

A meeting of the Dover School Board was called to order by Chairperson Marjorie Fisher on Monday, February 13, 2006, at 7:05 p.m. in the City Council Chambers.

A. ROLL CALL: Present were Marjorie Fisher, Dorothea Hooper, Audra Lurvey, Carolyn Mebert, Brandon Foye, Kara Winton, and Doris Grady.

Also present were Superintendent John O'Connor; Laurie Verville, Business Manager; Anne Watson, Woodman Park School Principal; Anna Parrill, Garrison School Principal; Larry DeYoung, Dover Middle School Principal; Patrick Boodey, DHS Dean of Students; Peter Wotton, Director of Athletics and Physical Education; James Stopa, Director of DHS CTC; Murray Ingraham, Director of Curriculum; Chris George, Principal Dover High School; Joanne Eaton, Facilities and Operations Manager; Jean Briggs, Federal Projects; George Liset, PE Teacher; Judi Daniels, Beverly O'Brien, M.J. Hippert, PE Teacher; Sally Thorn, DHD Guidance Director; Janet Mason, Anita Emond, DEOP Union Representatives; NJROTC Students and Instructors; Dover High School Girls' Swimming and Diving Team members; and Marcus Weisgerber, *Foster's*.

B. PLEDGE OF ALLEGIANCE: Brandon Foye led the Board in the Pledge of Allegiance.

Audra Lurvey moved, Brandon Foye seconded, to suspend the rules and bring item N.1., Dover Educational Office Personnel Contract Approval, forward at this time. An oral **VOTE PASSED 7/0**.

N.1. Dover Educational Office Personnel Union Contract: Superintendent O'Connor thanked negotiation committee participants for their work in developing the 3-year contract being presented for approval (Kara Winton, Audra Lurvey, Jean Briggs, Barbara Szabunka, Laurie Verville, and Sue Daudelin). Dr. O'Connor then highlighted major changes to the contract: Health care co-pays for HMO's (5% to 10% over the life of the contract) and POS (12% to 17% over the life of the contract). Salaries will increase 3% each year and a 9th step was added to the contract. The total increase to the contract is \$52,613, minus a \$10,000 deduction in health care costs due to larger co-pays, results in an increase of \$42,158 (3.17% increase) for the 2006/2007 school year. Chairperson Fisher stated her belief this will a good contract, "well defined", and was hopeful it would pass both the Board and the City Council.

Audra Lurvey moved, Carolyn Mebert seconded, to accept the Dover Educational Office Personnel Union contract. A roll call **VOTE PASSED 7/0**.

C. CITIZENS' FORUM:

Cdr. Kanewske, NJROTC Naval Science Instructor, urged the Board to retain the program for next year. He stated his belief that student enrollments would reach the required 100 by next October and if not, the program would be placed on probation for one year. He added his belief it was a benefit to the district that the only cost are ½ of both instructor's salaries.

Cadet Jennifer Barton appealed to Board members to keep the NJROTC program at Dover High School, citing many of the positive benefits she has realized through the program. Student Tim Savageau, Commanding Officer of the NJROTC asked the Board to give the program another year in order to succeed. Parent Shauna Farrell spoke about the positive effect the NJROTC program has had on her freshman son and asked the Board to retain the program that has such a "profound effect on the kids in the community." Cadet Olen, a freshman at the Alternative School, stated this program has helped her to mature and learn. She added that she feels like she "fits in" for the first time in her life.

Chief Amon read the Dover School District Vision statement and the NJROTC Vision Statement and Goals and stated his belief that they were in sync. The ultimate goal of both is to develop responsible citizens.

Audra Lurvey moved, Kara Winton seconded, to suspend the rules and bring item L.1., Resolution of Recognition of the Dover High School Girls' Swimming and Diving Team, forward at this time. An oral **VOTE PASSED 7/0.**

L.1. Dover High School Girls' Swimming and Diving Team: Members of the Team and their Coaches filed in before the Board and Audra Lurvey read the following Resolution of Recognition into the record:

Resolution of Recognition

WHEREAS the Dover High School Girls' Swimming and Diving team, a group of eleven swimmers and two coaches joined together in late November as group of young swimmers and divers, and

WHEREAS the Dover High School Swimming and Diving team demonstrated hard work, perseverance, and character throughout the season , and

WHEREAS members of the Dover High School Swimming and Diving team won four individual events, and

WHEREAS members of the Dover High School Swimming and Diving team set one state record, and

WHEREAS the Dover High School Swimming and Diving team defeated six-time defending State Champion St. Thomas Aquinas, and

WHEREAS ten of the team members achieved second quarter honor roll status including six student-athletes with a grade point average above 4.3 or above, and

WHEREAS the Dover High School Swimming and Diving team was assisted by Jennifer Hurley, Lori Yeaman, Lynne Yeaman, Caitlin Moore-Penaskovic, Marlana Peterson, Carmyn Chapman, Kaitlin Hurley, Melissa Parratto, Rebecca Langlois, Kai Fukunaga and Melissa Doucette and Head Coach Phil Richmond and Assistant Coach Amy Parratto, and

WHEREAS the Dover High School Swimming and Diving team has won a first time ever New Hampshire Interscholastic Athletic Association Girls State Championship, and

WHEREAS the Dover High School Swimming and Diving team has brought great pride, recognition, enthusiasm, and honor to themselves, to their parents and families, to Dover High School, and to the City of Dover,

NOW THEREFORE BE IT RESOLVED that the Dover School Board applauds, honors and recognizes the many achievements of the Dover High School Swimming and Diving team and the coach.

