



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Regular Session #3
Meeting Location:	City Hall, Council Chambers
Meeting Date:	Monday, March 9, 2026
Meeting Time:	7:00 p.m.

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. AGENDA APPROVAL**
- E. CITIZENS' FORUM** *(To be recessed, if necessary, and resumed following School Board Matters of Interest)*
- F. APPROVAL OF MINUTES**
 - 1. Regular Meeting, February 9, 2026
- G. SUPERINTENDENT'S REPORT**
- H. CONSENT AGENDA**
 - 1. **Correspondence:** None
 - 2. **Resignations/Retirements:**
 - a. Brian Collopy – Dean of Student Services – Dover Middle School – Resignation (06/30/26)
 - b. Amanda Jagentenfl – Instructional Coach – Frances G. Hopkins School at Horne Street – Resignation (06/30/26)
 - c. Brian Rice – Dean of Students – Frances G. Hopkins School at Horne Street – Resignation (6/30/26)
 - 3. **Leaves of Absence:** None
 - 4. **Job Shares:** None
 - 5. **Nominations:**
 - a. DPA Nominations
 - b. DTU One-Year Certificate of Eligibility under 189:39(b) Request / Nomination – Marisela Funes – Spanish Teacher – Dover High School
 - 6. **Extended Travel (Student Trips):** None
 - 7. **Donations:** None
- I. STUDENT REPORT**
- J. FINANCIAL REPORT**
- K. POLICIES – CHANGES – PROPOSALS:**
 - 1. EBBCA – Use and Location of Automated External Defibrillators – New Policy – First Reading
 - 2. EHLB – Subpoenas Involving District Students, Officials, Employees and/or Records – New Policy - First Reading
 - 3. IC – School Year and School Year Calendar – Revised Policy – First Reading
 - 4. IIBA – First Grade Class Size - Withdraw Policy – First Reading
 - 5. JLCEA – Use and Location of Automated External Defibrillators – Withdraw Policy – First Reading
- L. POLICY ADOPTION:**
 - 1. EEAG-R1 – Use of Private Vehicles to Transport Students – Statement of Insurance on Private Vehicles – New Policy – Second Reading
 - 2. EHAG – Use of Generative Artificial Intelligence – New Policy – Second Reading



DOVER SCHOOL BOARD – AGENDA

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3. IHCD – Advanced Course Work / Advanced Placement Courses and STEM Dual and Concurrent Enrollment Program – Revised Policy – Second Reading
4. JICK – Bullying Prevention Pupil Safety and Violence Prevention Policy Bullying and Cyberbullying – Revised Policy – Second Reading

M. RESOLUTIONS: None

N. OLD BUSINESS: None

O. NEW BUSINESS:

1. Intent to Purchase Student Chromebooks
2. Winter Data Follow-up

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, March 9, 2026

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

BOARD AGENDA ITEMS:

F. APPROVAL OF MINUTES

1. Regular Meeting, February 9, 2026

G. SUPERINTENDENT'S REPORT: See below.

H. CONSENT AGENDA

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Brian Collopy – Dean of Student Services – Dover Middle School – Resignation (06/30/26)
 - b. Amanda Jagentenfl – Instructional Coach – Frances G. Hopkins School at Horne Street – Resignation (06/30/26)
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3. **Leaves of Absence:** None
4. **Job Shares:** None
5. **Nominations:**
 - a. DPA Nominations
 - b. DTU One-Year Certificate of Eligibility under 189:39(b) Request / Nomination – Marisela Funes – Spanish Teacher – Dover High School
6. **Extended Travel (Student Trips):** None
7. **Donations:** None

Superintendent Recommendations: I recommend the Board approve the Consent Agenda presented.

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

K. POLICIES – CHANGES – PROPOSALS:

1. **EBBCA – Use and Location of Automated External Defibrillators – New Policy – First Reading:** Former tri-coded policy GBGBA/JLCEA/KFD was rescinded and replaced/recoded as EBBCA to help minimize the risk that required revisions are made to one or two, but not all three of the identical policies. As sub-section EBB of the NHSBA manual relates to school safety and emergency care, we determined it more practical to relocate/recode the sample to this section. Additionally, the policy was substantially reorganized and revised to (1) include provisions reflecting 2025's HB763 (amending RSA 200:40-c) which mandates accessibility of AEDs in certain locations, (2) clarify the training provision in the last revision, and (3) remove reference to a Dept. of Safety form that is no longer required to be filed.
2. **EHLB – Subpoenas Involving District Students, Officials, Employees and/or Records – New Policy - First Reading:** New sample to provide guidance in the event district personnel receive subpoenas or court/agency

appearances relative to their official duties, and or to provide records or testimony relative to students, employees, the district or SAU.

The sample applies to all subpoenas, whether issued by: a court; justice of the peace; attorney; the Dept. of Education pursuant to newly enacted RSA 21-N:4, XIII (i.e., 2025's HB520); or any other state or federal agency.

3. **IC – School Year and School Year Calendar – Revised Policy – First Reading:** Revised (1) to reflect removal of former 306.18(10)(4) relative to graduation dates impacted by snow days, SB90 amendment to RSA, (2) to better reflect the CTE coordination language of RSA 188-E:1-a, III, and (3) redesignation of "distance learning" to "remote learning" per the revised 306 rules of 2024.
4. **IIBA – First Grade Class Size - Withdraw Policy – First Reading:** NHSBA no longer includes this policy as it conflicts with new policy IIB.
5. **JLCEA – Use and Location of Automated External Defibrillators – Withdraw Policy – First Reading:** See comments to EBBCA, above. The NHSBA has created a new policy – EBBCA to replace this one.

Superintendent's Recommendation: I recommend the Board table the policies presented.

L. POLICY ADOPTION:

1. **EEAG-R1 – Use of Private Vehicles to Transport Students – Statement of Insurance on Private Vehicles – New Policy Form – Second Reading:** The district requires staff to provide proof of insurance coverage on all private vehicles used for transporting students for school-sponsored activities. While this requirement is outlined in the district's current policy EEAG – Use of Private Vehicles to Transport Students, there is no corresponding form for staff to complete.
2. **EHAG – Use of Generative Artificial Intelligence – New Policy – Second Reading:** This new policy has been added in response to requests by multiple districts. This policy addresses guidelines for the proper management and responsible use of Generative AI in the district's educational and working environments and directs the Superintendent to create and maintain a Plan for the Responsible Use of Generative Artificial Intelligence.
3. **IHCD – Advanced Course Work / Advanced Placement Courses and STEM Dual and Concurrent Enrollment Program – Revised Policy – Second Reading:** This policy was updated to reflect passage of 2025 HB193 (amending RSA 188-E:27, II) which limits the amount of state funding for Dual and Concurrent Enrollment funding to four courses per academic year for each student. Additional changes to section A relating to other advanced course work opportunities.
4. **JICK – Bullying Prevention Pupil Safety and Violence Prevention Policy Bullying and Cyberbullying – Revised Policy – Second Reading:** New content (1) added to reflect 2025 passage of HB108 which amended RSA 193-F to address investigations of alleged bullying involving more than one district, (2) changed the title to emphasize connection to bullying, (3) additional definitions, some from 193-F, some as aids for clarity, and (4) reflecting statutory provisions relating to immunity and liability. In addition, sample JICK was completely reformatted and restructured.

Superintendent's Recommendation: I recommend the Board approve the policies presented.

M. RESOLUTIONS: None

N. OLD BUSINESS: None

O. NEW BUSINESS:

1. **Intent to Purchase Student Chromebooks:** Director Rup is requesting the Board approve an intent to purchase Lenovo 14e Chromebooks for the 2026-2027 school year. The approval of his request would allow the district to lock in the price of \$455 per device and guarantee the district will have 900 devices reserved. Funding for this purchase will come from the FY27 budget.

Superintendent's Recommendation: I recommend the Board approve the intent to purchase Chromebooks.

2. **Winter Data Follow-up:** The CIA and MTSS Directors will present a follow-up to the February presentation based on board submitted feedback and questions.

SUPERINTENDENT'S REPORT: Summary of key activities and events that transpired during February 2026.

Shout out: I would like to thank our facilities staff for the outstanding work they have done in keeping our buildings and parking areas safe and clear from snow. The month of February was a rough one and they did a fantastic job!

A note...it is highly likely that all future weather closures will result in remote learning days. As of today (March 6) we have used three of the five days.

February Highlights: February was an engaging and productive month across the district, marked by meaningful learning experiences, community events, and continued progress toward our strategic priorities. Despite the short month, our schools maintained strong momentum and created multiple opportunities to celebrate student achievement, staff collaboration, and family partnerships. A particular highlight for me was the Faculty/Student Basketball Game at Garrison the day before February break! No staff injuries and a lot of fun!

Teaching and Learning: Instructional teams continued to focus on high-quality teaching practices, with targeted professional development sessions taking place throughout the month. Educators participated in collaborative planning meetings, curriculum review discussions, and ongoing work to align instructional strategies with districtwide goals for academic growth.

Budget and Planning: The district moved forward with FY27 budget development, holding internal work sessions along with opportunities for community input. Principals and directors collaborated with the central office to review staffing, program needs, and enrollment projections. A focus remained on ensuring resources align with student needs and strategic plan priorities, with particular attention to class size, student services, and maintaining programming that supports whole-child development. The City Budget Hearing was held the last week of February, and there were no questions or comments from the community.

Student and Community Engagement: February brought a series of events that showcased the vibrant culture of our schools through performances, research projects, guest speakers, and schoolwide displays. Winter athletic teams continued their seasons with strong participation and sportsmanship.

