



DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Regular Session #1
Meeting Location:	McConnell Center, Room 306
Meeting Date:	Monday, January 13, 2025
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. Budget Workshop, December 2, 2024
 - 2. Budget Workshop, December 9, 2024
 - 3. Regular Meeting, December 9, 2024
 - 4. Special Session, December 16, 2024
- G. **SUPERINTENDENT'S REPORT**
- H. **CONSENT AGENDA**
 - 1. **Correspondence:** None
 - 2. **Resignations/Retirements:**
 - a. Melissa Blanchard – Paraprofessional – Dover Middle School – Resignation (January 9, 2025)
 - b. Samantha Fantasia – Paraprofessional – Dover Middle School – Resignation (January 10, 2025)
 - c. Robert Feeney – Paraprofessional - Dover Middle School – Resignation (December 13, 2024)
 - d. Jennifer Young – Paraprofessional - Dover Middle School – Resignation (December 13, 2024)
 - 3. **Leaves of Absence:**
 - a. Amie Crowley – Science Teacher – Dover Middle School (April 3 – June 30, 2025)
 - 4. **Job Shares:** None
 - 5. **Nominations:** None
 - 6. **Extended Travel (Student Trips):** None
 - 7. **Donations:** None
- I. **STUDENT REPORT**
- J. **FINANCIAL REPORT**
- K. **POLICIES – CHANGES – PROPOSALS:**
 - 1. EBCH: Chemical Safety and Chemical Hygiene Plan - New Policy - First Reading
 - 2. IKF: High School Graduation Requirements - Revised Policy - First Reading
 - 3. JJIB: Interscholastic Athletics - Revised Policy - First Reading
 - 4. JLCA: Physical Examinations of Students - New Policy - First Reading
 - 5. JLCA-R: Family Physician's Report of Physical Examination - New Policy - First Reading
 - 6. JLCEA: Use of Automated External Defibrillator(s) - Revised Policy - First Reading
- L. **POLICY ADOPTION:** None
- M. **RESOLUTIONS:** None



DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Regular Session #1
Meeting Location:	McConnell Center, Room 306
Meeting Date:	Monday, January 13, 2025
Meeting Time:	7:00 p.m.

N. OLD BUSINESS: None

O. NEW BUSINESS

1. Dover High School Class of 2025 Graduation Date Request
2. Local Funds Bid Waiver Request – Solution Tree – RTI at Work Institute Registrations
3. Tuition Agreement Between Dover School District and Nottingham School District

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 DISTRICT

EMPOWERING ALL LEARNERS!

Monday, January 13, 2025

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. Budget Workshop, December 2, 2024
2. Budget Workshop, December 9, 2024
3. Regular Meeting, December 9, 2024
4. Special Session, December 16, 2024

G. SUPERINTENDENT'S REPORT: See below.

H. CONSENT AGENDA

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Melissa Blanchard – Paraprofessional – Dover Middle School – Resignation (January 9, 2025)
 - b. Samantha Fantasia – Paraprofessional – Dover Middle School – Resignation (January 10, 2025)
 - c. Robert Feeney – Paraprofessional - Dover Middle School – Resignation (December 13, 2024)
 - d. Jennifer Young – Paraprofessional - Dover Middle School – Resignation (December 13, 2024)
3. **Leaves of Absence:**
 - a. Amie Crowley – Science Teacher – Dover Middle School (April 3 – June 30, 2025)
4. **Job Shares:** None
5. **Nominations:** None
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. First Reading is an opportunity for the Board to provide feedback.

1. **EBCH – Chemical Safety and Chemical Hygiene Plan – New Policy - First Reading:** NHSBA created this **new sample policy** (a) to satisfy a requirement in NH Ed 320.02(b)(3) that districts have a policy to minimize the use of toxic chemicals, and provisions prohibiting employees from bringing their own cleaning products or pesticides into school buildings, and (b) to include information regarding the requirement under Ed 320.02(b)(8) that districts create a chemical hygiene plan with elements as described in that section of Ed 320.02.
2. **IKF - High School Graduation Requirements – Revised Policy – First Reading:** Revised to reflect HB1066, which amended RSA 193:26-a to remove the 2021 requirement that students complete a FAFSA as a graduation requirement. RSA 193:26-a, now only requires school districts to provide information to students eligible for graduation as to how to obtain and properly complete the free FAFSA application. Revision also included placing the early graduation language into a separate section.

3. **JJIB – Interscholastic Athletics: Revised Policy – First Reading:** Replaced in its entirety and retitled to expand beyond simply discussing interscholastic teams, and to improve connectivity with other NHSBA samples (e.g., JJA, JJIC, JJJ, etc.). As most districts or schools have different or additional district or school policies, procedures or handbooks regulating participation in athletics, extra care should be taken to ensure that the suggested revisions in this sample are consistent with those policies/procedures.
4. **JLCA: Physical Examinations of Students – New Policy – First Reading:** Policy JLCA outlines the district's requirements for student physical examinations to ensure the health and safety of all students and it mandates when children need to provide written evidence of a complete physical examination. Students with health concerns may be referred for further evaluation, and physical examinations are required annually for participation in school athletic teams. The policy also ensures parental notification and opt-out options for non-emergency exams performed using federal funds, in compliance with state and federal regulations.
5. **JLCA-R: Family Physician's Report of Physical Examination – New Policy – First Reading:** This policy is the medical form to be used that complies with Policy JLCA.
6. **JLCEA – Use of Automated External Defibrillator(s) – Revised Policy – First Reading:** This sample policy was reclassified as "Priority/Required", and revised in response to passage of SB379, which, among other things, amended provision in RSA 200:40-c relating to location and maintenance of AEDs (the required maintenance provision was already in paragraph 3 of the earlier version of KFD).

L. POLICY ADOPTION: None

M. RESOLUTIONS: None

N. OLD BUSINESS: None

O. NEW BUSINESS:

1. **Dover High School Class of 2025 Graduation Date Request:** Mr. Driscoll is requesting Thursday, June 5, 2025, as the graduation date for the Class of 2025. The ceremony will take place at the University of New Hampshire's Whittemore Center in Durham, NH. **Superintendent Recommendation:** I recommend the Board approve the proposed graduation date for the Class of 2025.
2. **Local Funds Bid Waiver Request – Solution Tree – RTI at Work Institute Registrations:** Travis Bickford will be available to answer any of the Boards questions. **Superintendent's Recommendation:** I recommend the Board approve the bid waiver request.
3. **Tuition Agreement Between Dover School District and Nottingham School District:** Effective July 1, 2025, the Nottingham School District and the Dover School District will enter into a seven-year tuition agreement, allowing Nottingham students in grades 9-12 to attend Dover High School. Under this agreement:
 - a) **Student Enrollment:** Dover will accept up to 100% of Nottingham's high school students, with provisions for special education, alternative placements, and dual enrollment.
 - b) **Tuition:** A base tuition rate is determined annually, incorporating Dover's average per-pupil cost, adjusted for facilities, and specific services. Additional costs for special education and unique services are billed separately.
 - c) **Term and Renewal:** The agreement spans seven years, with potential one- or two-year extensions. Provisions exist for rate renegotiation in the event of significant tuition increases.

