunification sites to prepare for emergencies where students may need to be reunited with their families. Additionally, Christine Boston attended the first Southeasters meeting of the school year at Exeter High School. I met with Bill Baber to discuss an Energy Savings Performance Contracting Program related to solar power and conducted an interview for the DMS Adjustment Counselor position. Christine Boston and I also had an initial meeting with Deannah Rae, Superintendent of Barrington School District, to begin discussions on developing a new tuition agreement.

WEEK OF SEPTEMBER 9: On the first three Mondays of the month, the SAU Directors hold weekly meetings to cover agenda items such as policy, legislation, NHED protocols, programming, critical issues, practice concerns, and a review of the weekly calendar. Tuesday was the NH Primary Election, and for teachers and paraeducators, it was a professional development day. The agendas for the elementary, middle, and high school PD sessions were shared, including the links that follow. I attended the School Board's regular meeting. Christine Boston, Patrick Boodey, and I met with interim Fire Chief Perry Plummer to discuss drill requirements, noting that the district will conduct six fire evacuation drills for the 2024-2025 school year, with additional drills focusing on other emergency scenarios. I also worked with Mike Gillis on a video discussing the district's 2024-2025 initiatives. Additionally, Christine Boston, Travis Bickford, and I attended the monthly Dover Mental Health Alliance (DMHA) meeting, which marked the first of the school year and continues to be well attended by community organizations and members. Suzanne Weete and the Steering Committee deserve recognition for their ongoing development of the DMHA.

Following are the professional development agendas.

[Sept. 10 DHS Staff PD Agenda](#)

[Sept. 10 DMS Staff PD Agenda](#)

[Sept. 10 Elem & K-12 Staff PD Agenda](#)

WEEK OF SEPTEMBER 16: The SAU directors met to review agenda items including HB1312-Family Letter, Joyce Patterson's shared observations, the 2025-2026 Academic Calendar, and updates. I attended the first update session with the New Hampshire Department of Education for public school leaders. I also facilitated the first Leadership Team Meeting of the school year, which covered topics such as the Guiding Coalition, Emergency Drills, Educational Council, Cell Phone Policy, Intruders, Volunteer Fingerprinting, Student Support Teams, the FY26 Budget Process, and other updates. The Elementary Principal Learning Guidance Team held its first meeting of the school year. Additionally, I met with Chief Breault to discuss the district's emergency plans and emergency alert buttons, and later attended a meeting with Michael Limanni and the Assistant City Manager regarding the use of solar panels. I also met with the chair and vice-chair for our bi-weekly meeting, attended the first SEED meeting of the school year, and participated in the first full-leadership team meeting facilitated by Travis Bickford and Jennifer Krans, which focused on annual goal setting. I attended the Strafford Learning Center Board of Directors meeting, where I will continue serving as Chair. Helen Rist, executive director, provided updates on summer work, staffing, facilities, and programming for the 2024-2025 school year. Additionally, I attended the DMHA Steering Committee meeting, which focused on the October DMHA Public Meeting. I met with Josh Wyatt to review legal issues and communications related to those matters, and later joined Michael Limanni and Lindsay Dube to discuss the possibility of Snapology offering an after-school program at Dover Middle School.

WEEK OF SEPTEMBER 23: The SAU directors met to review several agenda items, including SMART Goals for the Strategic Plan process, HB 1312, Educational Council, Kahn Academy contract, October 11 PD, and the Teaching and Learning Website. I met with Kim Stephens to discuss the YRBS survey and next steps. I also attended the DHS Athletic Complex JBC meeting, where proposals for a construction manager were reviewed. Four Leadership Team Meetings were held on Tuesday, with this week's focus on developing norms for the Leadership Team PLC. Christine Boston shared her vision for the district to frame the meeting, and Jon Vander Els facilitated the session on Leadership Team norms. Jon also worked with Travis Bickford, Kiley Hemphill, Jen Krans, and Siobhan Mehalek on further developing MTSS. Tammy Badger, Christine Boston, and I reviewed the FY25 and proposed FY26 budgets for the Superintendent's office. On Tuesday, motivational speaker Ed Gerety presented to Dover Middle School students and Title I parents, and both sessions were well received. I was able to attend the parent/guardian session. Additionally, Josh Wyatt, Vanessa King, Joyce Patterson, and I met to review operational guidelines for the Ride the Robot Program. The Board Policy Committee met to review several policies, including BGAA, CA, IMGB, JFABE, JRA, KEE, and a potential Cell Phone Policy. Christine Boston and I also met with Joyce Patterson for an update on her work and observations within the district.

PRINCIPAL REPORTS – FIRST MONTH OF SCHOOL

Dover High School – Principal Peter Driscoll: September is an incredibly busy month as we start a new school year. Freshman orientation brought the Class of 2028 into the building before upperclassmen. During the morning long program, students had the opportunity to go through their Green and White Day schedules with the support of student ambassadors, their advisor, and their teachers. In each class, students received information like how lunch works, club

opportunities, etc. Freshmen also received their Chromebooks. All students had grade level assemblies where goals and expectations for the school year were shared. Class elections were held with students running positive campaigns and giving well-crafted and delivered speeches. Open House allowed parents/guardians to meet their student's teachers and learn about course curriculum content, mechanics, and expectations. Our sports teams, music program, clubs, and student government are in full swing as we turn the calendar to October and Spirit Week!

Dover Middle School – Principal Lindsay Dube: The school year has started off smoothly at DMS. Highlights include motivational speaker Ed Gerety visiting students for our first school assembly and our Open House last week where students showed their families around the building and introduced them to their teachers. Teachers are busy learning the new curriculums in the core classes and reading the school-wide book *Unplugged* in preparation for Gordon Korman's visit in early October. Students are enjoying the book. I have seen copies of other Gordon Korman books all over the school for independent reading! We are off to a strong start and look forward to the rest of the year.

Frances G. Hopkins School at Horne Street – Principal Brittany Granfield: Frances G. Hopkins Elementary School has had a successful start to the school year. We have resumed routines such as Morning Movement and are fully implementing Responsive Classroom, SSIS, and CKLA Curriculum. We continue to focus on staff collective efficacy, and grade level teams are working together to practice and calibrate before we use DIBELS to assess student needs in the coming weeks. We are excited that we have been awarded the Fresh Fruit and Vegetables grant that allows us to serve a fresh fruit or vegetable to all students during morning snack time.

We are also very appreciative of the community support and family engagement with our 5k Road Race and PTG events this September! Our community has grown this year with the addition of UNH Interns, Educ 500 students, volunteer grandparents, and community volunteers. We appreciate all the continued support for our students and community.

Garrison Elementary School – Principal Beth Dunton: The opening of school has gone well – students and staff are settling into our learning routines and starting the year off well. We are looking forward to our annual Community Day on October 10, where we celebrate our school community.

Woodman Park School – Principal Patrick Boodey: WPS has a strong start to the school year. The new dehumidification units have kept the building cool during the warm stretch of weather that the month has provided us with. The Ice Cream Social and Open House was so well attended that any presidential candidate would have been happy with the turn out. Interim Fire Chief Perry Plummer led the school in the Pledge of Allegiance on September 11th. Constitution Day was celebrated and learned about on September 17th. There were a lot of smiles and dressing up on Picture Day. The WPS PTO held its monthly meeting, had a Fall Mum Fundraiser, organized a Dine-Out at a local restaurant, hosted the ice cream social, and are planning future events. Some of the future events include the Student Store, Popcorn Fridays, Walk/Bike/Roll to school on October 9th, and other fun opportunities. Through Title I funding, national speaker Ed Gerety presented a talk on Navigating Parenthood at DHS for our families. Title I does a lot for our school community. In addition to supplemental services for our students with academics and Tutors, programs like Family Nights, speakers, summer school/enrichment are provided. This funding is directly tied to our Free or Reduced Lunch applications. Please go to this page on our school district website to see if you qualify and can also sign up a My Meal Time account to potentially partially pay for or receive free breakfasts and lunches:

https://www.dover.k12.nh.us/apps/pages/index.jsp?uREC_ID=1281548&type=d&pREC_ID=1492951 Now onto October!

MTSS BUILDING COORDINATOR UPDATE FOR THE SCHOOL BOARD

Time Spent with Students: MTSS Building Coordinators (MBCs) provide students with a total of 285 minutes of daily service, which can encompass providing Tier 3 interventions and daily classroom support to help address whole class learning needs.

Time Spent with Teachers: MBCs participate in Professional Learning Communities (PLCs) with grade-level teams and the Tier 3 Teacher Team, collaborating on data-informed instructional programming for students for 45 minutes daily. As MBCs are DTU positions, their schedule also includes a 45-minute planning block and 60 minutes for lunch and duties.

Tier 3 Intervention Start Date: Since September 9, Reading Specialists, Special Educators, and MTSS Building Coordinators have been working together to provide individual and small-group Tier 3 interventions.

Tier 3 Group Sizes - Previous Model: Last year, there were disproportionate group sizes between general education and special education. Without changes to the Tier 3 model, special educators would have been required to provide specially designed instruction to groups of 8 to 12 students with a wide range of skill needs.

Tier 3 Group Sizes - New Collaborative Model: The largest Tier 3 reading group size at the elementary level is now five students. Most groups consist of 3 to 4 students with similar skill needs. The new collaborative model, involving reading specialists, special educators, a Title I coordinator, and the MTSS Building Coordinator, allows schools to group students more flexibly by skill level. This ensures more targeted intervention, as the previous model had a broader range of student needs that made this challenging.

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

TO: DOVER SCHOOL BOARD

DATE: October 7, 2024

MEMORANDUM: Nomination and Election of Paraprofessionals

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 2024-2025 school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY	TRACK
Pomeroy, Jane	Paraprofessional	Dover Middle School		\$16.09	G2, Step 1
Shanmugan, Shobana	Paraprofessional	Garrison Elementary School	Open Position	\$16.09	G2, Step 1
Young, Jennifer	Paraprofessional	Dover Middle School	Open Position	\$21.15	G2, Step 7

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

TO: DOVER SCHOOL BOARD

DATE: October 7, 2024

MEMORANDUM: Nomination and Election of Non-Union Employees

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 2024-2025 school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY	TRACK
Carone, Brianna	.5 Noon Aide	FGH	Christy Hewlett	\$12/hr	
Jury, Ashley	Parking Lot Attendant	DHs	Open Position	\$15/hr	

Dover School District Monthly Financial Report

TO: Members Dover School Board
Dr. William R. Harbron, Superintendent of Schools

FROM: Michael Limanni, CFO

DATE: October 4, 2024

RE: Condition of *School* Accounts

The September update to the previous months Condition of Accounts is attached for review.

As of October 4th, 2024, we are now transitioning into budget season. The admin team has now submitted their employee position requests for the FY26 school year and entered their non-wage budget requests into the District's financial software. Over the next few weeks, we will be projecting wage and benefit increases for FY26 and developing a tax-capped revenue estimate.

General Fund Expense Highlights:

Account 2700, SUPPORT SERVICES – Student Transportation, is a concern. Specialized transportation contracts are already \$206,164.98 over budget, and the CTC contract had a \$13,719.96 unexpected increase. We will be monitoring this closely into the new year.

Account 2900, SUPPORT SERVICES – Other, reflects a budget overage from the payout of severances due to staff resignations over the summer months.

DOVER SCHOOL DISTRICT
Condition of Accounts - September, 2024

DISTRICT-WIDE Expenditures						
Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
1100	REGULAR EDUCATION PROGRAMS	\$ 27,077,977	\$ 3,078,617	\$ 23,999,360	\$ 22,777,472	\$ 1,221,888
1200	SPECIAL EDUCATION PROGRAMS	\$ 21,042,297	\$ 3,155,600	\$ 17,886,698	\$ 15,756,569	\$ 2,130,129
1300	VOCATIONAL EDUCATION PROGRAMS	\$ 3,050,303	\$ 401,023	\$ 2,649,281	\$ 2,450,319	\$ 198,961
1400	OTHER EDUCATIONAL PROGRAMS	\$ 781,967	\$ 114,804	\$ 667,163	\$ 512,384	\$ 154,779
1600	ADULT/CONTINUING EDUCATION PROGRAMS	\$ 276,853	\$ 68,799	\$ 208,054	\$ 203,519	\$ 4,535
2100	SUPPORT SERVICES - Students	\$ 5,715,451	\$ 669,989	\$ 5,045,462	\$ 4,784,058	\$ 261,404
2200	SUPPORT SERVICES - Instructional Staff	\$ 2,136,069	\$ 373,640	\$ 1,762,429	\$ 1,347,823	\$ 414,606
2300	SUPPORT SERVICES - General Admin.	\$ 1,866,113	\$ 426,280	\$ 1,439,834	\$ 1,336,644	\$ 103,190
2400	SUPPORT SERVICES - School Admin.	\$ 3,526,520	\$ 825,150	\$ 2,701,370	\$ 2,689,580	\$ 11,790
2600	SUPPORT SERVICES - Operation Maint/Plant	\$ 5,735,309	\$ 1,220,058	\$ 4,515,251	\$ 4,382,885	\$ 132,366
2700	SUPPORT SERVICES - Student Transportation	\$ 5,062,156	\$ 592,843	\$ 4,469,312	\$ 4,651,530	\$ (182,218)
2800	SUPPORT SERVICES - Centralized Services	\$ 2,082,365	\$ 893,172	\$ 1,189,193	\$ 839,926	\$ 349,267
2900	SUPPORT SERVICES - Other	\$ 32,295	\$ 105,703	\$ (73,408)	\$ -	\$ (73,408)
5200	FUND TRANSFERS OUT	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000
6900	SCHOOL DEBT - Principal & Interest	\$ 6,222,124	\$ 137,584	\$ 6,084,540	\$ 6,084,540	\$ (0)
TOTAL GENERAL FUND EXPENDITURES:		\$ 84,642,799	\$ 12,063,261	\$ 72,579,538	\$ 67,817,250	\$ 4,762,288
TOTAL FOOD SERVICES EXPENDITURES:		\$ 1,784,697	\$ 431,136	\$ 1,353,561	\$ 1,407,490	\$ (53,929)
TOTAL FEDERAL, STATE, AND LOCAL SR FUND EXPENDITURES:		\$ 11,721,750	\$ 3,229,985	\$ 8,491,765	\$ 2,786,412	\$ 5,705,353
Summarized Condition of District Expenditures:		\$ 98,149,246	\$ 15,724,382	\$ 82,424,864	\$ 72,011,152	\$ 10,413,712

DISTRICT-WIDE Revenue						
Account	Description	Budget	YTD Transactions	Balance	Est. Remaining	Budget Balance
01311.3410	TUITION - REGULAR FROM PARENTS	\$ -	\$ 8,434	\$ (8,434)	\$ -	\$ (8,434)
01314.3390	TUITION - SUMMER SCHOOL, ELEME	\$ -	\$ -	\$ -	\$ -	\$ -
01314.3390	TUITION - SUMMER SCHOOL, DHS	\$ -	\$ -	\$ -	\$ -	\$ -
01321.3390	TUITION - OTHER NH DISTRICTS	\$ 86,962	\$ 7,497	\$ 79,465	\$ -	\$ 79,465
01321.3390	TUITION - BARRINGTON	\$ 3,223,640	\$ -	\$ 3,223,640	\$ -	\$ 3,223,640
01321.3390	TUITION - NOTTINGHAM	\$ 1,750,071	\$ -	\$ 1,750,071	\$ -	\$ 1,750,071
01321.3390	TUITION - PRESCHOOL PROGRAM	\$ 8,000	\$ 2,340	\$ 5,660	\$ -	\$ 5,660
01321.3390	TUITION - BELLAMY ACADEMY	\$ 410,970	\$ 99,814	\$ 311,156	\$ -	\$ 311,156
01322.3390	TUITION - SPED AIDES	\$ 366,365	\$ -	\$ 366,365	\$ -	\$ 366,365
01323.3390	TUITION - CTE-NH DISTRICTS	\$ 178,019	\$ -	\$ 178,019	\$ -	\$ 178,019
01333.3390	TUITION - CTE-OUT OF STATE DIST	\$ 55,000	\$ -	\$ 55,000	\$ -	\$ 55,000
01420.3410	ATHLETIC TRANSPORTATION DMS	\$ 30,000	\$ 8,640	\$ 21,360	\$ -	\$ 21,360
01420.3410	ATHLETIC TRANSPORTATION DHS	\$ 104,000	\$ 33,730	\$ 70,270	\$ -	\$ 70,270
01980.3599	MISC REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -
01990.3599	OTHER LOCAL REVENUE DW	\$ 10,000	\$ 10	\$ 9,990	\$ -	\$ 9,990
03190.3700	STATE ADEQUATE EDUCATION GRANT	\$ 11,505,714	\$ 2,281,643	\$ 9,224,071	\$ -	\$ 9,224,071
03210.3700	SCHOOL BUILDING AID	\$ 383,462	\$ -	\$ 383,462	\$ -	\$ 383,462
03230.3700	SPECIAL EDUCATION AID (CATASTROPHIC AID)	\$ 1,606,951	\$ -	\$ 1,606,951	\$ -	\$ 1,606,951
03241.3700	CTE TUITION AID	\$ 431,092	\$ -	\$ 431,092	\$ -	\$ 431,092
03242.3700	CTE TRANSPORTATION AID	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000
03290.3700	OTHER RESTRICTED STATE AID	\$ -	\$ -	\$ -	\$ -	\$ -
04210.3599	INDIRECT COST ALLOCATION	\$ 171,000	\$ 83,725	\$ 87,275	\$ -	\$ 87,275
04220.3599	ABE ALLOCATION	\$ 43,000	\$ -	\$ 43,000	\$ -	\$ 43,000
04580.3311	MEDICAID DISTRIBUTION	\$ 200,000	\$ 51,872	\$ 148,128	\$ -	\$ 148,128
05251.3918	FUND TRANSFERS IN	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ 250,000
TOTAL GENERAL FUND REVENUE:		\$ 20,817,246	\$ 2,577,705	\$ 18,239,541	\$ -	\$ 18,239,541
TOTAL FOOD SERVICES FUND REVENUE:		\$ 1,784,697	\$ 112,760	\$ 1,671,937	\$ -	\$ 1,671,937
TOTAL FEDERAL, STATE, AND LOCAL SR FUND REVENUE:		\$ 11,690,148	\$ 380,171	\$ 11,309,977	\$ -	\$ 11,309,977
Summarized Condition of District Revenue:		\$ 34,292,091	\$ 3,070,636	\$ 31,221,455	\$ -	\$ 31,221,455

	Budget	Actual + Enc
General Fund Supporting Revenue Total:	\$ 20,817,246	\$ 2,577,705
State Wide Property Tax:	\$ 6,937,255	\$ 7,120,667
Local Property Tax:	\$ 56,888,299	\$ 51,759,299
*TOTAL GF Revenue:	\$ 84,642,800	\$ 61,457,671
TOTAL GF Expenditure:	\$ (84,642,799)	\$ (79,880,511)
Ending GF Fund Balance:	\$ 1	\$ (18,422,840)
TOTAL FS Revenue:	\$ 1,784,697	\$ 112,760
TOTAL FS Expenditures:	\$ (1,784,697)	\$ (1,838,626)
Ending FS Fund Balance:	\$ -	\$ (1,725,866)
TOTAL Other SR Fund Revenue:	\$ 11,690,148	\$ 380,171
TOTAL Other SR Fund Expenditures:	\$ (11,721,750)	\$ (6,016,397)
Ending Grant Fund Balance:	\$ (31,602)	\$ (5,636,226)

