

A meeting of the Dover School Board was called to order by Chairperson Marjorie Fisher on Monday, September 11, 2006, at 7:05 p.m. in the City Council Chambers.

Chairperson Fisher opened the meeting requesting a moment of silence in memory of the fifth anniversary of 911.

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

Also present were Superintendent John O'Connor; Laurie Verville, Business Manager; Dustin Gray, Garrison School Principal; Barbara Szabunka, Horne Street School Principal; Patrick Boodey, Woodman Park School Principal; Larry DeYoung, Dover Middle School Principal; Richard Barrett, DTU President; Nick Skaltsis, Citizen; Jason Hindle, Deputy Mayor; Mary Buese, Pre-School Director; Fran Meffen, Dover Middle School Guidance; Jaclyn Adams, Director of Special Education; Jean Briggs, Director of Federal Projects; Peter Wotton, Athletics Director; Andrea Elliot, Dover High School Dean of Instruction; and Susan Vitko, Dover Middle School Math Teacher.

B. PLEDGE OF ALLEGIANCE: Audra Lurvey led the Board in the Pledge of Allegiance.

C. CITIZENS' FORUM:

- 1) Jason Hindle, Deputy Mayor, 602 Cocheco Court, urged Board member's full support for the resolution on the evening's agenda allowing citizen members of the JBC to participate in all matters pertaining to the Woodman Park School Project.
- 2) Nick Skaltsis, 6 Eric Drive, also spoke in support of the resolution to allow citizen members to vote all matters pertaining to the Woodman Park School Project. He then presented a brief proposal for full-day kindergarten in Dover, citing the following information:
 - 55% of five year olds in the US attend full day Kindergarten
 - Seven national studies over the last eighteen years have all concluded there are significant benefits for students completing a full day program.
 - Currently the District spends about \$670,000 for the half program.
 - A mid-day bus run is for Kindergarten students arriving or departing from the half-day program. Last school year, this run averaged a drop off of 61 students and a pick up of 66 students. This noontime bus run is estimated to cost taxpayers between \$150,000 and \$200,000 in FY 2007.
 - The full day program could cost between \$100,000 and \$200,000 more (taking the \$200,000 savings from eliminated PM bus runs.)
 - (includes all personnel costs)
 - (excludes space needs and renovations)
 - Space needs may not be a concern at Garrison or Woodman.
 - Space is not available at Horne Street School.
 - Phased implementation over a three-year period is common and is possible where space is available.
 - Some students currently attending private kindergartens enter public school in first grade. If kindergarten is offered full-time, these children might enter at that level and would require one additional kindergarten teacher.

- 3) Fran Meffen, Dover Middle School Guidance, asked the Board's to consider the full-day kindergarten program proposal. She also requested Board members reconsider to reinstate a second Dover Middle School late bus.

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

- a. **Nonpublic Session #29, August 14, 2006 (Personnel)**
- b. **Regular Session #8, August 14, 2006**
- c. **Nonpublic Session #30, August 28, 2006 (Personnel)**
- d. **Special Session #5, August 28, 2006**
- e. **Workshop Session #5, August 28, 2006**

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

E. CONSENT AGENDA: Kara Winton moved, Audra Lurvey seconded, to approve the consent agenda items. An oral **VOTE PASSED 7/0.**

CONSENT AGENDA

1. **Correspondence:**
 - a. **Request for Waiver of Rental Time, Dover Irish Show, March 23 & 24, 2007**
2. **Resignations/Retirements:**
 - a. **Francis Cross, Custodian, Dover High School**
3. **Leaves of Absence: None.**
4. **Nominations:**
 - a. **Sheet 1: Nomination & Election of Teachers (Filipowicz)**
 - b. **Sheet 2: Nomination & Election of a Secretary, Aide, Custodian, Non-Union, Substitutes, and Summer School Staff (Brickett to Vollnogle)**
 - c. **Sheet 3: Nomination and Election of Class/Club Advisors (Copley to Pesko)**
 - d. **Sheet 4: Nomination and Election of 2006-2007 Positions (Soucy)**
5. **Professional Development Waiver: None.**
6. **Extended Travel (Student Trips):**
 - a. **Preliminary Approval, 8th Grade Trip to Washington, DC, May 29 through June 2, 2007**

F. SUPERINTENDENT'S REPORT: The Superintendent asked each administrator to speak to the Board about the highlights of their school's opening day week:

1. Barbara Szabunka, Principal, stated it was a great opening at Horne Street School. Buses arrived on time, a new staff parking lot is "coming along," and two assemblies were held on the first day – a time for discussing "expectations." There will be an open house on October 20th beginning with a PTG meeting at 7:00 P.M. A welcome back barbecue will be held on the following Sunday.