- d) **Student Services:** Nottingham students will have equal access to educational opportunities, including co-curricular and extracurricular programs, and the same student regulations as Dover students.
- e) **Administration and Coordination:** The agreement includes processes for enrollment, tuition payments, data sharing, student discipline, dispute resolution, and annual joint meetings to address mutual concerns and ensure a smooth transition for students.

This agreement emphasizes collaboration between the districts to provide Nottingham students with a comprehensive and equitable high school education at Dover High School. **Superintendent's Recommendation:** Before the Board acts, I will provide additional background information. I recommend the Board approve the Nottingham Tuition Agreement.

SUPERINTENDENT'S REPORT:

Summary of key activities and events that transpired throughout December.

WEEK OF DECEMBER 2: This week included a variety of meetings, events, and updates. The SAU Directors Meeting focused on key topics such as classroom observations, data profiles, program services for non-public students, federal funding procedures, early warning indicators, and accountability. I attended the SAU Cabinet Meeting with Christine Boston and Michael Limanni for coordination updates and participated in the Joint City Council/School Board Budget Workshop for the FY26 budget. Michele Clancy presented on the DHS Athletic Complex during the School Board Budget Workshop, and I joined Christine Boston, Michael Limanni, and Peter Driscoll at a joint meeting with the City Council and DHS Athletic Complex JBC to review project progress. Other highlights included a Tech Integration Committee meeting led by Tom Rup, a sabbatical review, and a consultation with an attorney regarding personnel issues. Additionally, I attended the NJROTC Drill and Awards, visited several schools, and participated in the NH Homeland Security call on an upcoming snowstorm. Finally, grades K-8 hosted parent/guardian conferences while Dover High School conducted professional development.

WEEK OF DECEMBER 9: The SAU Directors Meeting focused on the NHED 2024-2025 Survey, ESY 2025 locations, and the weekly calendar. I facilitated the SAU Cabinet Meeting with Christine Boston and Michael Limanni and attended an All-Partner Planning Meeting led by Ashley Wheeler. The School Board Budget Workshop focused on identifying Tier 1 positions for the FY26 budget and crafting the Resolution to City Council regarding the new DHS Athletic Complex. The District Leadership Team Meeting covered behavior trends, winter screenings, Branching Minds updates, curriculum observations, and district-level data reporting. The Elementary Principal Learning Guidance Team addressed action items including Camp Explore, Responsive Classroom, MTSS, and ESY/Title I summer locations. Community Action partners reviewed the successful preschool transition to Garrison and Woodman Park Schools. Other highlights included discussions with Peter Driscoll and Josh Knight on policy development, tuition agreement concepts with our attorney, and the DMHA Full Community Meeting, where Lorraine Connell presented "Your Voice Matters." I also attended the City Council Meeting, Southeaster's Meeting, YMCA Strafford County Advisory Board Meeting, and Grades 6-12 Chorus and Band concerts, along with visiting all schools and holding update meetings with administrative staff.

WEEK OF DECEMBER 16: This week included a variety of meetings, events, and collaborations. The SAU Directors Meeting addressed accountability, long-term substitutes, and school counselors' roles for the Dover Mental Health Alliance. Christine Boston and I attended the NHED monthly updates for public school leaders. The Leadership Team Logistics Meeting covered celebrations, working with newcomers, student lunches, and mid-year evaluations. The Policy Review Committee reviewed policies for the January Board Meeting, and the Nottingham Tuition Agreement was advanced during a meeting with Nottingham representatives. Other highlights included the Strafford Learning Center Board Meeting on the FY26 budget, the DMHA Steering Committee's planning for upcoming events, and schoolwide activities like DHS Poetry Out Loud and Bellamy Academy's food drive breakfast. Social gatherings included the SAU staff holiday potluck and an open house hosted by my wife and me. I visited all schools and continued regular updates with administrative staff.

Dover School District Monthly Financial Report

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

FROM: Michael Limanni, CFO

DATE: January 10, 2025

RE: Condition of *School* Accounts

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

Business Office Update:

Function based mission statements for the school board approved FY2026 budget will be finalized and sent over to the City Finance Department on Thursday, January 16th. City Council is scheduled to begin public deliberations on this budget starting February 12th.

General Fund Expense Highlights:

Little has changed since the November with specialized transportation, homeless transportation, and severances being the lead items exceeding the budget. In the next two months, we will begin making budget transfers to cover these overages from areas of savings in our wage and benefit lines.

Account 2700, SUPPORT SERVICES – Student Transportation, remains a significant budget overage with out of district SPED transportation exceeding the \$2.275M budget by \$203,724 and homeless transportation exceeding the \$88,400 budget by \$263,340. These losses are partially offset by low fill rates for substitute coverage, and District vacancies reflected in the 1100 and 1200 function codes.

Account 2900, SUPPORT SERVICES – Other, reflects a budget overage from the payout of severances due to staff resignations over the summer months. This number is expected to rise over the next couple of months as we settle a pair of late resignations.

DOVER SCHOOL DISTRICT
Condition of Accounts - December, 2024

DISTRICT-WIDE Expenditures						
Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
1100	REGULAR EDUCATION PROGRAMS	\$ 27,064,936	\$ 10,298,189	\$ 16,766,748	\$ 15,448,083	\$ 1,318,664
1200	SPECIAL EDUCATION PROGRAMS	\$ 21,042,845	\$ 8,444,862	\$ 12,597,983	\$ 10,572,433	\$ 2,025,550
1300	VOCATIONAL EDUCATION PROGRAMS	\$ 3,050,303	\$ 1,229,543	\$ 1,820,760	\$ 1,695,846	\$ 124,914
1400	OTHER EDUCATIONAL PROGRAMS	\$ 781,967	\$ 317,242	\$ 464,725	\$ 354,859	\$ 109,866
1600	ADULT/CONTINUING EDUCATION PROGRAMS	\$ 276,853	\$ 141,750	\$ 135,103	\$ 130,568	\$ 4,535
2100	SUPPORT SERVICES - Students	\$ 5,725,471	\$ 2,240,493	\$ 3,484,978	\$ 3,261,374	\$ 223,604
2200	SUPPORT SERVICES - Instructional Staff	\$ 2,138,542	\$ 885,655	\$ 1,252,887	\$ 911,915	\$ 340,972
2300	SUPPORT SERVICES - General Admin.	\$ 1,866,113	\$ 1,000,996	\$ 865,118	\$ 769,655	\$ 95,463
2400	SUPPORT SERVICES - School Admin.	\$ 3,526,520	\$ 1,794,779	\$ 1,731,740	\$ 1,726,880	\$ 4,860
2600	SUPPORT SERVICES - Operation Maint/Plant	\$ 5,735,309	\$ 2,621,166	\$ 3,114,143	\$ 3,088,161	\$ 25,981
2700	SUPPORT SERVICES - Student Transportation	\$ 5,062,156	\$ 2,201,702	\$ 2,860,453	\$ 3,337,444	\$ (476,991)
2800	SUPPORT SERVICES - Centralized Services	\$ 2,082,365	\$ 1,359,306	\$ 723,059	\$ 515,543	\$ 207,516
2900	SUPPORT SERVICES - Other	\$ 32,295	\$ 199,899	\$ (167,604)	\$ -	\$ (167,604)
5200	FUND TRANSFERS OUT	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000
6900	SCHOOL DEBT - Principal & Interest	\$ 6,222,124	\$ 1,744,488	\$ 4,477,636	\$ 4,336,876	\$ 140,759
TOTAL GENERAL FUND EXPENDITURES:		\$ 84,642,799	\$ 34,480,070	\$ 50,162,729	\$ 46,149,640	\$ 4,013,089
TOTAL FOOD SERVICES EXPENDITURES:		\$ 1,784,697	\$ 868,048	\$ 916,649	\$ 970,839	\$ (54,190)
TOTAL FEDERAL, STATE, AND LOCAL SR FUND EXPENDITURES:		\$ 11,919,968	\$ 4,804,791	\$ 7,115,177	\$ 1,355,939	\$ 5,759,238
Summarized Condition of District Expenditures:		\$ 98,347,464	\$ 40,152,909	\$ 58,194,555	\$ 48,476,418	\$ 9,718,137