DOVER SCHOOL DISTRICT	POLICY CODE: BG
DATE OF ADOPTION: OCTOBER 10, 2005	PAGE 1 OF 1

FIRST READING - WITHDRAW

BOARD POLICY DEVELOPMENT

~~It is the intent of the Dover School Board to develop policies and put them in writing so that they may serve as guidelines and goals for the successful and efficient functioning of our public schools.~~

~~The Board considers policy development its chief function, along with providing the wherewithal such as personnel, buildings, materials, and equipment for the successful administration, application, and execution of its policies.~~

~~The Board accepts the definition of policy set forth by the New Hampshire School Boards Association.~~

~~Policies are principles adopted by the School Board to chart a course of action. They tell what is wanted; they may include why and how much. Policies should be broad enough to indicate a line of action to be followed by the administration in meeting a number of problems, narrow enough to give clear guidance. Policies are guides for action by the administration, who then sets the rules and regulations to provide specific directions to school district personnel.~~

~~It is the Board's intention that its policies serve as sources of information and guidance for all people who are interested in, or connected with, the Dover public schools.~~

~~The policies of the Board are framed, and are meant to be interpreted, in terms of New Hampshire laws, rules, and regulations of the State Board of Education and all other regulatory agencies within our local, county, state, and federal levels of government. The policies are also framed, and are meant to be interpreted, in terms of those educational objectives, procedures, and practices which are broadly accepted by leaders and authorities in the public education field.~~

~~Changes in needs, conditions, purposes, and objectives may require revisions, deletions, and additions to the policies of present and future committees. The Board will welcome suggestions for ongoing policy development.~~

~~Proposals for new policies, or changes to existing policies may be initiated in writing by any School Board member, citizen, organization, or employee of the school district. Staff members and students especially are encouraged to participate in the development of policies.~~

~~The Board, representing the people of the district, is the legislative body which determines all questions of general policy to be employed in the conduct of the public schools.~~

*Policy Updates:
Adopted October 10, 2005*

DOVER SCHOOL DISTRICT	POLICY CODE: BGA
DATE OF ADOPTION: JANUARY 9, 2006	PAGE 1 OF 1

FIRST READING - WITHDRAW

POLICY DEVELOPMENT SYSTEM

~~The Board endorses for use in this District the policy development, codification, and dissemination system of the New Hampshire School Boards Association (NHSBA).~~

~~This system, is to serve as a general guideline for such tasks as policy research, the drafting of preliminary policy proposals, reviewing policy drafts with concerned groups, presenting new and revised policies to the Board for consideration and action, policy dissemination, policy evaluation, and the maintenance of a continuously and easy-to-use policy manual.~~

System Maintenance

~~A member of the SAU staff is to be designated and delegated by the Superintendent with the responsibility to maintain the Board's policy reference files, to draft policy proposals as instructed by the Board and/or Superintendent, to maintain the Board policies, and to serve as liaison between the Board, the New Hampshire School Boards Association, State Board of Education, and other sources of policy research information.~~

*Policy Updates:
Adopted January 9, 2006*

DOVER SCHOOL DISTRICT	POLICY CODE: BGAA
DATE OF ADOPTION:	PAGE 1 OF 3

FIRST READING – NEW POLICY

POLICY DEVELOPMENT, ADOPTION, AND REVIEW

The development and adoption of policies that govern the School District is one of the School Board's most important functions. Board policies establish the goals, direction and structure of the district under the authority of applicable statutes and regulations. In addition to policies required by state and federal laws and regulations, the Board adopts policies to provide direction to the Superintendent and other administrators in the management of the district, to guide the education program, and to provide clear expectations for school staff, students, and parents.

Board policies are intended to provide the framework for district operations and the educational system. In general, the operational details as to how policies will be implemented are contained in administrative procedures developed by the administration. However, the Board may adopt administrative procedures concerning its own operations, or when an issue is of sufficient legal importance to warrant a Board-level procedure.

- A. Policy Committee Responsibilities and Meetings. The Board's Policy Committee with the advice and counsel of the Superintendent, is responsible for recommending policies and policy actions to the full Board for its consideration, including adopting new policies, revising existing policies and deleting obsolete policies.
- B. Policy Committee Meetings and Agendas. The Superintendent or designee, in consultation with the Policy Committee shall prepare all agendas for the meetings of the Policy Committee.
- C. Review of Existing Manual. The Policy Committee shall establish a schedule for reviewing existing Board policies and forming recommendations regarding the same for the Board.
- D. Procedures for Policy Development and Review.
 1. Individual Board members, Board standing or special committees, the Superintendent or other interested persons may submit policy suggestions, concerns, and/or drafts to the Policy Committee, in care of the Superintendent.
 2. The Superintendent or designee is responsible for notifying the Board and the Policy Committee of all policy updates and revisions provided by the New Hampshire School Boards Association. The Policy Committee will review such updates and make recommendations deemed appropriate under this policy.
 3. The Policy Committee, with the assistance of the Superintendent, will review and research policy suggestions and prepare draft policies, as appropriate. The Policy Committee may delegate research and initial drafting to other Board standing committees, to District staff or others at the discretion of the Policy Committee and the Superintendent. (E.g., a policy concerning computer use may first be delegated to the Technology Committee.) If a policy is referred to a committee, staff, professional or other person for initial review/drafting, the policy shall be reviewed by the Policy Committee before submission to the full Board.

DOVER SCHOOL DISTRICT	POLICY CODE: BGAA
DATE OF ADOPTION:	PAGE 2 OF 3

4. The Superintendent should seek counsel of the School Board's attorney or the New Hampshire School Boards Association (NHSBA) when there may be a question of legality or proper legal procedure in the substance of any proposed or current Board policy.
 5. The Policy Committee may also seek input from other affected persons and/or groups as appropriate.
 6. The Policy Committee will provide updates to the full Board after each subcommittee meeting. The updates will include the Policy Committee's recommendations for new policies (including full text of policies/revisions to be considered for action by the Board), as well as recommendations for repeal of existing policies.
- E. Board Actions Required to Approve, Revise or Repeal Policies. Any final action regarding the approval of a new policy, or revision or repeal of an existing policy, requires a majority vote of a quorum of the board at a public meeting.
1. Policy Committee updates will be discussed at a regular Board meeting.
 2. All new policies, and/or revisions to existing Board policies are subject to a "first reading" by the full Board to occur at a regular Board meeting. (There is no requirement that proposed policies/revisions be read aloud at the meeting, although either a majority of the Board or the Chair may determine that actual reading is appropriate).
 3. The Board will allow opportunity for public comment on policy proposals per Board policy BEDH.
 4. Any changes agreed upon or requested by the Board during the first reading shall be made by the Superintendent or designee prior to the second reading.
 5. At the next Board meeting (or a later meeting, if agreed by the Board), the policy shall be placed on the agenda for a second (or additional) reading, and action. Amendments may be made and acted upon at that meeting, or may be referred for further revision, etc.
 6. Prior to final approval by the Board, each policy will be titled, dated, and coded consistent with the classification system used by the New Hampshire School Boards Association.
 7. Board action regarding the adoption, revision or repeal of policies will be included in the minutes of the meeting at which the official action is taken.
 8. Approved policies become effective immediately unless the motion to approve the policy, or the policy itself, includes a specific implementation date.
- F. Minor Revisions by Policy Committee.

The Board authorizes the Policy Committee to make non-substantive corrections and minor changes to existing policies provided that the Policy Committee shall

DOVER SCHOOL DISTRICT	POLICY CODE: BGAA
DATE OF ADOPTION:	PAGE 3 OF 3

document such modifications and report the same at the next meeting of the School Board. For the purposes of this policy, “non-substantive changes” shall include: grammatical, typographical or other clerical changes; addition or deletion of legal, cross or other references; policy code or policy class designation changes; or correcting mis-identified or modified job titles (e.g., “school counselor” in place of “guidance counselor”). Upon review of such report from the Policy Committee, the Board may take such action as the Board deems appropriate, including accepting the report without objection or other formal action.

G. Suspension or Waiver of Policy Process.

1. The Board may adopt, amend, or repeal written policies at any meeting by a majority vote of Board members in attendance, provided that public notice of the proposed action was given at least twenty-four (24) hours prior to the meeting and that each Board member was notified of the proposed action. For purposes of notification, a meeting agenda delivered to each Board member is deemed sufficient if it identifies the policy to be acted upon.
2. On matters of unusual or unexpected urgency, the Board may waive the second meeting limitation and take immediate action to adopt a new policy, or to suspend or revise an existing policy. In such instances, the meeting minutes should reflect the nature of the circumstances warranting the suspension of the normal procedures.

H. Policy Dissemination, Records and Manual Updates.

1. All Board policies, and any written administrative rules and regulations implementing such policies constitute governmental records and are subject to the provisions of RSA 91-A.
2. Notice of new, revised and deleted policies should be provided to affected groups (i.e., school staff, students, parents/guardians) and posted on the district website and by other such appropriate means determined by the Superintendent.
3. The Superintendent shall retain as government records copies of all policies deleted from the Board policy manual.
4. An up-to-date policy manual shall be maintained on the District’s website.

*Policy Updates:
Adopted*

DOVER SCHOOL DISTRICT	POLICY CODE: BGB
DATE OF ADOPTION: January 12, 2015	PAGE 1 OF 1

FIRST READING - WITHDRAW

POLICY ADOPTION

~~Except for policy actions to be taken on emergency measures, the adoption of policies should follow this sequence which will take place at least at two regular or special meetings of the Board:~~

- ~~1. Announcement and publication of proposed new or revised policies~~
- ~~2. Opportunity offered to concerned groups or individuals to react to policy proposals~~
- ~~3. Discussion and final action by the Board on policy proposals~~

~~The final vote to adopt or not to adopt should follow by at least two weeks from the meeting at which policy proposals are first placed on the agenda.~~

- ~~1. Prior to the enactment, all policy proposals shall be titled and coded as appropriate to subject and in conformance with the codification system used in the Board policy manual.~~
- ~~2. Insofar as possible, each policy statement shall be limited to one subject.~~
- ~~3. Policies and amendments adopted by the Board shall be attached to and made a part of the minutes of the meeting at which they are adopted and shall also be included in the policy manual of the district.~~
- ~~4. Policies and amendments to policies shall be effective immediately upon adoption unless a specific effective date is provided in the adopted resolution.~~

Emergency Procedure

~~On matters of unusual urgency, the Board may waive the two-week limitation and take immediate action to adopt new or revised existing policies. When such immediate action is necessary, the superintendent shall inform concerned groups or individuals about the reasons for this necessity.~~

Annual Reaffirmation of Policies

~~The Board's set of written policies shall be readopted at each annual organizational meeting, subject to the understanding that all policies not established by law and/or contractual arrangements may be changed through Board action as described above.~~

Law, Philosophy, and Enforcement

~~The Board will make every effort to ensure that its policies conform to the higher supremacy of state and federal laws, including the provisions of state and US constitutions. Questions concerning the legality of any policy should be addressed to the office of the Superintendent. Further, while it is not feasible to reiterate the principles of the Board-adopted educational philosophy into the language of each and every policy statement, it is to be assumed that the spirit of this document will prevail in the implementation of all policies. Finally, the Board expects compliance with its formally adopted policies. Failure to comply will be considered cause for disciplinary action.~~

*Policy Updates:
Adopted January 12, 2015*

DOVER SCHOOL DISTRICT	POLICY CODE: BGC
DATE OF ADOPTION: OCTOBER 10, 2005	PAGE 1 OF 1

FIRST READING - WITHDRAW

~~POLICY REVIEW AND EVALUATION/ACCURACY CHECK~~

~~In an effort to keep its written policies up to date so that they can be used consistently as a basis for Board action and administrative decision, the Board will review its policies on a continuing basis.~~

~~The Board will evaluate how the policies have been executed by the school staff and weigh the results. It will rely on the school staff, students, and the community for providing evidence of the effect of the policies which it has adopted.~~

~~The Superintendent is given the continuing commission of calling to the Board's attention all policies that are out of date or appear to need revision for other reasons.~~

*Policy Updates:
Adopted October 10, 2005*

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FIRST READING - WITHDRAW

POLICY DISSEMINATION

~~School Board policies are public documents. The superintendent is directed to establish and maintain an orderly plan for preserving and making accessible the policies adopted by the Board and the administrative rules and regulations needed to put them into effect.~~

~~Accessibility is to extend at least to all employees of the school system, to members of the Board, and to persons in the community insofar as conveniently possible. A manual will be available for inspection at the Superintendent's office. All policies will also be available online through the School District website, www.dover.k12.nh.us.~~

*Policy Updates:
Adopted October 10, 2005*

Legal References

RSA 91-A:4, Minutes and Records Available for Public Inspection

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FIRST READING TBD – (REVISED)

ADMINISTRATION GOALS

Proper administration of the schools is vital to a successful educational program. The general purpose of the administration ~~shall be~~ **is** to coordinate and supervise, under the policies of the School Administrative Unit and each School Board, the creation and operation of an environment ~~in which students learn most effectively~~ **that promotes effective student learning**. ~~Administrative duties and functions should be appraised in terms of the contribution made to improving instruction and learning.~~ The School Board shall rely on its chief executive officer, the superintendent to provide ~~at the district level the~~ **this necessary** professional administrative leadership demanded by such a far reaching goal. Vision, initiative, resourcefulness, and wise leadership—as well as consideration and concern for staff members, students, parents, and others—are essential for effective administration.

The superintendent, each principal, and all other administrators shall have the authority and responsibility necessary for his/her ~~their~~ specific administrative assignment. Each ~~shall likewise~~ administrator **will** be accountable for the effectiveness with which ~~their~~ administrative assignment is carried out. The School Board ~~shall~~ **will** be responsible for specifying requirements and expectations of the Superintendent, then holding the Superintendent accountable by evaluating how well those requirements and expectations have been met. In turn, the Superintendent ~~shall~~ **will** be responsible for clearly specifying requirements and expectations for all other administrators, then for holding each accountable by evaluating how well requirements and expectations have been met.

Major goals of administration ~~shall be~~ **are**:

1. To manage the district's various departments, units, **budgets**, and programs effectively.
2. To provide professional advice and counsel to the School Board and ~~to advisory groups established by Board action~~ **its advisory committees**. Where feasible, this will be done through reviewing alternatives, analyzing the advantages and disadvantages of each, and recommending appropriate action from among the alternatives.
3. To implement the **and** management functions ~~to that~~ assure the best and most effective learning programs, through achieving such ~~sub~~-goals as (a) providing leadership in keeping abreast of current educational developments; (b) arranging for the staff development necessary **in order** to the establishment and operation of **provide** learning programs that better meet ~~more~~ learner needs; (c) coordinating cooperative efforts ~~at to~~ improvement of learning programs, facilities, equipment, and materials; (d) ~~providing access to the decision-making process for~~ **encouraging** improvement ideas **and decision-making among** of staff, students, parents, and others; and (e) implementing procedures to ensure that the differing needs and talents of students are fully considered when planning educational programs.

Legal References:

N.H. Code of Administrative Rules, Sections Ed.302; 303; 304; 306.10(a)(6)

*Policy Updates:
Adopted October 10, 2005*

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FIRST READING – NEW POLICY

EDUCATION OF CHILDREN IN FOSTER CARE

It is the Board's intent to remove barriers to the identification, enrollment and retention in school of children who are in foster care. All staff shall take reasonable steps to ensure that children in foster care are not segregated or stigmatized and that educational decisions are made in the best interests of those students.

A. Definition.

Under guidance issued jointly by the New Hampshire Department of Education (NHED) and the New Hampshire Department of Health and Human Services (NH DHHS), and for the purposes of this policy, “foster care” shall mean “24-hour substitute care for children placed away from their parents or guardians for whom the child welfare agency has placement and care responsibility. This includes children in foster family homes, shelters, relative foster homes, group homes and residential facilities, regardless of whether the foster care facility is licensed or whether payments are made by the state.” To the extent required under applicable law, a child in foster care under this policy also includes children whom an appropriate child welfare agency indicates are awaiting a foster care placement. (Note: children awaiting foster care may also qualify as homeless under policy JFABD)

The district shall coordinate with other districts and with local child welfare agencies and other agencies or programs providing services to students in foster care as needed. The coordination requirements apply to both situations (i) when a student who is a resident of the district is placed in foster care in another district, or (ii) when a student residing in another district is placed foster care in a home within this district.

The Superintendent is responsible for providing any required assurances to applicable state and federal agencies that the district is complying with applicable requirements related to ensuring the educational stability of children in foster care; and for reasonably monitoring compliance with such assurances.

B. District Point of Contact with Child Welfare Agencies.

The Superintendent shall designate a staff member to serve as the district’s point of contact (the “Foster Care POC”) between the New Hampshire Division of Children, Youth and Families (“DCYF”), NHED, other districts, and other child welfare agencies. The main duty of the Foster Care POC is to facilitate the prompt and appropriate placement, transfer, and enrollment of students in foster care, pursuant to applicable state and federal statutes, regulations and guidance. Additionally, the Foster Care POC shall work with the Superintendent or designee to monitor regulations and guidance related to this policy that may be issued by applicable state and federal agencies (e.g., DCYF, NHED, and the U.S. Department of Education).

The district shall provide training opportunities and other technical assistance to the

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Foster Care POC and other appropriate district staff regarding the district's obligations to students in foster care.

C. Best Interest Enrollment Determinations, Disputes and Enrollment.

Generally, a student in foster care will remain in their school of origin, unless there is a determination that it is not in the student's best interest. The Foster Care POC shall assist DCYF or any other child welfare agency to make a "best interest determination" education decision, particularly the determination of whether or not it is in the best interest of the student in foster care to remain in their school of origin or to enroll in a new school. Unless local procedures are established in accordance with state and federal law, the district will use the model procedures prepared jointly by the NHED and DCYF.

If the determination is that the best interest of a child is not to remain in the school of origin, and instead be placed within a new school within this district, the child in foster care shall be immediately enrolled in the new school ("receiving school"), even if any documents or records otherwise required for enrollment are not immediately available.

If there are disputes regarding a determination regarding the best interest determination for a child in foster care, it is expected that DCYF and the separate school districts, both sending and receiving, will work collaboratively at the local level to resolve the issue. Should there be no resolution, RSA 193.12, V-b, requires the Department of Health and Human Services to request in writing that the two Superintendents involved resolve the dispute. If the residency dispute remains unresolved after 10 days after such request, the Department of Health and Human Services shall request that the Commissioner of the Department of Education determine the residence of the child for purposes of school enrollment.

If a school within the district is a receiving school, such receiving school shall accept the student's certified coursework as if it had been completed at the receiving school. To the extent such coursework is not aligned with the curriculum, the awarded credit may be elective, but it must be counted toward required credits for advancement or graduation.

D. Transportation.

When the district is notified that a student in foster care needs, or may need, transportation to a district school, the Foster Care POC will take steps to establish an individualized plan that addresses transportation to maintain the student in their school of origin will be arranged, provided and funded for the duration of time that the student in foster care is attending their school of origin.