2. Dustin Gray, Principal, reported a successful opening for Garrison Elementary School. He thanked the Joint Building Committee for overseeing the completion of Phase II construction at

the school. There will be an open house and dedication ceremony on September 19th at 6:00 P.M.

3. Patrick Boodey, Principal, stated Woodman Park School had a great start. The construction project is "off and running." The Woodman Park School cookout will be held on Sunday, September 17th and all are invited to attend. Picture day will be held over two days, September 27th and 28th and Open House will be held on September 28, 2006.

4. Larry DeYoung, Principal, reported a successful opening at Dover Middle School. There were no traffic problems. Open House dates this year are September 19th for grades 5 & 6 and September 21st for grades 7 & 8. Pictures day will be September 15th. Mr. DeYoung also reported that Jamie Boyatsis and Amanda Black both won \$1000 scholarships from a *MathMovesU* grant program sponsored by Raytheon. Each wrote an essay on how they would use \$1000 to buy math equipment for the school. The school will also receive \$1000.

5. Andrea Elliot, Dean of Instruction at Dover High School, reported for Principal George who was closing on a new home that evening. Dover High School experienced a smooth opening. All teaching vacancies have been filled! World Language teacher, Scott Battey, published his first book titled *50 High School Spanish Dialogues*. The book is featured in the Teacher's Discovery catalogue. He also plans to publish a second book on integrating technology in the classroom. Enrollment continues to be an issue at the high school. As of Friday, September 8, 2006, the enrollment was 1757 students with 129 attending the Career Technical Center for a total of 1886. (This also includes 425 Barrington and 175 Nottingham students.)

6. Peter Wotton, Athletic Director, reported that all fall athletes have been back since mid-August and all teams are running with full rosters. Academic probation started for students (from the 4th quarter of last year). October 2 – 6 is Spirit Week. Mr. Wotton then thanked all of the Booster Clubs for their important work.

7. Jaclyn Adams, Special Education Director, reported that a new Delivery of Service model has been implemented at each school. Data on the model is being collected to assess its effectiveness. Many of the staff reported they have been seeing very little regression in students than they have seen in past years. That is due to good instruction from last year carrying over. One position remains to be filled at the Alternative School.

There has been a strain placed on pre-school personnel due to changes in federal law in July 2005 and the new regulations came out in August. The state required that this year (affecting this summer) that transitioning of a three year old had to be completed on the child's third birthday. In the past, as we were transiting children, we had 45 days (15 days for the referral and 30 days to do the evaluation and the meeting) which gave some flexibility as children were being referred throughout June and coming in from early intervention over the summer. Students from early intervention get placed ahead of parent and doctor referred children. This is putting a lot of strain on staff not to let children fall to the wayside just because they did not come to us through early intervention, and for the children who turn three over the summer. In 2004, during the summer, the staff had 5 referrals. Everything was set for children to start in September. Summer of 2005, there were two parent referrals. Summer 2006, after June 21st, there were 7 referrals - 5 from early intervention and 2 from parents. On August 6th, we had an additional 6 referrals – 5 from early intervention and 1 from another district. This places a strain on the staff in the summer. More and more we are being required to do more and more for children who should have been taken care of until the age of three and came to us without testing; without a lot of good supports. With the new rules being proposed, there is a strong

parent advocacy group requesting pre-school be held year round for all school districts. We have 45 children in our pre-school and approximately 10 during the summer. Coming down the road, school districts are being asked to do more and more because early intervention is underfunded.

8. Laurie Verville, Business Manager, reported that recommendations for the Capital Improvement Program are underway. She advised that the Horne Street School Boiler needs to be converted to natural gas and preliminary estimates indicate this will cost approximately \$300,000. In addition, preliminary estimates indicate it will cost between \$800,000 and \$1,000,000 to replace the Dover High School roof. She stated she will prepare a report for the School Board's action. Ms. Fisher asked the age of the existing boiler in Horne Street School. Ms. Verville reported it was installed during original construction. Ms. Fisher then asked whether it was the only remaining district boiler using #4 fuel oil. Ms. Verville answered that was correct. She added that Horne Street is also the only school with just one boiler and it needs to be upgraded.

1. Educational Information:

Superintendent O'Connor reported that Department of Health and Human Services published a health advisory on EEE and West Nile Virus that was sent to all parents for information. He then asked Board members if they would like Mr. Skaltsis to give a workshop presentation on his full-day kindergarten proposal. "We might want to add (it) on the next workshop on September 25th. Get back to Marge Fisher or me during the week with your decision."

