



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, August 11, 2008, at 7:05 p.m. in the City Council Chambers.

A. ROLL CALL: Present were Marjorie Fisher, Beth Setear, Audra Lurvey, Britt Ulinski Schuman, Carolyn Mebert, Dorothea Hooper, and Doris Grady.

Also present were; Superintendent John O'Connor; Laurie Verville, Business Administrator; Dustin Gray, Garrison School Principal; Mal Forsman, Horne Street School Principal; Deb Hackett, DTU President; Nicholas Skaltsis, Bill McCann, Earle Goodwin, Citizens, Students, and a Fosters' Reporter.

B. PLEDGE OF ALLEGIANCE: Britt Ulinski Schuman led the Board in the Pledge of Allegiance.

Audra Lurvey moved, Carolyn Mebert seconded, to suspend the rules to move item N.1., Dover Middle School Tenth Anniversary Presentation, forward in the agenda. An oral **VOTE PASSED 7/0**.

N.1. Dover Middle School Tenth Anniversary Presentation: Earle Goodwin and Bill McCann spoke about the Tenth Anniversary of the Dover Middle School which, with the community's support, went from conception to occupancy in 23 months. Superintendent O'Connor added he appreciated the work of the Superintendent and of the middle school principal at that time, Dr. Daley and Paul Macueri. Mr. Goodwin then presented the Superintendent with a framed drawing for the concept of the new middle school to display in the facility.

C. CITIZENS' FORUM:

- Nick Skaltsis, 6 Eric Drive, stated some items reviewed by the Future Needs Committee had recently been mentioned for which he wanted to provide clarification. The first was redistricting and its impact on school enrollments. In February and March 2007, the district performed a comprehensive review of the elementary school boundaries. The result was 100 students were redistricted from Horne Street to Garrison School.

There were other areas of redistricting discussed at that time were Enrollment Caps for Horne Street School and Garrison Schools– the number of students reasonable for each schools core facility and general classroom space.

Board members noted that two redistricting plans had been incorporated over the past five years and their desire not to disrupt these families' again in the future. It was suggested there was a need to create a policy for future expansion. This policy could include the creation of "circuit breakers" for long-term elementary district planning. One suggestion to review areas that were the boundaries between Horne Street and Woodman park Schools and the boundaries between Garrison & Woodman park Schools. Knowing nine additional classrooms would be available at Woodman Park in the future – those circuit breakers on streets and neighborhoods along those boundaries



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

could be reviewed on an annual basis to balance the population so that Horne Street and Garrison Elementary School would not have volatile changes in numbers.

Mr. Skaltsis stated, "I would implore you to have a debate and a discussion about caps for the north and south end schools and to consider a policy that would permit the administration on an annual basis to make some changes in those district boundaries that would permit a balance of students in each of the schools that reflects the school's capability of handling them."

Mr. Skaltsis then addressed implementation of the full-day kindergarten program. A statement was made that "new proposals and new programs can cost more than estimated." When the decision was made in March of 2008, it was estimated the cost would be \$225,000 for all salaries that would permit 120 students to go from half to full-day kindergarten. Today, the staff has been hired and the SAU reports the actual cost for creating the 120 full-day seats for specials, paras, and full-day teachers is \$188,800 (a \$37,000 surplus).

An additional item of concern to Mr. Skaltsis was the belief of some members of the community that elementary staff was adjusted to augment the new kindergarten program. "That's not what happened. 100% of the cost of implementing 120 full-day kindergarten seats came from the School Board transferring kindergarten transportation funds to kindergarten full-time instruction. That was the only change that took place."