DISTRICT-WIDE Revenue						
Account	Description	Budget	YTD Transactions	Balance	Est. Remaining	Budget Balance
01311.3410	TUITION - REGULAR FROM PARENTS	\$ -	\$ 11,808	\$ (11,808)	\$ -	\$ (11,808)
01314.3390	TUITION - SUMMER SCHOOL, ELEME	\$ -	\$ -	\$ -	\$ -	\$ -
01314.3390	TUITION - SUMMER SCHOOL, DHS	\$ -	\$ -	\$ -	\$ -	\$ -
01321.3390	TUITION - OTHER NH DISTRICTS	\$ 86,962	\$ 29,988	\$ 56,974	\$ -	\$ 56,974
01321.3390	TUITION - BARRINGTON	\$ 3,223,640	\$ 756,484	\$ 2,467,156	\$ -	\$ 2,467,156
01321.3390	TUITION - NOTTINGHAM	\$ 1,750,071	\$ 633,130	\$ 1,116,941	\$ -	\$ 1,116,941
01321.3390	TUITION - PRESCHOOL PROGRAM	\$ 8,000	\$ 4,680	\$ 3,320	\$ -	\$ 3,320
01321.3390	TUITION - BELLAMY ACADEMY	\$ 410,970	\$ 177,761	\$ 233,209	\$ -	\$ 233,209
01322.3390	TUITION - SPED AIDES	\$ 366,365	\$ 131,574	\$ 234,791	\$ -	\$ 234,791
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	\$ 11,635	\$ 18,365	\$ -	\$ 18,365
01420.3410	ATHLETIC TRANSPORTATION DHS	\$ 104,000	\$ 51,660	\$ 52,340	\$ -	\$ 52,340
01980.3599	MISC REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -
01990.3599	OTHER LOCAL REVENUE DW	\$ 10,000	\$ 10	\$ 9,990	\$ -	\$ 9,990
03190.3700	STATE ADEQUATE EDUCATION GRANT	\$ 11,408,214	\$ 4,563,286	\$ 6,844,928	\$ -	\$ 6,844,928
03210.3700	SCHOOL BUILDING AID	\$ 383,462	\$ 191,731	\$ 191,731	\$ -	\$ 191,731
03230.3700	SPECIAL EDUCATION AID (CATASTROPHIC AID)	\$ 1,535,212	\$ -	\$ 1,535,212	\$ -	\$ 1,535,212
03241.3700	CTE TUITION AID	\$ 431,092	\$ 465,151	\$ (34,059)	\$ -	\$ (34,059)
03242.3700	CTE TRANSPORTATION AID	\$ 3,000	\$ 2,133	\$ 867	\$ -	\$ 867
03290.3700	OTHER RESTRICTED STATE AID	\$ 23,303	\$ 50,038	\$ (26,735)	\$ -	\$ (26,735)
04210.3599	INDIRECT COST ALLOCATION	\$ 171,000	\$ 146,572	\$ 24,428	\$ -	\$ 24,428
04220.3599	ABE ALLOCATION	\$ 43,000	\$ -	\$ 43,000	\$ -	\$ 43,000
04580.3311	MEDICAID DISTRIBUTION	\$ 200,000	\$ 52,403	\$ 147,597	\$ -	\$ 147,597
05251.3918	FUND TRANSFERS IN	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ 250,000
TOTAL GENERAL FUND REVENUE:		\$ 20,671,310	\$ 7,280,043	\$ 13,391,267	\$ -	\$ 13,391,267
TOTAL FOOD SERVICES FUND REVENUE:		\$ 1,784,697	\$ 537,271	\$ 1,247,426	\$ -	\$ 1,247,426
TOTAL FEDERAL, STATE, AND LOCAL SR FUND REVENUE:		\$ 11,888,366	\$ 4,389,425	\$ 7,498,941	\$ -	\$ 7,498,941
Summarized Condition of District Revenue:		\$ 34,344,373	\$ 12,206,739	\$ 22,137,633	\$ -	\$ 22,137,633

	Budget	Actual + Enc
General Fund Supporting Revenue Total:	\$ 20,671,310	\$ 7,280,043
State Wide Property Tax:	\$ 6,937,255	\$ 7,120,667
Local Property Tax:	\$ 57,034,234	\$ 51,759,299
*TOTAL GF Revenue:	\$ 84,642,799	\$ 66,160,009
TOTAL GF Expenditure:	\$ (84,642,799)	\$ (80,629,710)
Ending GF Fund Balance:	\$ 0	\$ (14,469,701)
TOTAL FS Revenue:	\$ 1,784,697	\$ 537,271
TOTAL FS Expenditures:	\$ (1,784,697)	\$ (1,838,887)
Ending FS Fund Balance:	\$ -	\$ (1,301,616)
TOTAL Other SR Fund Revenue:	\$ 11,888,366	\$ 4,389,425
TOTAL Other SR Fund Expenditures:	\$ (11,919,968)	\$ (6,160,730)
Ending Grant Fund Balance:	\$ (31,602)	\$ (1,771,305)

DOVER SCHOOL DISTRICT	POLICY CODE: EBCH
DATE OF ADOPTION:	Page 1 of 2

FIRST READING – NEW POLICY

CHEMICAL SAFETY AND CHEMICAL HYGIENE PLAN

- A. Purpose. The Board's objective is to help ensure a healthy, clean, and safe learning and work environment for students, employees, and others present on school property. The policy accomplishes this in two ways. First, it establishes standards regarding the use and handling of toxic chemicals for cleaning and pest control. Second, it directs the creation of a chemical hygiene and safety plan (the "Plan") for managing hazardous substances on district property and responding to any emergencies resulting from hazardous substances. This Plan shall include all points where hazardous substances might be used and/or stored on district property, including, but not limited to, materials used in connection with: chemistry and other science labs, art rooms, shop classes, food services, facilities and groundskeeping, or custodial services.

"Hazardous substances" as used in this policy shall mean and include any material specifically designated as hazardous by state or federal law, or any other substance or mixture of substances which may be explosive, ignitable, corrosive, reactive, or toxic.

- B. Plan Preparation and Contents. The Board directs the Superintendent or their designee to prepare a Chemical Hygiene Plan that complies with all local, state, and federal laws and regulations which pertain to the proper management of hazardous materials. When necessary, the district shall contact the U.S. Environmental Protection Agency (EPA) and/or the New Hampshire Department of Environmental Services (NHDES) to obtain relevant information regarding hazardous substances.