Operational Updates: Facilities and maintenance teams worked throughout the month to support school operations during winter weather, ensuring buildings remained safe, accessible, and ready for teaching and learning each day. Transportation services continued to adjust routes as needed to maintain efficiency and dependability. Staffing efforts remained ongoing, with human resources focusing on recruitment planning for the spring hiring cycle.

Looking Ahead: As we transition into March, the district will continue preparing for upcoming assessment windows, spring budgeting milestones, and multiple community events. The focus remains on ensuring each school is well-supported academically, socially, and operationally as we move into the latter half of the school year.

Events of Note:

February 3	Chair/Vice Chairperson Meeting
February 4	Policy Review Committee
February 5	Southeasters Meeting
February 5	Ed Council Committee
February 6	NHSAA Executive Council Board Meeting
February 9	DMHA Steering Committee Retreat
February 9	School Board Regular Meeting
February 11	DMHA Steering Committee
February 11	DHS Athletic Complex JBC Committee
February 12	Chamber of Commerce Awards Gala
February 17	Monthly Department of Education Updates for Public School Leaders
February 17	Chair/Vice Chairperson Meeting
February 18	SEED Committee Meeting
February 18	Full-Leadership Team Meeting
February 18	DHS Athletic Complex JBC Committee
February 18	City Council Workshop (School Department FY27 Budget Overview)
February 19	DMHA Steering Committee
February 19	SLC Board of Directors Meeting
February 19	DHS Jazz Desserts Concert
February 20	YMCA Advisory Board Meeting
February 23-27	No School, Winter Recess

Respectfully Submitted,

Christine R. Boston, Ed.D.
Superintendent of Schools

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

TO: **DOVER SCHOOL BOARD**

DATE: March 9, 2026

MEMORANDUM: Nomination and Election of Paraprofessionals

In accordance with Chapter 189, Section 39 of the New Hampshire School laws of 1963, I hereby nominate the following persons for the designated positions for the 2025-2026 school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY	TRACK
Hoyt, Kasey	Paraeducator	Woodman Park School	New Position	\$22.00	G2, Step 7
Kitphobswat, Pirawan	Paraeducator	Woodman Park School	Kristin Bonny	TBD	TBD



Empowering all Learners

DOVER SCHOOL DISTRICT SAU 11

McConnell Center | 61 Locust Street, Suite 409 | Dover, NH 03820-4132
Phone: 603-516-6800 | Fax: 603-516-6809 | doover.k12.nh.us

To: Dover School Board
From: Christine Boston, Superintendent
Date: March 9, 2026
Re: One-Year-Only Certificate Request Marisela Funes

Marisela Funes has agreed to accept the Spanish position at Dover High School. She currently has achieved her Ph.D in Spanish and has taught in the university and private school sector for two decades. She does not currently hold an NH Educator License and has one assessment she must take prior to engaging in that process.

Chapter 189:39 permits in consultation with the superintendent, that the board may offer a one-time certificate of eligibility, for a one-year period which may be extended by the local school board for a second consecutive year, to any person interested in employment as an educator on a full-time or part-time basis, without requiring a person to possess an educator credential provided that such person:

- (a) Possesses at least a bachelor's degree from an accredited postsecondary institution.
- (b) Is subject to a criminal history records check pursuant to RSA 189:13-a.
- (c) Is qualified for the position by relevant experience and education.

I am requesting that the Board grant Ms. Funes a One-Year Certificate of Eligibility for the 25-26 School Year. I have confirmed with NH-ED that Ms. Funes is eligible for such a certificate.

Dover School District Monthly Financial Report

TO: Members Dover School Board
Dr. Christine Boston, Superintendent of Schools

FROM: Michael Limanni, CFO

DATE: March 6, 2026

RE: Condition of *School* Accounts

The February update to the previous month's Condition of Accounts is attached for review.

Business Office Update:

Of the \$2,349,161.57 in budget remaining, the following cost expectations are not reflected in the reported year-to-date (YTD) transactions or encumbrances:

GF - Budget Balance	\$ 2,349,161.57
(-) Debt and Fund Transfers	\$ (400,000.00)
(-) Continued Cost of Substitutes	\$ (159,968.02)
(-) Estimated Continued Professional & Staff Dev	\$ (282,480.33)
(-) Additional IT Services	\$ (34,800.00)
(-) Severances	\$ (132,567.78)
(-) Cost of SROs	\$ (108,000.00)
(-) Dues & Fees	\$ (37,991.71)
(-) New & Replacement Furniture & Equipment	\$ (274,663.63)
(-) Supplies, Books, Software	\$ (611,080.25)
(-) SchoolCare Assessment	\$ (1,697,939.99)
Estimated Final Fund Balance:	\$ (1,390,330.14)

Little has changed since last month's report. We continue to work with Dover's City Manager and attorney to address SchoolCare's unprecedented assessment – an unanticipated cost that violates their current membership agreement and board policy.

Other funds representing our food services department and federal funds programs show no significant revenue concerns.

DOVER SCHOOL DISTRICT
Condition of Accounts - February 2026

DISTRICT-WIDE Expenditures							
Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance	
1100	REGULAR EDUCATION PROGRAMS	\$ 28,288,837	\$ 15,184,762	\$ 13,104,075	\$ 12,061,298	\$ 1,042,777	
1200	SPECIAL EDUCATION PROGRAMS	\$ 21,505,598	\$ 12,454,849	\$ 9,050,749	\$ 9,353,811	\$ (303,062)	
1300	VOCATIONAL EDUCATION PROGRAMS	\$ 3,189,599	\$ 1,775,171	\$ 1,414,428	\$ 1,340,517	\$ 73,911	
1400	OTHER EDUCATIONAL PROGRAMS	\$ 815,030	\$ 542,940	\$ 272,090	\$ 239,035	\$ 33,055	
1600	ADULT/CONTINUING EDUCATION PROGRAMS	\$ 285,446	\$ 191,605	\$ 93,841	\$ 93,367	\$ 474	
2100	SUPPORT SERVICES - Students	\$ 6,099,836	\$ 3,223,289	\$ 2,876,547	\$ 2,582,179	\$ 294,368	
2200	SUPPORT SERVICES - Instructional Staff	\$ 2,270,929	\$ 1,168,919	\$ 1,102,010	\$ 773,415	\$ 328,595	
2300	SUPPORT SERVICES - General Admin.	\$ 2,054,446	\$ 1,338,842	\$ 715,604	\$ 445,864	\$ 269,741	
2400	SUPPORT SERVICES - School Admin.	\$ 3,688,068	\$ 2,385,722	\$ 1,302,346	\$ 1,189,488	\$ 112,858	
2600	SUPPORT SERVICES - Operation Maint/Plant	\$ 6,564,780	\$ 4,320,620	\$ 2,244,160	\$ 1,774,401	\$ 469,760	
2700	SUPPORT SERVICES - Student Transportation	\$ 5,912,427	\$ 3,319,830	\$ 2,592,597	\$ 3,030,894	\$ (438,297)	
2800	SUPPORT SERVICES - Centralized Services	\$ 2,157,733	\$ 1,700,121	\$ 457,612	\$ 364,013	\$ 93,598	
2900	SUPPORT SERVICES - Other	\$ 32,295	\$ 5,597	\$ 26,698	\$ -	\$ 26,698	
5200	FUND TRANSFERS OUT	\$ 1,995,571	\$ -	\$ 1,995,571	\$ -	\$ 1,995,571	
6900	SCHOOL DEBT - Principal & Interest	\$ 6,128,424	\$ 1,633,948	\$ 4,494,476	\$ 6,145,361	\$ (1,650,885)	
TOTAL GENERAL FUND EXPENDITURES:		\$ 90,989,019	\$ 49,246,214	\$ 41,742,805	\$ 39,393,644	\$ 2,349,162	
TOTAL FOOD SERVICES EXPENDITURES:		\$ 1,838,238	\$ 559,578	\$ 1,278,660	\$ 1,001,894	\$ 276,766	
TOTAL FEDERAL, STATE, AND LOCAL SR FUND EXPENDITURES:		\$ 6,735,072	\$ 2,411,441	\$ 4,323,630	\$ 929,245	\$ 3,394,386	
Summarized Condition of District Expenditures:		\$ 99,562,329	\$ 52,217,233	\$ 47,345,096	\$ 41,324,782	\$ 6,020,314	