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

- a. **Nonpublic Session #1, January 9, 2006 (Personnel)**
- b. **Regular Session #2, January 9, 2006 (Discipline)**
- c. **Budget Workshop Session #1, January 30, 2006**
- d. **Nonpublic Session #3, February 6, 2006 (Contract Negotiations)**
- e. **Budget Workshop Session #2, February 6, 2006**

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

E. CONSENT AGENDA:

Carolyn Mebert moved, Audra Lurvey seconded to pull item **1.a, Request for Waiver of Rental Fees, Strafford County Stars**, from the consent agenda for discussion. An oral **VOTE PASSED 7/0.**

Doris Grady moved, Audra Lurvey seconded, to remove item **1.b Request for Waiver of Rental Policy, St. Mary Parish**, for discussion. An oral **VOTE PASSED 6/1** (Hooper opposed).

Audra Lurvey moved, Brandon Foye seconded, to approve the consent agenda as amended. An oral **VOTE PASSED 7/0.**

Ms. Mebert stated her opinion that a waiver of rental fees was not financially viable. Dorothea Hooper agreed and stated she accepts the facilities coordinator's recommendation not to waive any fees to the club.

1.a. Carolyn Mebert moved, Audra Lurvey seconded, to accept the facilities coordinator's recommendation to charge rental fees to the Strafford County Stars. An oral **VOTE PASSED 7/0.**

1.b. Ms. Grady questioned whether St. Mary's request for a waiver of the 90 day time period should be held until after the new Facilities Rental Fees Committee had a chance to review the rental policies as requirements may change. Board members noted the request was for a waiver of time and not a waiver of fees. Kara Winton moved, Audra Lurvey seconded, to accept consent item 1.b. An oral **VOTE PASSED 7/0.**

1. **Correspondence:**

- a. Request for waiver of rental fees, Strafford County Stars letter dated January 31, 2006
- b. Request for waiver of policy regarding advance reservations, St. Mary Parish letter dated January 30, 2006

2. **Resignations/Retirements:**

- a. Nancy Brown, Lead Custodian, Woodman Park School, Resignation 1/26/06
- b. Bob Files, Custodian, Horne Street School, Retirement June 2006

3. **Leaves of Absence:**

- a. Michelle Fitzhenry, Horne Street School Second Grade, One-year leave of absence

4. **Nominations:**
Sheet 1: Nomination & Election of a Secretary, Aide, Custodian, Non-Union, Substitute, and Summer School Staff: Bernier to Schwartz
Sheet 2: Nomination and Election of Coaching Positions: Carver to Ard
5. **Professional Development Waiver:**
6. **Extended Travel (Student Trips):**
 - c. Request for preliminary approval, DHS Student Trip to England, April 19 to April 27, 2007, Michele Boulanger & Francine Kontos

F. SUPERINTENDENT'S REPORT: Superintendent O'Connor reported on the following items:

1. **Educational Information:**

- a. The DHS Ski Team participated in an overnight activity at Bretton Woods on Friday, February 3, 2006. The DHS Cheerleading Varsity Team will be participating in a regional competition during an overnight trip to East Haven, Connecticut on Saturday, March 4th.
- b. The Chamber of Commerce will be honoring its Citizens of the Year, Sue and Steve Hodgson at an awards banquet slated for March 18th.
- c. Members of the Dover High School National Honor Society raised \$500 and donated it to flood victims in Alstead, New Hampshire.
- d. The Superintendent attended the Tri-City Vocational Trust meeting last week. Superintendents discussed the school calendar. The feedback from Somersworth and Rochester indicates they feel strongly about keeping the current calendar as it better suits the needs of students. Dr. O'Connor will be gathering information from other area Superintendents for consideration when creating the 2007/2008 school year calendar.
- e. The Superintendent evaluation process will begin at the end of February. Evaluating the Superintendent is one of the School Board's most important jobs. A high-quality Superintendent evaluation process helps develop good Board/Superintendent relationships, provides clarity of roles, creates common understanding of the leadership being provided, and provides a mechanism for public accountability.

The Superintendency is a professional position equivalent to the Chief Executive Officer in the private sector. As such, the Superintendent is charged with leading and administering the organization according to the policies of the School Board. The purpose of evaluating the Superintendent is not to micromanage the organization, but to provide oversight and public assurance that the policies are being effectively implemented. Another critical purpose is to provide input and feedback to the Superintendent in order for continuous performance improvement to occur. The evaluation process is also used to make critical decisions about contract extensions and non-extensions, as well as terminations if necessary. As a side benefit, the evaluation process keeps School Boards informed about District activities and progress being made toward goals. A quality Superintendent evaluation process is a win-win situation for the Board and Superintendent.

- f. Dr. O'Connor advised he would be providing a rundown of "where we are" in the budget process after several budget sessions later in the evening.

2. **Education Achievements:** See above.

Carol Mebert moved, Doris Grady seconded, to accept the Superintendent's report. An oral **VOTE PASSED 7/0.**

G. STUDENT REPRESENTATIVE REPORT: Erica Sgrignuoli was absent.

H. COMMITTEE REPORTS:

1. Health, Wellness, and Nutrition Task Force - Dorothea Hooper reporting: Ms. Hooper reported the newly formed health, Wellness, and Nutrition Task Force met Wednesday, January 25th at Dover High School. The purpose of this group is to adopt a local school wellness program to promote healthy eating habits and physical activity. Ms. Verville, Business Manager, chairs the committee.

Members met with facilitator, Nancy Stiles, currently serving on the NH House Health Education Committee. Ms. Stiles has years of experience in the field of food services. Committee members represent the elementary, middle, and high schools and include classroom teachers, school nurses, the head of food services, physical education teachers, district administrators, and a representative from the School Board.