Lastly, Mr. Skaltsis noted the kindergarten enrollment numbers were up. "When we proposed kindergarten through years 2007, the kindergarten numbers were 220 – 219 pupils in half-day kindergarten. Over ten years of the program the average has been 223. We established 240 seats – that's been the norm in the district – the idea in the budget was to fund 120 seats full-day and 120 seats half-day. As of Friday's numbers, we've gone from 219 last year to a registration of 247 with 240 seats. Having 10% additional seats available may not have been enough." Speculations as to why these numbers were up – from the economy to the possibility that there "just may be more 5-year olds this year" – were discussed.

- Two parents of Garrison School students addressed concerns with class sizes (especially in the second grade) in the upcoming school year. Both asked Board members to please consider hiring more teachers to keep class sizes at the 20 student or less goal of the District.

D. APPROVAL OF MINUTES: Audra Lurvey moved, Carolyn Mebert seconded, to accept the following minutes:

1) Regular Session #7, July 14, 2008

An oral **VOTE PASSED 7/0.**

E. CONSENT AGENDA: Audra Lurvey moved, Carolyn Mebert seconded, to accept the consent agenda. An oral **VOTE PASSED 7/0.**



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

1. **Correspondence:**
 - a. **St. Mary Parish letter dated July 3, 2008 re: Request for Waiver of Advance Reservation Time**
2. **Resignations/Retirements:**
 - a. **Kathryn Bates, Teacher, Dover Middle School**
 - b. **Nicole Insanally, World Language, Dover Middle School**
 - c. **Amelia Chapman, SPED Teacher, Horne Street School**
3. **Leaves of Absence: None.**
4. **Nominations:**

Sheet 1: Nomination and Election of Teachers (Doore to Zeichner)
Sheet 2: Nomination and Election of Aides, Secretaries, and Title I Tutors (Carrel to Yeradi)
Sheet 3: Nomination and Election of Summer School Teachers (Dube to Katz)
Sheet 4: Nomination and Election of Summer Positions – Federal Projects
5. **Professional Development Waiver: None.**
6. **Extended Travel (Student Trips): None.**

- F. SUPERINTENDENT’S REPORT:** Superintendent O’Connor addressed the following issues:
- Update on vandalism at Dover Middle School. \$3,000 to \$4,000 to replace damaged windows. Police have suspects.
 - Neighbors of Dover High School still facing issues with high school student’s parking on streets.
 - Repairs finished on Dover High School portico.
 - Dr. O’Connor asked UNICCO’s Tim Knowles to update the Board on the status of the schools and grounds for school opening. He stated the alternative school is 100% complete; Horne Street School is 99% complete with work remaining in the area of the main offices; Woodman Park School is 90% complete with work remaining on the bottom floor; Garrison School is 98% complete with work remaining in two classrooms and corridors;
 - Work on the Dover High School roof has been slowed due to all the recent rain.
 - The Superintendent requested the Board approve the use of federal funding to provide the Dover Middle School Nurse with a secretary 2 additional hours per day (10 hours per week).

Audra Lurvey moved, Carolyn Mebert seconded, to accept the Superintendent’s report, including the use of federal funds to add 10 hours per week secretarial support for the Dover Middle School Nurse. An oral **VOTE PASSED 7/0.**



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

G. STUDENT REPRESENTATIVE REPORT: There was no student report.

H. COMMITTEE REPORTS: There were no committee reports.

I. POLICY - CHANGES – PROPOSALS: None.

J. POLICY ADOPTIONS:

a. NEW POLICY JLD – SCHOOL GUIDANCE AND COUNSELING PROGRAM: The following new policy was read into the record:

“SCHOOL GUIDANCE AND COUNSELING PROGRAM

The School Board is committed to ensuring a high quality school guidance program that is comprehensive, developmentally appropriate, fosters academic achievement and personal growth, and is provided to all District students in an equitable manner.

The program will include the following:

- Distribution of information and support to students and families about academic programming, community supports, and other relevant information.
- Coordination with national standards.
- Prevention, intervention, and crisis response services.
- Promotion of personal, interpersonal, health, academic, and career development for all students through classroom programs and other services.
- All provisions of NH Administrative Rules, Section Ed 306, Minimum Standards for Public School Approval.