Additionally, the Plan shall address at least the following:

1. Identification and inventory of hazardous materials - describing a process by which hazardous substances will be identified and inventoried and may include a classification system for grouping hazardous materials for purposes of acquisition, storage, use, disposal, record-keeping, and emergency response.
2. General provisions outlining response of Hazardous Substance Emergencies, with such items as responsible personnel, required resources, decision making ladders, message-specific templates, parental notification, media plans, etc.; these provisions shall be incorporated into the District Crisis Prevention and Response Plan and site-specific Emergency Operations Plans prepared under Board Policy EBCA;
3. Special provisions for specific substances, e.g., and as pertinent:
 - a. Criteria for acquisition
 - b. Storage
 - c. Use

DOVER SCHOOL DISTRICT	POLICY CODE: EBCH
DATE OF ADOPTION:	Page 2 of 2

- d. Disposal
- e. Incident prevention
- f. Special provisions relative to accidental release or other emergency;
- 4. Provisions to minimize the use of toxic chemicals for cleaning or pest control, including the prohibition of staff bringing cleaning products or pesticides onto district property without prior approval from the administration;
- 5. Procedures required for staff to obtain approval from school administration in order to bring cleaning products or pesticides onto district property;
- 6. Protocols and procedures relative to implementation of the Plan, including staff responsibilities by individual position and/or generalized;
- 7. Provisions relative to staff training, including such items as individualized and general training, who is responsible for ensuring training is conducted and updated, frequency, how and by whom training syllabi are established; additionally, employees receiving such training will be encouraged to make less dangerous substitutions for hazardous substances to the extent possible and to minimize the generation of such substances;
- 8. Provisions proposing consequences and/or remedies for employees who fail to adhere to the Plan or established procedures;
- 9. Provisions relating to student training and proposed sanctions/remedies/interventions to be included in applicable Student Handbooks;
- 10. Protocols for reporting general (non-emergency concerns regarding hazardous substances on district property.

See NH Ed 320, specifically Ed 320.02(b)(8), for additional guidance on chemical hygiene Plan content.

- C. Prohibition of Introduction of Cleaning Products or Pesticides by School Staff. No employee or designated volunteer may bring any cleaning products or pesticides onto district property without prior approval of the school administration, or as specifically provided in the Plan.
- D. Biennial Review and Update. The Superintendent and/or designee shall ensure that the Plan and all procedures and protocols adopted pursuant to this policy are reviewed every two (2) years and updated as necessary. Recommendations requiring Board policy changes should be brought to the Superintendent's attention who will then bring them to the attention of the Policy Review Committee. After review by the committee, changes will be presented to the Board as soon as reasonably practicable.

DOVER SCHOOL DISTRICT	POLICY CODE: IKF
DATE OF ADOPTION: JANUARY 10, 2022	PAGE 1 OF 4

FIRST READING - REVISED

HIGH SCHOOL GRADUATION REQUIREMENTS

Students generally earn a high school diploma through a combination of high school credit and/or proficiency or mastery of required district and graduation competencies. Methods for earning credit are discussed in Board Policy IK, while competencies are discussed in Board Policy ILBAA. This policy outlines the specific courses, competencies and other specific requirements before a student will receive a diploma or other graduation credential. The Board reserves the right to impose additional academic requirements necessary to graduate and/or receive a diploma.

A. Credit Requirements

1. Awarding of Credit. Credit will be awarded in accordance with Board Policy IK, Earning of Credit. Additionally, a unit of credit or fraction thereof shall be given upon satisfactory completion of a course or learning experience in compliance with the district-specified curriculum and assessment standards. In some cases, course credit may also be awarded based on demonstrated mastery of the required competencies for the course. Assessment of mastery will be the responsibility of the principal, and will be in accordance with Board Policy ILBAA, High School Competency Assessments. Credit will be awarded only once for a specific required course with the same content during the secondary school experience.
2. Required Subjects and Credits. A minimum of twenty (20) credits are required to graduate and earn a high school diploma. The required subjects and credits for high school graduation (including the requirements of Ed 306.27, Table 306-2) are:

Arts education:	½ credit
Information and communications technologies:	½ credit
English:	4 credits
Mathematics:	3 credits (including algebra credit that can be earned through a sequential, integrated, or applied program)
Physical sciences:	1 credit
Biological sciences:	1 credit
US and NH history:	1 credit
US and NH government/civics:	½ credit
Economics, including personal finance:	½ credit
World history, global studies, or geography:	½ credit
Health education:	½ credit
Physical education:	1 credit
Open electives:	6 credits
Totals:	20 credits

DOVER SCHOOL DISTRICT	POLICY CODE: IKF
DATE OF ADOPTION: JANUARY 10, 2022	PAGE 2 OF 4

3. Alternative Credit Options. The Superintendent or Principal may approve the granting of credit earned through alternative methods outside of regular classroom-based instruction. Such alternative methods of instruction may include extended learning opportunities, distance education, alternative learning plans, or others approved by the Superintendent or designee. Awarding of credits to be applied toward high school graduation requirements will be determined by the high school Principal on a case-by-case basis. Such credit will be granted pursuant to the provisions of Board Policy IMBC, Alternative Credit Options and other applicable Board policies.

B. Required Graduation Competencies by Content Areas Credit(s)

In addition to the credits listed above required to graduate and earn a high school diploma, the district also requires students to demonstrate ~~mastery~~ **proficiency** in competencies from the following content areas (including the requirements of Ed 306.27, Table 306-3):

Arts education	<u>½ credit</u>
Information and communications technologies	<u>½ credit</u>
English	4 credits
Mathematics	<u>3 credits</u> (that encompasses algebra, mathematical modeling, statistics and probability, complex applications of measurement, applied geometry, graphical presentation and interpretation, statistics, and data analysis)
Physical sciences	<u>1 credit</u>
Biological sciences	<u>1 credit</u>
US and NH history	<u>1 credit</u>
US and NH government/civics	<u>½ credit</u>
Economics, including personal finance	<u>½ credit</u>
World history, global studies, or geography	<u>½ credit</u>
Health education	<u>½ credit</u>
Physical education	<u>1 credit</u>
Open electives	<u>6 credits</u>
<u>Totals</u>	<u>20 credits</u>

C. Passage of Civics Exam

The district will develop a competency assessment of United States government and civics, consistent with pertinent and applicable law. This assessment will be administered to students as part of the high school course in history and government of the United States and New Hampshire. Students must attain a passing grade on this assessment to be eligible to receive a high school diploma or other graduation certificate.

DOVER SCHOOL DISTRICT	POLICY CODE: IKF
DATE OF ADOPTION: JANUARY 10, 2022	PAGE 3 OF 4

Effective for students graduating in ~~2024~~ **after June 30, 2023**, the district will also administer the 128 question civics (history and government) naturalization examination developed by the 2020 United States Citizen and Immigration Services ("U.S. Citizenship Test"). This exam may be modified for a student with a disability in accordance with the student's individualized education program. Students must earn a grade of 70 percent or better to be eligible to receive a high school diploma or other graduation certificate.

Under RSA 189:11, II, the Superintendent will submit the composite results of either the locally developed civics competency assessment or the U.S. Citizenship Test to the N.H. Department of Education.