DISTRICT-WIDE Revenue						
Account	Description	Budget	YTD Transactions	Balance	Est. Remaining	Budget Balance
01311.3410	TUITION - REGULAR FROM PARENTS	\$ -	\$ -	\$ -	\$ -	\$ -
01314.3390	TUITION - SUMMER SCHOOL, ELEME	\$ -	\$ -	\$ -	\$ -	\$ -
01314.3390	TUITION - SUMMER SCHOOL, DHS	\$ -	\$ -	\$ -	\$ -	\$ -
01321.3390	TUITION - OTHER NH DISTRICTS	\$ 105,923	\$ -	\$ 105,923	\$ -	\$ 105,923
01321.3390	TUITION - BARRINGTON	\$ 3,595,805	\$ 3,533,935	\$ 61,870	\$ -	\$ 61,870
01321.3390	TUITION - NOTTINGHAM	\$ 1,989,706	\$ 2,011,042	\$ (21,336)	\$ -	\$ (21,336)
01321.3390	TUITION - PRESCHOOL PROGRAM	\$ 8,000	\$ 10,062	\$ (2,062)	\$ -	\$ (2,062)
01321.3390	TUITION - BELLAMY ACADEMY	\$ 490,500	\$ 367,875	\$ 122,625	\$ -	\$ 122,625
01322.3390	TUITION - SPED AIDES	\$ 311,255	\$ -	\$ 311,255	\$ -	\$ 311,255
01323.3390	TUITION - CTE-NH DISTRICTS	\$ 220,000	\$ 141,978	\$ 78,022	\$ -	\$ 78,022
01333.3390	TUITION - CTE-OUT OF STATE DIST	\$ 35,000	\$ 16,480	\$ 18,520	\$ -	\$ 18,520
01420.3410	ATHLETIC TRANSPORTATION DMS	\$ 30,000	\$ 13,185	\$ 16,815	\$ -	\$ 16,815
01420.3410	ATHLETIC TRANSPORTATION DHS	\$ 104,000	\$ 67,685	\$ 36,315	\$ -	\$ 36,315
01980.3599	MISC REVENUE	\$ -	\$ 1,095	\$ (1,095)	\$ -	\$ (1,095)
01990.3599	OTHER LOCAL REVENUE DW	\$ 10,000	\$ 249	\$ 9,751	\$ -	\$ 9,751
03190.3700	STATE ADEQUATE EDUCATION GRANT	\$ 10,119,494	\$ 7,083,646	\$ 3,035,848	\$ -	\$ 3,035,848
03210.3700	SCHOOL BUILDING AID	\$ 368,722	\$ 184,360	\$ 184,362	\$ -	\$ 184,362
03230.3700	SPECIAL EDUCATION AID (CATASTROPHIC AID)	\$ 1,986,579	\$ 2,316,446	\$ (329,867)	\$ -	\$ (329,867)
03241.3700	CTE TUITION AID	\$ 465,000	\$ 479,504	\$ (14,504)	\$ -	\$ (14,504)
03242.3700	CTE TRANSPORTATION AID	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500
03290.3700	OTHER RESTRICTED STATE AID	\$ 21,797	\$ -	\$ 21,797	\$ -	\$ 21,797
04210.3599	INDIRECT COST ALLOCATION	\$ 107,520	\$ 12,617	\$ 94,903	\$ -	\$ 94,903
04220.3599	ABE ALLOCATION	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
04580.3311	MEDICAID DISTRIBUTION	\$ 250,000	\$ 50,793	\$ 199,207	\$ -	\$ 199,207
05251.3918	FUND TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL GENERAL FUND REVENUE:		\$ 20,245,801	\$ 16,290,951	\$ 3,954,850	\$ -	\$ 3,954,850
TOTAL FOOD SERVICES FUND REVENUE:		\$ 1,838,238	\$ 729,979	\$ 1,108,259	\$ -	\$ 1,108,259
TOTAL FEDERAL, STATE, AND LOCAL SR FUND REVENUE:		\$ 6,633,683	\$ 1,494,453	\$ 5,139,231	\$ -	\$ 5,139,231
Summarized Condition of District Revenue:		\$ 28,717,722	\$ 18,515,384	\$ 10,202,339	\$ -	\$ 10,202,339

	Budget	Actual + Enc
General Fund Supporting Revenue Total:	\$ 20,245,801	\$ 16,290,951
State Wide Property Tax:	\$ 7,348,968	\$ 6,937,255
Local Property Tax:	\$ 63,394,250	\$ 57,034,234
*TOTAL GF Revenue:	\$ 90,989,019	\$ 80,262,440
TOTAL GF Expenditure:	\$ (90,989,019)	\$ (88,639,857)
Ending GF Fund Balance:	\$ (0)	\$ (8,377,417)
TOTAL FS Revenue:	\$ 1,838,238	\$ 729,979
TOTAL FS Expenditures:	\$ (1,838,238)	\$ (1,561,472)
Ending FS Fund Balance:	\$ -	\$ (831,492)
TOTAL Other SR Fund Revenue:	\$ 6,633,683	\$ 1,494,453
TOTAL Other SR Fund Expenditures:	\$ (6,735,072)	\$ (3,340,686)
Ending Grant Fund Balance:	\$ (101,388)	\$ (1,846,233)

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

FIRST READING – NEW POLICY

USE AND LOCATION OF AUTOMATED EXTERNAL DEFIBRILLATORS

The Board has acquired/purchased an Automatic External Defibrillator(s) (AED) for use in emergency situations warranting its use. The superintendent is encouraged to seek funding for additional AEDs from the State's AED Fund established under RSA 200:40-d. See also Board policy JLCJA.

The use/administration/maintenance of the AED is subject to the following conditions:

- A. 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. The AED location(s) shall be in accordance with guidelines set by the American Heart Association or other nationally recognized guidelines focused on emergency cardiovascular care.

Additionally, for schools which include any of grades 6-12, at least one AED shall be located at and readily accessible for use in responding to cardiac emergencies at each athletic event or venue where practices and competitions are held for use and in which students of the school are participating.

- B. Training and Use of AED.

AEDs should, when possible, be administered by those employees designated as "anticipated responders" by the principal, in consultation with the school nurse. Schools that include any of grades 6-12 shall have an individual trained in cardiopulmonary resuscitation supervise organized school-sponsored sports activities in which pupils of the school are participating. In the absence of such trained personnel, other persons may administer the AED provided they do so in good faith.

Anticipated responders are those who have successfully received and completed appropriate training in cardiopulmonary resuscitation and AED use, provided by the American Heart Association or other nationally recognized organization or association focused on emergency cardiovascular care.

- C. Liability Limited. The district, and persons administering the AED(s) in good faith and without compensation, renders emergency care by the use of an automated external defibrillator shall not be liable for civil damages for any acts or omissions unless the acts or omissions were grossly negligent or willful and wanton.
- D. 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).

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

- E. 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 within 30 days of acquisition of the AED. Information regarding registration may be found at [NH Dept. of Safety - AED Registration](#) (link tested 2025.11.11).
- F. Incident Reporting. Each instance of administration of an AED shall be reported pursuant to Board policy EBBB.

Policy History:

Adopted

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

FIRST READING – NEW POLICY

SUBPOENAS INVOLVING DISTRICT STUDENTS, OFFICIALS, EMPLOYEES AND/OR RECORDS

A. Purpose and General Statement of Policy.

The purpose of this policy is to provide guidance and establish procedures for the receipt, review, and response to subpoenas, summonses and other legal processes (collectively "subpoena(s)" directed to the district, its officials, employees, or students). This policy is designed to ensure compliance with applicable laws while safeguarding the privacy rights of individual students and employees. It also aims to protect the legal and operational interests of the district and uphold the integrity of its educational mission. The policy does not concern subpoenas or other legal process on district officials, employees or students relative to matters directed at them as individuals and not at, or affecting, the district.

1. This policy provides guidance and direction for district employees or officials who are subpoenaed to testify and/or provide educational or other district records for any judicial or administrative proceeding.
2. The Board recognizes that when civil, administrative or criminal actions are pending involving an employee or student, the district may be requested or required to take action in order to protect the rights of district students, employees and officials, as well as the interests of the district.
3. In responding to subpoenas, the district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for employees and students and is conducive to learning.

B. Procedures for Received Subpoenas.

1. Subpoenas Requesting District Records (a/k/a "subpoena duces tecum"). As provided in Board policy EH, the School Board has designated the superintendent as the custodian of all district records, which term shall have the same meaning as "governmental records" in the state's Right to Know law, RSA 91-A:1-a, and includes, without limitation, all student and all personnel records maintained by the district in whatever form. Accordingly, the School Board designates the superintendent as the party upon whom a subpoena should be served when the subpoena is requesting district records (such subpoenas are often styled/titled "subpoena duces tecum"). As the designation of a custodian by the district is not necessarily binding on the party or agency seeking the records/issuing the subpoena, any employee who receives a subpoena merely requesting district records should follow the protocol included in the next paragraph.
2. Employee Receipt of a Subpoena. Any employee who receives a subpoena regarding a judicial or administrative proceeding for any purpose related to the district, or any of the district's students, employees or officers shall inform the principal or other available senior building administrator immediately upon receiving the subpoena. If no building administrator is readily available, the employee shall inform the superintendent or available senior SAU

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administrator. The principal/building administrator or supervisor will inform the superintendent or available senior SAU administrator about the subpoena as soon as possible.

No employee may testify or release student information, student or personnel records, or other district records without consultation in advance with the superintendent or designee.

3. Subpoenas Seeking Student Records and Compliance with FERPA. In compliance with FERPA, the district will disclose student education records in response to a valid subpoena or court order only after providing reasonable advance notice to the parent or eligible student before releasing records, unless the subpoena is from a federal grand jury or law enforcement and includes a court order of non-disclosure, or the subpoena is part of a legal proceeding involving child abuse or neglect and the parent is a party to the case.
4. Consultation with Counsel. The superintendent or superintendent's designee, or in the absence of the superintendent, the most senior administrator available at the SAU will promptly contact the district's attorneys for guidance in order to ensure:
 - a. the validity of the subpoena, and
 - b. compliance with FERPA and all other legal requirements, and
 - c. protection of the interests of the district's students, employees, officials and the district itself.

C. Dissemination of Information Regarding this Policy and Subpoenas.

The superintendent shall ensure that all employees are informed about the requirements of this policy. Additionally, the superintendent must ensure that all certified educators are made aware that under RSA 21-N:4, XIII, a subpoena from the New Hampshire Department of Education ("NHED") served upon a certified educator may be sent certified mail to the last address on file at the Department of Education. The delivery of the subpoena does not require a return receipt. It is imperative therefore, that all certified educators (1) ensure that their addresses on file with NHED are current, and (2) are diligent in monitoring mail at those addresses.

*Policy History:
Adopted*

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FIRST READING – REVISED POLICY

SCHOOL YEAR AND SCHOOL YEAR CALENDAR

A. School Year

The student school year shall be **a minimum of 180 instructional days or, alternatively,** the equivalent number of hours as required in the rules of the N.H. Department of Education (see Ed 306.18~~5~~).