In establishing such a plan, the Foster Care POC and other district staff shall follow any existing transportation procedures, systems-level plan or agreement that the district, acting in collaboration with DCYF and/or other departments of human services, has adopted or otherwise expressly agreed to implement for the cost-effective transportation of the student. Out of district transportation of children in

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foster care shall be provided in accordance with DCYF's or other child welfare agency's authority to use child welfare funding for school of origin transportation.

If there are disputes regarding the provision or funding of transportation, the school district Foster Care POC and child welfare agency representative will contact their respective supervisor and superintendent to resolve the dispute. To the extent feasible and appropriate, the districts involved should ensure that a child remains in their school of origin while the disputes are being resolved to minimize disruptions and reduce school transitions.

*Policy Updates:
Adopted*

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FIRST READING – REVISED POLICY

STUDENT RECORDS AND ACCESS – FERPA

- A. General Statement.** It is the policy of the School Board that all ~~school~~ district personnel will follow the procedures outlined herein as they pertain to the maintenance of student records. Furthermore, it is the policy of the School Board that all ~~school~~ district personnel will follow the provisions of the Family Educational Rights Privacy Act (FERPA) and its corresponding regulations.
- B. “Education Record”.** For the purposes of this policy and in accordance with FERPA, the term “educational record” is defined as all records, files, documents, and other material containing information directly related to a student; and maintained by the ~~school~~ district; or by such other agents as may be acting for the ~~school~~ district. Such records include, but are not limited to, completed forms, printed documents, handwriting, videotape, audiotape, electronic or computer files, film, print, microfilm and/or microfiche. Educational records do not include records of instructional, supervisory, and administrative personnel and educational personnel ancillary thereto which are in the sole possession of the maker thereof and which are not accessible or revealed to any other person except a substitute.
- C. “Directory Information”.** For the purposes of this policy, and in accordance with the provisions of FERPA and New Hampshire RSA 189:1-e, the term “directory information” means:
- Students' name(s), address(es), telephone number(s), and dates of enrollment;
 - Parents'/guardians' name(s) and address(es);
 - Students' grade levels, enrollment status and dates of attendance;
 - Students' photographs;
 - Students' participation in recognized school activities and sports;
 - **Athletic team member w**Weight and height of members of athletic teams;
 - Post-high school plans; and
 - Students' diplomas, certificates, awards, and honors received.

Except for elements of a student's directory information which the student's parents/guardians or an eligible student has notified the district not to disclose, the district may release or disclose student directory information without prior consent of the student's parents/guardians/eligible students. Within the first three weeks of each school year, the district will provide notice to parents/guardians/eligible students of their rights under FERPA and that the district may publish directory information without their prior consent. Parents/guardians/eligible students will be given until the third Friday in September to notify the district in writing of any or all directory information items that they refuse to permit the district to release or disclose. Notice from a parent/guardian/eligible student that any or all

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directory information shall not be released will only be valid for that school year and must be re-issued each school year.

- D. “Personally Identifiable Information”.** “Personally identifiable information” is defined as data or information which makes the individual who is the subject of a record known, including information such as: a student’s name, the student’s or student’s family’s address; the name of the student’s parent/guardian or other family members; a personal identifier such as a student’s Social Security number; the student’s date of birth, place of birth, or mother’s ~~maiden~~ birth name. “Personally identifiable information” also includes other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with a reasonable certainty or other information requested by a person who the district reasonably believes knows the identity of the student to whom the education record relates.

E. FERPA Definition of "Parent/Guardian". For the purposes of this policy, the term parent/guardian shall mean and include a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or guardian, and all their plural or singular forms.

F.F. Annual Notification/Rights of Parents/Guardians and Eligible Students. Within the first three weeks of each school year the district will publish a notice to parents/guardians and eligible students of their rights under State and Federal law and this policy. The district will send a notice listing these rights home with each student. The notice will include:

1. The rights of parents/guardians or eligible students to inspect and review the student’s education records;
2. The intent of the district to limit the disclosure of information in a student’s record, except: (a) by the prior written consent of the parent/guardian or eligible student; (b) as directory information; or (c) under certain, limited circumstances, as permitted by law;
3. The right of a student’s parents/guardians or an eligible student to seek to correct parts of the student’s educational records which they believe to be inaccurate, misleading, or in violation of student rights; this includes a hearing to present evidence that the records should be changed if the district decides not to alter them according to the parent’s/guardian’s or eligible student’s request;
4. The right of any person to file a complaint with the United States Department of Education if the district violates FERPA; and
5. The procedure that a student’s parents/guardians or an eligible student should follow to obtain copies of this policy.

F.G. Procedure To Inspect Education Records. Parents/guardians or eligible students may inspect and review that student’s education records. In some circumstances, it may be more convenient for the record custodian to provide copies of records.

Since a student’s records may be maintained in several locations, the school principal may offer to collect copies of records or the records themselves from locations other than a student’s school, so that they may be inspected at one site. If parents/guardians and

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eligible students wish to inspect records where they are maintained, school principals will determine if a review at that site is reasonable.

Although not specifically required, in order that a request is handled in a timely manner, parents/guardians/eligible students should consider submitting their request in writing to the school principal identifying as precisely as possible the record or records that they wish to inspect. The principal will contact the parents/guardians or the eligible student to discuss how access is best arranged for their inspection or review of the records (copies, records brought to a single site, etc.).

The principal will make the needed arrangements as soon as possible and notify the parent/guardian or eligible student of the time and place where the records may be inspected. This procedure must be completed within fourteen (14) days ~~that~~ **of when** the request for access is first made. *Note: the fourteen (14) day limit is required under New Hampshire RSA 189:66, IV, in contrast to the forty-five (45) day period otherwise allowed under FERPA.*

If for any valid reason such as the parent's/guardian's working hours, distance between record location sites or the parent/guardian or student's health, a parent/guardian or eligible student cannot personally inspect and review a student's education records, the principal may arrange for the parent/guardian or eligible student to obtain copies of the records.

When records contain information about students other than a parent's/guardian's child or the eligible student, the parent/guardian or eligible student may not inspect and review the records of the other students. If such records do contain the names of other students, the principal will seek consultation with the Superintendent and/or the district's attorney to determine how best to proceed. Where practicable, it may be necessary to prepare a copy of the record which has all personally identifiable information on other students redacted, with the parent/guardian or eligible student being allowed to review or receive only a copy of the redacted record. Both the original and redacted copy should be retained by the district.

G.H. Procedures To Seek To Correction of Education Records. Parents/guardians of students or eligible students have a right to seek to change any part of the student's records which they believe is inaccurate, misleading or in violation of student rights. FERPA and its regulations use both "correct/ion" and "amend". For the purposes of this policy, the two words (in all of their respective forms) shall mean the same thing unless the context suggests otherwise. To establish an orderly process to review and correct (amend) the education records for a requester, the following processes are established.

1. **First-level Decision.** When a parent/guardian or eligible student finds an item in the student's education records that they believe are inaccurate, misleading or in violation of student rights, they should submit a written request asking the building principal to correct it. If the records are incorrect because of clear error and it is a simple matter to make the change, the principal should make the correction. If the records are changed to the parent's/guardian's/eligible student's satisfaction, both parties shall sign a document/form stating the date the records were changed and that the parent/guardian/eligible student is satisfied with the correction.

If the principal believes that the record should not be changed, they shall:

- a. Provide the requester a copy of the questioned records at no cost;

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- b. Ask the parent/guardian/eligible student to initiate a written appeal of the denial of the request for the change, which will be forwarded to the Superintendent;
 - c. Forward the written appeal to the Superintendent; and
 - d. Inform the parents/guardians/eligible student that the appeal has been forwarded to the Superintendent for a decision.
2. Second-level Decision. If the parent/guardian/eligible student wishes to challenge the principal's decision to not change the student record, they may appeal the matter to the Superintendent. The parent/guardian/eligible student shall submit a written request to the principal asking that the matter be appealed to the Superintendent. The principal will forward the appeal to the Superintendent.

The Superintendent shall, within ten (10) business days after receiving the appeal:

- a. Review the request;
- b. Discuss the request with other school officials;
- c. Make a decision to make the requested correction to the educational record;
- d. Schedule a meeting with the parents/guardians/eligible student if the Superintendent believes such a meeting would be necessary; and
- e. Notify the parents/guardians/eligible student of the Superintendent's decision on their request to correct the student's educational record.

If the Superintendent determines the records should be corrected, they will make the change and notify the parent/guardian/eligible student in writing that the change has been made. The letter stating the change has been made will include an invitation for the parent/guardian/eligible student to inspect and review the records to verify that the records have been corrected and the correction is satisfactory. If the records are changed to the parent's/guardian's/eligible student's satisfaction, both parties shall sign a document/form stating the date the records were changed and that the parent/guardian/eligible student is satisfied with the correction.

If the Superintendent determines the records will not be corrected, they will notify the parents/guardians/eligible student in writing of their decision. Such letter will also notify the parents/guardians/eligible student of their right to an appeal hearing before the School Board.

3. Third-level Decision. If the parents/guardians or eligible student are not satisfied with the Superintendent's decision, they may submit a written request for a hearing before the School Board. The parents/guardians/eligible student shall submit the request for a hearing with the Superintendent within ten (10) business days of the Superintendent's written decision in level-two. The Superintendent will inform the School Board of the request for a hearing and will work with the School Board to schedule a hearing within forty-five (45) days of receipt of the request. Once the meeting is scheduled, the

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Superintendent will inform the parents/guardians in writing of the date, time and place of the hearing.

The hearing will be held in a non-public session consistent with the provisions of RSA 91-A:3, unless the parent/guardian/eligible student requests that the hearing be held in a public session. The School Board will give the parent/guardian/eligible student a full and fair opportunity to present evidence relevant to the issues raised under their request. Parents/guardians/eligible students may be assisted or represented by one or more individuals of their own choice, including an attorney.

The School Board will issue its final decision in writing within thirty (30) days of the hearing and will notify the parents/guardians/eligible student thereof via certified mail, return receipt requested. The School Board will base its decision solely on the evidence presented at the hearing. The School Board's written decision will include a summary of the evidence and the reasons for its decision.

If the School Board determines that the student record should be corrected, it will direct the Superintendent to do so as soon as possible. The Superintendent will then contact the parents/guardians/eligible student for a meeting so they can review and inspect the records to verify that they have been corrected. At this meeting, both parties shall sign a document/form stating the date the records were corrected and that the parent/guardian/eligible student is satisfied with the correction.

The School Board's decision will be final, except as otherwise provided by law.

4. Parent/Guardian/Eligible Student Explanation to be Included in Record. Notwithstanding the resolution of any request to correct a student's record(s), in accordance with section (a)(2) of FERPA, a parent/guardian or eligible student may insert into that student's educational record a written explanation respecting the content of the record.

H.I. Disclosure of Student Records and Student Information. In addition to directory information, the district may disclose student records and student information without consent to the following parties on the condition that the recipient agrees not to permit any other party to have access to the released information without the written consent of the parents/guardians of the student, and under the conditions specified.

- ~~1. School Officials With a Legitimate Educational Interest. School officials with a legitimate educational interest may access student records. "Legitimate educational interest" refers to school officials or employees who need to know information in a student's education record in order to perform the employee's employment responsibilities and duties.~~
1. **School officials with a legitimate educational interest. A school official may only access student records when the school official has a legitimate educational interest.**
 - a. **"School officials" means persons employed or used by the district to perform institutional services and functions, and includes such persons as teachers, instructional aides, administrators, including health or medical staff, school resource officers, and third parties such as contractors, attorneys, consultants. Such third-party school officials may access student records provided such persons are:**

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- i. Under the district's direct control with respect to the use and maintenance of education records; and
 - ii. Prohibited from disclosing the information to any other party without the prior written consent of the parent/eligible student, or as otherwise authorized by law.
 - b. "Legitimate educational interest" includes performing a task or engaging in an activity related to (i) one's regular duties or professional responsibilities, (ii) a student's education, (iii) the discipline of a student, (iv) a service to or benefit for a student, (v) measures to support student success, and (vi) the safety and security of the campus.
2. *Other schools into which a student is transferring or enrolling*, upon condition that the student's parents/guardians be notified of the transfer, receive a copy of the record if desired, and have an opportunity for a hearing to challenge the content of the record. This exception continues after the date that a student has transferred.
 3. *Officials for audit or evaluation purposes.*
 4. *Appropriate parties in connection with financial aid.*
 5. *Organizations conducting certain studies for, or on behalf of the school district.* Student records or student information will only be provided pursuant to this paragraph if the study is for the purpose of: developing, validating or administering predictive tests; administering student aid programs; or improving instruction. The recipient organization must agree to limit access to the information and to destroy the information when no longer needed for the purpose for which it is released. **Additionally, any such studies must comply with the provisions of Board policy ILD.**
 6. *Accrediting organizations.*
 7. *Judicial orders or lawfully issued subpoenas*, upon condition that parents/guardians and the student are notified of all such orders or subpoenas in advance of compliance therewith by the district, except when a parent/guardian is a party to a court proceeding involving child abuse or neglect or dependency. The principal shall consult with the Superintendent and legal counsel as needed to ensure compliance with the judicial order and applicable law.
 8. *Health and safety emergencies.*

I.J. Maintenance of Student Records and Data. The principal of each building is responsible for record maintenance, access and destruction of all student records. All school district personnel having access to records shall place great emphasis upon privacy rights of students and parents/guardians.

All entries into student records must be dated and signed by the person accessing such records.

The principal will ensure that all records are maintained in accordance with application retention schedules as may be established by law.

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J.K. Disclosures Made From Education Records. The district will maintain an accurate record of all requests for it to disclose information from, or to permit access to, a student's education records and of information it discloses and persons to whom it permits access with some exceptions listed below. This record is kept with, but is not a part of each student's cumulative school records. It is available only to the record custodian, the eligible student, the parent/guardian(s) of the student or to federal, state, or local officials for the purpose of auditing or enforcing federally supported educational programs.

The record includes:

1. The name of the person who or agency which made the request;
- ~~2. The interest which the person or agency has in the information;~~
- ~~3. The date on which the person or agency made the request;~~
- ~~4. Whether the request was granted and, if it was, the date access was permitted or the disclosure was made; and~~
5. In the event of a health and safety emergency, the articulable and significant threat to the health or safety of a student or other individuals that formed the basis for the disclosure; and the parties to whom the agency or institution disclosed the information.
- 6. Whether the request was granted and, if it was, the date access was permitted, or the disclosure was made;**
- 7. The date on which the person or agency made the request; and**
- 8. The interest which the person or agency has in the information.**

The district will maintain this record as long as it maintains the student's education record. The records do not include requests for access or information relative to access which has been granted to parent/guardian(s) of the student or to an eligible student, requests for access or access granted to officials of the district who have a legitimate educational interest in the student; requests for, or disclosures of, information contained in the student's education records if the request is accompanied by the prior written consent of a parent/guardian(s) or eligible student or if the disclosure is authorized by such prior consent or for requests for, or disclosures of, directory information designated for that student.

The records of a request for the correction of an educational record, including any appeal of a denial of that request, if the educational record is ultimately corrected shall not be treated as part of the educational record of the student and shall be preserved separately.

Policy Updates:

Adopted – December 14, 2015

Revised – November 13, 2023

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FIRST READING – NEW POLICY

WEBSITE ACCESSIBILITY AND GRIEVANCE

The district is committed to ensuring accessibility of its website for students, parents/guardians, and members of the community with disabilities. All pages on the district website will conform to the W3C Web Accessibility Initiative (WAI) Web Content Accessibility Guidelines (WCAG) 2.1 Level AA success criteria and conformance requirements, as specified in the federal rule published in 89 FR 31320. If there are differences between WCAG and the federal rule, the standards in the federal rule prevail.

The Superintendent is directed to establish procedures whereby students, parents, and members of the public may present a complaint regarding a violation of the Americans with Disabilities Act (ADA), Section 504 and Title II related to the accessibility of any official District web presence which is developed by, maintained by, or offered through the District or third-party vendors and open sources.

A. Website Accessibility.

With regard to the district website and any official district web presence which is developed by, maintained by, or offered through third party vendors and open sources, the district is committed to compliance with the provisions of the Americans with Disabilities Act (ADA), Section 504 and Title II so that students, parents and members of the public with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as those without disabilities, with substantially equivalent ease of use; and that they are not excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any district programs, services, and activities delivered online.

All existing web content produced by the district, and new, updated and existing web content provided by third-party developers, will conform to Web Content Accessibility Guidelines (WCAG) 2.1 Level AA conformance, or updated equivalents. This Regulation applies to all new, updated, and existing web pages, as well as all web content produced or updated by the district or provided by third-party developers.

B. Complaints and Grievances Concerning Accessibility of District Websites.

A student, parent/guardian, or member of the public who wishes to submit a complaint or grievance regarding a violation of the Americans with Disabilities Act (ADA), Section 504 or Title II related to the accessibility of any official district web presence that is developed by, maintained by, or offered through the district, third party vendors and/or open sources may complain directly to a school administrator, or the school or district webmaster. To best assure timely processing and resolution of any complaint/grievance under this policy, the initial complaint or grievance should be made using a Website Accessibility Complaint/Request Form to be created under the direction of the Superintendent.

The Website Accessibility Complaint/Request Form may be submitted in hard copy or

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via email to the district's "Website Accessibility Compliance Coordinator". The Board designates the Technology Director as the Website Accessibility Compliance Coordinator. Notwithstanding the above, however, a verbal complaint or grievance may be made. Any district employee who receives such a verbal complaint or grievance, is directed to immediately refer the matter to the Website Accessibility Compliance Coordinator, who shall take such steps as are necessary to reduce the Complaint/Grievance to writing.

C. Investigation and Resolution of Complaints and Grievances.

Whether or not a formal complaint or grievance is made, once the district has been notified of inaccessible content, effective communication shall be provided as soon as possible to the reporting party to provide access to the information. The Complainant should not have to wait for the investigation of the complaint to be concluded before receiving the information that they were unsuccessful in accessing.

The formal ADA non-compliance complaint, and the Website Accessibility Complaint/Request Form should include the following:

- Name
- Address
- Date of the complaint
- Description of the problem encountered
- Web address or location of the problem page
- Solution desired
- Contact information in case more details are needed (email and phone number)

The complaint or grievance will be investigated by the Website Accessibility Compliance Coordinator, or another person designated by the Superintendent. The student, parent/guardian, or member of the public shall be contacted no later than five (5) working days following the date the Website Accessibility Compliance Coordinator receives the information.

The procedures to be followed are:

- An investigation of the complaint shall be completed within fifteen (15) working days. Extension of the timeline may only be approved by the Superintendent.
- The investigator shall prepare a written report of the findings and conclusions within five (5) working days of the completion of the investigation.
- The investigator shall contact the Complainant upon conclusion of the investigation to discuss the findings and conclusions and actions to be taken as a result of the investigation.

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- A record of each complaint and grievance made pursuant to Governing Board Policy KEE shall be maintained at the district office. The record shall include a copy of the complaint or grievance filed, report of findings from the investigation, and the disposition of the matter.