D. Federal Student Aid Application

~~Effective for students graduating in 2024, as a requirement for receiving a high school diploma, each student who is at least 18 years of age or legally emancipated, or the parent/guardian of such a student who is under 18 years of age, shall either:~~

- ~~1. file a Free Application for Federal Student Aid (FAFSA) with the U.S. Department of Education; or~~
- ~~2. file a waiver on a form created by the N.H. Board of Education with the District indicating that the parent/guardian or, if applicable, the student, understands what FAFSA is and has chosen not to file an application.~~

~~The District shall provide to each student and, if applicable, the parent/guardian, any support or assistance necessary to comply with the requirement above.~~

~~The District shall award a high school diploma to any student who is unable to meet the requirement above if the student has met all other graduation requirements and the building Principal attests that the District has made a good faith effort to assist the student or parent/guardian in filing an application or waiver.~~

~~The Board supports early graduation as a means to earn a high school diploma (see Board policy IKFA. Parental involvement for students under the age of 18 is required. The high school principal shall approve such requests if they determine that all state and local graduation requirements will be met, and that early graduation is related to career and/or educational plans of the student making the request. Upon approval by the high school principal, the minimum 4 unit requirement per year for enrolled students shall be waived and the student shall be awarded a high school diploma.~~

The Superintendent shall ensure each student eligible for graduation shall receive information on completing and submitting the Free Application for Federal Student Aid (FAFSA). Initial information shall be provided no later than October 31 of a student's senior year, and shall include, but not be limited to:

- 1. Eligibility requirements for student financial aid that may be applied for using the FAFSA;**
- 2. Application timelines and submission deadlines; and**
- 3. The importance of submitting applications early, especially when student financial aid may be awarded on a first-come, first-served basis.**

DOVER SCHOOL DISTRICT	POLICY CODE: IKF
DATE OF ADOPTION: JANUARY 10, 2022	PAGE 4 OF 4

Before the start of each school year, the Superintendent will designate the personnel responsible for disseminating the information. The designee will provide a specific written outline for the Superintendent's approval of the proposed means of dissemination, which may include such things as in-class instruction, college information fairs or programs, family information sessions, individual or group sessions with school counselors, and information booklets.

Upon request of a student or a person authorized to act on behalf of the student, the Superintendent/designee shall ensure that either a physical or digital/online copy of a student's completed FAFSA is provided or is available to that student.

The Superintendent/designee shall ensure that any information shared under this section is handled according to applicable state and federal privacy laws, regulations, and administrative rules.

E. Alternative Learning Plans

As an alternative to satisfying the provisions of this policy and related State requirements, students may also graduate from high school and obtain either a high school diploma or its equivalent by participating in an alternative learning plan or program. The provisions of Board Policy IHBI, Alternative Learning Plans, shall apply in such an event.

F. Early Graduation

The Board supports early graduation as a means to earn a high school diploma (see Board Policy IKFA). Parental involvement for students under the age of 18 is required. The high school principal shall approve such requests if they determine that all state and local graduation requirements will be met, and that early graduation is related to career and/or educational plans of the student making the request. Upon approval by the high school principal, the minimum 4-credit requirement per year for enrolled students shall be waived, and the student shall be awarded a high school diploma.

District Policy History:

Policy Adopted December 14, 2015

Policy Revised January 10, 2022

DOVER SCHOOL DISTRICT	POLICY CODE: JJIB
DATE OF ADOPTION: SEPTEMBER 11, 2006	PAGE 1 OF 1

FIRST READING - REVISED

INTERSCHOLASTIC ATHLETICS **SCHOOL SPONSORED ATHLETIC PROGRAMS**

The Board will offer interscholastic athletics subject to budgetary considerations. The purpose of interscholastic athletics is both educational and recreational. The athletic program should encourage participation by as many students as reasonably possible and should be carried on with the best interests of the participants as the first consideration. This should be done in conjunction with the academic program.

~~Participation in interscholastic athletics is subject to the rules adopted by the New Hampshire Interscholastic Athletic Association and other rules adopted by the Superintendent and the Principal.~~

The Board recognizes the value of athletic participation to the development of well-rounded students. Significant evidence exists to show that students who participate in extracurricular activities often perform better academically than those who do not. The Board promotes athletic participation in the belief that successful athletic programs promote individual and team potential by helping to develop high standards of competence, character, civility, and citizenship for student-athletes. The Board recognizes that in addition to promoting the physical and social well-being of participating students, athletic programs offered can be a potent factor in both establishing a positive school climate and nurturing strong community-school bonds.

It is the Board's policy, therefore, to provide opportunities for interscholastic athletic competition in a variety of sports as budgetary considerations allow. Such opportunities should encourage participation by as many students as reasonably possible and should be carried on with the best interests of the participants as the first consideration.

All school/district sponsored athletic programs shall require the approval of the Board and shall be administered by the Athletic Director subject to the supervision of the Superintendent. Different programs that the Board may from time-to-time approve, can include fully sponsored school teams, club teams, and/or intramural teams. Competitions offered as part of otherwise approved instructional programs do not require specific Board approval.

Qualified personnel should be provided for coaching and supervising all athletic programs. All coaches, assistant coaches, and athletic trainers are required to have a passing Criminal History Background Check.

Participation in interscholastic athletics is subject to the rules adopted by the New Hampshire Interscholastic Athletic Association, other similar sponsoring organizations or leagues, other Board policies (e.g., JJA, JJJ, etc.), and any rules adopted by the Superintendent, the Athletic Director, the Principal, or a team coach.

*Policy History:
Adopted September 11, 2006*

DOVER SCHOOL DISTRICT	POLICY CODE: JLCA
DATE OF ADOPTION:	PAGE 1 OF 2

FIRST READING – NEW POLICY

PHYSICAL EXAMINATIONS OF STUDENTS

- A. General. Each child must have written evidence of a complete physical examination within one year of entering kindergarten or before their first entry into the Dover School District. Additionally, each child shall have written evidence of a physical examination within one year before entry into the fifth grade and before entry into the ninth grade.

Parents of students transferring to the district must present documentation evidencing of meeting the physical examination requirement prior to or upon first entry into the district's schools. Failure to comply with this provision may result in exclusion from school for the child.

- B. Conditional Enrollment. If an examination required under paragraph A above has not been performed within the preceding year, the school will accept documentation of an appointment for a physical examination within two months of enrollment, or other time deemed appropriate by the Superintendent.
- C. Homeless Students and Unaccompanied Youth. Pursuant to the McKinney-Vento Act and Board Policy JFABD, homeless students and/or unaccompanied youth may enroll and attend school while the Homeless Liaison works with the family/student to obtain examinations or documentation of the same.
- D. Special Examination. Pursuant to RSA 200:34 every child with a presenting problem and whom the school nurse deems to require further evaluation, may be referred by the school nurse, with the consent of the principal, to the parent/guardian(s) of said child for examination and evaluation by an appropriate practitioner. If the parent/guardian(s) fail or neglect to have said child so examined and fail to present the recommendations from said examiner within a reasonable period after the referral by the school, then said child may be examined by the school nurse or other qualified health care provider. In significant cases, the matter may be reported to DCYF pursuant to Board Policy JLF.
- E. Religious Exemption. No medical examination shall be required of a child whose parent/guardian objects thereto in writing on the grounds that such medical examination is contrary to their religious tenets and teachings.
- F. Participation on Athletic Teams. Prior to participation on a school athletic team, students must provide written documentation that they have passed a physical examination. Such exam must be completed at least once every school year. At the district's sole discretion, the school may schedule physical examinations with a single, qualified health care provider (i.e., physician, advanced registered nurse practitioner, or licensed physician's assistant). This requirement does not apply to students participating in intramural athletics.
- G. Parent/Guardian Notification - Certain Circumstances. Pursuant to the Protection of Pupil Rights Amendment, if the district utilizes federal money to perform physical examinations or screenings on students, the district will notify the parent/guardian(s) of such physical exams or screenings and will allow the parent/guardian(s) to "opt

DOVER SCHOOL DISTRICT	POLICY CODE: JLCA
DATE OF ADOPTION:	PAGE 2 OF 2

out" their child of any non-emergency, physical exam or screening required as a condition of attendance, administered by the school or its agent and scheduled by the school, and not necessary to protect the immediate health and safety of a student or of another student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law.

DOVER SCHOOL DISTRICT	POLICY CODE: JLCA-R
DATE OF ADOPTION:	PAGE 1 OF 1

FIRST READING – NEW POLICY FORM

FAMILY PHYSICIAN'S REPORT OF PHYSICAL EXAMINATION

NAME: _____ DATE OF BIRTH: _____
 SCHOOL: _____ GRADE: _____
 PARENT/GUARDIAN NAME: _____

PHYSICAL EXAMINATION: The below is to be completed by a licensed health care provider only.
(other forms may be used at the discretion of the school nurse)

Physical Examination Date: _____ Height: _____ Weight: _____ /lbs.: _____

Remarks or Special Instructions: _____

Previous Diseases and Operations: _____

Is the child capable of carrying a full program of schoolwork, including physical education and athletics?
 Yes _____ No _____

Must the school program be modified to meet the needs of this child? Yes _____ No _____

If yes, by restriction of use of stairs: Yes _____ No _____

If yes, by special seating accommodations? Yes _____ No _____

Other: Yes _____ No _____ If yes, please specify: _____

Are Immunizations Complete? Yes _____ No _____ If no, please explain: _____

***A copy of the immunization record for the child named above, must be included with this form.**

 Medical Facility Name

 Written Name of Examining Health Care Provider

 Signature of Examining Health Care Provider

DOVER SCHOOL DISTRICT	POLICY CODE: JLCEA
DATE OF ADOPTION: MARCH 13, 2006	PAGE 1 OF 2

FIRST READING - REVISED

USE OF AUTOMATED EXTERNAL DEFIBRILLATOR(S)

The Board has acquired/purchased an Automatic External Defibrillator(s) (AED) for use in emergency situations warranting its use. The use/administration/maintenance of the AED is subject to the following conditions:

1. Location of the AED(s)

The Superintendent, working with the building Principal and school nurse, shall select and approve the location(s) for the AED(s). **At least one AED shall be readily accessible in a well-marked and safe place for use in responding to cardiac emergencies and shall not be located in an office or be stored in a location that is not easily and quickly accessible.**

2. Authorized Employees/Training of Users

AEDs will only be administered by those employees designated by the Principal, in consultation with the school nurse. Employees will only be authorized after they have successfully received and completed appropriate training in cardiopulmonary resuscitation and AED use, provided by the school nurse or their designee, or from another source acceptable to the school nurse.

3. Maintenance

AEDs will be maintained by the school nurse, or their designee. Maintenance shall be done according to the AED manufacturer's specifications. The school nurse will maintain a record of all maintenance which has been performed on the AED(s).

4. Registration of AED(s)

In accordance with RSA 153-A:33, the school nurse, or their designee, shall register the AED(s) with the New Hampshire Department of Safety. ~~Registration forms are found at the New Hampshire Department of Safety Website, www.state.nh.us/safety/ems/.~~ **See sample registration forms in Appendix KFD-R or at:**

www.state.nh.us/safety/ems/aed_public_registry_packet.pdf

5. Incident Reporting

The school nurse, or their designee, shall report all instances of AED use with the New Hampshire Department of Safety. ~~Use incident report forms found at the New Hampshire Department of Safety Website, www.state.nh.us/safety/ems/.~~ **See sample incident report forms in Appendix KFD-R or at:**

www.state.nh.us/safety/ems/aed_public_registry_packet.pdf

6. Liability Limited

DOVER SCHOOL DISTRICT	POLICY CODE: JLCEA
DATE OF ADOPTION: MARCH 13, 2006	PAGE 2 OF 2

The District, and persons administering the AED(s), shall enjoy the limitations of liability as specified in RSA 153:A-31, as well as other sources of law.



**DOVER HIGH SCHOOL
AND
REGIONAL CAREER TECHNICAL CENTER**



PETER DRISCOLL
Principal
p.driscoll@dover.k12.nh.us

25 ALUMNI DRIVE
DOVER, NEW HAMPSHIRE 03820-4365
(603) 516-6900 Fax (603) 516-6926

KORI KENNEDY
Director of Career Technical Education
k.kennedy@dover.k12.nh.us

ROBIN LYNDES
Dean of Bellamy Academy
r.lyndes@dover.k12.nh.us

LINDA MADDEN
Dean of Student Services
l.madden@dover.k12.nh.us

VALERIE WEST
Dean of Instruction
v.west@dover.k12.nh.us

KIMBERLY STEPHENS
Dean of Students
k.stephens@dover.k12.nh.us

MEREDITH LAPOINT
Dean of Students
m.lapointe@dover.k12.nh.us

January 2, 2025

Dear Dover School Board Members,

Dover High School and Regional Career Technical Center would like to request Thursday, June 5, 2025 as the graduation date for the Class of 2025. The event will be held at the Whittemore Center on the campus of the University of New Hampshire. Preparations have begun and everyone is looking forward to the culminating event of our student's careers at Dover High School.

Sincerely,

Peter Driscoll
Dover High School Principal



DOVER SCHOOL DISTRICT

SAU 11

McConnell Center | 61 Locust Street, Suite 409 | Dover, NH 03820-4132
Phone: 603-516-6800 | Fax: 603-516-6809

Empowering all Learners

TO: Members of the Dover School Board
Dr. William R. Harbron, Superintendent
FROM: Teaching & Learning Department
DATE: January 7, 2025
RE: Request to Waive Bidding

Local Funds Bid Waiver: Solution Tree – RTI at Work Institute Registrations

Registrations	Bottom Line Total
Solution Tree – RTI at Work Institute Registrations March 2025 (16 participants)	\$12,304.00

Request to waive bidding:

In October 2024, twenty-five educators successfully completed the RTI at Work Institute three-day training, which serves as the foundation of the district's Multi-Tiered System of Supports (MTSS) framework. To further strengthen the implementation of MTSS, the district plans to accelerate phase two of professional learning for Guiding Coalition teachers, moving it from the fall of 2025 to this spring. This phase will train an additional group of Guiding Coalition Team Leaders, bringing the total number of trained members to approximately 85% of the Guiding Coalition.

In the fall of 2023, the Teaching & Learning Department allocated \$20,000 in local funds from the fiscal year 2024 budget to support Responsive Classroom, the school board's adopted Tier 1 program for teaching social and academic behavior skills. Subsequently, during the 2023-2024 school year, the district secured NHED approval for funding through ESSER III and the Promising Futures of NH grant to cover programming costs. As a result, the department seeks a bid waiver to reallocate the previously budgeted local funds toward the district's initiative to train additional Guiding Coalition members in the RTI at Work model.

Feedback from the October 2024 training session was overwhelmingly positive, with Guiding Coalition teachers describing it as one of the most impactful professional development experiences of their careers. By continuing to invest in professional learning and teacher leadership, the district reaffirms its commitment to equipping educators with the tools and knowledge necessary to foster student success through effective MTSS practices.

Sole Source Purchasing Documentation Form-Federal Funds

Dover School District

Vendor Name: Solution Tree Fiscal Year: 2024-2025

Description and purpose of the purchase:

Non-Competitive Proposal

X This item is available only from a single source, please list the unique features of the product or service:

Solution Tree is the sole source publisher and professional training provider of RTI at Work and Behavior Solutions.

 A public Emergency, explain situation and reasons why decision couldn't include other quotes.

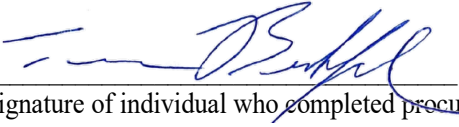
 Received authorization from a pass-through entity (NHDOE) Please include approval from the NHDOE.

 Competition is determined to be inadequate (after solicitation)

If there are similar products or services available, the reasons for selecting the vendor (check all that apply):

 Lowest Price X Availability Accessibility X Expertise Reputation

X Continuity of Services Location Bid Process Other Considerations:


Signature of individual who completed procurement

01/07/2025
Date

Local Funds
Grant/Activity #

**HIGH SCHOOL TUITION AGREEMENT BETWEEN THE
NOTTINGHAM SCHOOL DISTRICT, SAU 107
AND THE
DOVER SCHOOL DISTRICT, SAU 11**

THIS AGREEMENT made this first day of July, 2025 by and between the Nottingham School Board (hereinafter called "Nottingham") located in the County of Rockingham and the State of New Hampshire and the Dover School District (hereafter called "Dover"), located in the County of Strafford and in the State of New Hampshire.

WHEREAS, Nottingham is desirous of offering its pupils in grades 9-12 the opportunity to attend the high school in Dover, and the Nottingham School Board is authorized to make an Agreement for such high school education, and;

WHEREAS, Dover maintains a high school approved by the Department of Education of the State of New Hampshire, and the Dover School Board is willing to receive said Nottingham pupils and afford them the complete course of instruction and services now given in its high school, and;

NOW, THEREFORE, FOR GOOD AND ADEQUATE CONSIDERATION, IT IS AGREED AS FOLLOWS:

1. Agreement to Send and Receive Students. Dover shall accept up to one hundred percent (100%) of all high school students from Nottingham. Nothing in the Agreement shall be deemed to prohibit Nottingham from entering into other tuition agreements, reassigning students pursuant to NH RSA 193:3(I), (II), or (III) or placing students out-of-district pursuant to the Individuals with Disabilities Education Act ("IDEA") or Section 504 of the Rehabilitation Act of 1973 ("Section 503"). Pursuant to NH RSA 194:22 Dover High School shall be deemed a high school maintained by Nottingham for its resident students.
2. Term. This Agreement shall be for seven (7) years, commencing on July 1, 2025 and ending on June 30, 2032. The parties may agree to a one-year (1-year), or two-year (2-year) extension to this Agreement with contract prices to be negotiated between March 1 and April 1, of 2032.
3. Tuition Rate. Each year of this Agreement Dover shall charge Nottingham a base tuition rate established from the following:
 - a. Start with Dover's average per pupil cost for those students enrolled in grades 9-12 in the preceding school year as published by the NH Department of Education, minus the per pupil cost associated with one-to-one (1:1) paraprofessionals ~~for Nottingham students and all costs associated with any out-of-district placements of Nottingham students.~~
 - b. Then increase the cost per-pupil amount by the average growth rate of Dover's appropriation for the most *recent three (3) years (set by the NH DRA as stated in the annual, revised MS-22). *Note: The increase from fiscal year 2020-2021 to fiscal year 2021-2022, will not be included in the first year of this Agreement due to the adverse impact of the COVID pandemic.
 - c. Then add a per pupil facilities use fee based on three percent (3.0%) of the replacement cost of each facility to arrive at the final tuition figure (this is used to cover the costs of

maintaining the Dover High School complex which was essentially removed from the NHED published cost per pupil – see below).

d. Note, the state average cost per pupil does not include:

- Inter-district tuition payments.
- Inter-district transportation.
- Capital expenditures for repairs and maintenance.
- Bond interest and principal.

Additional student services that are required and not covered by the base tuition rate shall be charged separately for those services on a quarterly basis. These supplemental costs which exceed the costs included in the base rate, including but not limited to, additional staff and/or services required by a student's IEP and/or 504 Plan, special equipment, outside evaluations or services, special programs, out-of-district placements, or the cost of due process appeals shall be billed to the Nottingham School District based on an hourly rate of service or the direct cost of the service. Any additional special education costs not provided for in the base tuition rate shall be billed to the Nottingham School District based on the terms provided in section eight (8) below.

The following Annual processing fees for the services below will be billed each year in the month the student begins enrollment:

IEP Plan Management:	Five-hundred dollars (\$500)
Non-enrolled Graduate Attrition:	Five-hundred dollars (\$500)
Expulsion:	Three-hundred dollars (\$300)

Paraprofessionals will be billed at the current fiscal year's Class 3, Step 6 daily rate plus ten percent (10%) to cover wage related benefits. All other special services not covered by the base tuition rate will be billed at the direct cost of the service or item being purchased.

In the event that Dover proposes a tuition increase, ~~inclusive of all debt service and special education costs (charged per Exhibit A)~~ that exceeds the prior year's tuition by five percent (5.0%), Nottingham and Dover shall be permitted to reopen the Agreement to negotiate the base tuition. In the event that Nottingham and Dover are unable to reach an accord as to a mutually agreeable rate, then Nottingham shall be permitted to terminate this Agreement effective as of the end of the school year that is subject to the notice of the tuition increase, or at Nottingham's sole election, it may terminate at the end of the school year that is subject to the rate increase.

4. Estimated Tuition. An estimated tuition rate based on the most recent MS-22, Report of Appropriations as voted, and the prior year's published average daily membership (ADM-A) related to Dover High School, shall be set by Dover, and Nottingham shall be notified of the estimated rate by November 15 of each year for the following Agreement year (July 1 to June 30).
5. Tuition Payments. Tuition shall be invoiced at the beginning of each month, payments shall be made monthly, and shall be due by the 15th of each month. Tuition payments for July, August, and September shall be twenty-five thousand dollars (\$25,000) for each month. Nottingham shall provide a list of the names of the pupils it has assigned to Dover by July 1 of each year so that actual monthly tuition payments for the remaining nine (9) months can be

calculated (Pupils Assigned X Base Tuition Rate). Nottingham shall update the initial list of pupils as changes occur, and no less than biweekly, so that an accurate list of pupils can be maintained.

The October 15 payment and remaining eight (8) payments will be based upon the following formula:

October 1 Official Enrollment multiplied by (x) the Tuition Rate, Minus Credits for Payments made in July, August, and September = Reconciled Amount Due for the remaining nine (9) months.

The Reconciled Amount Due will be divided by nine (9) months.

Payments not received within ten (10) days of the due date or ten (10) days from receipt of the bill, whichever is later, shall be subject to a late payment charge of one percent (1.0%) per month and;

- a. Tuition and Enrollment Reconciliation. The tuition of a Nottingham pupil who enters or leaves Dover during the school year shall be calculated on a per-diem basis except that tuition shall be paid for the entire month regardless of the actual date of withdrawal. Tuition shall begin when the student is enrolled at Dover High School.