The school year for teachers and other certified professionals shall be **184 days unless otherwise** determined by the Board, and applicable collective bargaining agreements, or individual contracts.

The school year for support staff shall be 181 days unless otherwise determined by the Board, applicable collective bargaining agreement, or individual contract.

The school calendar will be established annually as described in paragraph D below.

B. School Closures

Any days that the schools are closed for emergency reasons and are not designated by the Superintendent as ~~distance education~~ **remote learning** days (see paragraph C below) will be made up at the end of the school year or during recess periods, as approved by the Board upon the Superintendent's recommendation. Under special circumstances the Board may request an exception to this requirement from the State Board of Education.

In the event schools are closed for excessive days for emergency reasons, the Superintendent may recommend to the School Board a revised schedule that satisfies all Department of Education requirements, but which may amend the number of days in the school year.

C. ~~Distance Education~~ Remote Learning During Inclement Weather

If inclement weather makes it unsafe to transport students to or from in-person instruction, the Superintendent/designee is authorized to designate that day as a ~~remote instruction~~ **remote learning day** or "~~distance learning~~". Before remote instruction/~~distance learning~~ is used as an instructional day for the purpose of satisfying the minimum instructional day/hour requirements of the N.H. Department of Education, the Superintendent shall ensure that a plan exists with procedures to promote and allow for participation by all students in any affected school.

Prior to approving and designating a day as a remote instruction/~~distance learning~~ day, or any school/district-wide ~~distance education~~ **remote instruction** that is dependent on technology, the Superintendent/designee will consider the impact that the inclement weather event might have on necessary technology.

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~~Distance education~~ **Remote instruction** will only count toward required instructional days/time when conducted in accordance with N.H. Dept. of Education Rule Ed 306.2218. See also Board policy IMBA.

D. School Calendar

The school calendar shall be ~~established~~ **developed** by the Superintendent and approved by the Board. **The Board should approve the final calendar by December 31st of each year.** Any exceptions or revisions to the calendar thereafter must be approved in advance by the Board.

The Superintendent shall ensure that the calendar conforms to the number of actual days/~~hours~~ of instruction and employment as required by law, board policy, and staff contracts.

To the extent possible, the calendar will be coordinated with the school calendars of the applicable ~~Career and Technical Education Centers,~~ **regional special education programs, and other districts in the SAU.**

Additionally, the calendar must align with the calendar established by any applicable Regional Career and Technical Center Agreements (RCTEA), with exceptions only as allowed under RSA 188-E:1-a, III.

The high school graduation date shall be set no more than 5 school days or 30 instructional hours before the end of the scheduled school year. ~~The date may remain fixed notwithstanding the need for other grades to make up days lost to inclement weather or other emergencies. See Ed 306.18(a)(4).~~ **In the event that the number of days/hours lost to inclement weather exceeds 5 days/30 hours, the Superintendent shall confer with the New Hampshire Department of Education as to whether graduating students will be required to make up the lost days/hours.**

E. Holidays

Pursuant to RSA 288:4, III, any holiday included in the school calendar that corresponds to a State "legal" holiday shall use the name for such holiday as designated in RSA 288:1. As of 2024, these include: January 1, Martin Luther King, Jr. Civil Rights Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day. All schools receiving State funds are required to observe Veteran's Day. Additionally, such names shall be used on any "official" communication, publication, document or calendar.

*Policy History:
Adopted February 13, 2006
Revised December 12, 2022
Revised March 10, 2025*

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

WITHDRAW POLICY – FIRST READING

~~FIRST GRADE CLASS SIZE~~

~~The size of first grade classes will be limited to twenty (20) students. In each school, the principal and teachers may be authorized to make a smaller first grade class(es) identified as high risk or readiness, such a class not to exceed sixteen (16) students.~~

~~Any additional staff required to implement the provisions of this plan shall be hired as early as numbers indicate, up to October 1. As of that date, late registrants will be accommodated by the existing staff.~~

Legal References

Rule 306.17

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FIRST READING – WITHDRAW POLICY

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. 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. 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

~~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.~~

Policy History:

Adopted March 13, 2006

Revised February 10, 2025

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SECOND READING – NEW POLICY

USE OF PRIVATE VEHICLES TO TRANSPORT STUDENTS – STATEMENT OF INSURANCE ON PRIVATE VEHICLES

School Year _____

School _____ Date _____

The School Board requires proof of insurance coverage in force on all private vehicles used for the transportation for all school-sponsored activities. The groups that may be transported include, but are not limited to, students, coaches, sponsors, faculty, and chaperones.

This form is to be completed for each private vehicle used for the transportation of school sponsored groups. It is valid for the school year in which it is filed. If the insurance policy expires or is cancelled during the school year, a new statement must be submitted.

DRIVER INFORMATION:

Driver's Name _____ Age _____

Address _____

Phone # _____

New Hampshire Driver's License:

Type _____ Number _____

VEHICLE INFORMATION:

Vehicle Make _____ Year _____ Model _____

Inspection Expiration Date _____

License Tag _____

INSURANCE INFORMATION:

Name of Insured(s) _____

Insurance Company _____

Policy Number _____

Policy Period From _____ To _____

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This policy provides the following recommended limits of liability coverage for private passenger cars and qualified multipurpose passenger vehicles (MPV) being used to transport students on field trips and other activities:

- Combined Single Limit (CSL) or
- Bodily Injury Limit--per person/per accident

- ☐ Yes
☐ No

Insurance Agent _____

Address _____

Phone # _____

I certify that insurance policies, subject to their terms, conditions, and exclusions are at present in force with the company indicated and that the information above is correct.

Signature of Owner/Insured

Date

This information above has been verified.

Signature of Principal or Designee

Date

Policy History:

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SECOND READING – NEW POLICY

USE OF GENERATIVE ARTIFICIAL INTELLIGENCE

A. PURPOSE AND GENERAL POLICY STATEMENT

The School Board recognizes the potential that Generative Artificial Intelligence ("Generative AI") offers in enhancing educational opportunities, streamlining operations and preparing students for a future that demands adaptability, critical thinking and digital literacy. When incorporated and used in a responsible and ethical manner, Generative AI can support dynamic education and working experiences.

The ultimate goal of this policy is to support learning, creativity, and innovation, all the while safeguarding student and employee data, academic integrity, and digital citizenship. The policy establishes the general guidelines for the responsible, ethical, and equitable selection and use of Generative AI in the district's educational and working environments, and directs the superintendent to create and maintain a Plan for the Responsible Use of Generative AI.

The Board directs that the use of Generative AI in the educational and working environments shall be limited, as provided in this policy, to approved Generative AI tools or resources and approved purposes.

B. DEFINITIONS

"Artificial Intelligence (AI)" – means technology designed to mimic human intelligence and perform tasks requiring human-like intelligence, such as reasoning, learning, and decision-making, such as analyzing data, recognizing patterns and making decisions.

"Generative Artificial Intelligence (Generative AI)" – is an advanced subset of AI that is capable of displaying human-like capabilities for cognitive tasks such as reasoning, learning, planning, and creativity. Generative AI tools and resources may adapt their behavior to a certain degree by analyzing the effects of previous actions and operating under varying and unpredictable circumstances without significant human oversight. As such, Generative AI tools and resources have the capacity to generate new content from learned data and pattern recognition across various mediums such as text, code, images, audio, and video data. *The focus of this policy is Generative AI.*

"Non-generative Artificial Intelligence" means AI technology/applications which can analyze, classify, or make decisions based on existing data, but, unlike Generative AI, is unable to create new content.

"AI Literacy" means the ability to understand, use and interact with AI systems effectively, efficiently and responsibly.

"AI-generated content" refers to any text, image, audio, video, or code that is created in whole or in part by a Generative AI tool rather than being directly authored by a

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human.

"Generative AI tool" means a software application or platform that uses generative AI to create new content (e.g., text, images, music). The user interacts directly with the Generative AI tool (e.g., ChatGPT, Google Gemini, Microsoft Copilot) to generate content based on prompts or inputs.

"Generative AI resource" means any material, guide, or support content that helps users understand, use, or teach about Generative AI tools. A Generative AI resource supports learning about or how to use Generative AI tools (e.g., lesson plans on AI ethics, tutorials on using Generative AI, policy documents/videos, etc.), rather than generating content itself.

"Deepfake" means a video, audio, or any other media of a person in which their face, body, or voice has been digitally altered so that they appear to be someone else, they appear to be saying something that they have never said or to manipulate the actual statement to suggest a meaning that the original statement did not convey, or they appear to be doing something that they have never done.

C. APPROVAL OF GENERATIVE AI TOOLS AND RESOURCES

No Generative AI tool may be introduced into the district's computer and network systems without prior written approval from the superintendent or designee. Prior to such approval, the superintendent or designee will ensure that a Generative AI tool is (1) reviewed by personnel appropriate to the anticipated use of that Generative AI tool (e.g., Curriculum Director, IT Director, Chief Financial Officer, and (2) vetted and approved according to the provisions of Board policy EHAB and the district's Data Governance and Privacy Plan and included in the district's Student Data Privacy Agreement Database.

When selecting and approving Generative AI tools and resources, the district will use the following as guiding principles:

1. Students and educators remain at the center of education;
2. Evidence-based AI technology can and should enhance the educational experience;
3. The district has a responsibility to ensure equitable access to and use of AI tools;
4. The district has a responsibility to protect student and employee data, and other confidential information (e.g., through using a "privacy-preserving AI interface" or "sandboxed AI deployment" rather than AI tools that are only "open-source");
5. The Board has a responsibility to use district resources efficiently; and
6. Effective, responsible, and ethical use of Generative AI requires ongoing and meaningful training for students, educators, and administrative personnel.