It is the policy of this Board that at all grade levels, school counselors collaborate with parents, students, staff, and community to remove barriers to learning and provide opportunities and supports to empower students to embrace their full potential and achieve their academic and personal aspirations. The guidance counselor is responsible for developing a program or plan that identifies student success in academic performance, social awareness, and career planning.

This policy will be reviewed in accordance with the Board’s policy review process.

Legal References:

NH Code of Administrative Rules, Section Ed 306.13, Guidance Plan

NH Code of Administrative Rules, Section Ed 306.15(b), Provision of Staff, Guidance

NH Code of Administrative Rules, Section Ed 306.39(c) and 306.39(d), Guidance Program”

Audra Lurvey moved, Carolyn Mebert seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: Monday, August 11, 2008
Meeting Time: 7:00 pm

b. NEW POLICY DFCA – EXPENDABLE TRUST ACCOUNT “THE WAVE”: The following new policy was read into the record:

“EXPENDIBLE TRUST ACCOUNT “THE WAVE”

The Dover School District engages in charitable sales promotions from the public, and all charitable and private donations must be accounted for separately from the “Green and White” student activity agency fund. In accordance with Chapter 7, RSA 7:19, the Dover School Board established an expendable trust fund to be named “The Wave.” Funds deposited in this trust account are managed by the City of Dover, Trustees of the Trust Fund.

When donations are received from private individuals or business organizations for specific purposes, these funds are to be deposited into the expendable trust account created for this purpose.

The Superintendent shall apprise the Board in writing of the condition and balance of these funds on a quarterly basis. The Superintendent or members of the Board may at any time make formal requests to spend these funds.

Use of these funds shall only be permitted after a formal, written request has been made and an affirmative vote of the Dover School Board has been taken. The bidding process, where applicable by policy, shall be used.

Legal References

RSA 7:19, Chapter 7”

Audra Lurvey moved, Carolyn Mebert seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**

c. IHBAE-E – POLICY FOR INDEPENDENT EVALUATION OF STUDENTS APPROVED FEE SCHEDULE: The following revised policy was read into the record:

“POLICY FOR INDEPENDENT EVALUATION OF STUDENTS APPROVED FEE SCHEDULE EFFECTIVE FY-09

Type of Evaluation	Hourly Rate	Total Cost
Academic	\$110.00	\$1045.00
Cognitive Battery, Including Academic Intelligence	\$110.00	\$1265.50
Intelligence	\$137.50	\$1375.00
Neuropsychological	\$250.00	\$3000.00



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, August 11, 2008**
 Meeting Time: **7:00 pm**

Social/Emotional	\$137.50	\$1375.00
Speech/Language	\$110.00	\$1100.00
Occupational Therapy (OT)	\$ 93.50	\$ 935.00
Physical Therapy (PT)	\$ 93.50	\$ 935.00
Physician	\$200.00	\$ 600.00

- Time estimate is an average based on a range; time will vary depending on referral question.
- Report writing time is included in costs.”

Board members asked if the amounts shown in the Total Amount column were maximum amounts. The Superintendent stated they were. Dr. Mebert asked if the district paid these fees for all students in Dover private schools, too. The Superintendent indicated that was correct. Dr. Mebert then asked where the money would come from. Dr. O'Connor stated they are funded by existing budget line items carried for this purpose. Dr. Mebert asked who determines when a child needs these services. Dr. O'Connor explained it was usually a team decision with SPED Director input. Oftentimes, professional help is contacted to participate in the determination.