Policy Updates:
Adopted –

RESOLUTION

RESOLUTION FOR THE FINAL ACCEPTANCE OF THE DOVER HIGH SCHOOL & REGIONAL CAREER TECHNICAL CENTER PROJECT

WHEREAS: Construction on Dover High School & Regional Career Technical Center Project was completed as of October 2, 2024. The primary components of this project included the construction of a new high school and regional career technical center building, renovations to the driveways and parking lots, and animal science center, as well as the demolition and removal of the old high school and regional technical center building; and

WHEREAS: The final cost of the project was \$87,651,377.28; and

WHEREAS: The project resulted in \$9,941.35 of unexpended funds; and

WHEREAS: Remaining funds of \$9,941.35 will be used to fund the District's current LED Lighting Upgrade building improvement project.

WHEREAS: The High School & Regional Career Technical Center Project Joint Building Committee voted to transfer the Dover High School and Regional Career Technical Center buildings to the School Department on October 3rd, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE DOVER SCHOOL BOARD THAT:

1. The Final Financial Report of the High School & Regional Career Technical Center Project Joint Building Committee is received and acknowledged as attached in the Background of this resolution; and
2. The Dover High School and Regional Career Technical Center buildings are accepted by the Dover School Board; and
3. The dissolution of the High School & Regional Career Technical Center Project Joint Building Committee is acknowledged.

SUBMITTED BY:

Robin Trefethen, Chairperson

Carolyn Mebert, Vice Chairperson

Michelle Clancy, Secretary

Craig Flynn

Elizabeth Goldman

Maggie Fogarty

Micaela Demeter

Resolution Background Material

The procedures for closing a Joint Building Committee pursuant to RSA 199-4 are:

1. A vote of the JBC accepting the Final Report and authorizing the Chair to submit the Final Report to the City Council and School Board;
2. A vote of the JBC on a resolution/motion accepting the building;
3. A vote of the JBC on a resolution/motion transferring the building to the School Department and the City of Dover;
4. The submission of a Final Report by the JBC to the City Council and the School Board; preparation of separate resolutions to each elected requesting acceptance of the Final Report;
5. The return of the unexpended funds to the municipality.

CAPITAL IMPROVEMENTS SUMMARY
Dover High School & Regional Career Technical Center Project
As of: October 3, 2024

Appropriation #1 (FY14), Issued January 26, 2014:	\$ 900,000.00
Appropriation #2 (FY15), Issued November 12, 2014:	\$ 23,300,000.00
Appropriation #3 (FY16), Issued July 22, 2015:	\$ 49,700,000.00
State of NH Funding (FY16):	\$ 13,500,000.00
Appropriation #4, DHS/RCTC Bond Premium appropriation (Project Manager) approved 5/11/2016:	\$ 222,756.00
Appropriation #5, GES JBC Reprogrammed Funds approved by City Council 10/13/2021:	\$ 38,562.63
Total Appropriation:	\$ 87,661,318.63

Expenditure Summary:	\$ 87,651,377.27
Encumbered/Committed by JBC:	\$ -
Adjustment Per GL:	\$ 0.01
Total Expended/Committed:	\$ 87,651,377.28

Funds Remaining:	\$ 9,941.35
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<u>Paid to Date</u>	<u>CIPM#</u>	<u>Expenditures to Date:</u>	<u>Amount:</u>
2/26/2015	001	HMFH Architects, Inc.: Professional Services through 12/31/2014	\$ 24,250.00
2/26/2015	001	HMFH Architects, Inc.: Professional Services through 1/31/2015	\$ 106,100.00
3/12/2015	002	HMFH Architects, Inc.: Travel Expense - for services rendered through 12/31/2014	\$ 347.94
3/12/2015	002	HMFH Architects, Inc.: Travel Expense - for services rendered through 1/31/2015	\$ 238.23
3/26/2015	003	HMFH Architects, Inc.: Professional Services through 2/28/2015	\$ 89,268.74
4/30/2015	004	HMFH Architects, Inc.: Professional Services through 3/31/2015	\$ 130,884.68
6/18/2015	005	HMFH Architects, Inc.: Professional Services through 4/30/2015	\$ 86,731.41
6/30/2015	006	HMFH Architects, Inc.: Professional Services through 5/31/2015	\$ 84,706.16
6/30/2015	006	HMFH Architects, Inc.: Professional Services through 6/30/215	\$ 40,383.96
6/30/2015	008	Journal entry to re-class JBC expenses from GF (managed under existing POs & Payroll within GF)	\$ 14,527.35
9/3/2015	007	HMFH Architects, Inc.: Professional Services through 7/31/2015	\$ 24,431.94
10/15/2015	010	HMFH Architects, Inc.: Professional Services through 8/31/2015	\$ 153,095.89
10/23/2015	012	PC Construction Co.: Precon Ph I - Initial 3 conceptual design option estimates & recon with HMFH Estimator	\$ 59,000.00
11/5/2015	011	HMFH Architects, Inc.: Professional Services through 9/30/2015	\$ 352,800.00
12/3/2015	013	HMFH Architects, Inc.: Professional Services through 10/31/2015	\$ 302,400.00
12/3/2015	014	HMFH Architects, Inc.: Printing & Travel Expense - for services rendered through 10/31/2015	\$ 933.06
12/3/2015	015	HMFH Architects, Inc.: Professional Services through 10/31/2015	\$ 25,515.33
12/31/2015	016	HMFH Architects, Inc.: Professional Services through 11/30/2015	\$ 398,498.63
2/11/2016	017	HMFH Architects, Inc.: Professional Services through 12/31/2015	\$ 332,373.63
3/3/2016	018	HMFH Architects, Inc.: Professional Services through 1/31/2016	\$ 337,250.00
3/31/2016	019	HMFH Architects, Inc.: Professional Services through 2/29/2016	\$ 334,689.37
4/21/2016	020	HMFH Architects, Inc.: Misc. Expenses - for services through 3/31/2016	\$ 6,875.00
5/5/2016	021	HMFH Architects, Inc.: Professional Services through 3/31/2016	\$ 362,005.05
5/10/2016	n/a	Journal entry to re-class JBC clerical work expenses from General fund for period 7/1/2015-4/29/2016	\$ 9,434.65
5/24/2016	n/a	Journal entry to re-class JBC legal expenses from General Fund for period 7/17/2015-7/20/2015	\$ 2,630.00
6/2/2016	023	Horizon Engineering Associates, LLP: Professional Services from 4/2/2016-4/29/2016	\$ 2,930.00
6/9/2016	022	HMFH Architects, Inc.: Professional Services through 4/30/2016	\$ 348,035.76
6/30/2016	024	PC Construction - Phase II Preconstruction services covering the Design Development estimate	\$ 37,000.00
6/30/2016	025	HMFH Architects, Inc.: Professional Services through 5/31/2016	\$ 332,773.40
6/30/2016	026	Horizon Engineering Associates, LLP: Professional Services from 4/30/2016-5/27/2016	\$ 2,450.00
8/11/2016	027	HMFH Architects, Inc: Professional Services through 6/30/2016	\$ 339,615.54
8/11/2016	028	PC Construction Co.: Professional Services through 6/30/2016 (App#1, Includes Held Retainage of \$8,790)	\$ 87,900.00
8/11/2016	029	Horizon Engineering Associates, LLP: Professional Services from 5/28/2016-7/1/2016	\$ 1,290.00
8/25/2016	030	HMFH Architects, Inc.: Professional Services through July 31, 2016	\$ 441,135.69
9/1/2016	031	Horizon Engineering Associates, LLP: Professional Services from 7/2/2016-7/29/2016	\$ 2,301.00
9/15/2016	032	PC Contruction Co.: Professional Services through 7/31/2016 (App#2, Includes Held Retainage of \$7,381)	\$ 460,059.00
9/15/2016	033	Sebago Technics, Inc. - Traffic Study, Planning & Engineering Services	\$ 13,900.00
9/15/2016	034	Eversource Energy - Prepayment of services to install pole, ancor, xarms and cutouts for new primary riser.	\$ 8,608.00
9/29/2016	035	HMFH Architects, Inc.: Professional Services through 8/31/2016	\$ 334,359.76
9/29/2016	036	R.W. Gillespie & Associates, Inc. - Professional Services through 8/31/2016	\$ 3,275.51
9/29/2016	037	PC Construction Co.: Professional Services through 8/31/2016 (App#3, Includes Held Retainage of \$23,324)	\$ 570,212.00
9/29/2016	038	Horizon Engineering Associates, LLP: Professioanal Servcies from 7/30/2016-9/2/2016	\$ 4,160.00
10/13/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,291.96
10/20/2016	039	R.W. Gillespie & Associates, Inc. - Professional Services through 9/30/2016	\$ 6,724.25
10/20/2016	042	Horizon Engineering Associates, LLP: Professional Services through 9/30/2016	\$ 1,111.00
10/20/2016	043	Sebago Technics, Inc. - Traffic Study, Planning & Engineering Services: Services through 9/2/2016	\$ 3,000.00
10/20/2016	044	State of NH - DES: Wetlands Permit	\$ 200.00
10/20/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,291.96
10/27/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,291.96
11/3/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,617.37
11/3/2016	040	PC Construction Co.: Professional Services through 9/30/2016 (App#4, Includes Held Retainage of \$37,250)	\$ 866,127.00
11/3/2016	041	HMFH Architects, Inc.: Professional Services through 9/30/2016	\$ 199,023.73
11/10/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,617.37
11/10/2016	045	Sebago Technics, Inc. - Traffic Study, Planning & Engineering Services	\$ 1,800.00
11/17/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,628.13
11/23/2016	n/a	Seacoast Media Group - Advertisement for Civil Works position	\$ 329.46
11/23/2016	046	R.W. Gillespie & Associates, Inc. - Professional Services through 10/31/2016	\$ 8,859.00
11/23/2016	048	Horizon Engineering Associates, LLP: Professional Services through 10/28/2016	\$ 1,096.00
11/23/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,628.13
12/1/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,628.13
12/8/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,628.13
12/15/2016	047	PC Construction Co.: Professional Services through 10/31/2016 (App#5, Includes Held Retainage of \$41,474)	\$ 1,003,159.00

CAPITAL IMPROVEMENTS SUMMARY
Dover High School & Regional Career Technical Center Project
As of: October 3, 2024

12/15/2016	049	HMFH Architects, Inc.: Professional Services through 10/31/2016	\$	186,446.73
12/15/2016	050	HMFH Architects, Inc.: Professional Services through 10/31/2016 (Clerk of Works, PSS#9)	\$	731.05
12/15/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
12/22/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,638.39
12/29/2016	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
12/29/2016	051	R.W. Gillespie & Associates, Inc. - Professional Services through 11/30/2016	\$	11,129.50
12/29/2016	052	PC Construction Co.: Professional Services through 11/30/2016 (App#6, Includes Held Retainage of \$120,917)	\$	2,601,958.00
1/5/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
1/12/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
1/19/2017	053	Horizon Engineering Associates, LLP: Professional Services through 12/2/2016	\$	4,500.00
1/19/2017	054	HMFH Architects, Inc.: Professional Services through 11/30/2016	\$	133,726.13
1/19/2017	055	R.W. Gillespie & Associates, Inc. - Professional Services through 12/31/2016	\$	11,683.00
1/19/2017	056	PC Construction Co.: Professional Services through 12/31/2016 (App#7, Includes Held Retainage of \$30,899)	\$	1,422,046.00
1/19/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
1/26/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,638.39
2/2/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
2/9/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
2/9/2017	057	HMFH Architects, Inc.: Professional Services through 12/31/2016	\$	108,706.89
2/16/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
2/23/2017	058	R.W. Gillespie & Associates, Inc. - Professional Services through 1/31/2017	\$	12,523.14
2/23/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,638.39
3/2/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
3/9/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
3/9/2017	059	PC Construction Co.: Professional Services through 1/31/2017 (App#8, Includes Held Retainage of \$94,252)	\$	3,092,058.00
3/9/2017	060	HMFH Architects, Inc.: Professional Services through 1/31/2017	\$	99,665.05
3/30/2017	061	PC Construction Co.: Professional Services through 2/28/2017 (App#9, Includes Held Retainage of \$108,494)	\$	2,626,511.00
3/16/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
3/22/2017	J#5589	Gas Usage through Unutil at DHS/CTC project site from 2/2/2017-2/16/2017 as approved by JBC 3/21/2017 (Manifest #065)	\$	6,624.84
3/23/2017	062	R.W. Gillespie & Associates, Inc. - Professional Services through 2/19/2017	\$	10,500.04
3/23/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,638.39
3/30/2017	063	Horizon Engineering Associates, LLP: Professional Services from 12/3/2016 through 2/24/2017	\$	15,956.26
3/30/2017	064	HMFH Architects, Inc.: Professional Services through 2/28/2017	\$	95,036.64
3/30/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
4/4/2017	J#5951	Gas Usage through Unutil at DHS/CTC project site from 2/16/2017-3/17/2017 as approved by JBC 3/21/2017 (Manifest #067)	\$	19,781.62
4/6/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
4/13/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
4/13/2017	066	R.W. Gillespie & Associates, Inc. - Professional Services through 3/25/2017	\$	30,422.87
4/20/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
4/27/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,638.39
4/27/2017	068	PC Construction Co.: Professional Services through 3/31/2017 (App#10, Includes Held Retainage of \$102,303)	\$	2,613,490.00
4/27/2017	070	Sebago Technics, Inc. - Traffic Study, Planning & Engineering Services	\$	7,000.00
4/27/2017	071	Horizon Engineering Associates, LLP: Professional Services from 2/25/2017-3/31/2017	\$	620.00
5/4/2017	069	HMFH Architects, Inc.: Professional Services through 3/31/2017	\$	84,564.54
5/4/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
5/5/2017	J#526	Gas Usage through Unutil at DHS/CTC project site from 3/17/2017-4/14/2017 as approved by JBC 5/4/2017 (Manifest #072)	\$	16,839.77
5/11/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
5/18/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
5/25/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,638.39
5/26/2017	073	PC Construction Co.: Professional Services through 4/30/2017 (App#11, Includes Held Retainage of \$112,559)	\$	2,998,922.00
5/25/2017	074	R.W. Gillespie & Associates, Inc. - Professional Services through 4/30/2017	\$	25,234.05
6/1/2017	075	HMFH Architects, Inc.: Professional Services through 4/30/2017	\$	81,155.64
6/1/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
6/8/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
6/8/2017	076	Horizon Engineering Associates, LLP: Professional Services from 4/1/2017-4/28/2017	\$	500.00
6/15/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.13
6/22/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,638.39
6/22/2017	077	R.W. Gillespie & Associates, Inc. - Professional Services through 5/31/2017	\$	16,068.14
6/29/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,628.19
6/29/2017	078	PC Construction Co.: Professional Services through 5/31/2017 (App#12, Includes Held Retainage of \$186,134)	\$	4,184,844.00
6/30/2017	079	Horizon Engineering Associates, LLP: Professional Services from 4/29/2017-6/2/2017 (Paid 7.6.2017)	\$	8,021.00
6/30/2017	080	HMFH Architects, Inc.: Professional Services through 5/31/2017 (Paid 7.6.2017)	\$	113,070.30
6/30/2017	081	PC Construction Co.: Professional Services through 6/30/2017 (App#13, Includes Held Retainage of \$241,526) (Paid 7.21.2017)	\$	5,376,754.00
6/30/2017	082	HMFH Architects, Inc.: Professional Services through 6/30/2017 (Paid 8.3.2017)	\$	88,661.74
6/30/2017	083	R.W. Gillespie & Associates, Inc. - Professional Services through 6/30/2017 (Paid 8.3.2017)	\$	11,101.27
6/30/2017	084	Horizon Engineering Associates, LLP: Professional Services from 6/2/2017-6/30/2017 (Paid 8.17.2017)	\$	2,640.00
7/6/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,630.43
7/13/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
7/20/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
7/27/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
8/3/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
8/10/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
8/17/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,660.04
8/24/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,660.04
8/31/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
8/31/2017	085	PC Construction Co.: Professional Services through 7/31/2017 (App#14, Includes Held Retainage of \$125,105)	\$	3,240,573.00
8/31/2017	086	Horizon Engineering Associates, LLP: Professional Services from 7/1/2017-7/28/2017	\$	634.00
8/31/2017	087	HMFH Architects, Inc.: Professional Services through 7/31/2017	\$	81,382.56
8/31/2017	088	R.W. Gillespie & Associates, Inc. - Professional Services through 7/31/2017	\$	7,205.90
8/31/2017	089	Eversource Energy - Removal of 3 overhead transformers along w/delivery/installation of a 150 cva pad mounted transformer	\$	2,469.00
9/7/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
9/14/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78

CAPITAL IMPROVEMENTS SUMMARY
Dover High School & Regional Career Technical Center Project
As of: October 3, 2024