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The district's technology protection measures, including content filters, shall be enforced during use of Generative AI tools or resources on district computers/devices and network resources.

The availability of access to Generative AI tools and resources provided to students and staff does not imply endorsement by the Board or the district of a Generative AI tool or resource, nor does the district guarantee the accuracy of the information received from Generative AI tools or resources. The district shall not be responsible for any information that may be lost, damaged or unavailable when using a Generative AI tool or resource. The district shall not be responsible for the dissemination, replication, or alteration of information or data input by any student or staff into any Generative AI tool or resource. Nothing in this policy is intended to limit the district's obligations under applicable law or regulations.

The district shall not be responsible for any unauthorized charges or fees resulting from access or use of Generative AI tools or resources.

D. GUIDELINES FOR DISTRICT EMPLOYEES

1. District employees may only use Generative AI tools that have been formally approved by the district or school.
2. Clearly communicate to students when and how AI tools are being used.
3. Ensure AI-generated content is age-appropriate and aligned with curriculum standards.
4. Avoid using AI to replace core instructional responsibilities unless explicitly approved.
5. Supervise student use and provide guidance on ethical and responsible use.
6. Participate in training on AI literacy and responsible classroom integration.

E. GUIDELINES FOR ADMINISTRATOR USE OF GENERATIVE AI

1. Ensure staff compliance with this policy.
2. Support the review and approval process.
3. Monitor the impact of AI tools on teaching and learning.
4. Inform parents/guardians about the use of Generative AI in classrooms.
5. Maintain a public list of approved AI tools and their intended uses.
6. Ensure compliance with district data governance policies and applicable laws.

F. GUIDELINES FOR STUDENT USE OF GENERATIVE AI

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1. Students may only use Generative AI tools that have been reviewed and approved by the school or district.
2. Use must be directly tied to instructional goals.
3. Students must use AI tools ethically and honestly.
4. Clearly label or cite AI-generated content in assignments.
5. Follow teacher instructions regarding AI use.
6. Do not input personal or sensitive information into AI tools unless authorized.

G. EXAMPLES OF ACCEPTABLE USES OF GENERATIVE AI

1. Students.
 - a. Brainstorming ideas for essays or projects.
 - b. Practicing writing or coding with AI feedback.
 - c. Exploring creative expression through AI-generated art or stories.
 - d. Using AI to summarize reading passages or generate quiz questions.
 - e. Enhancing accessibility (e.g., text-to-speech or language translation).
2. District Employees.
 - a. Lesson planning, activities, or differentiated instructional strategies.
 - b. Assessment creation (quiz questions, writing prompts, or rubrics aligned with learning objectives).
 - c. Language support.
3. Administrators.
 - a. Drafting communications.
 - b. Policy summaries, and/or creation of policies aligned to administrative regulations/procedures/forms.
 - c. Strategic planning.
 - d. Professional development and training.

H. PROHIBITED USES OF GENERATIVE AI

1. Using AI to complete assignments or work tasks without permission.

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2. Submitting AI-generated work without proper attribution.
3. Generating or sharing inappropriate, violent, or discriminatory content.
4. Creating or spreading deepfakes or impersonations.
5. Using AI for cyberbullying or harassment.
6. Fabricating news, data, or sources.
7. Uploading or inputting any personal data or confidential information that is not solely owned by the person uploading/inputting.
8. Circumventing school filters or accessing restricted content.
9. Any other use that violates state or federal laws or regulations, Board policies, or any district, school, teacher, or district employee rules, regulations or procedures.

I. CONSEQUENCES FOR VIOLATIONS OR IMPROPER USE

Violations of this policy can result in:

1. Revocation of access to AI tools;
2. Disciplinary action in accordance with the student or staff Code(s) of Conduct;
3. Notification to parents/guardians (for student violations);
4. Reporting to appropriate authorities if laws are violated.

J. CREATION, REVIEW AND MAINTENANCE OF DISTRICT GENERATIVE AI USE PLAN

The superintendent or designee shall develop and maintain a Generative AI Use Plan that operationalizes this policy and provides clear guidance for implementation across the district. The Plan shall address and include, but is not limited to:

- a. Procedures for ongoing review and approval of current and new Generative AI tools and resources;
- b. Specific acceptable use provisions for students, administrative personnel, and district employees age appropriate when necessary;
- c. Identification of methods of ensuring equitable access to Generative AI tools and resources;
- d. Provisions for improved and ongoing training in the responsible use of Generative AI;
- e. Dissemination of information regarding use of Generative AI in the district to students, parents, district employees, and other appropriate groups;

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- f. Integration of Generative AI information or provisions into the districts Acceptable Use policies and agreements;
- g. Provisions for obtaining stakeholder input (e.g., administrative committee(s), parent/guardian surveys/engagement, etc.).

The superintendent in consultation with appropriate personnel (curriculum and building administrators, IT personnel, teacher representatives) shall review the district's Use of Generative AI Plan annually. The then current Plan, and any recommendations for policy changes or required resources shall be reported to the Board each year no later than October 1.

Policy History
Adopted:

Statutory/Regulatory/Policy Cross References

NH Code of Administrative Rules, Section Ed. 306.05, School Philosophy, Goals, and Objectives

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SECOND READING – REVISED POLICY

ADVANCED COURSE WORK/ADVANCED PLACEMENT COURSES AND STEM DUAL AND CONCURRENT ENROLLMENT PROGRAM

A. Advanced Course Work/Advanced Placement Courses

Any student who is capable of and wishes to do advanced course work or take advanced placement classes while in high school should be permitted to do so. ~~District administrators and school counselors will aid students who wish to enroll in such courses.~~ If advanced course work or advanced placement courses are not available within the school district, administrators or school counselors are instructed to assist students in identifying alternative means of taking such classes or earning related credit. This may include taking courses through the Dual and Concurrent Enrollment Program at a different public school, a private school, through distance education remote learning courses, Extended Learning Opportunities (ELO's), or other suitable means.

~~Any student whose eligibility for taking advanced course work who is recommended by their counselor may enroll in a course.~~ Credit may be given, provided the course comports competencies are applicable with district policies (see Board policy IK) and state standards. The district will not be responsible for any tuition, fees, or other associated costs incurred by the student for enrollment in such courses.

B. STEM Dual and Concurrent Enrollment Program

High School and Career Technical Education Center qualified students in grades 10, 11 and 12 may participate in the Dual and Concurrent Enrollment Program, through which a student may earn both High School and College credits by enrolling in STEM (science, technology, engineering, and mathematics), ~~and~~ STEM-related courses designated by the Community College System of New Hampshire ("CCSNH"), and/or career and technical education courses.

Although there is no limit to the number of credits a student may earn per academic year through the Dual and Concurrent Enrollment Program, pursuant to RSA 188-E:27, II, students enrolling in courses exceeding a total of 4 credits (see Board policy IK) are responsible for all costs above and beyond 4 credits in an academic year.

The superintendent or designee shall be responsible for coordinating any agreements with CCSNH and other measures necessary to implement and maintain the Dual and Concurrent Enrollment Program within the district. The superintendent or designee shall also designate a point of contact for the program who can provide for student counseling, support services, course scheduling, managing course forms and student registration, program evaluation, course transferability, and assisting with online courses. The superintendent or designee shall establish regulations for the program which, among other things, will:

1. Require compliance with measurable educational standards and criteria approved by the CCSNH;
2. Require that courses meet the same standard of quality and rigor as courses offered on campus by CCSNH;

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3. Require that program and courses comply with the standards for accreditation and program development established by the National Alliance for Concurrent Enrollment Partnerships;
4. Establish criteria for student eligibility to participate in the program;
5. Establish standards for course content;
6. Establish standards for faculty approval;
7. Establish program coordination and communication requirements;
8. Address tuition, fees, textbooks and materials, course grading policy, data collection, maintenance, and security, revenue and expenditure reporting, and a process for renewal of the agreement;
9. Require annual notification to high school students and their parents/guardians of Dual and Concurrent Enrollment opportunities; and
10. Set out how any Dual and Concurrent Enrollment courses correlate with a Career Readiness Credential under Board policy IKFG.

Policy History:

Adopted: March 12, 2018

Revised: March 9, 2020

Revised: December 13, 2021

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SECOND READING – REVISED POLICY

BULLYING PREVENTION - PUPIL SAFETY AND VIOLENCE **PREVENTION POLICY BULLYING AND CYBERBULLYING**

I. GENERAL STATEMENT OF POLICY

The School Board believes that students are entitled to learn in a school environment that is safe and secure. Students are expected to conduct themselves with respect for others and in accordance with this policy and other Board policies and school rules governing student conduct. The Board will take reasonable steps to protect all students from the harmful effects of bullying and cyberbullying that occurs at school and/or that interferes with student learning and orderly school operations. Conduct constituting bullying and/or cyberbullying will not be tolerated and is prohibited.

Bullying in schools has historically included actions shown to be motivated by a pupil's actual or perceived race, color, religion, national origin, ancestry or ethnicity, sexual orientation, socioeconomic status, age, physical, mental, emotional or learning disability, gender, gender identity and expression, obesity, or other distinguishing personal characteristics, or based on association with any person identified in any of the above categories

This policy, in conjunction with the Board's Student Discrimination, Harassment, and Bullying Complaint Procedure (ACAA-R), is intended to comply with RSA 193-F. The Superintendent is responsible for implementing this policy but may delegate specific responsibilities to administrators and others as deemed appropriate.