Audra Lurvey moved, Carolyn Mebert seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**

K. SUBMISSION AND PAYMENT OF BILLS: Audra Lurvey moved, Carolyn Mebert seconded, to direct the Business Manager to pay manifest #09-B in the amount of \$822,980.38. A roll call **VOTE PASSED 7/0.**

L. RESOLUTIONS: None.

M. OLD BUSINESS:

1. District in Need of Improvement (DINI) Status Report: Superintendent O'Connor provided the following information:

On June 6th, the Commissioner of Education informed the district that the appeal by Dover High School of its Adequate Yearly Progress (AYP) determination in reading was denied. Dr. O'Connor explained the DINI designation was not as a result of scoring, but rather, due to participation of a sub-group of students. Two special education students should not have been included in the NECAP testing as they had both withdrawn during the testing window. High school staff neglected to indicate on their NECAP booklets that they had withdrawn, and this data error resulted in the two students being held against Dover High School as non-participating in the NECAP. The bottom line is that the high school will need to begin work as a School in Need of Improvement (SINI).

Dr. Mebert noted that when the district was designated as in need of improvement mathematics (based on math scores), a root-cause analysis was performed. She asked if the same would be performed for the designation as a result of participation. Dr. O'Connor stated that the same root



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

cause analysis would need to be performed to identify the cause and a plan for improvement created. He noted the district receives state money to aid in this study and that the district needs to ensure the job is done accurately to remove withdrawn students from the roster in the future.

2. Enrollments and Staff for 2008/2009: The Superintendent reviewed current student enrollments and staffing as of Friday, August 6. There are three “hot-spots” and six areas to review closely.

Kindergarten enrollments are at-or-exceeding capacity at all three elementary schools. Dr. O’Connor noted that, “Given the fact that some of these students will be in full-day, some in the half-day program, and the fact that we have a paraeducator assigned full time to those classes, you may want to make a determination that we leave these numbers “as is” and not increase our teaching capacity at Woodman Park, Horne Street, or Garrison at the present time. I’d like to revisit these numbers in just a little while. We may have a solution that might help with this – won’t alleviate the number – but might help with how we address kindergarten.

Areas of Concern – Enrollments Grades 1 through 4:

Garrison School has 120 students enrolled in grade two (24 per class)

Horne Street grade four has 73 students (24.3 per class)

Garrison School has 114 first graders enrolled (23 per class)

Dr. O’Connor reminded the Board that they had hired an additional elementary teacher during their last meeting and they still need to assign that teacher to a classroom. Additionally, the Board may wish to consider whether they wish to hire one or two additional teachers to reduce the class sizes of grade other two hot-spots.

Discussion ensued. Ms. Grady stated her opinion was that the Board should hire one additional elementary teacher for Horne Street School and assign the previously hired teacher to Garrison Grade 2. She did not agree that a third elementary teacher should be hired for Garrison’s first grade and suggested the Board wait until school started to see actual numbers of students enrolled.

Ms. Hooper agreed with Ms. Grady’s recommendation to hire one additional elementary teacher and place one at Garrison grade two and one at Horne Street Grade four. She added, we need to watch the numbers at Garrison grade one. She asked from where the money would be taken. Dr. Mebert reminded the Superintendent that many long-term teachers resigned at the end of last school year and she felt the money realized from those retirements could be used to fund two elementary positions. Dr. O’Connor agreed and added savings are also realized throughout the school year when staff leave and it takes time to replace them. If it takes a month, that amount of salary is saved. Dr. Mebert asked the Superintendent to provide a list of resignations and replacements made after the budget was approved and identify the price differential (i.e. savings that will occur as a result of hiring new teachers at lower salary). Superintendent O’Connor stated he will have staff develop a list to provide to the Board. He noted, however, that approximately \$150,000 in additional items have already been approved subsequent to



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

budget adoption (girls' volleyball, librarian, etc.) If there are enough funds to cover all additions, the administration will then review line items for reductions.

Ms. Grady noted that while Dover has been able to keep its class sizes well below the requirements of the state standards, she is disappointed that test scores do not show the "gains" resulting in smaller class sizes. "I think could be a goal of the district, by keeping our numbers down, giving them the staff, that the objective of the staff is to try to improve our scores by having smaller numbers to work with. That would be proof to us that small numbers prove better for the child. I'd just like to know if that's a true fact."