Chairperson Fisher asked Mr. Skaltsis if he would be available for a workshop presentation on full-day kindergarten at the September 25, 2006 workshop session. Mr. Skaltsis indicated he would be available to attend. This item will be on the September 25 School Board Workshop Agenda for discussion.

Kara Winton moved, Audra Lurvey seconded, to accept the Superintendent's report. An oral **VOTE PASSED 7/0.**

G. STUDENT REPRESENTATIVE REPORT: Erica Sgrignuoli reported that school opened "without too many glitches." Most clubs are up-and-running and it "looks like this year will be another good one." Course information night will be held Thursday evening at the high school.

H. COMMITTEE REPORTS:

a. Dover Adult Learning Center, Doris Grady reporting: Ms. Grady reported that the first board meeting will be held on Tuesday, September 19, 2006. The Center has received \$34,000 in pledges towards its "Come and Help Us Grow" campaign to fund the move to the McConnell Center and for future needs. Classes start next Monday, September 18th. This Wednesday, September 13th, is the "Day of Caring." The Center is hosting 63 volunteers from three companies – Liberty Mutual, Measured Progress, and Wentworth Douglass Hospital - who will paint the entire 12,000 square foot space in the McConnell Center. The area was primed last week by the community work crew from the Strafford County Jail. They primed 12,000+ square feet last Wednesday, Thursday, and Friday. It was a great community effort. Dover Adult Learning Center plans to move into the McConnell center as the term ends in mid-December.

b. Joint Building Committee, Doris Grady and Laurie Verville Reporting: Ms. Grady asked Laurie Verville, Business Manager, to provide an update on the Woodman Park School Construction project. Ms. Verville stated that the next meeting of the JBC will be held on

Thursday, September 14th at 6:00 P.M. in the Woodman Park School Library. Ms. Verville reported partial parking lots have been created on the southwest side of the school building and foundation work is ahead of schedule. Construction crews are waiting for steel to arrive. Ms. Grady noted that the clerk-of-the-works has been sending JBC members frequent progress reports to keep them informed. She also recommended the Board pass the Resolution on this evening's agenda giving Mark Gauthier voting privileges, citing his extensive expertise in the area of construction.

I. POLICY - CHANGES – PROPOSALS:

- a. **New Policy IJK – Supplemental Materials Selection and Adoption, Movies and Videos:** Dorothea Hooper expressed several concerns she had with the proposed policy: She asked if this was a new policy. The Superintendent stated that was correct and it was a proposed policy forwarded by the NHSBA. Ms. Hooper stated, "Being a history teacher right now, I might be teaching reconstruction. I happen to turn on the History Channel on Wednesday night and I see a terrific History Channel program in reconstruction. I quick tape it and take it to the University where I work and I show it in class. According to this policy, I would have to have predicted that show would be on five days earlier, and then go through a series of steps to get permission to show it. This is ridiculous. If you're in a field where you can use audiovisual as an enrichment, a supplement, and just a way of covering a lot of bulk material in a short period of time, this ties the teachers hands. Now, if the purpose of this is to cut down on an abuse of use of movies or video, then I suggest we have building administrators who can go in and say, 'Hey, you can't show movies four days a week', rather than take a whole policy and tie the hands of every teacher who wants to use a movie as a supplement to instruction. I really think that if I were a teacher, I would never show a video again because I would certainly not go through this process. It would not be worth it."

Kara Winton asked if this policy included access to on-line Internet video. Dr. O'Connor stated the policy was not referencing school-approved videos. There are shelves of videos in our schools that have been screened and approved. The policy is not intended to speak to those types of videos. It was written to look at commercially produced movies and videos that have been rated by the movie industry.

Ms. Hooper stated the Superintendent needed to rewrite the policy because it was not clear. Dr. O'Connor stated he would do so and bring it back to the Board.

Kara Winton moved, Audra Lurvey seconded, to table the policy until the October meeting. An oral **VOTE PASSED 7/0.**

- b. **KA – School, Community, and Home Relations Goals:** Kara Winton moved, Audra Lurvey seconded, to table the policy until the October meeting. An oral **VOTE PASSED 7/0.**
- c. **CB – Superintendent of Schools:** Kara Winton moved, Audra Lurvey seconded, to table the policy until the October meeting. An oral **VOTE PASSED 7/0.**
- d. **CBA – Substantive Duties of School Principals:** Kara Winton moved, Audra Lurvey seconded, to table the policy until the October meeting. An oral **VOTE PASSED 7/0.**

J. POLICY ADOPTION:

- a. **JLC – Student Health Services:** Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0.**

- b. **EF – Food Service Management:** Ms. Grady asked Business Manager, Laurie Verville, if the current food manager was in compliance with paragraph 4 of the policy which states, “All food service employees shall, within their first year of employment, obtain a certificate of completion for an approved sanitation course.” Ms. Verville stated that Mr. Covell’s staff is in compliance under a state approved sanitation course.