Discussion focused on the following:

- What School policies are already in effect concerning health and nutrition? What should be included on a district policy statement and how do we get there? What practices might hinder our goal? What do we already have in place that supports our goals? It was noted that there has already been a change in our school menus as well as different items in school vending machines to which students have access.

The committee formed sub-groups to look into various district practices. They will investigate what is being sold in school stores, by the PTO's, school clubs, athletic groups, etc. "Can we come up with suggestions and successful fundraisers that reduce the amount of sweets sold?"

Ms. Verville will communicate with committee members via email so the group may work together via computers.

The next meeting will be held on Thursday, March 2, 2006 at 2:30 in the Curriculum Conference Room at Dover High School.

2. Curriculum Planning Committee Meeting - Dorothea Hooper reporting: Ms. Hooper reported that the Curriculum Planning Committee met on Thursday, February 2, 2006 in the Dover High School Library. The Science Department gave its 6th year monitoring report. Anna Parrill, Garrison School Principal, reported on the science program, K through 4. While on the whole, elementary science teachers are satisfied with their materials, grades 3 & 4 need supply packets. The biggest concern at the elementary level is finding time for the science curriculum. The emphasis by the government on math and language arts puts a time crunch on working in other disciplines.

Dave Williams, science teacher at Dover Middle School, reported on grades 5 through 8. Grades 5 and 6 are using the Discovery series which needs replacement. The current presentation seems choppy to the teachers. The 5th grade curriculum mirrors the 8th grade

curriculum. There is also a lack of earth science at the middle school. Grades 7 & 8 have good resources and references. They are using common assessments and following state standards that also compliment the high school curriculum. Mr. Williams noted that the major problem at the middle school is the lack of supervision to keep teachers on track with the curriculum and felt the staff would benefit from some supervisory coordination with the high school.

Lisa Santy, Science CA at the high school, reported that the department has common mid-terms and finals with some differences included depending on courses. She reported on data she had from the state and indicated that state testing will be taking place in grades 4, 8, and 11. She commented on the new grouping patterns that are being implemented at the high school. Two new courses are being introduced within the department: Physics and Introduction to Forensics.

Next year, the department will be in its planning year and they intend to take a look at the total curriculum (K through 12) in relation to state standards.

Following the department report, the committee members discussed the process of introducing new courses at the high school. The consensus was that those in the field should be making the decisions with approval of their curriculum leaders.

Lastly, Dr. Ingraham asked for suggestions on how to go about replacing those on the committee who had completed their 2-year terms. He also noted a desire to include some community representation on this committee. The next meeting will be held on Thursday, April 6th. That meeting will be the 6th year monitoring report by the art department. Also on the agenda will be a discussion of the future role of the Curriculum Planning Council and the role of common exams.

3. Horne Street School Enrollment Issues Committee – Kara Winton Reporting: The committee met on January 26th, 7:00 P.M. in the Horne Street School Library. Committee members include School Board members Brandon Foye and Marjorie Fisher as well as Ms. Winton. Also participating are Principal Barbara Szabunka, Speech Pathologist, Valerie Sawyer, teachers Amelia Chapman and David Goldsmith, and parents Renee Ward, Jen McCarthy, and Lisa Stacy.

Committee members toured the facility and grounds. They reviewed the past 10-year official enrollments and future housing developments in the Horne Street School district. The committee discussed 5 possible options. Redistricting; Modular Classrooms; Transferring all Kindergarten students to other schools; Maintain the status quo; or Consider Horne Street School “full” with all new enrollments going to Garrison or Woodman Park Schools. The next meeting will be held on Thursday, February 16th at 7:00 P.M. in the Horne Street School Library.

4. Dover Adult Learning Center (DALC) – Doris Grady reporting: Ms. Grady reported on the Director’s Message contained in the Winter 2006 newsletter. This year, DALC ended in the black with a net revenue over expense of \$36,272. New FUNdraisers, substantial savings on operating costs by purchasing supplies through the United Way, partnership with Dover Recreation, and increased Friends gifts contributes to the best fiscal year in a long time.

This school year has been robust, with enrollments in Adult Basic Education (ABE) classes holding strong and GED testing growing. Some of the English Speakers of Other Languages classes exceed 20 students. Last year brought 222 graduates, bringing the historical total to 5,002. They have filed a Letter of Intent to move into the McConnell Center to occupy the main floor, front section. The move will enable DALC to consolidate programming in one location,

upgrade facilities, and expand partnerships with HUB Family Resource Center, Dover Recreation Department, Wentworth-Douglass Hospital and many other organizations that come together to form a vibrant new center for community life.

The fifth annual Miniature Gold Tournament will be held in September, the Portsmouth Harbor Cruise in June, and a Yard Sale in April. Graduation is June 20th. DALC anticipates another positive year financially and academically.

The Center continues to be a hub of personal and professional development for folks of all ages and stations in life.

5. Professional Development Committee: Jean Briggs reporting: Ms. Briggs reported that the Professional Development Committee will be meeting on the teachers' workshop day on March 17th. Speaker Tom Welch will be presenting "The World is Flat," an intriguing view about the importance of math and science and the future of our students. Mr. Welch will also make an opening presentation to the community on March 16th at 7:00 P.M. in the Dover Middle School Renaissance Room and all are welcome. Ms. Briggs noted that the District Master Plan for Professional Development is due in the Department of Education by April 30th.