Ms. Fisher noted that the evening's consent agenda also added a librarian to Dover Middle School.

Dr. O'Connor noted correspondence with parents and in phone conversations indicated the Horne Street School redistricting created an overburden at Garrison School. "If we had done nothing, we would be having a discussion this evening focusing strictly on Horne Street School. Basically, we had 100 students transferred to Garrison School, bringing their numbers up to about 545 students. Move those hundred students to Horne Street School, we would be today at approximately 450 students. Take those 450 students and divide them over grades K-4 (particularly 1-4) class sizes would be 23 to 24 at grades 2 and 3; 28 to 30 at grade 4." He then reminded the Board that based upon enrollment projections provided last year from NESDEC, elementary enrollments are going to increase over the next three and four years. That increase could be up to 150 students based upon NESDEC's analysis.

Britt Ulinski Schuman asked if policy existed that capped the number of students per classroom. Dr. O'Connor stated there were policies. (RECORD NOTE: See School Board Policies IIB and IIBA).

Dr. Mebert asked whether Garrison Parents of students moved during last year's redistricting could be contacted to see if they wanted to bring their child back to Horne Street School next year (since there is space available at Horne Street and this would reduce Garrison class sizes). Dr. O'Connor stated he would have the principal make those calls. Parents are generally aware we already have open enrollment – a parent can request their child attend any elementary school provided there is room and they provide transportation.

Ms. Setear asked if the district could support classrooms with additional staff instead of creating new classrooms. Dr. O'Connor stated there were no support personnel available at this time. That would mean the Board would have to vote and we find the funds.

Additional discussions centered on enrollment maximums; busing "overflow" students from home schools to a school where there is room available; it might be in a student's best interest to have a class size of 22 students in Garrison instead of sending them to Horne Street where there are openings; shifting enrollments right up until school start; transient populations who never arrive on opening day; historical enrollments. Ms. Lurvey stated, "If we have four or five kids that don't show, that could be the breaking point right there." Dr. O'Connor noted that



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

historically, we could have 10% to 20% of a student population leave before October 1st. Conversely, 10 students could enter in one grade at any time. There is no way to know. Ms. Grady reviewed historical enrollment information to verify the Superintendent's comments.

Chairperson Fisher asked the Superintendent if there was money available from unanticipated resignations to hire two elementary teachers (total) and not touching left-over kindergarten money. Dr. O'Connor stated there is a \$40 some-odd million dollar budget. It could mean looking at every single line item and reducing it by a certain percentage to raise the money, but the money is "there" to cover the salary and benefits of any staff we hire.

Ms. Fisher stated she was also very concerned about the kindergarten numbers. "I'd really like to do something with the kindergarten so we either get more full-day classes or make them equally distributed in half day – I don't want to put everything into the elementary – because we've got kindergarten. Whether it was the right year to do it or not, we did it! It's here, now we have to support it." Dr. O'Connor stated the kindergarten issue is a little more complicated, but for less than the average teacher salary (about \$70,000) – you could hire what would be equivalent to a full time person. Half-time at Garrison and half time at Horne Street School That would not reduce the class numbers at all, but would take 50% of students to 65% students having full-day kindergarten. You could put 22 students in the classes to cover enrollments that are currently 7 students over what was projected. He added that the total cost for this and the two elementary positions in grades 1-4 would cost approximately \$200,000.

Ms. Fisher stated she believed we should hire 2 elementary teachers and the ½ position at the kindergarten. Ms. Grady noted she was surprised she had not heard from more fourth grade parents from Horne Street. Dr. O'Connor stated that he had heard from parents and staff over concerns at Horne Street, grade 4.