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

- c. **LA – Inter-Organizational Relations:** Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0.**

- d. **JJA – Co-Curricular and Extra Curricular Programs:** Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0.**

- e. **JEDA – Truancy:** Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0.**

- f. **JJIB – Interscholastic Athletics:** Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0.**

- g. **BBA – School Board Powers and Duties:** Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0.**

- h. **JJE – Fundraising:** Ms. Hooper asked for the definition of “flagging” and “tagging.” Ms. Lurvey stated tagging was when students stood outside of stores with cans and collected funds. Dr. O’Connor advised flagging was when students stood outside of stores and sold lapel pins. Ms. Hooper then referred to the sentence in the policy that reads, “*Gambling and Monte Carlo nights, candy bar sales, flagging, tagging, social events that have alcohol sales (i.e. cash bars) are to be strongly discouraged.*” She stated she felt it would be better to separate gambling, cash bars, and Monte Carlo nights to prohibit them completely and then “strongly discourage” candy sales, flagging and tagging. There was discussion about prohibiting all alcohol and gambling associated with school events. Ms. Winton noted that Parent Teacher Groups offer “adult only” fundraisers with cash bars. Ms. Hooper asked, “If it is acceptable, why is it strongly discouraged and why in the same line with tagging and candy sales which seem to be more innocuous than cash bars and gambling?” Ms. Grady asked, “Why do you have D.A.R.E. coming in and saying to kids, ‘This is something we don’t do’ – and say adults do it.” Ms. Fisher stated she agreed with Ms. Winton - she believed there was a difference between adult fundraisers and those in which students participate. After discussions, the consensus was to table the policy and have the Superintendent revise the language to separate gambling, Monte Carlo, and alcohol sales, which will be prohibited at school events. Ms. Fisher asked whether this would include 50/50 raffles at football games. Dr. O’Connor noted

this did bring up other issues. "There are calendars sold around Super Bowl time. There are other types of things. Do we make exemptions or outright say no?" Ms. Hooper asked if it would be possible to state that gambling, Monte Carlo nights, cash bars, etc. need approval by the School Board and the Board could determine on a case-by-case basis. Flagging, tagging, and "other things." would be in a sentence by themselves stating they would be discouraged but not prohibited. Ms. Fisher asked whether 50/50 raffles would be included. Ms. Hooper agreed that would be appropriate. Mr. Foye asked if anyone was currently monitoring for any events like gambling or Monte Carlo nights. Dr. O'Connor stated there had been no fundraisers of gambling in the schools during his tenure in Dover. He added that the Dover Middle School Snow Ball was an adult event that did include a cash bar. Peter Wotton encouraged Board members to allow 50/50 raffles to continue because "oftentimes winners donate the money back to the programs" and selling the calendars is a way for Booster Clubs to "help us out."

Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE FAILED 0/7 (all opposed)**.

Kara Winton moved, Audra Lurvey seconded, to table the policy until the October meeting. An oral **VOTE PASSED 7/0**.

i. EEAA – Video and Audio Surveillance on School Property:

Dr. O'Connor noted for the Board the additions and deletions made to the policy subsequent to comments made during the first reading. Ms. Grady stated she had "major troubles with the policy and it needs a lot of work," and that she would like to see "the RSA's listed to read to see what is legal." She objected to language in the last paragraph, "subject to the language of the Board approved contract" and asked whether it could create possible conflicts with the DTU contract. Dr. O'Connor explained the phrase was inserted to further define how video surveillance would be used if it were being included in a staff member's personnel record. The DTU contract defines disciplinary issues as well as direction regarding an employee's personnel record. An employee may ask that documents be removed from personnel files, subject to the Superintendent's approval. Ms. Grady again noted she thought "this has a lot of legal implication... and before I vote for it, I would want to see the RSA's that say all of this is basically legal. One way or the other, whatever this is, it protects two groups of people. If we do it, it does protect the staff if should somebody accuse them of a major misdemeanor and it shows up and it saves their neck and they're not in trouble. And it can always be looked as being a major problem, 'you might catch me doing this or you might catch me doing this.' I can't vote for it the way it is. I think it's a big issue that before it becomes a policy it needs a lot more discussion." Ms. Fisher agreed. She suggested the policy be tabled for a month because she also had legal issues. Ms. Hooper questioned whether the policy had been discussed with the union. Dr. O'Connor replied it had. Ms. Grady added, "For instance, in the first paragraph, it states, 'The Superintendent will approve appropriate locations for surveillance devices.' I think there should be some involvement, and writing of a policy as part of the management of the system...we recently got a message from the State School Board Association that says it's our duty is to write the policies, to give the direction to the Superintendent and the administrators to follow thorough. So if the Superintendent approves the location, I just feel the Board should have something, at least come to us and say 'We will be