I. POLICY - CHANGES - PROPOSALS

Policy Changes Proposals: Audra Lurvey moved, Kara Winton seconded, to table the following policy changes until the March 13, 2006, Regular Meeting. An oral **VOTE PASSED 7/0**.

1. **EEAC – School Transportation Policy**
3. **IHBBA – Limited English Proficiency Instruction**
4. **IHBG & IHBG-R – Home Education and Dual Enrollment**
5. **IKA – Grading System Grades 5 through 12**
6. **ILBA – Assessment**
7. **IMC – Teaching about Controversial Issues/Controversial Speakers and Programs**
8. **JEA – Compulsory Attendance Age**
9. **JFAB – Admission of Non Resident Students & Tuition**
10. **JICI – Dangerous Items and Weapons in the Schools**
11. **JICK Pupil Safety and Violence Prevention Policy (Bullying)**
12. **JJG – Contests for Students**
13. **JKA – Corporal Punishment**
14. **JLC – Student Health Services** (RECORD NOTE: This policy has been pulled for consideration of additional changes at the request of the school nurses and will not be on the March 13th agenda for a second reading.)
15. **JLCEA – Use of AED's**

J. POLICY ADOPTION:

1. ACE – Procedural Safeguards Nondiscrimination on the Basis of Handicap/Disability: Audra Lurvey moved, Doris Grady seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0**.

2. BID – Compensation for School Board Members: Board Members requested the policy be updated to add a reference to the Dover City Charter that defines the compensations and correct a typographical error in the first sentence, delete the second "in the". Doris Grady

moved, Brandon Foye seconded, to adopt the policy in its second reading as amended. An oral **VOTE PASSED 7/0.**

3. GBA – Equal Opportunity Employment: Audra Lurvey moved, Brandon Foye seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**

4. GBEC – Drug Free Workplace : Kara Winton moved, Doris Grady seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**

5. GBJ – Personnel Records: Doris Grady moved, Carolyn Mebert seconded, to approve the policy in its second reading. An oral **VOTE PASSED 7/0.**

6. GCG – Part-time and Substitute Professional Staff Employment: Brandon Foye moved, Carolyn Mebert seconded, to approve the policy in its second reading. An oral **VOTE PASSED 7/0.**

RECORD NOTE: School Board members asked the recording secretary to confirm the amounts listed for payment to substitute teachers. A resolution passed by the Dover School Board on September 10, 2001, on a roll call vote of 7/0 reads:

“NOW, THEREFORE, BE IT RESOLVED that the Dover School Board, effective with the 2001-2002 school year, established the following substitute pay rates:

\$95/day for certified substitutes holding a current New Hampshire teaching certificate.

\$75/day for substitutes without a current New Hampshire teaching certificate.”

Policy GCG has been updated to reflect this language.

7. GCO – Evaluation of the Professional Staff: Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**

8. IC/ICA – School Calendar: Carolyn Mebert moved, Audra Lurvey seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**

9. IF – Instructional Approach : Kara Winton moved, Brandon Foye seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**

10. IHCD – Advanced College Placement: Carolyn Mebert moved, Brandon Foye seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 7/0.**

At 8:05 P.M., Doris Grady moved, Kara Winton seconded, to recess for 5 minutes. An oral **VOTE PASSED 7/0.** The meeting resumed at 8:15 P.M.

K. SUBMISSION AND PAYMENT OF BILLS: Dorothea Hooper moved, Brandon Foye seconded, to authorize the Business Manager to pay manifest 06-H in the amount of \$4,025,702.86. A roll call **VOTE PASSED 7-0.**

L. RESOLUTIONS: See Above.

M. OLD BUSINESS: None.

N. NEW BUSINESS:

1. Dover Educational Office Personnel Union Contract: See above.

2. Facilities Rental Fee Committee: Superintendent O'Connor requested two School Board members to serve on the Facilities Rental Fee Committee with co-chairs Laurie Verville and Joanne Eaton. Audra Lurvey and Carolyn Mebert volunteered to serve. The Superintendent indicated additional members will include the athletic director and representation from the recreation department and other interested parties.

3. Nottingham Tuition Contract: Superintendent O'Connor explained that a 10-year agreement had been negotiated with Nottingham and signed by their School Board. The contract runs through June 30, 2016. Dr. O'Connor highlighted some of the more significant changes to the contract.

Nottingham will declare each March 10 the number of students it shall purchase space for at Dover High School. No less than ninety-five percent (95%) of the total number of students declared on this date shall constitute the minimum number of seats Nottingham shall be charged for in the coming school year.

Tuition payments for July 15th and August 15th shall be \$25,000 for each month. Nottingham shall provide a list of the names of the pupils it has assigned to Dover by July 1st of each year so the initial tuition payments for September can be calculated.

Should any Nottingham student be assigned to Dover's Alternative High School, Nottingham shall reimburse Dover for the difference between the per pupil cost in the Alternative High School and the regular tuition rate.

Newly identified one-to-one aides specified in a Nottingham student's Individualized Education Plan (IEP) and verified in writing by representatives of both Dover and Nottingham, will be paid for separately by Nottingham.

Either party may terminate the agreement with no less than a two-year written notification of the other party.

Ms. Grady asked whether the new contract would have any effect on the enrollment cap placed on the high school. Dr. O'Connor stated a cap had been placed on the Barrington contract but none was being placed on the Nottingham contract. Ms. Grady asked what the desired cap was. Dr. O'Connor stated he would look that up and advise. Dorothea Hooper stated she had been the chairman of the Dover High School 2010 Committee and the consensus was that 1575 was an "ideal" or "utopian" number but not a specific cap.