9/14/2017	091	R.W. Gillespie & Associates, Inc. - Professional Services through 8/31/2017	\$	5,357.37
9/21/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
9/28/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,660.22
9/28/2017	090	PC Construction Co.: Professional Services through 8/31/2017 (App#15, Includes Held Retainage of \$210,474)	\$	4,700,004.00
9/28/2017	092	Horizon Engineering Associates, LLP: Professional Services from 7/29/2017-9/1/2017	\$	5,400.25
9/28/2017	093	HMFH Architects, Inc.: Professional Services through 8/31/2017	\$	116,455.40
10/5/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
10/12/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
10/19/2017	097	Sebago Technics, Inc. - Traffic Study, Planning & Engineering Services	\$	4,300.00
10/19/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
10/26/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,660.22
10/26/2017	095	R.W. Gillespie & Associates, Inc. - Professional Services through 9/30/2017	\$	1,862.37
10/26/2017	096	HMFH Architects, Inc.: Professional Services through 9/30/2017	\$	100,052.02
10/30/2017	094	PC Construction Co.: Professional Services through 9/30/2017 (App#16, Includes Held Retainage of \$150,968)	\$	3,354,937.00
11/2/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
11/9/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
11/9/2017	098	R.W. Gillespie & Associates, Inc. - Professional Services through 10/29/2017	\$	775.75
11/15/2017	n/a	Unitil rebate for boilers	\$	(30,000.00)
11/16/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
11/22/2017	100	Horizon Engineering Associates, LLP: Professional Services from 9/2/2017-9/29/2017	\$	6,995.00
11/22/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,660.22
11/30/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,649.78
12/1/2017	099	PC Construction Co.: Professional Services through 10/31/2017 (App#17, Includes Held Retainage of \$194,352)	\$	4,342,207.00
12/7/2017	101	HMFH Architects, Inc.: Professional Services through 10/31/2017	\$	83,002.94
12/7/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,689.20
12/14/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,689.20
12/21/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,689.20
12/21/2017	102	Intertek-ATI: Field Water Penetration Testing	\$	2,250.00
12/21/2017	103	Horizon Engineering Associates, LLP: Professional Services from 9/30/2017-10/27/2017	\$	5,486.00
12/28/2017	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,699.63
12/29/2017	104	PC Construction Co.: Professional Services through 11/30/2017 (App#18, Includes Held Retainage of \$129,783)	\$	3,615,584.00
1/4/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,958.33
1/11/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
1/18/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
1/18/2018	105	HMFH Architects, Inc.: Professional Services through 11/30/2017	\$	89,788.89
1/18/2018	106	Horizon Engineering Associates, LLP: Professional Services from 10/28/2017-12/1/2017	\$	4,833.00
1/25/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,735.19
1/31/2018	107	PC Construction Co.: Professional Services through 12/31/2017 (App#19, Includes Held Retainage of \$167,451)	\$	3,805,463.00
2/1/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
2/1/2018	108	Horizon Engineering Associates, LLP: Professional Services from 12/2/2017-12/31/2017	\$	3,631.00
2/1/2018	109	HMFH Architects, Inc.: Professional Services through 12/31/2017	\$	85,607.70
2/8/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
2/15/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
2/15/2018	111	R.W. Gillespie & Associates, Inc. - Professional Services through 1/31/2018	\$	1,200.00
2/20/2018	J#4627	Gas Usage through Unitil at DHS/CTC project site from 12/20/2017-1/17/2018 as approved by JBC 2/20/2018 (Manifest #115)	\$	32,818.59
2/22/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,734.83
2/28/2018	110	PC Construction Co.: Professional Services through 1/31/2018 (App#20, Includes Held Retainage of \$112,975)	\$	2,465,842.00
3/1/2018	116	Horizon Engineering Associates, LLP: Professional Services from 1/1/18-2/2/18	\$	5,119.00
3/1/2018	117	HMFH Architects, Inc.: Professional Services through 1/31/2018	\$	99,382.08
3/1/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
3/8/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
3/15/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
3/22/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,734.83
2/20/2018	JE	Gas Usage through Unitil at DHS/CTC project site from 11/17/18-2/15/18 as approved by JBC 3/6/2018 (Manifest #118)	\$	40,643.88
3/29/2018	119	PC Construction Co.: Professional Services through 2/28/2018 (App#21, Includes Held Retainage of \$133,254)	\$	3,101,391.00
3/29/2018	120	HMFH Architects, Inc.: Professional Services through 2/28/2018	\$	107,243.00
3/29/2018	121	Horizon Engineering Associates, LLP: Professional Services from 2/3/18-3/2/18	\$	4,732.00
3/29/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
4/5/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
4/12/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
4/17/2018	JE	Gas Usage through Unitil at DHS/CTC project site from 2/15/18-3/19/18 as approved by JBC 4/17/18 (Manifest #124)	\$	41,222.63
4/19/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
4/19/2018	125	Horizon Engineering Associates, LLP: Professional Services from 3/3/18-3/30/18	\$	3,966.00
4/26/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,735.93
4/30/2018	122	PC Construction Co.: Professional Services through 3/31/2018 (App#22, Includes Held Retainage of \$153,674)	\$	2,863,845.00
5/3/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
5/10/2018	123	HMFH Architects, Inc.: Professional Services through 3/31/2018	\$	93,790.12
5/10/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
5/17/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
5/24/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,735.93
5/24/2018	127	Horizon Engineering Associates, LLP: Professional Services from 3/31/18-4/24/18	\$	3,334.00
5/15/2018	128	Gas Usage through Unitil at DHS/CTC project site from 3/19/18-4/17/18 as approved by JBC5/15/18 (Manifest #128)	\$	32,244.21
5/24/2018	129	Dell Marketing (server)	\$	10,000.00
5/24/2018	130	HMFH Architects, Inc.: Professional Services through 4/30/2018	\$	87,916.90
5/29/2018	126	PC Construction Co.: Professional Services through 4/30/2018 (App#23, Includes Held Retainage of \$109,699)	\$	2,423,916.00
5/31/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	325.40
6/7/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	325.40
6/12/2018	131	Gas Usage through Unitil at DHS/CTC project site from 4/17/2018-5/17/2018 as approved by JBC 6/12/2018	\$	10,481.28
6/14/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	832.78
6/21/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,375.44
6/21/2018	133	HMFH Architects, Inc.: Professional Services through 5/31/2018	\$	85,765.99

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6/28/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,348.05
6/29/2018	132	PC Construction Co.: Professional Services through 5/31/2018 (App#24, Includes Held Retainage of \$68,874)	\$	1,859,257.00
6/30/2018	134	Optiv Security Inc. - Network Electronics	\$	400,562.00
6/30/2018	135	Gas Usage through Unitil at DHS/CTC project site from 5/17/18-6/19/18 as approved by JBC 7/10/18	\$	4,052.79
6/30/2018	136	Horizon Engineering Associates, LLP: Professional Services from 4/28/18-6/1/2018 (Paid 7/19/2018)	\$	11,267.00
6/30/2018	136.2	PC Construction Co.: Professional Services through 6/30/2018 (App#25, Includes Held Retainage of \$76,420) (ACH 7/20/18)	\$	1,633,419.00
6/30/2018	137	HMFH Architects, Inc.: Professional Services through 6/30/2018 (Paid 7/19/2018)	\$	83,510.49
7/5/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,678.44
7/12/2018	n/a	PSNH/dba Eversource - DHS/CTC Rebate on lighting	\$	(100,000.00)
7/12/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,434.88
7/19/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,573.59
7/26/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	2,672.66
8/16/2018	138	Automotive Garage Tools, LLC - move of CTC auto lifts to new high school	\$	4,148.00
8/16/2018	139	Optiv Security Inc. - Network Electronics	\$	14,294.55
8/16/2018	140	Diamond Relocation - moving services for CTE during the week of 6/11-6/15/2018	\$	27,400.00
8/2/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,615.95
8/9/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,573.59
8/16/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,504.22
8/23/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,482.43
8/30/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,434.88
8/31/2018	141	PC Construction Co.: Professional Services through 7/31/2018 (App#26, Includes Held Retainage of \$65,271) (ACH 8/31/18)	\$	1,539,677.00
8/23/2018	142	R.W. Gillespie & Associates, Inc. - Professional Services 4/26/2018-7/6/2018	\$	1,788.75
8/23/2018	143	Horizon Engineering Associates, LLP: Professional Services from 6/2/2018-7/27/2018)	\$	9,451.00
8/23/2018	144	HMFH Architects, Inc.: Professional Services through 7/31/2018	\$	42,272.22
8/23/2018	145	Ockers Company - Cleartouch monitors and wall mounts	\$	77,715.00
8/30/2018	146	Diamond Relocation - moving services for CTE & DHS on 8/7 and 8/14	\$	12,090.00
8/30/2018	147	Ockers Company - miscellaneous items received related to leartouch monitors	\$	8,065.00
9/6/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,365.55
9/13/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,365.55
9/13/2019	148	Optiv Security Inc: Additional WAP kits	\$	795.70
9/13/2018	149	Howard Systems, LLC: DHS Fiber and Copper installation	\$	9,440.00
9/13/2018	150	Telephone & Network Technologies, Inc: Cables for WAPs	\$	1,896.30
9/20/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,402.81
9/27/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,372.87
9/27/2018	152	R.W. Gillespie & Associates, Inc. - Professional Services 7/20/2018-8/24/2018	\$	2,362.75
9/27/2018	153	PC Construction Co.: Professional Services through 8/31/2018 (App#27, Includes Held Retainage of \$63,465) (ACH 9/27/2018)	\$	1,525,364.00
9/27/2018	154	Portland Pottery Supply - move and set-up kiln at new HS	\$	214.00
9/27/2018	155	HMFH Architects, Inc.: Professional Services through 8/31/2018	\$	53,399.00
9/27/2018	156	Project Adventure - site evaluation for high elements located at new HS.	\$	550.00
9/27/2018	157	R.M.S. Electric - Installation of (2) 20AMP, 208V outlets for copiers in administrative copy room.	\$	3,139.61
10/4/2018	158	Optiv Security Inc: Custom consulting services for WAPs	\$	3,179.31
10/4/2018	159	Optiv Security Inc: Custom consulting services for WAPs	\$	20,944.59
10/4/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,712.26
10/11/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,573.57
10/11/2018	160	Horizon Engineering Associates, LLP: Professional Services from 7/28/2018-8/31/2018	\$	9,870.00
10/11/2018	161	Caruso Music, Inc.- Baldwin SF10 piano (used with trade-in Steinway C)	\$	10,812.00
10/11/2018	162	Robert H. Lord Co., Inc. (FFE)	\$	3,132.00
10/11/2018	163	School Furnishings (FFE): Nurse Equipment	\$	4,057.60
10/11/2018	164	School Furnishings (FFE)	\$	168,361.32
10/11/2018	165	School Furnishings (FFE)	\$	33,451.49
10/11/2018	166	New England Fitness Distributors	\$	134,168.00
10/18/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,573.57
10/25/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,627.05
10/25/2018	167	Diamond Relocation - moving services provided between 8/18-9/28/18	\$	61,168.00
10/25/2018	168	Optiv Security Inc. - Custom consulting Services for WAPs	\$	3,600.00
10/25/2018	169	Robert Half Technology - IT Temporary Assistance	\$	9,928.00
10/25/2018	170	Ockers Company - CTC Devices	\$	257,734.00
10/25/2018	171	Ockers Company - Servers for new HS/CTC	\$	47,489.16
10/25/2018	172	DiaMedical USA - Classroom Ambulance Simulator Package	\$	41,135.00
10/25/2018	173	School Furnishings - FFE purchases for CTC	\$	54,762.98
10/25/2018	174	School Furnishings - FFE purchases for HS	\$	1,304.82
10/25/2018	175	HMFH Architects, Inc.: Professional Services through 9/30/2018	\$	11,183.86
11/1/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,573.57
11/8/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,573.57
11/14/2018	176	PC Construction Co.: Professional Services through 9/30/2018 (App#28, Includes Held Retainage of \$9,220) (ACH 11/14/2018)	\$	204,370.00
11/15/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	1,573.57
11/15/2018	177	C&W Services - Custodial labor for detail cleaning at DHS	\$	2,788.41
11/15/2018	178	Amazon.com - (2) Trip Lite 32-port AC Charging Storage Station for Chromebooks, Laptops & Tablets	\$	1,936.38
11/15/2018	179	Institution Recycling Network, Inc - Resusable furntiure removal	\$	38,926.00
11/15/2018	180	Horizon Engineering Associates, LLP: Professional Services from 9/1/2018-9/28/2018	\$	8,853.00
11/15/2018	181	Diamond Relocation, Inc.	\$	19,504.00
11/15/2018	182	Robert Half Technology - IT Temporary Technical Assistance	\$	5,673.58
11/15/2018	183	Jamar Autobody Supply - Parts for auto collison lab	\$	5,404.57
11/15/2018	184	Creative Office Pavilion - FFE purchases for HS and CTC	\$	1,104,589.37
11/15/2018	185	Monitor Equipment Co., Inc.	\$	8,684.38
11/22/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	912.63
11/28/2018	186	Ricci Lumber Co, Inc - Lumber for CTC Electrical Program (prepayment, paid with CC)	\$	1,301.41
11/29/2018	188	Automotive Garage Tools, LLC - move of CTC auto lifts to new high school	\$	962.00
11/29/2018	189	RMS Electric, LLC - Assist with electrical wiring of installed spray booth	\$	11,150.03
11/29/2018	190	Ockers Company - AV Wiring, Installation of Cleartouch monitors, installation of Dell workstations, laptops and Chromebooks	\$	19,279.00
11/29/2018	191	Shipyard Waste Solutions, LLC - dumpster pickup for items at old DHS	\$	4,863.60

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11/29/2018	192	Optiv Security, Inc. - Aruba Access Points	\$	2,091.42
11/29/2018	193	Apple - IT Equipment for HS	\$	81,780.35
11/29/2018	194	Optiv Security, Inc. - Custom consulting and project management services	\$	887.50
12/6/2018	195	Robert Half Technology - IT Temporary Technical Assistance	\$	456.05
11/29/2018	196	DialMedical USA - Simulated medication box, BLS Jump Pack & Stop the Bleed emergency kit for CTC program	\$	949.00
12/6/2018	197	Collins Sports Medicine - Seat Tilt Taping Station & Other Miscellaneous Items	\$	2,849.00
12/12/2018	198	PC Construction Co.: Professional Services through 10/31/2018 (App#29, Includes Released Retainage of \$436,782) (ACH 12/12/2018)	\$	293,692.00
12/6/2018	199	HMFH Architects, Inc.: Professional Services through 10/31/2018	\$	38,039.10
12/6/2018	200	R.M.S. Electric - Auto Shop - connect crash bar circuits; remove existing proof outlet & disconnect mixing station in old building, etc.	\$	6,486.86
12/27/2018	201	Ockers Company - Certified installation & engineering services for HPE servers	\$	2,246.00
12/20/2018	202	Optiv Security, Inc. - Custom Consulting Services	\$	200.00
12/20/2018	203	Robert Half Technology - IT Temporary Technical Assistance	\$	3,452.16
12/27/2018	204	HMFH Architects, Inc.: Professional Services through 11/30/2018	\$	36,119.43
12/13/2018	205	Eversource - deposit for work associated with the interconnection to the Eversource EDS	\$	38,330.00
12/27/2018	206	Optiv Security Inc.	\$	2,912.50
12/27/2018	208	Shipyards Waste Solutions, LLC - dumpster pickup for items at old DHS	\$	4,760.00
12/27/2018	209	Pocket Nurse Enterprises (FFE)	\$	38,639.88
12/27/2018	187	Airgas USA, LLC - items needed for welding - extractor fume miniflex & nozzels (paid with CC)	\$	6,060.00
12/31/2018	207	PC Construction Co.: Professional Services through 11/30/2018 (App#30, Includes Released Retainage of \$123,767) (ACH 12/31/2018)	\$	451,738.00
1/17/2019	210	Glover Plumbing & Heating, LLC - Air line work at autobody classroom (paint booth)	\$	2,200.00
1/17/2019	211	R.M.S. Electric - correct wiring of kiln fan & program; Install outlets for floor equipment in loading dock area/facilities shop	\$	4,710.81
1/17/2019	212	Project Adventure - 50% payment due	\$	11,318.50
1/17/2019	213	Ockers Company - Certified installation & engineering services for HPE servers	\$	525.00
1/17/2019	214	Robert Half Technology - IT Temporary Assistance	\$	6,732.03
1/9/2019	215	Airgas USA, LLC - Downflex 200-M Weld Fume Downdraft Table (paid with CC)	\$	7,900.00
1/17/2019	216	W.B. Mason - FFE purchases for HS & CTC	\$	340,969.26
1/17/2019	217	Midwest Technology - FFE purchases for CTC	\$	45,074.81
1/24/2019	218	Telephone & Network Technologies, Inc. - Dover High School AP Cabling & AP Moving to include cafe area, gym area and Auditorium APs	\$	3,194.90
1/24/2019	219	CDW Government - IT Equipment for HS	\$	46,228.00
1/31/2019	220	Robert Half Technology - IT Temporary Assistance	\$	3,717.12
1/24/2019	221	Staples Advantage - IT Equipment for HS	\$	129,081.45
1/31/2019	222	Collins Sports Medicine - Remaining items related to Seat Tilt Taping Station & Wall Mount Mat Table	\$	6,178.00
1/24/2019	223	HMFH Architects, Inc.: Professional Services through 12/31/2018	\$	30,871.16
1/24/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	81.75
1/30/2019	224	PC Construction Co.: Professional Services through 12/31/2018 (App#31, Includes Released Retainage of \$63,395) (ACH 1/30/2019)	\$	396,302.00
1/31/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	163.50
2/7/2019	225	CDW Government - IT Equipment for HS	\$	6,623.00
2/7/2019	226	Optiv Security, Inc - WAPs	\$	10,640.81
2/7/2019	227	Maple Flooring Manufacturing Association - flooring inspection of DHS gymnasium	\$	2,500.00
2/7/2019	228	Midwest Technology - Storage chest casters, set of 4	\$	600.00
2/7/2019	229	CDW Government - IT Equipment for HS	\$	7,600.00
2/7/2019	230	Dover Marine - snowshoes and jet sled for PE at DHS (part of \$70K approved by JBC on 11/27/18)	\$	4,079.98
2/27/2019	231	PC Construction Co.: Professional Services through 1/31/2019 (App#32, Includes Released Retainage of \$205,282) (ACH 2/27/2019)	\$	281,361.00
2/28/2019	232	HMFH Architects, Inc.: Professional Services through 1/31/2019	\$	31,148.27
2/28/2019	233	Horizon Engineering Associates - Professional Services 9/29/2018-12/31/2018	\$	16,846.00
2/28/2019	234	W.B. Mason - FFE purchases for HS	\$	5,214.00
3/14/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,342.54
3/14/2019	236	Horizon Engineering Associates, LLP: Professional Services from 1/1/2019-2/1/2019	\$	13,370.00
3/14/2019	237	R.W. Gillespie & Associates, Inc. - Professional Services 2/6/2019-2/21/2019	\$	396.00
3/21/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,342.54
3/28/2019	238	HMFH Architects, Inc.: Professional Services through 2/28/2019	\$	30,867.58
3/28/2019	239	Eversource - Final payment for HS solar project	\$	94,670.00
3/28/2019	240	R.M.S. Electric - Install new welding outlet, run power to new welding table, connect welding table, etc.	\$	3,046.39
3/28/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,342.54
3/29/2019	235	PC Construction Co.: Professional Services through 2/28/2019 (App#33, Includes Released Retainage of \$400,263) (ACH 3/29/2019)	\$	210,073.00
4/4/2019	241	Horizon Engineering Associates, LLP: Professional Services from 2/2/2019-3/1/2019	\$	19,200.00
4/4/2019	243	Project Adventure - indoor course re-installation	\$	8,024.50
4/4/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,342.54
4/11/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,342.54
4/11/2019	242	Eversource Energy - work order to removed 3 phase rental transformer	\$	2,448.00
4/30/2019	244	PC Construction Co.: Professional Services through 3/31/2019 (App#34, Includes Released Retainage of \$567,379) (ACH 4/30/2019)	\$	1,135,752.00
4/18/2019	245	W.B. Mason - FFE purchases for CTC	\$	22,677.30
4/18/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	2,237.57
4/25/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,851.99
5/2/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,790.06
5/9/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,790.06
5/9/2019	246	Horizon Engineering Associates, LLP: Professional Services from 3/2/2019-3/29/2019	\$	4,800.00
5/9/2019	247	HMFH Architects, Inc.: Professional Services through 3/31/2019	\$	113,369.52
5/9/2019	248	School Furnishings - Unit top filling for library shelving	\$	700.05
5/9/2019	249	Maple Flooring Manufacturing Association - flooring inspection of DHS gymnasium (reimbursable expenses)	\$	283.15
5/16/2019	251	HMFH Architects, Inc.: Professional Services through 4/30/2019	\$	30,900.91
5/16/2019	252	R.W. Gillespie & Associates, Inc. - Professional Services 4/1/2019-4/30/2019	\$	416.50
5/16/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,790.06
5/23/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,851.99