putting the cameras or surveillance devices in such and such a place, to make the basic decision.” Dr. O’Connor stated he would bring information regarding surveillance cameras to the Board as has been done in the past. When cameras were placed at the elementary and high schools, locations were identified and reported to the Board prior to placement. He agreed it would be wise to table the policy until the next meeting. Ms. Fisher added she felt the policy was good as it stood but she would feel better to table the policy.

Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading. An oral **VOTE FAILED 0/7 (all opposed)**.

Carolyn Mebert moved, Brandon Foye seconded, to table the policy until the October meeting. An oral **VOTE PASSED 7/0**.

- j. **EEA – Student Transportation Services:** Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0**.
- k. **GCAA – Highly Qualified Teachers:** Audra Lurvey moved, Kara Winton seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0**.
- l. **JHBB – Searches of Student Automobiles on School Property:** Dr. O’Connor stated the new policy and consent to search form not included in this year’s parking pass application will be sent to each student who applied for a parking pass to notify them of the new policy. Ms. Hooper agreed the application should be resent to those students with passes this year. Ms. Grady asked whether the legal references referred to at the bottom of the policy had been reviewed by legal council. Ms. Baker stated they had.

Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0**.
- m. **EEAA – School Bus Safety Program:** Ms. Grady asked if Laidlaw performed emergency evacuation drills in October and May as stated on the policy. Ms. Verville stated they did. Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0**.
- n. **IHBG and IHBG-R – Home Education Instruction:** Doris Grady voiced her objections to the “tone” of the home education policy when compared to policy LA, Inter-Organizational Relations. “In policy LA, we’re going to cooperate with everybody, in post-secondary school and with other districts, and it seems we’re putting our hand out to everybody and I agree with that. But as I read through this one (IHBG) I didn’t feel we were putting the same hand out to the parent or guardian who was going to work with the student. There just seemed to be conflicting evidence between the two as I read them.” Ms. Grady then referenced specific language in the policy that seemed to her to be unwelcoming. There were discussions about who is eligible to receive high school credits and diplomas. Ms. Winton asked if the District received adequacy funds for home -schooled students. Superintendent O’Connor stated that it did not. Ms. Grady said she felt this policy “tightens the reign more on the parent and the child than it does on some of the inter-organizational organizations.” Ms. Fisher asked questions about home-schooled students curriculum, earning of credits, and diplomas. It was noted diplomas could

not be awarded unless students earned the number of credits required by the State Department of Education. Ms. Grady suggested a workshop on home education might be helpful because "I don't think many of us truly understand home-schooling, and I don't think parents understand it but we would have a better understanding with a workshop." Ms. Luvey stated her belief that parents who choose to home school their children do not look to the District for guidance. Rather they look to other home school organizations and to the Internet. "I think this is simply a guideline for our District for how to deal with those types of situations and I don't have an issue with it."

Kara Winton moved, Audra Lurvey seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 6/1 (Grady opposed)**.

- o. **DM – Petty Cash and Cash in School Buildings:** Audra Lurvey moved, Kara Winton seconded, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0**.

K. SUBMISSION AND PAYMENT OF BILLS: Kara Winton moved, Brandon Foye seconded, to direct the Business Manager to pay manifest #07-C in the amount of \$2,185,401.32. A roll call **VOTE PASSED 7/0**.

L. RESOLUTIONS:

- 1. **Voting Members of the joint Building Committee:** Doris Grady read the resolution into the record:

RE: VOTING MEMBERS OF THE JOINT BUILDING COMMITTEE

WHEREAS: The Woodman Park School Joint Building Committee currently has four voting members consisting of two City Council appointees and two School Board appointees, and

WHEREAS: The School Board appointed a qualified citizen to the Joint Building Committee as a non-voting member, and

WHEREAS: The Joint Building Committee Chairperson, a member of the City Council, shall forward a resolution for the consideration to allow the City Council appointed citizen to vote on all matters pertaining to the Woodman Park School Project,

NOW, THEREFORE, BE IT RESOLVED THAT,

The School Board recommends the following Joint Building Committee Member be allowed to vote on all matters pertaining to the Woodman Park School Project:

<u>Committee Member</u>	<u>Term Expiration Date</u>
Mark Geuther	April 2009

Doris Grady moved, Kara Winton seconded, to adopt the resolution. An oral **VOTE PASSED 6/1 (Mebert opposed)**.