Dorothea Hooper moved, Carolyn Mebert seconded, to approve the Nottingham Tuition 10-year Contract. A roll call **VOTE PASSED 7/0**.

4. Dover Reads: Jean Briggs reported that Dover Reads 2006 will kick off on Thursday, February 16th at 4:00 P.M. at City Hall. This year's selection is The Young Man and the Sea by local author Rodman Philbrick. The novel introduces us to Skiff, a 12-year old boy whose journey to find a peaceful and happy life for him and his father after the death of his mother is a

testament to hope and perseverance. Ms. Briggs also highlighted some of the many activities that will take place throughout the next month.

5. Curriculum Adoptions: PE Grades K-12, High School Health Grade 10, Guidance

Grades K-12: Murray Ingraham introduced each curriculum and identified the staff members who worked to develop each curriculum.

Peter Wotton presented the K-12 Physical Education Curriculum, outlining some of the highlights:

Curriculum Basis: The Dover School District K-12 Physical Education Curriculum and its Benchmarks are taken from the National Standards for Physical Education, which were developed by the National Association for Sport and Physical Education. .

State Requirements/Guidelines:

Ed. 306.41 Physical Education Program – The local School Board shall require that a school physical education programs be provided for students in grades K-12. The state mandates that a minimum of 20 credits be required for High School graduation. To graduate a student must receive 1 full credit from Physical Education and an additional ½ credit must come from Health Education.

K-4 Elementary Additions/Deletions/Changes

Delete:

- Lifetime Sports – Ice Skating – grade 3 and 4
- Lifetime Sports – Swimming – grade 3 and 4
- Lifetime Sports – Bowling – grade 3 and 4

Additions:

- Rugby – grade 3 and 4
- Lifetime Sports - Tennis – grade 3 and 4
- Lacrosse – grade 3 and 4
- Speed Stacking – grades 3 and 4

5-8 Middle School Additions/Deletions/Changes

Delete:

- Lifetime Sports – Ice Skating – grades 5 - 8
- Lifetime Sports – Swimming – grades 5 - 8

Additions:

- Weight Training – grades 7 and 8
- Movement Themes (Step Aerobics, Yoga, Tai Bo, etc.) – grades 5 - 8
- Tennis – grades 7 and 8
- Pedometers – grades 5 and 6

9-12 High School Additions/Deletions/Changes

Delete:

- Basketball – grades 9-10
- Floor Hockey – delete from grade 9 add to grade 10
- Rhythmic Movement – grades 9 and 10
- Gymnastics – grades 9 and 10
- Swimming – grades 9 and 10
- Skating – grades 9 and 10

Additions:

- Wellness I – Grade 9 – ½ credit

- Health – grade 10 – ½ credit

At Least ½ Credit In One of the Following:

- Lifetime Activities (Add: Table Tennis, Croquet) – Now Called Sophomore Wellness – Grade 10-12
- Principles of Playing, Coaching and Officiating Team Sports – grade 10-12
- Personal Fitness – grade 10-12
- Outdoor Pursuits – grade 10-12
- Introduction to Basic Athletic Training – grade 11-12
- Interscholastic Athletic Participation – 2 completed season = ½ credit

Doris Grady stated that she is an advocate of individual lifetime activities and was disappointed to see swimming, skating, and bowling, in her opinion, important lifelong activities, being deleted from the curriculum. Mr. Wotton agreed, but noted they have been unable to schedule skating, swimming, and bowling time for the past three years. That is the reason new activities are being substituted to give students an opportunity to choose other options.

Dr. Ingraham presented the Grade 10 Health Curriculum to the Board, explaining the program's background. The new curriculum was developed using National Health Education Standards. He noted that in previous years, it was possible for eighth grade students to earn a ¼ credit for health at the middle school and it would be placed on the high school transcript. Due to the new state standards, this September, high school students will be required to take ½ credit in health education. This curriculum adds a sexuality component with an abstinence course as an alternative. Carolyn Mebert asked if this was the only sex-ed component offered in the Dover Schools. Dr. Ingraham stated that eighth graders have a component on contraception and birth control which parents may opt out from. Ms. Mebert asked if that would stay in place with the adoption of the 10th grade curriculum. Dr. Ingraham stated he hoped that it would. Ms. Mebert then asked if there would be a separate book for sexuality education. Dr. Ingraham stated it would be a separate publication. Ms. Mebert noted her concern that it seems the only birth control information included in the curriculum is abstinence. Dr. Ingraham stated there are others. M.J. Hippert added that while abstinence is highly stressed, all forms of birth control are addressed. Carolyn Mebert asked if it was discussed as a way to prevent sexually transmitted diseases as well as birth control. Ms. Hippert stated it was.

Dr. Ingraham addressed the Comprehensive K-12 School Counseling Curriculum developed by guidance counselors at all five schools. The mission of the Dover School Counseling Program is to enable all students to acquire the academic, career, and personal/social competencies necessary to become confident participants and contributors in a complex and changing world.

Because there was a need to solidify the guidance curriculum at all three elementary schools, elementary guidance counselors worked together to develop the K-4 curriculum. Counselors will visit classrooms to present the task examples included in the curriculum that focus primarily on personal and social domains. Middle School counselors will also focus primarily on the domain of academic development. Dr. Ingraham reviewed a sample lesson plan for the Board.

Sally Thorn, Dover High School Guidance Director, presented the Dover High School Guidance Curriculum:

1. Background – The process started April of last year. Three counselors started a review of current classroom and large group presentations and areas for expansion and developed the following list:

- Anxiety and depression
- Substance abuse
- Relationships/conflict resolution
- Post-secondary planning

2. They then reviewed the AASCA Standards for each of three domains – Academic Development, Career Development, and Personal/Social Development – and aligned the proposed topics for presentations with the standards.