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5/30/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	1,441.68
5/31/2019	250	PC Construction Co.: Professional Services through 4/30/2019 (App#35, Includes Released Retainage of \$198,019) (ACH 5/31/2019)	\$	331,343.00
6/6/2019	253	R.M.S. Electric - Services provided in Woodshop	\$	2,067.04
6/6/2019	255	VWR International - Science Equipment for HS	\$	2,089.46
6/6/2019	256	Flinn Scientific - Science Equipment for HS	\$	6,858.78
6/6/2019	257	Carolina Biological Supply Company - Science Equipment for HS	\$	11,375.61
6/6/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	895.03
6/13/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	895.03
6/13/2019	258	VWR International - Science Equipment for HS	\$	445.86
6/13/2019	259	R.W. Gillespie & Associates, Inc. - Professional Services through May 31, 2019	\$	2,797.20
6/13/2019	260	R.M.S. Electric - Services provided in Welding Shop and Building Trades	\$	1,929.92
6/14/2019	254	PC Construction Co.: Professional Services through 5/31/2019 (App#36, Includes Released Retainage of \$240,388) (ACH 6/14/2019)	\$	355,821.00
6/20/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	2,302.34
6/27/2019	261	Horizon Engineering Associates, LLP: Professional Services from 4/27/2019-5/31/2019	\$	200.00
6/27/2019	262	VWR International - Science Equipment for HS	\$	16,727.91
6/27/2019	263	HMFH Architects, Inc.: Professional Services through 5/31/2019	\$	30,987.54
6/27/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	2,250.21
7/3/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	906.30
7/11/2019	264	Global Industrial - FFE for HS (part of \$36K approved by JBC on 5/28/2019)	\$	763.53
7/11/2019	265	School Furnishings - FFE for CTE	\$	2,210.58
7/11/2019	266	R.M.S. Electric - Install GFI outlets under workbench for lathes & sander; raise (2) light fixtures above beams	\$	539.32
7/11/2019	267	WE Dennison Cabinets, Inc - FFE for HS	\$	1,030.00
7/11/2019	268	R.W. Gillespie & Associates, Inc. - Professional Services through June 30, 2019	\$	3,586.05
7/11/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	930.06
7/18/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	950.21
7/25/2019	269	HMFH Architects, Inc.: Professional Services through 6/30/2019	\$	31,092.60
7/25/2019	270	Clean Harbors Environmental - environmental service needs at DHS	\$	26,405.04
7/25/2019	271	Carolina Biological Supply Company - Science Equipment for HS	\$	1,272.00
7/25/2019	272	VWR International - Science Equipment for HS	\$	624.00
7/25/2019	273	Vernier Software & Technology - Science Equipment for HS	\$	10,342.00
7/25/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	981.18
7/31/2019	274	PC Construction Co.: Professional Services through 6/30/2019 (App#37, Includes Held Retainage of \$11,819) (ACH 7/31/2019)	\$	684,326.00
8/1/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	950.21
8/1/2019	275	Eversource - disconnect & removal of light pole	\$	822.08
8/8/2019	277	VWR International - Science Equipment for HS	\$	663.06
8/8/2019	278	R.W. Gillespie - Materials testing through 7/28/2019	\$	1,404.59
8/8/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	950.21
8/15/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	950.21
8/22/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	1,471.78
8/29/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	1,146.89
9/5/2019	279	HMFH Architects, Inc.: Professional Services through 7/31/2019	\$	14,911.56
9/5/2019	280	Vernier Software & Technology- Science Equipment items for HS (part of \$55K approved by JBC on 4/16/2019)	\$	2,354.00
9/5/2019	281	Horizon Engineering Associates, LLP: Commissioning Agent - Services from 6/26/2019-8/2/2019	\$	875.00
9/5/2019	282	R.M.S. Electric, LLC - Pre-engineering install saf-start cords on power equipment in shop area and test	\$	1,240.23
9/5/2019	283	Sprague Floor Covering - flooring at DHS cosmetology space	\$	737.23
9/5/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	1,425.32
9/6/2019	284	PC Construction Co.: Professional Services through 7/31/2019 (App#38, Includes Held Retainage of \$16,978) (ACH 9/6/2019)	\$	391,091.00
9/26/2019	285	WS Dennison Cabinets, Inc - Installation of counters	\$	500.00
9/26/2019	286	Ockers Company: Servers - Migration Services	\$	2,062.13
9/26/2019	287	R.W. Gillespie & Associates, Inc. - Materials Testing Services, August 2019	\$	3,227.95
9/26/2019	288	HMFH Architects, Inc.: Professional Services through 8/31/2019	\$	9,318.42
9/30/2019	289	PC Construction Co.: Professional Services through 8/31/2019 (App#39, Includes release of Retainage of \$294,290) (ACH 9/30/2019)	\$	(227,104.00)
10/10/2019	290	Horizon Engineering Associates, LLP: Commissioning Agent - Services from 8/3/2019-8/30/2019	\$	1,512.50
10/10/2019	291	Sargent Welch (VWR Corporation)	\$	2,335.16
10/17/2019	296	Home Depot - HS FFE Items (Science Equipment)	\$	1,191.63
10/24/2019	293	Staples Advantage - IT Equipment for HS	\$	24,211.50
10/24/2019	294	R.W. Gillespie & Associates, Inc. - Materials Testing Services, September 2019	\$	415.00
10/28/2019	292	Hi-Way Safety Systems - fire line painting behind DHS	\$	1,528.62
10/31/2019	295	HMFH Architects, Inc.: Professional Services through 9/30/2019	\$	9,929.63
11/7/2019	296	R.M.S. Electric, LLC - Cosmetology work stations	\$	1,958.76
11/7/2019	297	Sargent Welch (VWR Corporation) - FFE, Science Equipment	\$	257.60
11/7/2019	298	Amazon.com - FFE, Science Equipment	\$	311.76
11/7/2019	300	Vernier Software & Technology - Science Equipment for HS	\$	2,469.85
11/14/2019	301	HMFH Architects, Inc.: Professional Services through 10/31/2019	\$	542.06
11/14/2019	302	School Specialty - FFE for CTC	\$	727.00
11/14/2019	303	School Furnishings - FFE for CTC	\$	5,362.27
11/14/2019	304	School Furnishings - FFE for CTC	\$	3,276.00
11/14/2019	305	Diamedical USA Equipment - FFE for CTC	\$	2,785.00
11/14/2019	306	School Furnishings - FFE for DHS	\$	7,002.84
12/4/2019	299	PC Construction Co.: Professional Services through 9/30/2019 (App#40, Includes released retainage of \$2,028) (ACH 12/4/2019)	\$	1,268,203.00
12/12/2019	307	VWR International - Science Equipment items for HS	\$	64.97
12/12/2019	308	City of Dover - softball fields water meter (PC issued credit on CO#190414)	\$	4,034.45

CAPITAL IMPROVEMENTS SUMMARY
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12/12/2019	309	Creative Office Pavillion - FFE for HS	\$	428.00
12/31/2019	310	PC Construction Co.: Professional Services through 10/31/2019 (App#41, Includes released retainage of \$129,088) (ACH 12/31/2019)	\$	310,649.00
1/30/2020	311	HMFH Architects, Inc.: Professional Services through 12/31/2019	\$	314.73
1/30/2020	312	R.M.S. Electric - Installation of new pedestal outlets (6) on top of work stations	\$	1,410.00
1/27/2020	313	Airgas USA, LLC - welding program supplies	\$	1,939.40
1/31/2020	314	PC Construction Co.: Professional Services through 12/31/2019 (App#42, Includes released retainage of \$80,592) (ACH 1/31/2020)	\$	112,357.00
2/20/2020	315	R.P. Schiffiliti Associated, Inc. - PO#202004973 Partial Payment for 3rd party alarm review.	\$	3,482.54
2/20/2020	316	Creative Office Pavillion - Furniture PO#201909946 & PO#201909945	\$	69,416.84
2/20/2020	317	HMFH Architects, Inc.: PO#202007137 Professional Services through 1/31/2020	\$	21,795.76
2/20/2020	n/a	USTA Rebate on build of tennis courts (SB approved 2/10/20)	\$	(50,000.00)
6/25/2020	318	RMS Electric, LLC - PO#202009689 Installation of cord reels, unistrut system, outlets, and fuses (Not referenced in prior obligations)	\$	1,795.77
6/25/2020	319	Creative Office Pavillion - PO#201909946 FFE remaining balance for furniture that had not been received	\$	3,920.00
8/20/2020	320	PC Construction Co.: PO#201611299 Professional Services through 4/24/2020 (App#43, Includes released retainage of \$14,870) (ACH 8/20/2020)	\$	115,378.00
8/26/2020	321	Cengage Learning - Direct Invoice - Paid from Trust Fund from a Demonstrated Success donation (not included in project expenditures - \$7,794)	\$	-
10/9/2020	322	PC Construction Co.: PO#201611299 Professional Services through 6/30/2020 (App#44, Includes released retainage of \$28,985) (ACH 10/9/2020)	\$	25,841.00
10/16/2020	323	PC Construction Co.: PO#201611299 Professional Services through 7/31/2020 (App#45, Includes released retainage of \$19,889) (ACH 10/16/2020)	\$	7,561.00
11/17/2020	324	RP Schiffiliti Assoc.: PO#202004973 3rd Party Alarm Review	\$	3,811.70
11/17/2020	325	PC Construction Co.: PO#201611299 Professional Services through 9/30/2020 (App#46, Includes released retainage of \$8,087) (ACH 12/18/2020)	\$	25,286.00
2/18/2021	326	RMS Electric, LLC: PO#202105356 Weatherproof covers, outlets, battery back up work, clock sys issues (Not referenced in prior obligations)	\$	3,440.94
3/25/2021	327	R.P. Schiffiliti Associated, Inc.: PO#202004973 Final Payment for 3rd party alarm review. (OVER PO by \$2,859.65)	\$	3,065.41
2/18/2021	328	Life Support Systems: PO#202103639 AED for DHS Including service and Maintenance (Not referenced in prior obligations)	\$	1,720.00
2/19/2021	329	PC Construction Co.: PO#201611299 Professional Services through 12/30/2020 (App#47, Includes released retainage of \$2,000) (ACH 2/19/21)	\$	41,724.00
4/1/2021	330	Seacoast Housworks: PO#202105358 Labor for 4 dugouts.	\$	5,970.00
4/26/2021	331	Middleton Supply: PO#202105354 Dugout construction supplies. (ACH 4/26/21)	\$	11,961.27
4/15/2021	332	Seacoast Housworks: PO#202105358 Labor for 4 dugouts.	\$	23,607.50
4/15/2021	333	GC/AAA Fence Company: PO#202106844 Chainlink fencing at Varsity & JV fields.	\$	5,116.00
4/21/2021	334	Middleton Supply: PO#202105354 Dugout construction supplies. (Paid by Credit Card)	\$	15,441.69
5/2/2021	335	Seacoast Houseworks: PO#202105358 Labor for 4 dugouts.	\$	2,995.00
6/25/2021	336	Middleton Supply: PO#202105354 Dugout construction supplies.	\$	4,770.96
5/27/2021	337	RMS Electric, LLC: PO#202105356 Remove dog run light fixtures.	\$	1,048.15
5/27/2021	338	Collins Sports Center: PO#202106843 Champion Double First Base	\$	238.00
5/27/2021	339	Collins Sports Ctr. - Replace wrong sized pitcher's rubber	\$	146.52
7/15/2021	340	Middleton Building Supply: PO#202108448 Animal Science work.	\$	460.65
7/15/2021	341	Uline Shipping Supply: PO#202106117 Black wire CTC shelving.	\$	343.94
7/15/2021	342	Grainger: PO#202106116 Turnout Gear Rack.	\$	2,416.26
8/5/2021	343	Kelley Bros: PO#202106845 Dugout Locks	\$	3,524.00
8/26/2021	344	AAA Fencing: PO#202107668 Fencing Project PO#202107668	\$	102,366.00
10/7/2021	345	Manifest 345 - ACG: PO#202201836 Air Compressor	\$	10,889.50
10/7/2021	346	Manifest 346 - Palmer & Sicard: PO#202201742 Hose Relocation	\$	5,847.00
11/26/2021	347	Manifest 347 - FW Webb: PO#202201740 Welding Sink (2% Discount \$73.63)	\$	3,718.12
10/21/2021	348	Manifest 348 - Middleton: PO#202201741 Welding Sink Supplies	\$	120.00
10/28/2021	349	Manifest 349 - Aradigm: PO#202202322 Fume Hood Testing	\$	950.00
10/28/2021	350	Manifest 350 - Munson: PO#202201739 Welding Sink Labor & Parts	\$	4,933.42
10/28/2021	351	Manifest 351 - UBG: PO#202201744 Welding Sink Labor & Parts	\$	5,646.04
10/28/2021	352	Manifest 352 - Middleton: PO#202201741 Welding Sink Supplies	\$	5.69
2/9/2021	353	Manifest 353 - NE Electrical: PO#202202900 Light Poles	\$	938.91
2/9/2021	354	Manifest 354 - NE Electrical: PO#202202900 Light Poles	\$	3,900.00
1/6/2022	355	Manifest 355 - Shea Concrete: PO#202202904 Light Poles Base	\$	1,124.37
1/6/2022	356	Manifest 356 - Tri-State Sealcoating & Paving: PO#202203928 Paving Entrance to Ball Fields	\$	2,805.00
1/6/2022	357	Manifest 357 - Brox Industries: PO#202203927 Stone Base	\$	6,532.56
1/13/2022	358	Manifest 358 - Collins Sports: PO#202201767 Fence Guard	\$	2,571.00
2/10/2022	359	Manifest 359 - Martineau Electric: PO#202204702 Light Wiring/Install	\$	625.95
3/3/2022	360	Manifest 360 - RMS Electric: PO#202205008 Compressor wiring	\$	3,833.22
8/19/2022	361	Manifest 361 - Creative Office Resources: PO#202205592 Furniture	\$	9,134.00
8/26/2022	362	Manifest 362 - AAA Fencing: PO#202205846 CTC Animal Rectangle Fence	\$	7,300.00
12/2/2022	363	Manifest 363 - Gerriets: PO#202302997 Stage Marley Floor	\$	5,811.64
1/27/2023	364	Manifest 364 - Capital Flooring: PO#202301560 Stair Tread Replacement	\$	11,658.00
9/8/2022	365	Manifest 365 - Wenger Corporation: PO#202307539 Musice Storage Cabinets	\$	5,994.74
10/19/2023	366	Manifest 366 - Sherwin Williams: PO#202201743 CTC Shed Paint	\$	2,329.94
10/19/2023	367	Manifest 367 - The Difference Landscapes: PO#202400617 DHS Irrigation	\$	7,500.00
10/19/2023	368	Manifest 368 - Nally Associates: PO#202402731 Record Boards	\$	2,751.00
12/7/2023	369	Manifest 369 - Worthington Direct: PO#202402850 Animal Science Bookcase & Upper Cabinet	\$	3,735.88
1/4/2024	370	Manifest 370 - Nally Associates: PO#202402731 Record Boards	\$	1,133.00
4/17/2024	371	Manifest 371 - Scoreboard Enterprises: PO#202403441 Scoreboard Purchase (CIP Portion Only)	\$	30,999.70
4/20/2024	372	Manifest 372 - Scoreboard RMS Electric: PO#202404370 Scoreboard Electrical Work	\$	5,230.00
5/7/2024	373	Manifest 373 - A+ Athletic Products: PO#202406517- Bellamy Bleachers Payment 1	\$	25,000.00
10/3/2024	374	Manifest 374 - A+ Athletic: PO#202406517 - Bellamy Bleachers Final Payment	\$	30,000.00
10/3/2024	375	Manifest 375 - Brox Industries: PO#202502638 - Asphalt & Gravel - Bellamy Walkway	\$	823.91
10/3/2024	376	Manifest 376 - Tri-State Sealcoating & Paving: PO#202501298 - Excavation & Installation - Bellamy Walkway	\$	5,400.00
10/3/2024	377	Manifest 377 - GC/AAA Fences: PO#202502640 - Fencing - Bellamy Walkway	\$	1,587.00
Total Expenditures:			\$	87,651,377.27

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Obligations to Date (open POs/TBD by JBC):

Open Items List Summary as of 10/3/2024

\$ -
\$ -

Unexpended/Unencumbered Funds Remaining: \$9,941.36

Retainage:

8/11/2016 028	PC Construction Co.: Application #1	\$ 8,790.00
9/15/2016 032	PC Construction Co.: Application #2	\$ 7,381.00
9/29/2016 037	PC Construction Co.: Application #3	\$ 23,324.00
11/3/2016 040	PC Construction Co.: Application #4	\$ 37,250.00
12/15/2016 047	PC Construction Co.: Application #5	\$ 41,474.00
12/29/2016 052	PC Construction Co.: Application #6	\$ 120,917.00
1/19/2017 056	PC Construction Co.: Application #7	\$ 30,899.00
3/9/2017 059	PC Construction Co.: Application #8	\$ 94,252.00
3/30/2017 061	PC Construction Co.: Application #9	\$ 108,494.00
4/27/2017 068	PC Construction Co.: Application #10	\$ 102,303.00
5/26/2017 073	PC Construction Co.: Application #11	\$ 112,559.00
6/29/2017 078	PC Construction Co.: Application #12	\$ 186,134.00
6/30/2017 081	PC Construction Co.: Application #13 (Paid 7.21.2017)	\$ 241,526.00
8/31/2017 085	PC Construction Co.: Application #14	\$ 125,105.00
9/29/2017 090	PC Construction Co.: Application #15	\$ 210,474.00
10/30/2017 094	PC Construction Co.: Application #16	\$ 150,968.00
12/1/2017 099	PC Construction Co.: Application #17	\$ 194,352.00
12/29/2017 104	PC Construction Co.: Application #18	\$ 129,783.00
1/31/2018 107	PC Construction Co.: Application #19	\$ 167,451.00
2/28/2018 110	PC Construction Co.: Application #20	\$ 112,975.00
3/29/2018 119	PC Construction Co.: Application #21	\$ 133,254.00
4/30/2018 122	PC Construction Co.: Application #22	\$ 153,674.00
5/29/2018 126	PC Construction Co.: Application #23	\$ 109,699.00
6/29/2018 132	PC Construction Co.: Application #24	\$ 68,874.00
6/30/2018 136	PC Construction Co.: Application #25 (ACH 7.20.2018)	\$ 76,420.00
8/31/2018 141	PC Construction Co.: Application #26	\$ 65,271.00
9/27/2018 153	PC Construction Co.: Application #27	\$ 63,465.00
11/14/2018 176	PC Construction Co.: Application #28	\$ 9,220.00
12/12/2018 198	PC Construction Co.: Application #29	\$ (436,782.00)
12/31/2018 207	PC Construction Co.: Application #30	\$ (123,767.00)
1/30/2019 224	PC Construction Co.: Application #31	\$ (63,395.00)
2/27/2019 231	PC Construction Co.: Application #32	\$ (205,282.00)
3/29/2019 235	PC Construction Co.: Application #33	\$ (400,263.00)
4/30/2019 244	PC Construction Co.: Application #34	\$ (567,379.00)
5/31/2019 250	PC Construction Co.: Application #35	\$ (298,019.00)
6/14/2019 254	PC Construction Co.: Application #36	\$ (240,388.00)
7/31/2019 274	PC Construction Co.: Application #37	\$ 11,819.00
9/6/2019 284	PC Construction Co.: Application #38	\$ 16,978.00
9/30/2019 289	PC Construction Co.: Application #39	\$ (294,290.00)
12/4/2019 299	PC Construction Co.: Application #40	\$ (2,028.00)
12/31/2019 310	PC Construction Co.: Application #41	\$ (129,088.00)
1/31/2020 314	PC Construction Co.: Application #42	\$ (80,592.00)
6/10/2020 320	PC Construction Co.: Application #43	\$ (14,870.00)
10/9/2020 322	PC Construction Co.: Application #44	\$ (28,985.00)
10/16/2020 323	PC Construction Co.: Application #45	\$ (19,889.00)
12/18/2020 325	PC Construction Co.: Application #46	\$ (8,087.00)
TBD 329	PC Construction Co.: Application #47	\$ (2,000.00)
Total Retainage Held:		\$ (19.00)

