



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #3
Meeting Location: City Hall, Council Chambers
Meeting Date: Monday, March 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, March 10, 2025, at 7:00 p.m.

B. ROLL CALL: Present were Robin Trefethen, Carolyn Mebert, Michelle Clancy, Maggie Fogarty, Micaela Demeter, and Craig Flynn. Elizabeth Goldman joined the meeting at 7:07 p.m.

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

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

D. AGENDA APPROVAL:

Craig Flynn moved; Micaela Demeter seconded to approve the agenda. **An Oral Vote PASSED 6/0.**

E. CITIZEN'S FORUM:

No citizens were present.

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

F. APPROVAL OF MINUTES:

1. Regular Meeting, February 10, 2025

Carolyn Mebert moved; Craig Flynn seconded approval of the minutes. **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. Joan Breault – Dover Middle School – School Counselor – Resignation (06/30/25)

b. Amber Hendrix – Dover Middle School – Paraeducator – Resignation (03/21/25)

3. **Leaves of Absence:**

a. Susan Manha – Dover Middle School – 7th Grade Science Teacher – (2025-2026 School Year)

4. **Job Shares:**

a. Kim Dube and Kayleigh Cassidy-Ketchen - Grade One - Frances G. Hopkins Elementary School at Horne Street

b. Betsy Breen and Kristen Dunham - Grade Three - Frances G. Hopkins Elementary School at Horne Street

c. Jillian Cote and Kerry Siebersma - Special Education - Frances G. Hopkins Elementary School at Horne Street

5. **Nominations:**

a. DAA Nomination (2025-2026)

6. **Extended Travel (Student Trips):**



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- a. Dover High School Career Technical Center NJROTC – Maine Maritime Academy, Castine, Maine – March 21-23, 2025

7. Donations: None

Additional resignations and an extended travel request will be archived with the meeting minutes.

Carolyn Mebert moved; Maggie Fogarty seconded to approve the amended Consent Agenda to include additional resignations and an extended travel request. **An Oral Vote PASSED 6/0.**

I. STUDENT REPRESENTATIVE REPORT:

Student representative Theo Sawyer provided the following updates on the current happenings at Dover High School:

- The Tsunami Impact Program, organized by the CTC Business Program, is underway. The program offers grade twelve student-athletes the chance to recognize a teacher who has had a meaningful impact on their lives by presenting them with a t-shirt and an invitation to their Senior Night.
- A Red Cross Blood Drive will take place this week.
- On March 7th, Future Farmers of America (FFA) attended the Interscholastic Events at UNH.
- The first round of SAT's were held on Saturday. These were optional for students.
- The hockey team moved forward to quarter finals.

J. FINANCIAL REPORT:

Michael Limanni presented his financial report.

K. POLICIES – CHANGES - PROPOSALS:

1. JEB-E: School Entrance Requirements District Screening (Early Entrance to Grade 1) – Withdraw Policy – First Reading
2. JH: Attendance, Absenteeism and Truancy – Revised Policy – First Reading
3. JLMC: Dover School District SAU 11 Workplace Violence Prevention Policy – Revised Policy – First Reading

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

L. POLICY ADOPTION:

1. BBBF: Student Board Members – Revised Policy – Second Reading
2. EBCA: Crisis Prevention and Emergency Response Plans – Revised Policy – Second Reading
3. EH: Public Access to School District Records – Revised Policy – Second Reading
4. EH-R: Administrative Procedures for Public Access to District Records “Right to Know Requests” – Revised Policy – Second Reading
5. EH-F1: Waiver of Electronic Communication Record Charge Form (“Right to Know Requests”) – New Policy – Second Reading
6. IC: School Year and School Year Calendar – Revised Policy – Second Reading
7. IGE: Parental Objections to Specific Course Material – Revised Policy – Second Reading
8. IHAM: Health Education and Exemption From Instruction – Revised Policy – Second Reading



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9. JLCJA: Emergency Plan for Sports Related Injuries and Additional Protocols for Athletics Participation – Revised Policy – Second Reading
10. JLF: Reporting Suspected Child Abuse or Neglect – Revised Policy – Second Reading
11. JLP: Parental Notification of and Involvement in Student Welfare – New Policy – Second Reading

Carolyn Mebert moved; Craig Flynn seconded to approve the policies presented. **An Oral Vote PASSED 7/0.**

M. RESOLUTIONS: None

N. OLD BUSINESS: None

O. NEW BUSINESS:

1. Youth Risk Behavior Survey (YRBS) Supplemental Component

Kim Stephens and Vicki Harris reviewed the request to include a supplemental component to the Youth Risk Behavior Survey.

Carolyn Mebert moved; Elizabeth Goldman seconded to approve the addition to the Youth Risk Behavior Survey. **An Oral Vote PASSED 7/0.**

2. Bid Waiver Requests

a. Institute of Multi-Sensory Education (IMSE) Comprehensive Orton-Gillingham Training

Micaela Demeter moved; Craig Flynn seconded to approve the bid waiver request and award an amount not to exceed \$12,000 to IMSE Comprehensive Orton-Gillingham Training. **A Roll Call Vote PASSED 6/1.**

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

b. Veeam Backup Essentials

Michelle Clancy moved; Carolyn Mebert seconded to approve the bid waiver request and award the annual cost of \$24,763.32 to Veeam Backup Essentials. **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



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3. Bellamy Academy Tuition Increase

Michelle Clancy moved; Micaela Demeter seconded to approve the tuition increase for Bellamy Academy.
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

4. Dover School District Fiscal Year 2026 Revised Budget

Carolyn Mebert moved; Micaela Demeter seconded to approve the modified proposed FY26 district budget consisting of an operating budget to reflect \$1,751,005 in additional revenue, and \$860,149 in expenditure reductions for a tax capped operating budget of \$83,098,024 (\$89,226,448 including debt service). This represents a total appropriation of \$94,862,186 which includes all special revenue funds including food services and federal grants. **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

P. SUBMISSION AND PAYMENT OF BILLS:

Michelle Clancy moved; Carolyn Mebert seconded to direct the Superintendent to pay Manifest 25-I in the amount of \$4,598,438.47 for FY25 for the period of February 7, 2025, through March 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) will have a meeting next week. At their last meeting, they continued to work with Tighe and Bond. Michelle Clancy announced they are seeking citizens to join their fundraising efforts. She included the Fundraising Committee will be meeting this Wednesday at 6pm if anyone wishes to attend.



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R. SCHOOL BOARD MATTERS OF INTEREST:

Micaela Demeter requested the Board support her testimony she wishes to read on the Board's behalf at the House Finance Committee's Public Budget Hearing on Wednesday, March 12 at 2 pm.

Maggie Fogarty moved; Michelle Clancy seconded to support Micaela Demeter to speak on behalf of the Board at the House Finance Committee's Public Budget Hearing. **An Oral Vote PASSED 7/0.**

Micaela Demeter provided an update on HB675 and HB115.

Micaela Demeter announced the Dover High School Winter Percussion took first place at the Color Guard and Percussion Competition on Sunday.

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

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

S. ADJOURNMENT:

Michelle Clancy moved; Micaela Demeter seconded adjourning the meeting at 8:00 p.m. **An Oral Vote PASSED 7/0.**