M. OLD BUSINESS:

- 1. **Elementary Report Cards and Semester Recommendations:** Susan Vitko presented an overview of the one-year process followed in the creation of the elementary report card being

presented to the Board this evening. She noted many people spent long hours researching, collecting information, surveying, and collating the product presented to the Board. The booklet sent home in Board Packets provided the revised report cards and the previous report cards to highlight the changes that were made to align the report cards with state standards and Mathematics Grade Level Expectations (GLE's) (instead of Every Day Math). The final product was presented to teachers on the first day back to school, August 28th, to a very positive reception.

Ms. Hooper stated she had heard from many teachers involved in the process and understood the many hours each put into the effort. She congratulated the group for creating an easily understood and simple tool.

Ms. Lurvey noted she had heard from specials teachers who found reporting on specials (such as art and music) to be very subjective. "What do students need to do – show up? Is that just effort?" She added that Woodman Park School specials teachers advised her they use a supplemental form and she questioned whether all three elementary schools shouldn't "align their supplemental forms" to be consistent. Ms. Vitko indicated she had only been asked to rework the mathematics portion of the report card and would not be the "best" person to ask those questions.

Ms. Fisher thanked Ms. Vitko and stated the report cards looked "great" and were easy to read and understand.

2. Reinstate Late Bus at Dover Middle School: Superintendent O'Connor reminded Board members that Principal DeYoung asked during the last Board meeting for them to reconsider adding a second late bus for Dover Middle School. Mr. DeYoung advised that currently there are twelve enrichment classes with twelve to fifteen students per class, soccer practice, and homework help running after school. He stated that there were easily 100 students participating, many of whom will take the late bus. One area of great concern was the length of time students would be riding if there is only one late bus.

Ms. Fisher and Ms. Grady asked if it would be feasible to add the bus for a month and then review ridership to see if the second bus could be eliminated. Business Manager, Laurie Verville, advised that would be possible. Ms. Hooper asked if we would have to make a commitment for a certain period of time with a transportation provider. Ms. Verville said she would negotiate that. Ms. Hooper added her belief that "we need to service the students if we make a commitment" to add the second late bus. Ms. Winton questioned what would happen to students who had made a commitment to attend an after school program and would no longer be able to attend if the second bus were taken away.

Carolyn Mebert moved, Kara Winton seconded, to reinstate the second late bus for Dover Middle School provided we can find the money, and provided the second bus has ridership to support its continuance. An roll call **VOTE PASSED 7/0.**

Dr. O'Connor stated he would collect ridership information and present it to the Board for review at the end of the first marking period in November.

N. NEW BUSINESS:

1 Serving Students with Disabilities Enrolled in Private Schools under IDEA 2004: Special Education Director, Jaclyn Adams, reported on private school referrals subsequent to the

implementation of new provisions of IDEIA '04 last year. The law was changed so that now, regardless of the town or state in which a student who is enrolled in one of the five elementary and secondary private schools in Dover resides, it is the district's responsibility to evaluate and identify. "We must pay our staff from money that supports Dover students. In addition, for every identified student attending one of the private schools, that school gets a proportional share of Dover's federal IDEIA-B entitlement funds." A newly issued regulation (8-06) put the additional burden on Dover of developing a service plan for each of these students.

As a comparison, Ms. Adams reported there was a substantial increase of the number of students referred for evaluation. In school year 04/05, there were five Dover referrals and eight parent referrals. During the 05/06 school year, this increased to 43 parent referrals and 32 private school referrals. Of these 32, eighteen were from Dover, 3 from out-of-state, and 22 from other districts. This took 682 hours of staff time with no additional money provided. The cost was \$28,836 for thirteen evaluations with only six eligible for an IEP. Adding the allocation of the proportional share of federal IDEIA funds to private schools (\$14,000) the total expense was \$42,836. This year's allocation has increased to \$16,000. This has created a burden for the Dover staff.