II. BULLYING AND CYBERBULLYING DEFINED

Definitions

1. "Bullying" means a single significant incident, or a pattern of incidents, involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at another pupil which:
 - a. physically harms a pupil or damages the pupil's property;
 - b. causes emotional distress to a pupil;
 - i. For the purposes of this policy, the term "emotional distress" means distress that materially impairs the student's participation in academic or other school-sponsored activities. The term "emotional distress" does not include the unpleasantness or discomfort that accompanies an unpopular viewpoint.
 - c. interferes with a pupil's educational opportunities;
 - d. creates a hostile educational environment; or
 - e. substantially disrupts the orderly operation of the school.
- "Bullying" shall include actions motivated by an imbalance of power based on a pupil's actual or perceived personal characteristics, behaviors, or beliefs, or motivated by the pupil's association with another person and based on the other person's characteristics, behaviors, or beliefs if those actions cause one or more of the results in paragraphs (a) through (e) above. The above-referenced conduct is only considered "bullying" if it:
- (a) Occurs on, or is delivered to, school property or a school-sponsored activity or event, on or off school property; or

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~~(b) Occurs off school property or outside of a school sponsored activity or event, and the conduct interferes with a pupil's educational opportunities or substantially disrupts the orderly operations of the school or school sponsored activity or event.~~

~~Bullying or cyberbullying of a student on the basis of sex, sexual orientation, gender identity, race, color, creed, ancestry, national origin, religion, age, marital status, familial status, economic status, physical or mental disability may also constitute illegal discrimination or harassment under federal and/or state laws.~~

~~2. "Cyberbullying" means conduct defined in paragraph 1 of this section that takes place through the use of electronic devices.~~

~~3. "Electronic devices" include, but are not limited to, telephones, cellular phones, computers, pagers, electronic mail, instant messaging, text messaging, and websites.~~

~~4. "School property" means all real property and all physical plant and equipment used for school purposes, including public or private school buses or vans.~~

~~5. "Perpetrator" means a pupil who engages in bullying or cyberbullying.~~

~~6. "Victim" means a pupil against whom bullying or cyberbullying has been perpetrated.~~

~~III. BULLYING, CYBERBULLYING, AND RETALIATION PROHIBITED~~

~~It shall be a violation of this policy to engage in, or cause others to engage in, the bullying or cyberbullying of a student.~~

~~It shall be a violation of this policy to engage in retaliation or false accusations against a complainant, witness, or anyone else who in good faith provides information about an act of bullying or cyberbullying.~~

~~All students are protected by this policy, regardless of their status under the law.~~

~~There shall be disciplinary consequences or interventions, or both, for a student who commits an act of bullying or cyberbullying, falsely accuses another of the same as a means of retaliation or reprisal, or otherwise violates this policy. If it is determined, after investigation, that a student has engaged in bullying or cyberbullying conduct prohibited by this policy, that student shall be subject to appropriate disciplinary action, which may include, but not be limited to suspension and expulsion. Any such disciplinary action shall be taken in accordance with applicable school board policy and legal requirements.~~

~~IV. REPORTING AND INVESTIGATION PROCEDURE~~

~~Students who are subjected to bullying or cyberbullying, or who observe bullying/cyberbullying by or against other students are strongly encouraged to report it to any school employee, including but not limited to teachers, administrators, counselors, or other staff.~~

~~School staff and volunteers are required to report possible incidents of bullying or cyberbullying to the building principal or designee as soon as practicable. Parents and other adults are also encouraged to report any concerns about possible bullying or cyberbullying of students to the building principal or designee.~~

~~(See Form ACAA-R).~~

~~The reporting procedure and investigative procedure for reports of bullying and/or cyberbullying is set forth in the Board's Student Discrimination, Harassment, and Bullying Complaint Procedure (ACAA-R).~~

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~~V. TRAINING~~

~~The school administration shall provide appropriate training on this policy for school employees, regular school volunteers and any employees of companies contracted to provide services directly to students. The purpose of the training is to prevent bullying/cyberbullying, if possible, and to educate staff on how to properly identify, respond to, and report incidents of bullying/cyberbullying.~~

~~The school administration shall provide age appropriate education programs for students and parents regarding this policy, bullying/cyberbullying prevention, how to identify, respond to and report bullying/cyberbullying.~~

~~VI. ANNUAL REPORT TO NEW HAMPSHIRE DEPARTMENT OF EDUCATION~~

~~The Superintendent shall prepare and submit an annual report of substantiated bullying/ cyberbullying incidents on the form provided by the New Hampshire Department of Education. Such reports shall not contain personally identifiable information regarding students.~~

~~VII. IMMUNITY~~

~~By virtue of NH RSA 193 F:7, any employee of the school unit or contract company, regular school volunteer, student or parent/guardian shall be immune from civil liability for good faith conduct arising out of or pertaining to the reporting, investigation, findings, and the development or implementation of any recommended response under this policy.~~

~~VIII. POLICY DISSEMINATION~~

~~This policy shall be posted on the district website and included in student and employee handbooks. It shall also be provided to employees of any company contracted to provide services directly to students. The policy may also be disseminated by other means as determined by the Superintendent.~~

~~IX. APPEAL~~

~~The procedures under RSA 193:13 and NH Admin. R. Ed 317, and District policies establish the due process and appeal rights for students disciplined for acts of bullying.~~

~~Appeal rights related to complaints of bullying/cyberbullying are set forth in the Board's Student Discrimination, Harassment, and Bullying Complaint Procedure (ACAA-R).~~

~~X. CAPTURE OF AUDIO & VIDEO RECORDINGS ON SCHOOL BUSES:~~

~~Pursuant to RSA 570-A:2, notice is hereby given that the Board authorizes recordings to be made in conjunction with video recordings of the interior of school buses while students are being transported to and from school or school activities. The Superintendent shall ensure that there is a sign informing the occupants of school buses that such recordings are occurring.~~

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A. Purpose and Intent. The Dover School District is committed to providing a safe and respectful learning environment for all students. Through education, prevention, and consistent enforcement, we aim to eliminate bullying and promote positive peer relationships for all of our students.

1. Prohibition of Bullying or Cyberbullying of a Student - RSA 193-F:4, II(a). This policy is intended to comply with and implement RSA 193-F. Bullying, in any form - whether physical, verbal, social, or cyber - is strictly prohibited and will not be tolerated. This policy defines bullying and related conduct, and establishes clear procedures for reporting, investigating, and responding to incidents.
2. Protection of all School Aged Children - RSA 193-F:4, II(c). This policy shall apply to all students and school-aged persons on school district grounds and participating in school district functions, whether or not such school-aged person is a student within the district and regardless of status.
3. Prohibition of Retaliation and False Accusations - RSA 193-F:4, II(b). This policy prohibits retaliation or false threats against a victim, witness, or anyone else who, in good faith, provides information about an act of bullying or cyberbullying.
4. This policy, in conjunction with the Board's Student Discrimination, Harassment, and Bullying Complaint Procedure (ACAA-R), is intended to comply with RSA 193-F. The superintendent is responsible for implementing this policy but may delegate specific responsibilities to administrators and others as deemed appropriate.

B. Definitions - (RSA 193-F:3).

1. "Bullying" means a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at any student which:

Bullying shall also mean and include actions motivated by an imbalance of power based on a student's actual or perceived personal characteristics, behaviors, or beliefs, or motivated by the student's association with another person and based on the other person's characteristics, behaviors, or beliefs.

As used throughout this or other Board policies, and unless the context indicates otherwise, the term "bullying" as used in this policy will include cyberbullying.

Bullying prohibited and covered by this policy includes any action or communication described above that:

- a. Physically harms a student or damages the student's property;
- b. Causes emotional distress to a student;
- c. Interferes with a student's educational opportunities;
- d. Creates a hostile educational environment; or

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- e. Substantially disrupts the orderly operation of the school.
 - f. occurs on, is delivered to, school property or a school-sponsored activity or event on or off school property; or
 - g. Occurs off of school property or outside a school-sponsored activity or event, if the conduct interferes with a student's educational opportunities or substantially disrupts the orderly operations of the school or any school-sponsored activity or event.
2. "Cyberbullying" means conduct defined above as bullying committed or undertaken through the use of electronic devices. Unless the context indicates otherwise, the term "bullying" as used in this policy will include acts of cyberbullying.
 3. "Electronic devices" includes, but is not limited to, telephones, cellular or smartphones, computers, pagers, or any other device which is used for or can transmit: voice calls or messages; electronic mail; text/instant or other verbal messaging; images or videos; and websites.
 4. "Parent" means a person who has legal custody of a minor child as a natural or adoptive parent, as a legal guardian, or who is functioning in a parental role if the actual parent or guardian is absent from the child's daily life. Additionally, "parent" may include students who have been emancipated, either by age or legal process. The term "parent", shall not, however, include a parent as to whom the parent-child relationship has been terminated by judicial decree or voluntary relinquishment.
 5. "Perpetrator" means a student who engages in bullying or cyberbullying.
 6. "Principal" shall mean and include the building principal or other senior building administrator of a school, as well as any qualified person appointed by the principal to carry out all or some principal functions as described in this policy.
 7. "Retaliation" means and includes such conduct as intimidation, threats, coercion, harassment, or discrimination in response to (or an effort to prevent) a victim, witness or other person, who in good faith provides information about an act or conduct that the person providing the information believes is bullying or cyberbullying.
 8. "School property" means all real property and all physical plant and equipment used for school purposes, including public or private school buses or vans.
 9. "Staff" means and includes all district, school or SAU employees, designated volunteers (as defined in Board policy GBCD), or other volunteers who are regularly on school property, or who have significant contact with students, and any employees of a company under contract to the district or SAU and who have significant contact with students.

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10. "Student" shall have the same meaning as "pupil" as used in RSA 193-F and this or any other Board policy.
11. "Superintendent" means the superintendent (Senior Education Official) or other person designated by the superintendent to carry out all or some superintendent functions as described in this policy.
12. "Victim" means a student against whom bullying or cyberbullying has been perpetrated.

- C. Retaliation - RSA 193-F:4, II(b). Retaliation or false accusations related to bullying or cyberbullying shall be deemed a violation of this policy. Upon receiving any report of bullying or cyberbullying, the principal will immediately assess the need to develop a plan or take steps to protect the alleged victim or any witnesses against retaliation. The same assessment shall be made at any point upon a report of retaliation or false accusations made during or after a bullying/cyberbullying investigation.

Reports of retaliation or false accusations relating to a bullying/cyberbullying report may be made in the same manner as for reports of bullying/cyberbullying as provided in this policy.

Investigations, and responses (i.e., interventions, supportive measures, disciplinary consequences) to reports of retaliation or false accusations may be made as provided in the same manner as provided in Sections E-H for reports or incidents of bullying/cyberbullying, or in accordance with procedures and provisions set forth in the Code of Conduct / Student Handbook.

- D. Procedures for Reporting Bullying, Cyberbullying, Retaliation or False Accusations - RSA 193-F:4, II(f). At each school, the principal is responsible for receiving reports or complaints of bullying or cyberbullying.
1. Student Reporting. Any student who believes they have been the victim of bullying/cyberbullying, retaliation, or false accusations should report the alleged acts immediately to the principal, or to a school district employee or volunteer that the student feels more comfortable making the report.
 2. Staff Reporting. Any school employee or volunteer who receives a report of, witnesses, or has knowledge or belief that bullying/cyberbullying or retaliation may have occurred, shall inform the principal as soon as possible, but no later than the end of that school day.
 3. Parent Reporting. Parents and other adults are also encouraged to report any concerns about possible bullying/cyberbullying or retaliation of students to the principal.
 4. Report Forms. The administration may develop student reporting forms to assist students and staff in filing such reports. An investigation shall still proceed even if a student is reluctant to fill out the designated form and chooses not to do so.

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5. Anonymous Reports. Although students, parents/guardians, volunteers and visitors may report anonymously, an investigation based upon such reports may by necessity be incomplete. More significantly, formal disciplinary action may not be based solely on an anonymous report, and, likewise, other remedial or supportive measures may require some form of evidentiary verification.

E. Actions Upon Receipt of Report of Bullying or Cyberbullying.

1. Receipt of Report. Upon receipt of a report of bullying, the principal shall commence an investigation consistent with the provisions of Section F of this policy, shall assess:
 - a. the need for a plan to protect students against retaliation,
 - b. whether the conduct may be construed as illegal discrimination or harassment related to a protected class as set forth in Board policy AC (if so, the principal shall confer with the district staff member(s) charged with handling such discrimination or harassment to determine how to proceed (e.g., parallel or combined investigations)); and
 - c. whether such conduct constitutes a safe schools violation requiring a report pursuant to RSA 193-D:4 and Ed 317.05.
2. Parental Notice of Bullying Report — RSA 193-F:4, II(h). Within forty-eight (48) hours of receiving a report of bullying, the principal will notify the parents/guardians of any student reported as a victim of bullying, as well as the parents/guardians of any student who has been reported as a perpetrator of bullying. Such notification may be made by telephone, writing or personal conference. The date, time, method, and location (if applicable) of such notification and communication shall be included in the investigative report. Notifications shall be consistent with the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA) relative to the student privacy rights of each student indicated in the report.

The principal may request of the superintendent or designee a waiver of the parental notification requirement, which may be granted only if the superintendent or designee deems such a waiver to be in the best interest of either the alleged victim or alleged perpetrator. Details of any request for a waiver and any grant of such request will be included in the investigative report.

F. Investigative Procedures - RSA 193-F:4, II(j).

1. The reporting procedure and investigative procedure for reports of bullying and/or cyberbullying is set forth in the Board's Student Discrimination, Harassment, and Bullying Complaint Procedure (ACAA-R).
2. Upon receipt of a report of bullying, the principal shall, within five (5) school days, initiate an investigation into the alleged act. If the principal is directly and personally involved with a complaint or is closely related to a party to the complaint, then the superintendent shall direct another district employee to conduct the investigation.

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3. The investigation should include documented interviews with the alleged victim, alleged perpetrator and any witnesses. All interviews shall be conducted privately and shall be confidential to the extent permitted by law. Each individual will be interviewed separately and at no time will the alleged victim and perpetrator be interviewed together during the investigation.
4. The investigation should include review of any available surveillance recordings subject to the provisions of Board policies.
5. If the alleged bullying was in whole or in part cyberbullying, the principal may ask students and/or parents to provide the district with printed copies of e-mails, text messages, website pages, or other similar electronic communications, consistent with Board policy JIH and RSA 189:6. The principal may not, however, require or request a student to disclose or to provide access to a personal social media account through the student's user credentials.
6. Factors the principal or other investigator may consider all relevant facts and circumstances during the course of the investigation, including but not limited to:
 - a. Description of incident, including the nature of the behavior;
 - b. How often the conduct occurred;
 - c. Whether there were past incidents or past continuing patterns of behavior;
 - d. The characteristics of parties involved, (name, grade, age, etc.);
 - e. The identity and number of individuals who participated in the bullying behavior;
 - f. Where the alleged incident(s) occurred;
 - g. Whether the conduct adversely affected any student's education or educational environment;
 - h. Whether the alleged victim felt or perceived an imbalance or power as a result of the reported incident;
 - i. Whether the conduct violated any district or school policies or rules; and
 - j. The date, time and method by which parents or legal guardians of all parties involved were first contacted.
7. The superintendent may grant an extension of up to seven (7) school days. In the event such extension is granted, the principal shall notify in writing all parties involved of the granting of the extension.

Without limiting what might constitute sufficient cause for an extension under this paragraph, the superintendent may consider the interests of the victim or alleged perpetrator related to any investigation into some or all of the same alleged conduct which other investigation includes procedures and timelines mandated by a

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regulation or statute other than RSA 193-F (e.g., Title IX, criminal investigations, etc.). Before waiving the time requirement on account of such other investigation, the superintendent should confer with counsel and/or the district's Human Rights Officer/Title IX Coordinator.

G. Completion of Investigation and Report.

1. Investigative Determination and Report. Whether a particular action or incident constitutes bullying/cyberbullying, retaliation or other violation of this policy – requires review and consideration of available evidence of all facts and surrounding circumstances. The investigative determination along with a summary of the investigation, shall be included in a comprehensive report. If the determination is that the bullying allegation is substantiated, the report shall include provisions describing any disciplinary consequences, interventions, supportive measures or other assistance for the victim or perpetrator, and, when indicated, any steps appropriate to protect all students from retaliation of any kind. The report may also include policy, training or other recommendations for preventing future bullying conduct within the school.
2. Communication with Students and Parents/Guardians Upon Completion of Investigation - RSA 193-F:4, II(m).
 - a. The principal will meet promptly with each student directly involved in the incident(s) and communicate the general investigative determination as to whether the allegations of bullying/cyberbullying were substantiated, and any initial consequences or interventions appropriate to the determination.
 - b. Within ten (10) school days, the principal will notify the parents of the alleged victim and of the alleged perpetrator regarding the school's remedies and assistance, within the boundaries of applicable state and federal law. The initial communication may be in writing, in person or by telephone, but if verbally, the principal will also send a letter confirming earlier determination to the parents/guardians within two (2) school days confirming the earlier notification.
 - c. If the parents/guardians request, the principal shall schedule a meeting with them to further explain the investigative determination.
 - d. In accordance with the Family Educational Rights and Privacy Act and other laws concerning student privacy, the district will not disclose educational records of students, including the discipline and remedial action assigned to those students and the parents/guardians of other students involved in a bullying incident.
3. Appeals. A parent/guardian aggrieved by the investigative determination of the principal may appeal the determination in accordance with the standards and procedures set forth in Board policy ACAA-R.
4. Additional Reporting Requirements.

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- a. Reporting Substantiated Incidents - RSA 193-F:4, II(l). The principal shall forward all substantiated reports of bullying to the superintendent upon completion of the principal's investigation.
 - b. Department of Education Reports - RSA 193-F:4, II(g). The principal shall be responsible for completing such reports/forms as required by the New Hampshire Department of Education (NHED) for all substantiated incidents of bullying. Irrespective of the time/date a form/report is due to be filed with the NHED, the report/form or the information required for the report/form shall be completed/compiled within ten (10) school days following an investigative finding of a substantiated bullying/cyberbullying report. The principal or designee shall retain a copy and shall forward one copy to the superintendent. Hard copies are not necessary if the digital form/data is retained and accessible to both the building administration and SAU.
 - c. Reporting to New Hampshire Department of Education (NHED) - RSA 193-F:6, I. The superintendent shall annually report the district's substantiated incidents of bullying to the NHED. Pursuant to FERPA, such reports shall not contain any personally identifiable information pertaining to any student.
- H. Substantiated Instances of Bullying or Retaliation: Interventions, Remedial Measures and Disciplinary Consequences — RSA 193-F:4, II(k).

While students who have been found to have committed an act of bullying/cyberbullying can face disciplinary consequences, the Board encourages the administration and school district staff to explore alternative or additional measures and interventions to address the substantiated instances of bullying/cyberbullying and prevent their reoccurrence.

