

A special session of the Dover School Board was called to order by Chairperson Dorothea Hooper on Monday, January 3, at 7:03 p.m. in the Office of the Superintendent.

A. ROLL CALL: Present were Kara Winton, Heather Orion-Hindle, Marjorie Fisher, Dorothea Hooper, Audra Lurvey, Carolyn Mebert, and Doris Grady.

Also present were Superintendent John O'Connor; Business Manager, Laurie Verville; and Damian Troise, *Foster's*.

B. PLEDGE OF ALLEGIANCE: Doris Grady led the Board in the Pledge of Allegiance.

C. CITIZENS' FORUM: No one addressed the Board.

D. ELECTION OF OFFICERS: Superintendent O'Connor read portions of the School Board By-Laws (Policy BA) addressing the election of officers:

ARTICLE III: Officers

"Section 1. The officers of the School Board shall be a chairperson, a vice-chairperson, and a secretary. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by this School Board.

Section 2. Officers shall serve a one-year term. Officers shall be elected in accordance with Section C-4-2 of the City Charter.

Section 3. These officers shall be elected as prescribed in Article IV, Section C-4-3, of the City Charter."

Dr. O'Connor requested that the recording secretary read selections from Sections C-4-2 and C-4-3 of the City Charter:

"C4-2. School Board. There shall be a School Board consisting of seven members, one from each ward and one member at large to be elected as prescribed for and shall take office on the first Monday in January following their election and shall hold office until their successors are duly elected and qualified.

C4-3. Meetings; regulations; officers.

- A. The members of the School Board shall meet on the first Monday of January following their election for the purpose of newly elected members taking their oaths, organizing for the ensuing year and adopting rules and regulations for the transaction of business.
- B. A copy of such rules and regulations and any amendments thereto shall be filed in the office of the City Clerk and the office of the School Superintendent.
- C. The School Board shall elect by ballot from their own number a Chairman, a Vice Chairman and a Secretary."

The Superintendent ended by reading from Section 4 of the School Board By-Laws:

"Section 4. Any officer may be removed from his/her office by a majority vote of the School Board at any regularly scheduled, monthly, public meeting."

Heather Orion-Hindle moved, Audra Lurvey seconded, a motion to open nominations for Chairperson of the Dover School Board. An oral **VOTE PASSED 7-0.**

CHAIRPERSON:

Heather Orion-Hindle moved, Carolyn Mebert seconded, a motion to nominate Marjorie Fisher for Chairperson.

Audra Lurvey moved, Kara Winton seconded, a motion to nominate Dorothea Hooper for Chairperson.

Kara Winton moved, Audra Lurvey seconded, a motion to close nominations for Chairperson. An oral **VOTE PASSED 7/0.**

Superintendent O'Connor read from School Board Policy BCB regarding School Committee Officers:

"Chairperson: Candidates for chairperson are nominated by voice at the annual organization meeting. The chairperson is elected by secret ballot at this same meeting, and the election is decided by plurality." He then distributed ballots and pencils to each Board member to vote. Votes were passed to the recording secretary to be opened. The Superintendent announced that Marjorie Fisher was elected as Chairperson by a **VOTE OF 4-3.**

VICE CHAIRPERSON:

Kara Winton moved, Audra Lurvey seconded, a motion to open nominations for Vice Chairperson of the Dover School Board. An oral **VOTE PASSED 7-0.**

Dorothea Hooper moved, Audra Lurvey seconded, a motion to nominate Kara Winton for Vice Chairperson.

Kara Winton moved to nominate Carolyn Mebert for Vice Chairperson. There was no second. Dr. Mebert stated she did not want to accept the nomination.

Marjorie Fisher moved, Kara Winton seconded, a motion to nominate Heather Orion-Hindle for Vice Chairperson.

Heather Orion-Hindle moved, Kara Winton seconded, a motion to close nominations for Vice Chairperson. An oral **VOTE PASSED 7/0.**

Superintendent O'Connor distributed ballots to each Board member to vote. Votes were passed to the recording secretary to be opened. The Superintendent announced that Heather Orion-Hindle was elected as Vice Chairperson by a **VOTE OF 5-2.**

SECRETARY:

Heather Orion-Hindle moved, Audra Lurvey seconded, a motion to open nominations for Secretary of the Dover School Board. An oral **VOTE PASSED 7-0.**

Kara Winton moved, Dorothea Hooper seconded, a motion to nominate Audra Lurvey for Secretary.

Heather Orion-Hindle moved, Kara Winton seconded, a motion to close nominations for Secretary. An oral **VOTE PASSED 7/0.**

Superintendent O'Connor noted that since there was only one nomination for the secretary position, a secret ballot would not be required. