



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #2
Meeting Location: City Hall, Council Chambers
Meeting Date: Monday, February 10, 2025
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, February 10, 2025, at 6:59 p.m.

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

Also present were Superintendent William Harbron, District Administrator's Abby Small, Jennifer Krans, Travis Bickford, Kiley Hemphill, Siobhan Mehalek, Peter Driscoll, Lindsay Dube, Patrick Boodey, Beth Dunton, and Brittany Granfield.

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

D. AGENDA APPROVAL:

Maggie Fogarty moved; Carolyn Mebert seconded to approve the agenda. **An Oral Vote PASSED 7/0.**

E. CITIZEN'S FORUM:

No citizens were present.

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

F. APPROVAL OF MINUTES:

1. Special Session, January 6, 2025
2. Regular Meeting, January 13, 2025

Carolyn Mebert moved; Craig Flynn seconded approval of the minutes. **An Oral Vote PASSED 7/0.**

G. SUPERINTENDENT'S REPORT:

The Superintendent submitted his report to the Board.

H. CONSENT AGENDA:

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Fern Nault – Data Coordinator – Dover High School – Retirement (Estimated July 31, 2025)
 - b. Valerie West – Dean of Instruction – Dover High School – Resignation (January 31, 2025)
3. **Leaves of Absence:** None
4. **Job Shares:** None
5. **Nominations:**
 - a. DPA Nominations
 - b. Non-Union Nomination
6. **Extended Travel (Student Trips):** None
7. **Donations:** February Donations

Carolyn Mebert moved; Maggie Fogarty seconded to approve the Consent Agenda. **An Oral Vote PASSED 7/0.**



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I. STUDENT REPRESENTATIVE REPORT: None

J. FINANCIAL REPORT:

Dr. Harbron requested the Board review the financial report.

K. POLICIES – CHANGES - PROPOSALS:

1. BBBF: Student Board Members – Revised Policy – First Reading
2. EBCA: Crisis Prevention and Emergency Response Plans – Revised Policy – First Reading
3. EH: Public Access to School District Records – Revised Policy – First Reading
4. EH-R: Administrative Procedures for Public Access to District Records “Right to Know Requests” – Revised Policy – First Reading
5. EH-F1: Waiver of Electronic Communication Record Charge Form (“Right to Know Requests”) – New Policy – First Reading
6. IC: School Year and School Year Calendar – Revised Policy – First Reading
7. IGE: Parental Objections to Specific Course Material – Revised Policy – First Reading
8. IHAM: Health Education and Exemption From Instruction – Revised Policy – First Reading
9. JLCJA: Emergency Plan for Sports Related Injuries and Additional Protocols for Athletics Participation – Revised Policy – First Reading
10. JLF: Reporting Suspected Child Abuse or Neglect – Revised Policy – First Reading
11. JLP: Parental Notification of and Involvement in Student Welfare – New Policy – First Reading

The Board agreed to include adding new language to policy BBBF to include mileage reimbursement for the Student-member’s travel to any NHSBA trainings.

Craig Flynn moved; Michelle Clancy seconded to table the policies presented. **An Oral Vote PASSED 7/0.**

L. POLICY ADOPTION:

1. EBCH: Chemical Safety and Chemical Hygiene Plan - New Policy - Second Reading
2. IKF: High School Graduation Requirements - Revised Policy - Second Reading
3. JJIB: Interscholastic Athletics - Revised Policy - Second Reading
4. JLCA: Physical Examinations of Students - New Policy - Second Reading
5. JLCA-R: Family Physician’s Report of Physical Examination - New Policy - Second Reading
6. JLCEA: Use of Automated External Defibrillator(s) - Revised Policy - Second Reading

Maggie Fogarty moved; Elizabeth Goldman seconded to approve the policies presented. **An Oral Vote PASSED 7/0.**

M. RESOLUTIONS: None

N. OLD BUSINESS: None

O. NEW BUSINESS:

1. Job Description Revision – Family Outreach Coordinator – Social Worker



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Kiley Hemphill reviewed the revisions made to the job description.

Carolyn Mebert moved; Micaela Demeter seconded to approve the job description's revisions. **An Oral Vote PASSED 7/0.**

P. SUBMISSION AND PAYMENT OF BILLS:

Michelle Clancy moved; Craig Flynn seconded to direct the Superintendent to pay Manifest 25-H in the amount of \$5,797,337.15 for FY25 for the period of January 11, 2025, through February 7, 2025. **A Roll Call Vote PASSED 7/0.**

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

Q. COMMITTEE REPORTS:

Craig Flynn announced the Dover High School (DHS) Athletic Complex Joint Building Committee (JBC) met recently. They discussed the School Board resolution, and the pricing that Tighe and Bond are working on for three options. He requested citizens who are interested in joining the fundraising efforts, to please reach out to either himself or Michelle Clancy.

The Board discussed the possibility of renovations being made to the fields prior to the complex being built.

Michelle Clancy announced the next JBC meeting will take place on February 18th at 5:30 p.m.

R. SCHOOL BOARD MATTERS OF INTEREST:

Elizabeth Goldman announced she has received letters regarding the district's use of pesticides and inquires as to who makes those decisions, to which Dr. Harbron responded the facilities department oversees pest control.

Micaela Demeter announced she testified earlier in the day for HB 283.

She also referenced a recent letter she sent to the City Council and School Board regarding the School Funding Fairness Project. She requests they review and sign the letter regarding public education funds.

Dr. Harbron referenced a handout he distributed to the Board that reviews the SOCC program at Woodman Park School. The handout will be archived with the meeting minutes.

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

Michelle Clancy moved; Elizabeth Goldman seconded to adjourn Citizen's Forum. **An Oral Vote PASSED 7/0.**



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S. ADJOURNMENT:

Michelle Clancy moved; Micaela Demeter seconded adjourning the meeting at 7:41 p.m. **An Oral Vote PASSED 7/0.**