A final tuition reconciliation will take place prior to the June billing to adjust for changes in student population due to new registrations and withdrawals occurring after October 1 of the Agreement year.

6. Equal Educational Opportunity. Nottingham pupils shall receive the same education, educational privileges, co-curricular and extra-curricular opportunities hereunder as are given Dover pupils and shall be subject to the same student regulations as they apply to Dover pupils. Any fees charged to Nottingham families and adult students shall be limited to those fees charged to Dover families and adult students.
7. Alternative High School Program. Should Nottingham request the consideration of placement of a student into Dover's Alternative High School program and authorized enrollment, upon acceptance and enrollment, Nottingham will pay the Alternative Program tuition rate. This tuition shall be billed and paid monthly. As with regular tuition, if a student is in attendance on the first day of the month, Dover will bill for the student for the entire month. If said student is already enrolled in Dover High School, Nottingham shall reimburse Dover for the difference between the per pupil cost in the Alternative High School and the approved tuition rate.
8. One-to-One (1:1) Paraprofessionals Support and Unique Specialized Student Services. All identified one-to-one (1:1) paraprofessionals specified in a Nottingham student's Individualized Education Plan (IEP) and verified in writing by representatives of both Dover and Nottingham, will be hired by Dover and paid for separately by Nottingham. Additional services required by a student's IEP and/or 504 Plan, special equipment, outside evaluations or services, special programs, out-of-district placements, or the cost of due process appeals shall be billed to the Nottingham School District based on an hourly rate of service or the direct cost of the service.

Nottingham School District shall be responsible for the costs of retaining its own legal representation in special education matters pertaining to Nottingham students which result in

due process hearing. The Dover School District shall be responsible for defending itself against allegations by third parties, parents, guardians, or students that it has engaged in any form of disability-based discrimination.

In the event that Nottingham is the subject of a complaint to the Office of Civil Rights regarding conduct by the Dover School District, the Dover School District shall be responsible for the costs of responding to the complaint. In the event that the Dover School District is the subject of the complaint to the Office of Civil Rights regarding conduct by the Nottingham School District, the Nottingham School District shall be responsible for the costs of responding to the complaint.

Special Education Aid and any other form of state and federal aid received by the Dover School District for Nottingham students will be credited to the student's district of residence. Dover shall supply Nottingham with any service logs or other documentation required for application for Medicaid reimbursement.

The parties agree that the decision as to whether a Nottingham student's needs can be met within the Dover School District rests with the student's IEP team. The decision concerning assignment of a special education student from Nottingham to a special program, or facility outside of the Dover School District shall be made with equal input from Dover's IEP team and the LEA representative from Nottingham. Nottingham's LEA representative shall be given notice of all IEP Team Meetings as needed with regard to Nottingham students. When the decision has been made that a student's needs cannot be met in Dover, it shall be Nottingham's responsibility to determine the student's placement. Nottingham shall bear the cost of any such special program or facility and the transportation to the facility and/or provider.

9. Estimated Enrollment. Nottingham will provide Dover with an estimate each November 15 of the number of students it anticipates will enroll at Dover High School for the following school year. Notwithstanding anything herein to the contrary, Nottingham may adjust this estimate until January 30, after which NO less than ninety percent (90%) of the total number of students declared on March 31 shall constitute the minimum number of seats Nottingham shall be charged for the coming school year.
10. Educational Data, Reports, and Records. Upon request, Dover shall provide Nottingham with access to all Nottingham student assessment data, disciplinary records, and any other data maintained as the overall performance of Nottingham students. Dover School District shall provide Nottingham with report cards and attendance records of pupils enrolled under the provisions of this Agreement. Dover and Nottingham School District shall comply with the regulations of the Family Rights and Privacy Act and state privacy laws.
11. Student Discipline. Dover School District shall be legally responsible for student discipline while students are under their jurisdiction and any matters arising out of such discipline including any alleged violations of student's rights will be the sole responsibility of Dover. Dover shall promptly inform Nottingham of any suspensions, long-term, student suspensions or expulsions.
12. Dual-enrollment or Home-Schooled Students. Nottingham will pay the Dover School District a tuition rate determined on a case-by-case basis for non-public or home educated pupils from Nottingham who access school programs at Dover under New Hampshire law. In this case, tuition shall be based on the number of courses in which a pupil participated.

13. Tailing Out of Enrollment. As the conclusion of the Agreement term, or termination in accord with paragraph 2, 3, or 20, Nottingham students who are already enrolled in Dover High School and who exhibit appropriate citizenship, attendance and academic progress shall be allowed to complete their high school education at Dover High School. The terms and conditions of this Agreement shall continue after this Agreement expires or is terminated for the limited purpose of allowing the students already enrolled in the Dover High School to continue their education and graduate from Dover High School.
14. Joint Meetings. Both School Boards will meet at least annually to discuss mutual concerns. Both Districts shall work together to ensure that Nottingham's curriculum properly prepares its students for high school, and that Nottingham students are able to smoothly transition from middle school to Dover High School.
15. Dispute Resolution. Should either party have a complaint as to the operation of this Agreement that complaint shall be stated in writing to the Superintendent of Schools. If the Superintendents cannot resolve the dispute, it shall be presented to the School Board which shall jointly seek to resolve the dispute. Should resolution prove impossible, the dispute shall be referred to private mediation. Should a resolution prove impossible, the dispute shall be referred to the State Board of Education for a decision in accordance with administrative rules Ed 200, which the decision may be appealed to a court of competent jurisdiction.
16. Approval. This Agreement shall be subject to approval by the appropriate governing authorities of both school districts and the State Board of Education.
17. Financial Records. Nottingham or its representative shall be provided with access to the accounting of all records, data, reports, and all materials of any nature used to calculate or finalize costs billed to the School District under this Agreement. The Dover School Board shall report its high school expenditures on the DOE25 separately from other schools, defining the high school costs.
18. Transportation. Nottingham students shall be afforded the same access to field trips and extra-curricular transportation as is provided to Dover students. Dover shall not be responsible for daily transportation of Nottingham students not from the high school.
19. Regional Vocational Education. Nottingham students shall be permitted to access and participate in all vocational and Career Technical Center programs available to Dover students and tuition shall be adjusted as warranted.
20. Termination. Either party may terminate the Agreement for cause. Cause shall be deemed to exist if Nottingham fails to pay tuition that is lawfully due and owing or if Dover fails to provide Nottingham students with an appropriate and adequate public education in accordance with this Agreement. This Agreement shall not be terminated prior to exhaustion of the dispute resolution process set forth in Paragraph 5.
21. Severability. In the event any provision of the Agreement is found to be invalid, the remaining provisions shall continue in full force and effect to the maximum extent possible.
22. State Board of Education Approval. The parties agree that this Agreement shall be binding after its approval by the Nottingham School Board, the Nottingham School District, the Dover School Board, and approved by the State Board of Education pursuant to RSA 194:22.

IN WITNESS WHEREOF said parties to this Agreement, being duly authorized, set their hands and seals on the day and year written below.

DOVER SCHOOL DISTRICT BOARD CHAIR

Name: _____

Date: _____

NOTTINGHAM SCHOOL DISTRICT BOARD CHAIR

Name: _____

Date: _____

COMMISSIONER OF EDUCATION

Name: _____

Date: _____