1. Interventions and Other Remedial Measures. Examples of interventions and remedial measures include, but are not limited to:
 - a. Restitution,
 - b. Parent conferences,
 - c. Student counseling,
 - d. Behavior assessment,
 - e. Corrective instruction or other relevant learning experience,
 - f. Peer support group, and
 - g. Mediation (but only after the investigation has been completed).

Interventions and other remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim, and take corrective action for documented systematic problems related to bullying.

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2. Disciplinary Consequences - RSA 193-F:4, II(d). Disciplinary consequences for students shall be consistent with the Student Code of Conduct (see policy JIC) for the conduct that constituted bullying/cyberbullying. Disciplinary consequences should be varied according to specific circumstances such as: the nature of the behavior, the developmental age of the student, the student's prior disciplinary history, and performance. Students will be afforded any due process applicable to the level of consequences as provided in Board policy JICD, RSA 193:13 and Ed 317.

Consequences and appropriate remedial actions for a staff member who commits one or more acts of bullying/cyberbullying or retaliation may range from up to and including dismissal from employment for staff members, with additional reports, if appropriate, in accordance with the Code of Conduct for New Hampshire Educators.

I. Dissemination of Policy and Bullying Prevention Education - RSA 193-F:4, II(e) and 193-F:5.

1. Staff and Volunteers. All staff will be provided with a copy of this policy annually. The superintendent may determine the method of providing the policy (employee handbook, hard copy, website, workshops, etc.). The superintendent will ensure that all school employees and volunteers receive annual training on bullying and related Board policies, consistent with RSA 193-F:5.
2. Students. All students will be provided with a copy of this policy annually. The superintendent may determine the method of providing the policy (student handbook, mailing, hard copy, website, etc.).

Each year, all students will participate in programming that includes anti-bullying/cyberbullying materials presented in age-appropriate language. The materials and information should, among other things, describe expectations for student behavior, emphasize an understanding of what bullying/cyberbullying, harassment and intimidation is and looks like, the district's prohibition of such conduct and the reasons why the conduct is destructive, unacceptable, and how and when the conduct can lead to disciplinary consequences.

The superintendent, in consultation with staff, will, to the extent reasonably possible, integrate student anti-bullying training and education into the district's curriculum, behavior programs and other violence prevention efforts.

3. Parents. The superintendent will ensure that all parents are annually provided with a copy of this policy or informed in writing where a copy of the policy may be located on the district and/or school's website. Student/family handbooks will include information of the district/school's anti-bullying program, as well as the means for students to report bullying acts either experienced or witnessed, and how parents, themselves, may inform/report to the school when they believe their child is being bullied or is bullying other students and encourage their children to report bullying when it occurs.

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4. Additional Notice and School District Programs. The Board may, from time to time, host or schedule public forums in which it will address this anti-bullying policy, discuss bullying in the schools, and consult with a variety of individuals, including teachers, administrators, guidance counselors, school psychologists and other interested persons.

J. Summary of School Officials' Duties to Implement Policy - RSA 193-F:4, II(n).

The superintendent, as the person charged with supervision of all employees of the district, is responsible for the implementation of this policy and the provisions of RSA 193-F. The school principal(s) are expected and required by statute to implement this policy within their respective school buildings and ensure the procedures are followed.

Consistent with this policy, the principal(s) shall receive reports of alleged bullying or retaliation, investigate the alleged conduct, and communicate with the parties involved (including their parents/guardians) consistent with privacy laws, and communicate/report to the superintendent. The superintendent shall oversee the principal(s) in their duties relative to this policy and shall ensure each school is compliant with this policy. Additionally, the superintendent will receive reports of substantiated incidents, review waivers and time extension requests, and communicate with the principal(s), the School Board, and the NHED, all as provided in this policy.

K. Immunity and Liability – RSA 193-F:7 & 9.

Under 193-F:7, employees, volunteers, students, parents and any other person covered by this policy will be immune from civil liability for good faith conduct arising from or pertaining to the reporting, investigation, findings, recommended response, or implementation of a recommended response under this policy or RSA 193-F. (Note – civil liability could arise, (including for attorney's fees) in the event of gross negligence or willful misconduct for violations of this policy.)

To: Dover School District School Board

From: Thomas Rup, Director of Technology

I am writing this letter to ask for approval to send a letter of intent to purchase the Lenovo 14e Chromebooks for the 2026-27 school year. This letter will allow the school district to lock in the price of \$455 per device, as well as guarantee that we will have 900 devices reserved. This is only to hold pricing and devices; the funds will still come from the FY27 school budget.

In recent months, the cost for parts has increased exponentially. The driving factor in these increases is the boom in AI providers that require enormous amounts of memory and hard drive space. We have already seen an increase in cost per device from \$440 to \$455 since last year, and we expect to have another substantial increase in April.

This purchase is in line with the Capitol Improvement Plan that was signed in 2023. The district will look to go out to bid on a new model in FY27 to ensure that the district continues to get high quality equipment that fits the budget structure.

Please find the included Quote from Trafera for the devices as well as the letter that will be sent.

Thank you for the consideration

Thomas Rup

Director of Technology

DOVER SCHOOL DISTRICT – 14" NonTouch Chromebooks qty 900 Gen 3 qty 900

Bill to
DOVER SCHOOL DISTRICT
Customer No: 85497
MCCONNELL CENTER
61 LOCUST STREET
DOVER NH 03820
USA

Ship to

Quote Details
Created: March 5, 2026
Expiration: March 12, 2026
Created by: Kyle Mogren
kyle.mogren@trafera.com

Estimate No: E000167999

Contract
None

Products & Services

Items and Descriptions	Overview	Notes	Qty	Unit Price	Totals
14E G3 CAM N100 4G 32G 14" CHROME	Lenovo 14e Chromebook Gen 3 - 14" WXGA (1366 x 768) Non-Touch Display - Intel N100 (0.8Ghz) Quad-core - 4GB LPDDR5 RAM - 32GB eMMC Flash Memory - Intel UHD Graphics - Chrome OS - Front Camera/Webcam + Microphone - WiFi + Bluetooth 5.1+ - Manufacturer Warranty: 1 Year Mail-in		900	\$455.00	\$409,500.00
Trafera CBN Warranty - Plat - 4 Yr - C	Trafera CBN Warranty - Plat - 4 Yr - Includes Accidental Damage Protection (Per device limit of ADP: Unlimited) - \$0.00 Deductible - Hardware Fail Covered - Spare Parts On-site (restrictions apply) - We Pay to Ship Both Ways - Theft / Loss (up to 2%; please see warranty statement for details) - 3-Year Battery warranty on New Chrome devices (Limit 1 replacement) - Stylus/EMR Pen/Apple Pencil coverage (restrictions apply) - Power Adapter 1 ADP Incident (restrictions apply)		900	\$0.00	\$0.00
Google Chrome Management Perpetual EDU	Google Chrome Management Perpetual EDU License		900	\$0.00	\$0.00

Trafera Chrome White Glove	Trafera White Glove - Pre-enroll Chrome device in Google Apps® domain - Apply custom themes and settings - Complete hardware functionality check - Google Console OU management"	900	\$0.00	\$0.00
Asset Tagging	Asset Tagging - 1 asset tag applied per product - Asset tag provided by Customer or printed by Trafera - Trafera printed asset tag: customizable, black and white, with or without barcode	900	\$0.00	\$0.00
Update Chrome OS	"Update Chrome OS - Check for and download Chrome OS updates prior to order shipment"	900	\$0.00	\$0.00
Trafera Green Packing	"Trafera Green Packing - Go green and reduce the amount of cardboard to recycle - Up to 144 devices bulk-packed in slotted Gaylord-style box - Slotted foam or cardboard dividers - Delivered on pallet"	900	\$0.00	\$0.00
TRAILS AI Lesson Studio - 1 Yr Sub	TRAILS is an elite lesson plan generator that builds sophisticated, tech-infused lesson plans in seconds. Leveraging Google Gemini and incorporating the SAMR model to ensure high-impact learning, TRAILS lessons maximize the technology and tools teachers already have in their classrooms.	1	\$0.00	\$0.00
				Subtotal \$409,500.00
				Tax \$0.00
				Total \$409,500.00
				Net Terms N30

Optional 48-month Lease
for only **\$107,696.83** per year
Contingent upon credit and final lease approval

Terms and Conditions

This quote is confidential and is to be viewed solely by individuals within the organization to whom it is addressed. Unauthorized distribution or disclosure of the contents of this quote is prohibited. If you are not from the organization addressed, please notify us immediately so we can prepare a quote specific to you. Prices and availability may change without notice prior to the quote expiration date due to market conditions, including potential tariff adjustments and available inventory.

Please Remit Checks to:

Trafera LLC
PO Box 208960
Dallas, TX 75320-8960

Questions? Contact me

Kyle Mogren

kyle.mogren@trafera.com



Trafera

1271 Red Fox Rd.

Arden Hills MN 55112

United States

For quick details on returns, learn more here → <https://www.trafera.com/return-policy>



Empowering all Learners

DOVER SCHOOL DISTRICT SAU 11

McConnell Center | 61 Locust Street, Suite 409 | Dover, NH 03820-4132
Phone: 603-516-6800 | Fax: 603-516-6809 | dover.k12.nh.us

TO: Trafera LLC.
FROM: Thomas Rup, Director of Technology
DATE: March 10, 2026
RE: Chromebook Intent to Purchase

I am writing to express our intent to purchase 900 Lenovo 14e Chromebooks for the Dover School District. This intent to purchase is for estimate number E000167999 with a total of \$409,500.00. The district has board approval to move forward with the purchase.

Sincerely,

Christine Boston
Superintendent of Schools
Dover School District