2. Dover Title I Parent and Classroom teacher Surveys: Jean Briggs presented statistics from Parent and Teacher Surveys taken in June 2006 on the performance of Dover's Title I program. Results indicate the one hundred fifty-one parents and eleven teachers from Woodman Park School who responded recognize the importance of the program at the school. Eighty-eight parents respondents indicated their child received Title I services in a classroom with a Title I tutor on a daily basis. One hundred twenty-six parents said they valued the various publications that are sent home each month and stated these publications are useful to them as a parent. Eleven of teacher respondents felt strongly that Title I services helped their students be more successful in the classroom, while ten felt communication with the Title I staff member(s) for their grade level was adequate. Teachers made suggestions for changes in the Title I program, the most important seeming to be the need for more common planning time. Teachers also noted that they valued the tutors and appreciated the extra help in their classrooms. Sample comments from both parents and teachers were also provided to Board members for their review.

3. New Hampshire NECAP Teasing and Adequate Yearly Progress (AYP) Results: Dr. O'Connor advised the Dover School District made Adequate Yearly Progress (AYP) in all areas in this year's NECAP testing. He noted, however, Dover is still a District in Need of Improvement (DINI) because last year, math scores on one of the math sub-groups did not make AYP at both the middle and high schools. He reported that all sub-groups did make AYP in math this year. However, there were issues at the high school and middle school with reading scores and the schools will take a close look at these results.

4. Establish long-Range Student Capacity/Facilities Study Committee – Review School District Boundaries: Discussions took place about tabling the establishment of this committee until the daylong kindergarten proposal during the September 25th Workshop. Dr. O'Connor agreed that would be appropriate and suggested there might be one committee established with three sub-committees looking at the three big issues: Facility capacities, district boundaries, and daylong kindergarten. Doris Grady moved, Audra Lurvey seconded, to table this item until the September 25, 2006, Workshop. An oral **VOTE PASSED 7/0.**

5. Establish Dover Administrator's Association (DAA) Negotiation Committee: Superintendent O'Connor shared with Board members a letter submitted by Larry DeYoung,

Dover Administrator's Association Chairperson, requesting a meeting to negotiate "Rule and Regulations in the Application of Administrative Personnel Policies and Salary Schedules," Policy Code GCBD, which expires in June of 2007. Administrators serving on the committee are Mr. DeYoung, Mr. George, Ms. Szabunka, Ms. Briggs, and Dr. Wissink. Dr. O'Connor asked for two Board member to volunteer to serve. Doris Grady and Dorothea Hooper volunteered to participate in the upcoming negotiations.

6. Long Term Substitute Pay: Superintendent O'Connor reported that the current pay plan for substitute teachers is \$75 per day with \$95 per day if a teacher holds a current, valid teaching certificate. This pay plan was approved by a Board resolution adopted in 2001. He recommended the Board approve long-term substitutes holding a current, valid teaching certificate, who are substituting for a number of months and are expected to perform full teacher responsibilities – report cards, meetings with parents, completing various reports - be paid differently.

After finding it to be very difficult to attract long-term substitutes at \$95 a day with full teacher responsibilities, Dr. O'Connor spoke with other area Superintendents. He learned that many address this issue differently than we do in Dover. When other districts hire a long term sub for a teacher out in a no-pay status, they take their district's entry level BA salary, divide it by 184 days, (the teacher contract) and pay the long term substitute on a per diem basis. Using Dover's entry-level salary, the per diem pay would be \$165.19. These substitutes would be expected to perform full teacher responsibilities including faculty meetings, parent teacher conferences, and report cards. Only those with a current, valid teaching certificate would be eligible for this rate of pay and it would be available strictly for those teachers out in a non-paid status.

Ms. Grady asked that the information be provided to Board members in writing for them to review the figures. "If it makes sense we vote for it. If it doesn't we don't." Ms. Hooper stated she understood what the Superintendent was asking and "it would probably cost us less 9 times out of 10 to do that than if we had the regular teacher on the regular teacher's salary in operation. You're talking about spending part of what you would already be paying the teacher. And I understand that – why would you expect a person to come in to do a job at minimum substitute salary and then come in for night meetings, after school meetings, parent conferences. So, I understand the purpose and I understand the salary you propose and I don't see anything wrong with that. It's not going to cost us anything in excess and yet we are going to motivate whomever we hire to do a professional job. As long as it's a certified teacher, I see no problem." Ms. Grady asked, "What are we voting on that's on paper like the resolution we have that's on paper that says, 'this is what we've agreed to' – we're voting on a verbal statement\." Ms. Lurvey added her opinion, "I don't think we're voting on anything specific. We're voting on a theory which is a concept... Whatever is the lowest rate of pay is for a full time teacher, that first step in the first block, to be divided by the number of contractual days." Ms. Grady stated, "I understand that, but to have it work in every single situation, it has to be on paper somewhere." Ms. Winton stated it was "a motion to add to the resolution from 2001 that - if you have a long term sub filling in for an employee for a non paid leave, their rate is \$165.19."