PC Construction - Guaranteed Maximum Price (GMP)

Total Contract Sum (includes \$4,270,636 for Procurement and Early Work, 6/20/16-10/7/16) \$71,643,000.00

Change Order #1, Approved 12/13/2016

Proposal#190006R1 - Ledge Removal SMH-4 to SMH-2	\$6,200.00
Proposal#190012R1 - RFI-009 Organic Mat at Loading Dock	\$34,405.00
Proposal#190013R1 - Ledge Removal Force Main to SMH-2	\$1,705.00
Proposal#190014R1 - Ledge Removal SMH-2 to SMH-1	\$8,680.00
Proposal#190016R1 -Ledge Removal SMH-1 to Existing SMH	\$3,151.00
Total Change Order #1:	\$54,141.00

Change Order #2, Approved 1/24/2017

Proposal#190010 - RFI-007 Fabric Under Roadway	\$3,705.00
Proposal#190021 - ASI-001 Catwalk Revisions	-\$1,657.00
Proposal#190022 - ASI-007 Loading Dock Footing Rev.	\$2,197.00
Proposal#190023 - ASI-006R Courtyard & Loading Dock Drainage Rev	\$15,015.00
Proposal#190025 - Organic Soil Removal Area B	\$2,559.00
Proposal#190027 - RFI-125 Road Subgrade Revisions	\$17,926.00
Proposal#190029 - Edge Strip Deletion Credit	-\$6,953.00
Proposal#190034 - ASI-016 Control Joint Addition	\$0.00
Total Change Order #2:	\$32,792.00

Change Order #3, Approved 2/15/2017

Proposal#190020.1 Ledge Removal for Foundations and Utilities Part 1	\$185,297.00
Proposal#190026 RFI-099 Deleted RAP's at AE Line	-\$9,531.00

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Proposal#190028R1 - ASI-12 Animal Science Power	\$0.00
Proposal#190031 - ASI-014 Kitchen Equipment Revisions (under original FF & E Budget)	\$454,539.00
Proposal#190035 - ASI-020 Life Safety Switch	\$14,252.00
Proposal#190036 - PR-001 Slab Depression Deletion	-\$46,832.00
Proposal#190040 - ASI-023 Revised Grease Traps	-\$10,245.00
Proposal#190047 - RFI-141R1 Fiber Reinforced Concrete	-\$22,212.00
Total Change Order #3:	\$565,268.00
Change Order #4, Approved 3/21/2017	
Proposal#190030 ASI-013 Window Changes	\$0.00
Proposal#190033 ASI-017 Steel Additions & ASI-026	\$3,858.00
Proposal#190041 - ASI-024 Stair #2 Revisions	\$0.00
Proposal#190043R - ASI-027 Smoke Hatch Revisions	\$19,320.00
Proposal#190043R2 - ASI-027 Smoke Hatch Revisions	-\$2,533.00
Proposal#190044 - ASI-028 Brace at Column B2/BE.1	\$982.00
Proposal#190048 - AIS-029 Cardio/Weight Room Floor Revision	-\$1,520.00
Proposal#190053 - PR-003 Schullter Cove Base	-\$5,777.00
Proposal#190059 - ASI-032 and 037 Revised Brace Bays	\$1,597.00
Proposal#190062 - ASI-039 Bleacher Power	-\$4,605.00
Proposal#190073 ASI-041 Lockers in Building Construction	\$4,153.00
Total Change Order #4:	\$15,475.00
Change Order #5, Approved 4/18/2017	
Proposal#190037 ASI-022 Elevator Roof Structure	\$0.00
Proposal#190038 ASI-21.1 Curtainwall Revisions	\$4,947.00
Proposal#190050 ASI-031/RFI 189-Eliminated Catwalk Steel Mesh Guardrail at Auditorium	-\$6,314.00
Proposal#190078 - Paint Booth Procurement	\$139,396.00
Total Change Order #5:	\$138,029.00
Change Order #6, Approved 5/30/2017	
Proposal#190039R1 ASI-021.2 Revised Exterior Elevations	-\$2,569.00
Proposal#190046 - Delete Safety Cage at 230F Roof Ladder	-\$869.00
Proposal#190052R1 - ASI-21.5 Acid Neutralizer Tank	\$34,802.00
Proposal#190056R1 - RFI-190 Area E Ductwork Riser @ Stair #5	\$3,758.00
Proposal#190075 - RFI-257 Storage Room Duct Chase	\$914.00
Proposal#190081 RFI-262 Area C-Outdoor Storage Room Exterior Door Layout	\$2,056.00
Proposal#190086 - Sprinkler Coverage Above Town Square Clouds	\$8,732.00
Proposal#190094R1 - Corridor Locker Size Change	\$5,425.00
Proposal#190095 - PR-009 Gym Diffuser Covers	\$4,835.00
Total Change Order #6:	\$57,084.00
Change Order #7, Approved 7/11/2017	
Proposal#190032R2 ASI-015 Underslab Piping Revisions	\$18,484.00
Proposal#190049 ASI-030 Primary Power Revisions	\$0.00
Proposal#190054 ASI-034 Gym Bubbler	\$0.00
Proposal#190057 ASI-036R Kitchen Sink Waste Revisions	\$0.00
Proposal#190070 ASI-021.10 Revised Edge of Slab Drawings	\$0.00
Proposal#190092 ASI-058 Auto Tech Lift Revision	\$2,209.00
Proposal#190104R2 PR-010 Guidance Suite Revisions	\$1,964.00
Proposal#190107 RFI-407 Life Skills Exhaust Hood	-\$7,225.00
Proposal#190114 PR-012 Dust Collector Electrical Changes	\$972.00
Proposal#190116 ASI-075 Exhaust Duct Additions in Bathroom 203 A/B	\$2,738.00
Proposal#190117R1 PR-013 Cosmetology Lockers	\$2,282.00
Total Change Orders #7:	\$21,424.00
Change Order #8, Approved 8/22/2017	
Proposal#190061 ASI-038 Auto Coll CMU Office "Roof"	-\$822.00
Proposal#190063R1 ASI-021.7 FF&E Drawings	-\$45,177.00
Proposal#190069R2 ASI-021.9 Revised Electrical Drawings	\$46,368.00
Proposal#190077 ASI-044 Power to Autotech Air Cleaners	\$10,494.00
Proposal#190082 ASI-049 Mezzanine Guard Rail	-\$258.00
Proposal#190083R3 RFI-198 Catwalk Access Ladder Revisions	-\$138.00
Proposal#190084 ASI-047 CUH Revisions	\$2,711.00
Proposal#190087 ASI-052 Life Science Displacement Diffusers	\$1,262.00
Proposal#190088R1 ASI-045 Curtainwall 42	\$2,285.00
Proposal#190090 ASI-054 CW & Auditorium Elevation Updates	\$4,098.00
Proposal#190096 ASI-060 Cosmetology Electrical Revisions	\$0.00
Proposal#190101 RFI-359 Powered Door Operators	\$5,203.00
Proposal#190102 ASI-066 Borrowed Light in Facilities	-\$468.00
Proposal#190105 RFI-316 Trap Primer	\$1,060.00
Proposal#190111R1 ASI-073 Library Borrowed Light Changes	-\$3,493.00
Proposal#190135 RFI-469 Unit Heater 12	\$537.00
Proposal#190136 RFI-480 Duct Diffuser 231A	-\$46.00
Proposal#190138 RFI-479 SPED CR 222 Displacement Diffuser	\$2,585.00
Total Change Orders #8:	\$26,201.00
Change Order #9, Approved 10/3/2017	
Proposal#190020.2 Ledge Removal for Foundations and Utilities Part 2	\$189,382.00
Proposal#190058 ASI-21.6R Door Schedule Revisions	-\$152.00
Proposal#190060R1 ASI-21.4 Revised Floor Plans	\$22,776.00
Proposal#190065 ASI-021.3 Civil and Landscaping Revisions	\$18,387.00
Proposal#190089R2 RFI-261R1 Dishwasher Exhaust Duct Revisions	\$5,080.00
Proposal#190103R1 ASI-065 Electrical Coordination	\$7,485.00
Proposal#190115 ASI-074 Ductless Unit Electrical Changes	-\$5,238.00
Proposal#190124 ASI-081 Panel PL137A Deletion	-\$337.00
Proposal#190128 PR-010 Electrical Changes	\$498.00
Proposal#190137 RFI-470 LC 2-2 Wall Diffuser	\$609.00

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Proposal#190148 PR-015 Deltion of Millwork Cubbies	-\$4,256.00
Change Order #10, Approved 11/28/2017	Total Change Orders #9: \$234,234.00
Proposal#190066R3 ASI-043R Compactor Revisions	\$32,901.00
Proposal#190120 ASI-077 Revisions to Drawing E3.1	\$0.00
Proposal#190123R1 PR-014 Forum Stair Coatings	-\$1,137.00
Proposal#190125 RFI-427R1 Radiant Panel Modifications	\$1,910.00
Proposal#190130R2 Additional ductwork per RFI281	\$4,593.00
Proposal#190134R1 RFI-474R1 Salon 106 Supply Air	\$5,791.00
Proposal#190157 ASI-093 Paint Booth Electrical Revisions	-\$606.00
Proposal#190159 RFI-499R1 Kiln Revisions	\$2,444.00
Proposal#190171 RFI-543 Aluminum Door Hardware Questions	-\$1,605.00
Proposal#190176 RFI-536 Curtainwall Flashing Revisions	-\$24,410.00
Proposal#190179 RFI561 Duct Diffuser Small CR 234	\$522.00
Proposal#190182 PR-020 Sidewalk Widening	\$2,894.00
Change Order #11, Approved 1/9/2018	Total Change Orders #10: \$23,297.00
Proposal#190020.3 Ledge Removal for Utilities, Part 3	\$43,234.00
Proposal#190091R1 ASI-056 Door 040.3 Update	\$808.00
Proposal#190118 ASI-076 Added Rebar for New Auto-Tech Lift	\$0.00
Proposal#190129R2 ASI-085R2 Column Enclosure at AC/B15.8	\$1,163.00
Proposal#190140 ASI-088 Deleted Borrowed Lights Construction CR	-\$622.00
Proposal#190146 ASI-45.1 CW 42 Power	\$688.00
Proposal#190147 RFI-483 Deletion of Recessed Can Lighting	-\$337.00
Proposal#190149.3 PR-016 Corridor Benches Wood Veneer	-\$6,419.00
Proposal#190160R1 RFI-522 EX-S4-1.1 Operator	\$1,239.00
Proposal#190163 PR-19 Microphone in Town Square	\$2,046.00
Proposal#190164 RFI-521 Emergency Fixtures at Stair 1 Roof Access	\$5,334.00
Proposal#190170 ASI-097 Business Classroom Floor Boxes	\$1,732.00
Proposal#190173 ASI-094R LRC Fixtures	\$0.00
Proposal#190187 Football Field Feeder Location	\$8,016.00
Change Order #12, Approved 2/6/2018	Total Change Orders #11: \$56,882.00
Proposal#190045 Toilet Accessories Revisions	-\$4,120.00
Proposal#190072 ASI-040 Mock-up Wall Updates	-\$991.00
Proposal#190093R1 PR-027 Loop Road & Baseball Field Drainage Improvements	\$12,074.00
PC Construction - Guaranteed Maximum Price (GMP), Cont'd	
Proposal#190126 ASI-070 Wall Panel Changes	\$0.00
Proposal#190127R2 RFI-429 Auditorium Handrail Addition, ASI-102	\$21,994.00
Proposal#190132 Courtyard Speaker Strobes	\$3,421.00
Proposal#190143 Additional Exterior Sign Characters	\$0.00
Proposal#190153 ASI 21-14 Vertical Grab Bar Addition	\$2,226.00
Proposal#190155 RFI-384R1 Telecom Ductbank Revisions	\$16,730.00
Proposal#190165 ASI-095 Wall Panels	\$0.00
Proposal#190167 ASI-096 Stair 1 Security Gate Additions	\$775.00
Proposal#190168 RFI-545 Stair One Roof Level Lighting	\$3,003.00
Proposal#190204 RFI-577R1 Courtyard Canopy Light Fixture	\$2,487.00
Proposal#190208 PR-029 Refrigerator Elimination	(\$3,800.00)
Proposal#190211 PR-030 Filzfelt Panel Substitution	(\$10,636.00)
Change Order #13, Approved 2/20/2018	Total Change Orders #12: \$43,163.00
Proposal#190185 PR-022 Power to Motorized Shades	\$0.00
Proposal#190220 Animal Science Building Allowance Adjustment	\$557,103.00
Change Order #14, Approved 3/20/2018	Total Change Orders #13: \$557,103.00
Proposal#190113R2 ASI-083 Hardware and Security Coordination	\$3,234.00
Proposal#190158 ASI-091 230F Revisions	\$2,103.00
Proposal#190183 Framing Modifications for Bleacher Support	\$12,580.00
Proposal#190199.2 PR-025 Exterior Signage Modifications 8x12 vinyl	\$1,974.00
Proposal#190202R1 RFI-639 Additional Lighting in Sun Room 208A	\$2,163.00
Proposal#190207 RFI-648 Exterior Wall Motion Sensors	-\$433.00
Proposal#190210 RFI-622 Paint Auditorium Ceiling Suspension System Black	\$620.00
Proposal#190212 PR-031 Teacher Planning Layout Changes	\$8,396.00
Proposal#190214 ASI-106 Exit Signage Revisions	\$1,857.00
Proposal#190218 RFI-677 Room 134 North Wall	\$3,821.00
Proposal#190219 Floor Finishes to Replace Recessed Mats	\$4,291.00
Proposal#190221 PR-032 Dishwasher Addition Training 034A	\$2,121.00
Proposal#190222 ASI-108 Canop6y Lights Main Entrance Revised	\$722.00
Proposal#190223 ASI-107 Power Additions Guidance	\$623.00
Proposal#190226 RFI-681 Sprinkler Backflow Preventer	\$1,292.00
Change Order #15, Approved 5/1/2018	Total Change Orders #14: \$45,364.00
Proposal#190067 aSI-021.8 Updated Ceiling Plans	\$956.00
Proposal#190151 ASI-089 Updated Cosmetology Lab Electrical Layout	\$5,622.00
Proposal#190154 ASI-090 TVE Elevations	\$4,594.00
Proposal#190190 ASI-103 Weight Room Columns	\$3,246.00
Proposal#190213 Town Square Exposed Steel Prep and Prime	\$6,220.00
Proposal#190216 RFI-420R1 Condensate Insulation Update	-\$2,128.00
Proposal#190229R1 ASI-109 Floor Finish Changes	-\$1,459.00

CAPITAL IMPROVEMENTS SUMMARY
Dover High School & Regional Career Technical Center Project
As of: October 3, 2024

Proposal#190230 RFI-674 Hydronic Heating Zone 113B	\$1,842.00
Proposal#190236 ASI-111 Revised Gymnasium Line Layout	\$3,100.00
Proposal#190237 RFI-704 Volleyball Insert Modifications	\$2,016.00
Proposal#190240 PR-037 Intercom Revisions	\$6,288.00
Proposal#19042 Opaque Glass Addition at Trophy Case	\$2,682.00
Proposal#190247 Wood Athletic Floor Additional Letters and Staining	\$5,374.00
Total Change Orders #15:	\$38,353.00

Change Order #16, Approved 6/26/2018

Proposal#19009R1-RFI-291 Parking at North Side of Gymnasium	\$5,710.00
Proposal#190156 RFI-506 Washer/Dryer Power and Venting	\$6,110.00
Proposal#190231 PR-035 Revisions to Bio-Med Prep 233C	\$4,969.00
Proposal#190244 ASI-113 Knox Box	\$7,242.00
Proposal#190248 RFI-722 Under Cabinet Lighting Circuits	\$4,973.00
Proposal#190252 RFI-733 Dryer Vent Booster Fans	\$3,958.00
Proposal#190253 ASI-115 Stair 4 Light Fixture	\$410.00
Proposal#190261 RFI-735 Fume Hood Pressure Regulators	\$4,179.00
Proposal#190266 RFI-752 Outdoor Storage Door Closers	\$964.00
Proposal#191001 ASB ASI-003 Sprinkler Coverage under Mezzanine	\$1,592.00
Proposal#191003 ASB Tub Room Flooring Finish	-\$567.00
Total Change Orders #16:	\$39,540.00

Change Order #17, Approved 8/15/2018

Proposal#190225.1 PR-033R Sports Storage Rooms 037. 038 & 039	\$9,901.00
Proposal#190246 2x8 Ceiling tile Manufacturer	\$4,502.00
Proposal#190259R1 PR-40 Catwalk Railing	\$29,978.00
Proposal#190271R1 PR-43 AV Rack 033B	\$3,385.00
Proposal#190285 ASI-121 Forum Stair Railing Revisions	\$17,443.00
Total Change Orders #17:	\$65,209.00

Change Order #18, Approved 9/4/2018

Proposal#190181 ASI-101 Added Facilities Doors	\$6,699.00
Proposal#190188 ASI-095R & RFI-604 Auditorium Runtal Relocation	\$1,138.00
Proposal#190206R1 RFI-652 Wall Finish at Deleted WP-1 Panels	-\$3,493.00
Proposal#190215.1 Climbing Wall Allowance Adjustment	\$11,540.00
Proposal#190231.1 PR-35 Bio Med Casework Credit	-\$635.00
Proposal#190234 RFI-691 Relocated CTC Equipment	\$1,382.00
Proposal#190263 RFI-756 Rain Leader Enclosures in Stairwells	\$2,892.00
Proposal#190268 RFI-755 Cementitious FP Column Protection	\$2,259.00
Proposal#190277 RFI-772 Additional Speaker Strobes & Pull Stations	\$7,750.00
Proposal#190282 Additional Exterior Doors	\$13,154.00
Proposal#191008 ASB Exit Signage	\$1,454.00
Total Change Orders #18:	\$44,140.00

Change Order #19, Approved 11/13/2018

Proposal#190145R1 RFI-484 Water Supply to Wash Bay	\$1,153.00
Proposal#190269 RFI-745 Accessories in Fire Rated Walls	\$7,574.00
Proposal#190274 RFI-762 Kitchen Equipment Power, Item 68	\$2,024.00
Proposal#190276 ASI-120 GFCI Receptacles Training Room	\$523.00
Proposal#190278 RFI-775 Outlets for Existing Grab n Gos	\$2,293.00
Proposal#190283 RFI-780 Compressed Air to Auto Lifts	\$2,983.00
Proposal#190287 RFI-781 Wood Working Devices	\$12,813.00
Proposal#190290 PR-44 Marketing Casework	\$857.00
Proposal#190291R1 PR-045 Gym Scorer's Table	\$353.00
Proposal#190295R1 ASI-127 Striping at Loading Dock	\$918.00
Proposal#190296 ASI-128 Room 206 Door Swing Changes	\$1,612.00
Proposal#190304 PR-47 Benches in Athletics	\$6,024.00
Proposal#190310 ASI-139 Tire Changer Compressed Air	\$1,535.00
Proposal#190320 PR-51 Accent Paint 036 & 036C	\$1,019.00
Proposal#190325 Regrade at Generator	\$1,331.00
Proposal#191005 Fire Alarm Department Review	\$2,027.00
Total Change Orders #19:	\$45,039.00