Audra Lurvey asked, "If we add the kindergartens, ½ day at Garrison and ½ day at Horne Street, does that mean instead of 1-1/2 days at Garrison, there would be 3 full-day kindergartens?" Dr. O'Connor agreed, there would be three full-day at Garrison. At Horne Street, there would be two full-day and one half-day kindergarten. Ms. Lurvey asked if there would be enough classroom space (2 classrooms at Garrison and 1 at Horne Street). Dr. O'Connor stated it would require an additional kindergarten space at Horne Street. Furniture, curriculum, play centers, etc. would also need to be funded. He noted there is a possibility one of Horne Street's related arts would be mobile.

Dot Hooper asked, "Why would we consider expanding a new program when we have 24 second graders at Garrison per class...I understand the need for kindergarten. I've never understood why we've brought it in at this time. It is definitely the tail wagging the dog. When you have class sizes like this at elementary school levels, I don't know how we can ignore those kids in favor of a new program. I just cannot get it."

Ms. Setear agreed, she could not be in favor to expand kindergarten when we have 23 students at first grade in Garrison. "If we have the money to expand kindergarten, then before that we should have the money to reduce class size in first grade." Dr. Mebert also agreed – "I don't



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

even know how this kindergarten thing came into this conversation at this point. I'm a little stymied by that. I think we need two teachers at Garrison. I'm much less concerned about the 24 kids – I'd like to have smaller classes – but all of the work that I've read about the effects of class size on kids, the first three grades are really important. After that, the effects of smaller class diminishes...I'd like to see something change at first and second grade at Garrison." Chairperson Fisher asked the Superintendent for his recommendation.

Dr. O'Connor reiterated that based on comments he heard, it appears the Board wants to assign a teacher at second grade at Garrison. He would also recommend a teacher at Garrison in first grade as well. "If I had the money, I would put in a teacher at first grade and a teacher at fourth grade as well, but I understand Dr. Mebert's comments concerning elementary K-3 area first."

Ms. Grady stated she would rather have a second grade teacher at Garrison School and at Horne Street School in grade four because she believes the district will lost additional first grade students. She recommended the Board continue to watch first grade enrollments closely.

Dorothea Hooper moved, Doris Grady seconded, a motion to hire one additional elementary teacher for Horne Street School grade four and assign the teacher hired previously to Garrison School in grade two.

A roll call **VOTE PASSED 7/0.**

Dr. O'Connor stated a special session of the Board will be scheduled in two weeks to revisit the numbers.

Ms. Mebert asked the Superintendent to provide an accounting of the money saved due to late resignations and retirements. Then, the money going for new hires. "What is the differential?"

Chairperson Fisher noted she is still concerned about the kindergarten enrollments. She asked the Superintendent for his recommendation. Dr. O'Connor explained the Board would need to either allow administrators to go beyond the allowed 100 students at Garrison, 60 at Horne, 80 at Woodman Park

Ms. Grady asked how much kindergarten money was left over. Dr. O'Connor stated it was projected at \$30 to \$35,000. Ms. Grady stated that amount would allow an additional half-kindergarten teacher to create one additional full-time classroom.

Ms. Setear stated, "You understand this does not reduce class size? We're adding more kids to full day but we're not going to reduce class size so we're still overenrolled by 7 students."

Ms. Fisher stated she agreed with Ms. Grady. Ms. Setear stated, "Again, I would say, why are we adding additional full-time slots to kindergarten when we're looking at first grade class at Garrison of 23?" Ms. Ulinski Shuman stated, "I guess in some respects, I'm looking at that we took the money we have left over from transportation from kindergarten. I agree with Marjorie,



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

as far as keeping that money with the kindergarten program. We took that money from kindergarten to create more full-day classes. That would at least benefit more parents by not having that half-day (transportation) issue.”

Doris Grady moved, Carolyn Mebert seconded, to place two half-time kindergarten teachers (one at Garrison, one at Horne) using approximately \$30,000 plus the money left from the kindergarten fund.