3. Next, they considered challenges for high school counselors getting into the classroom.

Literature regarding high school guidance curriculum emphasizes these challenges:

- Nature of high school counseling is focused on individual planning, not group work. Students funnel from elementary to middle to high school. An emphasis is on response and support services in high school.
- It is difficult to break into existing curriculum. Pressure is on teachers to cover material.

Reasons to get into the classroom:

- Students become more familiar with counselors and their role and increase use of guidance services when needed.
- Counselors bring an expertise that could add to the existing curriculum.

4. Meetings with likely classroom partners:

- Wellness
- Social Studies (Psychology and Sociology)
- Science
- Math
- Freshman Academy Teachers
- Vocational Assessor

Contrary to literature on guidance curriculum, teachers were welcoming!

5. Summer - worked on fine-tuning selection of standards, objectives and task examples.

Some will involve just counselors and some will be in conjunction with outside presenters, such as NH Higher Education Assistance Foundation and Dover Coalition for Youth.

New curriculum will include approximately 18 lessons - outside partnerships key to delivering more information to more students - also cost effective.

6. Fall - All counselors involved. Worked in pairs to do scope and sequence charts and begin developing lesson plans (Green section of curriculum binder)

7. Lesson plans in process and some have been piloted. All will be completed by the end of this school year. Proposed assessment -

- Survey type questions - rating the effectiveness of the presentation and what did you learn that you didn't know before
- Work with teachers to integrate questions from the lessons into quizzes and tests or use information in research projects

8. Examples of one lesson plan from each domain

- Academic - Standard B
- Career - Standard C
- Personal/Social - Standard C

Challenges to classroom work are real for high school counselors - likely that this proposal will have to be tweaked - as we implement but looking forward to this expansion of our role.

6. Career Technical Center Report: James Stopa, Director of the Dover High School Career Technical Center, was asked by Superintendent O'Connor to assess the current strengths and resources of the center, gather information on changes in the United State's work that would have implications on present and future programs, visit other centers that have implemented new and emerging programs, and develop a "blueprint for the future." provided the Board with an overview of the center's current offerings and vision for the future. Mr. Stopa presented the following findings:

Background

- The Regional Career & Technical Center at Dover High School is one of twenty-five regional centers in the State of New Hampshire.
- It has been serving the Dover community for over sixty-eight years. (The oldest in the state of New Hampshire.)
- The CTC's primary mission is to deliver career and technical education to our valued high school students.
- The CTC serves the communities of Barrington, Dover, Durham, Farmington, Somersworth, Rochester, and others on a space available basis.
- The CTC is part of a tri-city (with Rochester & Somersworth) twenty-year agreement to deliver career and technical education for the region.
- As an approved regional center the CTC is eligible for federal funds [this year's allocation \$168,000].
- Prepare students for the global community.
- The CTC offers fourteen NH Department of Education approved programs in four career clusters for high school junior and seniors.

AGRICULTURE & NATURAL RESOURCES

Animal Science I & II (*Running Start*)

Forestry and Environmental Science I & II

Floriculture/Horticulture I & II

BUSINESS & MARKETING

Business Information Technology {student selects a combination of courses during 11th & 12th grade}

Sports and Event Marketing

Marketing and Entrepreneurship

ENGINEERING, SCIENTIFIC & INDUSTRIAL TECHNOLOGY

Automotive Collision Technology I & II

Automotive Technology I & II (*NATEF certified program*)

Building Construction I & II

Computer Technology I (*Comp TIA A+ certification*)

Computer Technology II (*Comp TIA Network+ certification*)

Electrical Technology I & II (*NH Electrical Apprenticeship*)

Engineering Technology I & II

HEALTH & HUMAN SERVICES

Cosmetology I, II, & III (*NH Cosmetologist License*)

Culinary Arts I & II

- In addition, the CTC offers over twenty-eight exploratory courses for Dover High School students
- Presently, the CTC Team includes – 16 teachers, 1 Career Counselor, 1 Career Services Coordinator, 1 support services specialist, 1 administrative assistant, and 1 director.

Some Trends

- If the United States wishes to remain competitive in a global marketplace where the majority of workers earn a fraction of the salaries paid in this country, we must have the most competent and innovative workforce possible.
- While we cannot know for certain which skills will be most in demand for the jobs of the future, we can identify the academic skills that underpin our technological world. Some of those skills are not only more rigorous but also different e.g., technical reading and writing across the curriculum, mathematics including statistics, integrated science, and entrepreneurial skills.
- In addition to the skills listed above, students must be taught how to apply their knowledge to solve real-world problems. The best way to do this is by appealing to a student's interest, learning style, and aptitudes.
- In the past traditional "vocational programs" provided students with job-specific skills that many parents, educators, and community members viewed as narrow.
- Today's career and technical education programs provide the most effective platform for students to apply skills and knowledge to real-world situations while simultaneously drawing on knowledge learned in their core subjects.
- Today's career and technical education at Dover is an active participant in the high school redesign process by embracing the principles of **RIGOR, RELEVANCE, and RELATIONSHIPS.**

Rigor

CTE programs strive to create **rigorous** programs that prepare students for postsecondary experiences – college, apprenticeships, into the workforce, and the military by implementing:

- High order thinking-based, problem-solving activities through authentic (contextual) application of knowledge and skills.
- State-wide core competencies that are aligned with New Hampshire's curriculum frameworks, and All Aspects of Industry.
- Nationally recognized industry standard certifications, such as NATEF, Network +, A+, IC3, MOS, NH Electrical Apprenticeship, NH Cosmetology Licensure.
- Dual credit [Project Running Start] opportunities for students, e.g., Animal Science.
- Accountability through evaluation of "Performance Indicators" as set by the Carl Perkins Vocational and Technical Education Act of 1998.

