



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



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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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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

- a. Dover High School
- b. Dover Middle School
- c. Frances G. Hopkins School at Horne Street
- d. Garrison Elementary School
- e. 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.**