Kara Winton moved, Audra Lurvey seconded, to add to the resolution from 2001, that a long term sub filling in for an employee for a non paid leave, will be paid \$165.19 per diem. The long-term substitute must hold a current, valid teaching certificate in order to be eligible for this rate or pay. An oral **VOTE PASSED 6/1 (Grady opposed).**

7. Summary of Professional Development and Summer School Activities: Jean Briggs provided an overview of the Professional Development initiatives undertaken inn the District

over the summer. They included Camp Technicality, Math Improvement Team meetings, Differentiated Instruction, Literacy Training, and Everyday Math workshops. Curriculum sub-groups also met throughout the summer to work on topics such as social studies, writing, health, science, and language arts. The ESOL staff met to complete the District ESOL Compliance Plan. Finally, the Professional Development Master Plan rewrite committee met over six days to work on the District Plan due to the State Department of Education by the end of October 2006. Ms. Briggs then thanked all Dover staff members who gave up part of their summers to be part of the professional community. Ms. Grady asked if Ms. Briggs could provide the cost breakdown for general funded and federally funded professional development. Ms. Briggs stated she had that information and would provide it to Board members. (RECORD NOTE: This information was forwarded to Board members in an Item Packets mailed 13 September 2006.)

Ms. Briggs then reported on the Dover Elementary Summer School activities. Over nineteen days in July, a total staff of thirty-eight teachers and aids worked with one hundred and thirty-three elementary and two hundred and twenty kindergarten students. Busing was provided for one hundred twenty-six of those students. The programs offered included Project BEFORE, Project MORE, Project ENCORE, Project SUMAR, ESOL, Special Education, and the Traveling Tales Van. Camp EXPLORE was held August 14th through 17th, two sessions each day. Also held over the summer, Camp EXPLORE is a federally funded introduction to kindergarten and is open to all students entering kindergarten in the fall. Held at all three elementary schools, it employed six teachers and six aides serving approximately two hundred and twenty students. These students will be given PALS testing when they return in the fall to see how they grew.

Ms. Grady asked Ms. Briggs how much of the PALS testing is given to students. Ms. Briggs stated incoming kindergarteners are given the full PALS test when they are screened. If they miss the screening, they are given the full PALS in the fall. In first grade, they are given two sections of the LDCS and the PALS spelling test. Ms. Grady asked whether the full PALS testing was given. Ms. Briggs stated they were only given two items from PALS. There will be a meeting on Thursday, September 28th with elementary school principals and special education, to discuss what would make sense for testing that's usable for teachers, that track our progress for programs, and the Board is welcome to attend. The way it has stood in the past is full PALS in kindergarten, and then first graders take sections 5 and 9 from PALS. Kindergarten screening gets the entire battery in the spring.

Ms. Grady stated she heard great feedback from parents of students who attended Camp EXPLORE. "Five year olds going there just come back totally excited. They are not afraid anymore; they've lost that fear and I think it's one of the biggest things that you've done as far as preparing little ones to go to the big school. The parents were just excited about it."

Dover High School Dean of Instruction, Andrea Elliot, provided an overview of Dover High School Summer School 2006. One hundred and nineteen students attended summer school. One hundred sixty-four classes were offered and 20 credits were earned through PLATO. Two-hour classes met for twenty days. There were some scheduling difficulties over the 4th of July. The high school may extend next year's classes to 2 ½ hours and run fifteen days. Tuition cost \$100 per course. The freshman wing was accessed for climate control as well as the PLATO lab. There were six instructors and one administrator for the summer program. 95.8% of students successfully completed summer school and six students failed nine courses. Grades are currently directed to the guidance offices of the schools in which the students are enrolled. Beginning next year individual letters will be sent to parents documenting success or failure during summer school. Progress reports were not issued uniformly this summer. That will be remedied next summer. Ms. Elliot ended by making a recommendation that, in addition to

issues addressed previously, the high school would like to engage in discussion with the Superintendent and Board to look at expansion of summer school to include enrichment courses next year.

O. ADJOURNMENT: At 9:30 p.m., Kara Winton moved, Audra Lurvey seconded, to adjourn the meeting. An oral **VOTE PASSED 7/0.**

Respectfully submitted,
KARA WINTON, SECRETARY
September 12, 2006