Relevance

CTE programs also emphasize **relevance**. At the core of all CTE programs is that students understand “why” they need to learn what is taught. CTE programs focus on relevance by:

- Making connections with students’ careers. What is taught has practical application to the world of work. Studies have shown that most people understand and retain knowledge best when they have applied it in a practical, relevant setting.
- Helping students find a path that they can enjoy. The power of this focus can be an amazing factor in college and career success.
- Providing work-based learning opportunities through internships and cooperative education.
- Utilizing advisory committees which keep the program’s curriculum and equipment up-to-date with industry standards.
- Reinforcing the application of literacy, math, and science skills.
- Organizing around career clusters, academies, smaller learning communities.

A recent national study revealed that many of the thirty highest performing high schools have organized themselves around small learning communities and career cluster pathways.

Relationships

CTE programs use the power of **relationships** in its programming. A vital key in a student’s ability to succeed, become a lifelong learner, and a good citizen are the positive relationships with adults. Relationships are established through:

- Small class sizes and two-year block programs. These small learning communities help students feel connected and valued.
- Leadership development through Career and Technical Student Organizations (DECA, FBLA, FCCLA, FFA, SkillsUSA).
- Work-based learning opportunities which provide students the ability to connect with mentors and positive role models.
- Service learning and Community Service activities (integral to all programs) teach students to “give back” and become contributing members of society.

When measuring the attributes of the thirty highest performing high schools, ranked number two, just behind test scores, was social and personal development(e.g., teamwork, respect, and responsibility).

CHALLENGES/OPPORTUNITIES

- Changing the still widely perceived view that vocational education, a great program for somebody else’s child because “my child is going to college.”
- Eliminating barriers that keep students from accessing CTC programs:
 - Outdated perceptions
 - Insufficient career planning from middle school through high school.
 - scheduling conflicts
 - Meeting or making up graduation requirements
 - Previous reduction in staff
 - Loss of classroom/lab space
 - Lack of scheduling alignment with sending schools which limit enrollments and reduce tuition revenue.
- Restructuring existing programs and initiating new and emerging programs in order to remain viable in this technological and knowledge-based economy:
 - Academy of Finance

- Health Science
 - Biotechnology
 - Media Broadcasting Communications Technologies
 - Early Childhood Education
 - Public Safety (Law Enforcement/Fire Safety)
 - Digital Publishing and Print Design Technologies
 -and the resources to do it.
-
- Renovating of the CTC. Planning begins in four years. Funding provided through 75% state funds and 25% school district funds (\$6 million). Funding requested in the NH legislature's Capital Budget.
 - Renewing the twenty-year tri-city agreement in two years (Rochester, Somersworth, and Dover)
 - Assessing the Federal legislation process and the uncertainty of the federal funds for career and technical education.
 - President's budget
 - New CTE Legislation
 - Understanding that the "No Child Left Behind" brings pressures from within the test-driven education system to raise proficiency standards for all students and working to improve student achievement.
 - Implementing the newly revised NH School Approval Standards, including Commissioner Tracy's "Follow the Child" initiative.
 - Replacing out-dated and equipment and tools used in the career and technical education programs on a continuing basis.
 - Promoting continuous improvement by staff through professional development activities. These activities provide students with the academic knowledge and skills needed for the future workplace [required by Carl Perkins legislation].
 - Increasing dual credit opportunities through Project Running Start and articulation agreements with postsecondary schools.
 - Improving the Career Planning component of the CTC to initiate and/or expand career portfolios, job shadowing, internships and cooperative education opportunities for students.
 - Continuing to build a positive image with all stakeholders in the community.

SUMMARY

In today's knowledge-based economy, 85% to 90% of the workforce need to be professional and skilled. This requires that CTE contributes to the new purpose of high school – Preparing every student for full participation in a spectrum of postsecondary education opportunities, meaningful work, career advancement, and active citizenship.

Ms. Grady noted her disappointment that the program has not really changed that much over the years and wondered what could be done to get more students to take courses in the technical center. Mr. Stopa stated his belief that proper career planning will help the students in this area. Ms. Grady then questioned the enrollment status at Dover High School. Chairperson Fisher then asked how many students in cosmetology typically get licensed each year. Mr. Stopa stated that of last year's graduating class of 21 students, 18 took the state exam and passed. Mr. Stopa ended his presentation by inviting Board members to visit him and tour the Career Technical Center.

7. Request for Facilities Funds – Repair Athletic Equipment: Laurie Verville, Business Manager, requested the Board approve expenditures in the amount of \$1,260.00 for repairs to athletic equipment to be paid from gate receipts portion of the Facilities Fund.

Dorothea Hooper moved, Kara Winton seconded, to approve an expense for up to \$500 for ice machine repairs and up to \$760 for replacement of padding of the high school backboards from the gate receipts portion of the facilities fund. A roll call **VOTE PASSED 7/0.**

8. Award Copier Bid: Laurie Verville , Business Manager, recommended the School Board approve an expenditure of \$7,490 from Carl Perkins Funds to purchase a Savin 8045 copier from Conway Office Products. Conway is also the only vendor who will offer a three-year purchase option with 10% interest and we would own the copier after three years.