Change Order #20, Approved 12/11/2018

Proposal#190178 RFI567-Exposed Columns and Wind Bracing	\$596.00
Proposal#190212.1 PR-031 R2 Teacher Planning Revisions	\$1,850.00
Proposal#190249 RFI-735 Fume Hood Openings	\$6,252.00
Proposal#190255 Alumni Drive Utility Ledge Removal	\$1,085.00
Proposal#190258 LRC Fixture Modifications	\$700.00
Proposal#190270R2 PR-042 Intercom Call Switch	\$31,863.00
Proposal#190293 PR-046 C0-2.3 Operation	\$2,266.00
Proposal#190326 ASBRFI-012 Drainage Revisions	\$3,541.00
Total Change Orders #20:	\$48,153.00

Change Order #21, Approved 1/22/2019

Proposal#190133 RFI-462 Bellamy/Alumni Catch basin	\$10,305.00
Proposal#190142 ASI-084 Fume Hood and Gas Changes	-\$54,868.00
Proposal#190297 ASI-129 Relocate TVE & TVC Outlets	\$2,323.00
Proposal#190317 RFI-798 Power to Airmax Filtration Units	\$1,501.00
Proposal#190330 RFI-804 Welding Exhaust Fan Switch	\$796.00
Proposal#190333 GFCI Breakers in Building Construction	\$1,489.00
Proposal#191018 ASI-ASB009 Remove Exit Signs in ASB	\$310.00
Total Change Orders #21	-\$38,144.00

CAPITAL IMPROVEMENTS SUMMARY
Dover High School & Regional Career Technical Center Project
As of: October 3, 2024

Change Order #22, Approved 2/19/2019

Proposal#190134.1 RFI-474 Salon 106 Supply Air Add'l Scope	\$13,568.00
Proposal#190196R1 PR-023 Add'l Auditorium Ramp Lighting	\$20,398.00
Proposal#190288R1 ASI-122 HV-4 Auto Collision Air Changes	\$29,033.00
Proposal#1900292 RFI-790 Bldg E Wall Ratings	\$12,689.00
Proposal#190314 Kitchen Plumbing Adds	\$2,541.00
Proposal#191004 Credit for deletion of fire ext monitors at An Sci	-\$422.00
Total Change Orders #22	\$77,807.00

Change Order #23, Approved 3/19/2019

Proposal#190191R1 RFI-616 Heat Trace Power	\$688.50
Proposal#190078.1 Paint Booth Add'l Scope	\$69,567.00
Proposal#190085 ASI050 Auto Collision Slab Depression	\$10,355.00
Proposal#190097 RFI-341 Cardio/Weight Room Ceiling	\$2,611.00
Proposal#190122R1 ASI-21.13 Plumbing Rev	\$61,892.00
Proposal#190131 RFI-338 Pipe Expansion Joints	\$150,999.00
Proposal#190166R1 RFI-552 Auto Area Unit Heater	\$24,838.00
Proposal#190232 ASI-21.4 Add'l Training Room Work	\$2,772.00
Proposal#190233 Split AC Value Eng Credit Recovery	\$20,667.00
Proposal#190241.1 ASI-112 CTC Entrance	\$5,730.00
Proposal#190264R1 RFI-747 Stair#2 Wind Brace Fireproofing	\$4,282.00
Proposal#190272 Caulk Reveal at TS Knee Wall Cap	\$373.00
Proposal#190316R1 ASI-008 Pave Path Between ASB & Shed	\$19,939.00
Total Change Orders #23	\$374,713.50

Change Order #24, Approved 4/2/2019

Proposal#190121R2 ASI-078 Water Heater Intake and Exhaust	\$6,755.00
Proposal#190144R1 RFI-456 Staff Dining 204 Duct Diffuser	\$1,384.00
Proposal#190186 RFU-601 Fume Hood Plumbing Sci. Prep 235A	\$6,704.00
Proposal#190192R1 RI-617 Courtyard Irrigation Feed	\$7,006.00
Proposal#190195.1 RFI-623 DCU Condensate Drain Revisions	\$2,180.00
Proposal#190224 RFI-672 Unit Heater 11 Piping	\$1,467.00
Proposal#190238R1 RFI-715 Additional Fire Dampers	\$3,569.00
Proposal#190250 Revised Stairwell Electrical Pathway	\$23,203.00
Proposal#190251 RFI-732 VAV Discrepancies	\$3,785.00
Proposal#190281 RFI-777 Dishwasher Power Supply	\$345.00
Proposal#190289 Caulk Accessories at Tile Wainscot	\$1,405.00
Proposal#190294 ASI-125 Emergency Lighting in Cooler	\$2,304.00
Proposal#190302 Single Exterior Door Width Changes	\$35,636.00
Proposal#190335 ASI-143 Paging Blue Lights in Cosmetology	\$3,651.00
Proposal#191013 AS Barn Wiring Modifications	\$23,222.00
Total Change Orders #24	\$122,616.00

Change Order #25, Approved 4/16/2019

Proposal#190306 PR-49 Auto Tech Wheel & Tire	1,941.00
Proposal#190341 ASI-145 Lighting in Courtyard	1,338.00
Proposal#190175R2 ASI-099R4 Dishwashers in Prep Rooms	4,607.00
Proposal#191014R1 Recessed Lighting	\$6,419.00
Total Change Orders #25	\$14,305.00

Change Order #26, Approved 5/14/2019

Proposal#190308 ASI-137 Feed for Wheel Balancer	\$575.00
Proposal#190313R1 PR-50 Rooms 231 & 232 MBs	\$1,083.00
Proposal#190343 ASI-146 Fence at Courtyard Retaining Wall	\$2,413.00
Proposal#190354 BMS System Database Rebuild	\$4,761.00
Proposal#191010 ASI-AS006 Spray Foam Ignition Barrier	\$18,190.00
Proposal#191012 Relocated Water Fountains	\$1,127.00
Proposal#191017 RFI-808 AS Lights-Out Test Clarification	\$1,583.00
Total Change Orders #26	\$29,732.00

Change Order #27, Approved 6/26/2019

Proposal#190052.1 ASI-21.5 Acid Neutralization Tank	\$640.00
Proposal#190071R1 Baseball Batting Cage Revisions	\$19,154.00
Proposal#190097.1 RFI-341 Cardio/Weight Room Ceiling Revisions	\$7,406.00
Proposal#190241.2 ASI-112 CTC Entrance	\$1,638.00
Proposal#190256 Football Scoreboard Permanent Power	\$10,812.00
Proposal#190264 RFI-747 Stair #2 Wind Brace Fireproofing - Metro Costs	\$9,002.00
Proposal#190273 RFI-763 CH1 Freeze Protectoin Heater	\$418.50
Proposal#190364 PR-71 Additional Graphics	\$3,146.00
Proposal#190367 Turf Field Credit	-\$755,717.00
Proposal#190368 Additional Tennis Courts	\$102,269.00
Proposal#190373 PR-76 Panic Bars at Fence Gates	\$2,330.00
Proposal#190379 Gallery #2 and Catch Basin Ledge Removal	\$79,099.00
Total Change Orders #27	-\$519,802.50

Change Order #28, Approved 7/23/2019

Proposal#190080R4 ASI-21.11R FEC Locations	\$37,307.00
Proposal#190098 ASI-061 Alt PE Wall Configuration Upate	\$2,055.00
Proposal#190151.1 Marker Board Reconciliation	\$3,706.00
Proposal#190180R1 RFI-572R1 Safety Shower and Mixing Valves	\$2,833.00
Proposal#190200 RFI-633 Soffit Outside 127B	\$786.00
Proposal#190217 Town Square Ceiling Paint Revisions	\$9,020.00
Proposal#190260 RFI-742 Additional Borrowed Lights	\$2,367.50
Proposal#190286 Electrical Changes - Design/Code Requirements	\$27,171.00

CAPITAL IMPROVEMENTS SUMMARY
Dover High School & Regional Career Technical Center Project
As of: October 3, 2024

Proposal#190301 RFI-701 Radiant Heat Balancing Valves	\$5,662.50
Proposal#190311 ASI-133 Dust Collection FA Connectoin	\$3,353.00
Proposal#190321 PR-052 Water Distillers	\$17,230.50
Proposal#190322 PR-053 Mat Hoist	\$6,865.00
Proposal#190340 PR-59 Wet Area Training Room	\$12,962.00
Proposal#190353 PR-62 CTC Sinks	\$20,921.00
Proposal#190364.1 PR-71 Additional Graphics (welding)	\$1,621.75
Proposal#190369 RFI-690R1 Additional Duct Smoke and Fire Dampers	\$16,805.00
Proposal#190371 RFI-827 Entry Plaza Illuminated Handrails	\$6,086.00
Proposal#190375 PR-79 Fire Alarm Additional Scope	\$26,675.00
Proposal#190378 PR-90 Drainage at Athletic Fields	\$420,751.00
Proposal#190381 Irrigation Sleeve at Front Entrance	\$1,538.00
Proposal#190383 Unsuitable Material Teacher's Parking Lot	\$20,299.00
Proposal#190384 Trough Excavation Backfill	\$4,303.00
Proposal#190385 Fabric Installation at Senior Parking Lot	\$6,119.00
Proposal#190387 PR-82 Auto Collision Electrical Panel Protection	\$1,170.00
Proposal#190393 PR-89 Tennis Court Revisions	\$20,532.00
Proposal#190395 Fabric Installation at Tennis Courts	\$15,407.00
Proposal#191020 RFI-807 Barn EBU Fixtures	\$3,275.00
Proposal#191021 RFI-825 Animal Science Balancing	\$868.00
Total Change Orders #28	\$697,689.25
Change Order #29, Approved 8/6/2019	
Proposal#190305 PR-48R Auto Collision Wash Bay	\$25,322.00
Proposal#190361 PR-67 Softball Field Revisions	\$19,595.00
Proposal#190396 Dugout Pad Revisions	\$4,073.00
Proposal#190397 Dugout Conduit at Softball Fields	\$8,174.00
Total Change Orders #29	\$57,164.00
Change Order #30, Approved 9/17/2019	
Proposal#190341.1 ASI 145R Courtyard Lighting	\$1,840.00
Proposal#190350 PR-77 Paint Booth Dampers	\$9,623.00
Proposal#190351 PR-73 Science Lab Table Power	\$10,914.00
Proposal#190362 Sprinkler revisions	\$4,683.00
Proposal#190374.1 PR-78 Kitchen Exhaust Fans	\$24,591.00
Proposal#190388 PR-83 Emergency Shower	\$9,999.00
Total Change Orders #30	\$61,650.00
Change Order #31, Approved 9/17/2019	
Proposal #190377 ASI 45.1 Training Room 034A-Access Control Hardware	\$4,484.00
Proposal#190399 RFI 853-Add'l Concrete Sidewalk to N. Southball Field	\$673.00
Proposal#190404 RFI 856 Parking Lot Pavement Clarification	\$1,999.89
Proposal#190409 PR-95 Irrigation Controller & Devices	-\$1,576.00
Proposal#190411 HEA Add'l Cost (credit)	-\$12,404.00
Total Change Orders #31	-\$6,823.11
Change Order #32, Approved 10/1/2019	
Proposal#190382.2 PR-92.1 HS Entry Plantings	-\$711.00
Proposal#190400 Teacher Parking Lot Repairs	\$57,457.00
Proposal#190412 PR-96 Decorative Sandblasting at Courtyard	-\$4,519.00
Proposal#190414 Irrigation Water Meter Credit	-\$4,088.15
Total Change Orders #32	\$48,138.85
Change Order #33, Approved 10/15/2019	
Proposal#190388.1 PR-83 Emergency Shower 14D & 237	-\$4,671.70
Proposal#190402.1 Infield Mix Topdressing Material Credit & Add'l Infield Mix	\$27,319.32
Proposal#190413 Add'l Steel Fire Proofing per IS	\$3,564.25
Total Change Orders #33	\$26,211.87
Change Order #34, Approved 10/29/2019	
Proposal#190060.1R1 ASI-21.4 Revised Floor Plans Firestopping T&M	\$27,633.00
Proposal#190198.1 Misc Drywall Revisions per RFIs & ASI-34	\$3,926.00
Proposal#190356R1 PR-68 Dugout Revisions (Credit)	-\$57,898.00
Proposal#190366 ASI-141 Auditorium Aisle Lights	\$2,405.14
Proposal#190394.1 Relocate Basketball Hoops	\$3,451.00
Proposal#190398 Liquid Asphalt Escalation	\$35,756.04
Proposal#190401.1 RFI844 Softball Control Conduit Credit	-\$1,419.00
Proposal#190415 PR-94 Civil/Landscape Credits	-\$2,989.50
Proposal#190418 Athletic Field Lines (Credit)	-\$1,424.00
Total Change Orders #34	\$9,440.68
Change Order #36, Approved 11/12/2019	
Proposal#190361.1 PR-67 Softball Field Revisions (Backstop Canopy)	\$3,038.00
Proposal#190416 ASI-013-Animal Science Building - Relocate Cord Reels	\$1,580.58
Proposal#190422 PR-91-Flush Granite Curbs	-\$156.90
Proposal#190423 Phase II - Substantial Completion Time Extension	\$0.00
Total Change Orders #36	\$4,461.68
Change Order #38, Approved 2/18/20	
Proposal#190425.1 Main Entrance Canopy & CTC Entrance Canopy - Credit to not Paint Lintels	-\$1,014.00
Proposal#190425.2 PR-035 Revisions to Bio-Med Prep 233C	-\$1,014.00
Total Change Orders #38	-\$2,028.00
Change Order #39, Approved 9/29/2020	

CAPITAL IMPROVEMENTS SUMMARY
Dover High School & Regional Career Technical Center Project
As of: October 3, 2024

Proposal#190375.1 PR-79 Fire Alarm Additional Scope of Work (Credit)	- \$4,409.00
Proposal#190430 RFI 879 - Storm Switch Pathway	\$1,073.00
Proposal#190431 RFI 877 - Kiln Hood Sprinkler Pendant Obstruction	\$2,352.00
Proposal#190432.1 Fire Alarm Changes Per Review of System with RPSA	\$41,243.94
Total Change Orders #39	\$40,259.94
Total Change Orders to Date:	\$3,148,283.16
New Contract Sum Including Approved Change Orders:	\$74,791,283.16

RESOLUTION

RE: FY2024-2025 Closeout of Dover High School & Regional Career Technical Center Project

- WHEREAS: Construction on Dover High School & Regional Career Technical Center Project was completed as of October 2, 2024. The primary components of this project included the construction of a new high school and regional career technical center building, renovations to the driveways and parking lots, and animal science center, as well as the demolition and removal of the old high school and regional technical center building; and
- WHEREAS: The final cost of the project was \$87,651,377.28; and
- WHEREAS: The project resulted in \$9,941.35 of unexpended funds; and
- WHEREAS: The Dover High School & Regional Career Technical Center Project Joint Building Committee approved the attached Final Financial Report for the construction of the Dover High School and Regional Career Technical Center; and
- WHEREAS: The Dover High School & Regional Career Technical Center Project Joint Building Committee voted to transfer the Dover High School and Regional Career Technical Center buildings to the School District; and

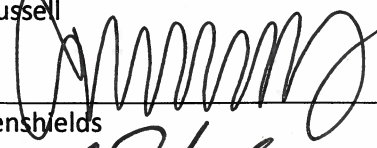
NOW, THEREFORE, BE IT RESOLVED THAT HEREIN IS A FORMAL REQUEST FROM DOVER HIGH SCHOOL & REGIONAL TECHNICAL CENTER PROJECT JOINT BUILDING COMMITTEE TO THE DOVER SCHOOL BOARD THAT:

1. The Final Financial Report of the Dover High School & Regional Career Technical Center Project Joint Building Committee be received and acknowledged as attached in the Background of this resolution; and
2. The dissolution of the Dover High School & Regional Career Technical Center Project Joint Building Committee be acknowledged.

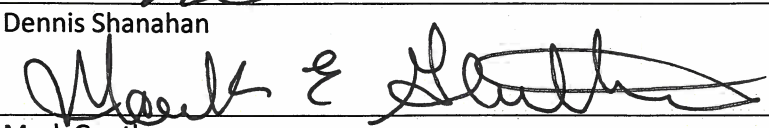
SUBMITTED BY:


Robert Carrier, Chairperson


Amanda Russell

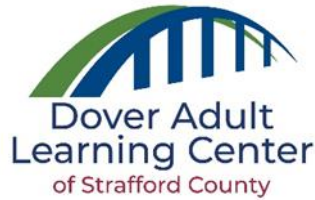

Sarah Greenshields


Dennis Shanahan


Mark Geuther

Matthew Severson

October 3, 2024



TO: William Harbron, Superintendent of Dover Schools
Dover School Board
FROM: Deanna Strand, Executive Director Dover Adult Learning Center
RE: Dover Adult Learning Center Staff Handbook Change
DATE: October 1, 2024

Based on the inability to find a suitable candidate at the current rate and a survey of pay rates for equivalent positions in New England, I recommend increasing the hourly rate of pay for the DALC Childcare Coordinator position as indicated. This position is entirely funded through non-district funds (fees, grants and fundraising by DALC)

The DALC Childcare Coordinator position has been posted in multiple locations since July 2024 and has received only one applicant who did not meet the minimum qualifications.

A survey of similar positions in New England revealed that the average hourly pay rate for similar positions is \$22-23/hour.

Kidspeace New England, Ellsworth ME	\$23/hour
Stratton Mountain Resort, Rutland VT	\$23/hour
Little Tree Education, Dover NH	\$18-25/hour
Bright Horizons Family Solutions, Stratham NH	\$20.75-24.75/hour

Staff Handbook, page 21

Wages are set at market rates comparable to similar positions within the region and COLA increases are made when Bureau of Adult Education grant funding allows. Hourly rates for FY25 are as follows:

<u>Instructional Positions</u>		
Adult Education & Literacy Teacher	\$27.81-32.96	
Adult High School Diploma Teacher	\$27.81-32.96	

Technology Integrator	\$27.81-32.96	
Computer Literacy Teacher	\$27.81-32.96	
<u>Support Positions</u>		
HiSET/GED Supervisor	\$22.66-24.72	
HiSET/GED Proctor	\$14.42-18.03	
Counselor Aide	\$15.45-19.57	
Office Assistant	\$15.45-19.57	
Receptionist	\$14.42-18.03	
Childcare Coordinator	\$15.45-19.57	\$20-24
Childcare Assistant	\$14.42-18.03	
<u>Administrative Positions</u>		
Data Manager	\$22.66-24.72	
Office Manager (DEOP Member)	According to the DEOP CBA	