Ms. Hooper asked if there would be any advantage to bring in para’s rather than pay for a teacher’s benefits. Ms. Fisher stated the classroom would still require a teacher to extend the day. Ms. Hooper stated, “On the basis of expenses, I won’t support that.”

Chairperson Fisher called the motion. A roll call **VOTE PASSED 5/2 (Setear and Hooper opposed)**.

N. NEW BUSINESS:

1. Dover Middle School Tenth Anniversary Presentation: See Above.

2. Policy DD & DFC – State, Federal, and Specialty Funds Update: Business Manager, Laurie Verville, provided the following current funding information:

- Project activity for 2007-2008 Federal Projects as of June 30, 2008: Total Funding \$2,960,687.74 with 88% of funds obligated. 12% of funds remain.
- Project activity for 2006-2007 Federal Projects as of June 30, 2008: Total Funding \$426,713.51 with 98% of funds obligated and 2% remaining.
- Food Service Fund as of June 30, 2008: \$19,852.42 balance.
- Alternative School Fund as of June 30, 2008: \$86,384.33 balance.
- Facilities Fund as of June 30, 2008: Field User Fees - \$13,400.25 balance; Facilities Fees - \$57,508.62 balance; Athletics Fees - \$8,814.22 balance; Parking Lots Fees - \$(7,554.71). (This account is in the negative because materials for parking passes and fund with an ending fund balance for all of \$72,168.38.

3. Annual Progress Report Dining Facility Council Policy JLCF: Ms. Verville stated she had distributed a draft report and asked Board members to table approval in the final form until the September meeting.

Audra Lurvey moved, Carolyn Mebert seconded, to table the annual progress report from the Dining Facility Council until the September meeting. An oral **VOTE PASSED 7/0**.

4. Award Bid for Systemax Tower Servers: Business Administrator, Laurie Verville, asked the Board to award the bid for four Systemax Tower Servers to low bidder, Tiger Direct, in the amount of \$7,773.99.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, August 11, 2008**
Meeting Time: **7:00 pm**

Audra Lurvey moved, Carolyn Mebert seconded, to award the bid for four Systemax Tower Servers to the low bidder, Tiger Direct, in the amount of \$7,773.99. A roll call **VOTE PASSED 7/0**.

5. Award Bid for Utility Tractor: Business Administrator, Laurie Verville, requested the School Board award a bid for a utility tractor for the animal science program to low bidder MB Tractor and Equipment for a net total of \$7,468.20. (They are giving the district a \$7,500 trade-in allowance for the programs old tractor.) Additionally, \$5,000 was received as a donation towards purchasing this tractor and the remaining money will be taken from the CTC's general equipment fund.

Audra Lurvey moved, Carolyn Mebert seconded, award the bid for a utility tractor to be used by the animal science program to the low bidder, MB Tractor and Equipment, in the total net amount of \$7,468.20. A roll call **VOTE PASSED 7/0**.

6. Award Bid for Wireless Laptop Carts and Batteries: Business Administrator, Laurie Verville, requested the School Board table this item until a Special Session to be held in two weeks. This will enable her to obtain all legal documents necessary for leasing the equipment.

Audra Lurvey moved, Carolyn Mebert seconded, to table this item until a Special Session to be held on August 25, 2008. An oral **VOTE PASSED 7/0**.

7. Award Bid for Laptop Computer Systems: Business Administrator, Laurie Verville, requested the School Board table this item until a Special Session to be held in two weeks. This will enable her to obtain all legal documents necessary for leasing the equipment. To be held on August 25, 2008. An oral **VOTE PASSED 7/0**.

O. ADJOURNMENT: At 9:05 p.m., Audra Lurvey moved, Carolyn Mebert seconded, to adjourn the meeting. An oral **VOTE PASSED 7/0**.

BETH SETEAR SECRETARY
August 11, 2008