Dorothea Hooper moved, Kara Winton seconded, to accept the Business Manager's recommendation to award the copier bid to Conway Office Products in the amount of \$7,490. A roll call **VOTE PASSED 7/0.**

9. Executive Summary Health Care RFP: Business Manager, Laurie Verville, outlined the process that had been followed in the solicitation of bids from health care providers. Three bidders, School Health Care Coalition (SchoolCare), NH Public Risk Management Exchange (Primex³), and NH Local Government Center Health Trust (Health Trust) submitted bids. All three are either a public entity risk pool or pooled risk management program under law. Consultant, Mike Everngam of Municipal Resources, Inc. was hired to help review the bids submitted. He has over 15 years experience in public administration with extensive knowledge in health care relative to budget development, management, and risk reduction.

The current SchoolCare premiums, showing annual costs (total of employee and employer shares) through June 30, 2006, were referenced and Premium Bid Results were compared to these. If we reduce benefits on our existing plan offerings, then those premiums would be lower, some as little as one percent or as high as 2.3% through fiscal year 2007. As a part of the review process, they carefully examined the history of percentage increases in total premium rates of SchoolCare from FY 2000/2001 through FY 2005/2006. A six-year overview for the entire District population showed that the average increase exceeded 19%. In 2003, SchoolCare discontinued its Indemnity Plan because of very high premiums. Beginning in the 2005/2006 school year, indemnity features were combined with a point of service plan.

Each bidder has the ability to provide a guaranteed maximum rate (GMR) as early as December of the preceding fiscal year. For 20 years, over 200 city employees in the City of Dover have been covered by Health Trust plans. Their previous experience with converting large groups of enrollees has been seamless and nearly transparent to both employee and employer. For purposes of evaluating bid results, they reviewed and compared the City of Dover's historical premium increases.

While premium increases or decreases are adjusted upon claims made, they also compared school districts across the state for the 2005/2006 fiscal year to determine the percentage rate increases they have experienced. Of the nine districts surveyed, none had contracted with Primex³.

The RFP specifically outlined that we offer our employees an HMO and POS plan, and retirees a Medicare Supplement Plan (for which they are financially responsible at the group rate). In addition, they encouraged bidders to provide additional information and rates for other plans

that could be discussed among the collective unions. SchoolCare can offer a combination of benefits generating at least four HMO plans, nine POS plans, and a Medicare supplement plan. Primex³ can offer up three HMO plans, three POS plans, two PPO (preferred provider organization) plans, and Medicare supplement plan. Health Trust has the most offerings with three HMO's, nine POS, 10 indemnity, one PPO, two Consumer Driven Health Plans, and two Medicare Supplement plans.

During the 2004-2005 fiscal year, 17% of the Dover School District claims were for pharmacy services. SchoolCare offers at least three pharmaceutical plans, Primex³ offers six, and Health Trust has eleven plans to choose from.

The expectation in reviewing health care carriers is that the plans are in place for a long duration. Language in the RFP specifically inquired about the financial stability of each plan administrator: Cigna, Harvard Pilgrim Health and Anthem. Cigna or Connecticut General is rated an A- by A.M. Best Company (Excellent); A3 by Moody (Good); and A- by Standard and Poor (Strong). Harvard Pilgrim has been rated Bpd by A.M. Best (Fair) and Ba2 by Moody's (Stable). Anthem has been rated by A by A.M. Best (Excellent), A+ by Standard and Poor (Very Strong), and A1 by Moody's. All bidders provided documentation that they were in good standing with the New Hampshire Secretary of State or the NH Insurance Commission.

Based upon the trends in outlined in Exhibits 1, 4, and 5, Ms. Verville recommend that we proceed with examining the programs and plans offered by SchoolCare and Health Trust, and eliminate Primex³ as a provider. There was no objection.

10. Budget Discussion: Superintendent O'Connor reviewed the changes made in the Superintendent's proposed budget over the past month:

Superintendent Recommended Budget	\$37,530,111.00 - 9% increase over Fiscal Year 05/.06 (\$34,263,966.00)
January 30, Eliminated	(\$258,814.00)
February 6, Eliminated	(\$276,255.00)
February 13, Superintendent Recommended	(\$589,124.00) (Eliminated new money that was contained in the DTU contract which was not approved by the City Council)

The total amount of money cut so far from the Superintendent's original proposed budget is \$1,124,193.00.

At the Joint Fiscal Meeting held one week ago, the Superintendent was informed the City Council will recommend a cap of 3% over the current year's budget.

FY 05/06 - \$34,363,966.00

FY 06/07 - \$35,393,966.00 would be a 3% increase

The current proposed budget is at \$36,405,918.00. Subtracting \$35,393,966.00 (representing a 3% increase) means there is \$1,011,952.00 left to eliminate from the 2006/2007 fiscal year budget.

The Superintendent advised he would begin meeting with administrators on Tuesday morning to start making these cuts. He stated his belief that these cuts will have a negative impact on the Dover Schools. A list of recommended cuts will be presented to the Board at the February 28th

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Budget Workshop. He cautioned that if the DTU contract is approved prior to budget submission, money would need to be added to the budget. If the DTU contract is approved after the budget submission, the Board will need to go back to the City Council for an appropriation. Ms. Grady stated she felt it was important for the Superintendent and Board to keep taxpayers apprised of the budget's impact on the tax rate. (The current budget represents a \$.57 increase in the tax rate. Dr. O'Connor stated he would do that at future meeting.

O. ADJOURNMENT: At 9:55 p.m., Carolyn Mebert moved, Audra Lurvey seconded, to adjourn the meeting. An oral **VOTE PASSED 7/0.**

Respectfully submitted,
KARA WINTON, SECRETARY
Dover School Board
February 16, 2006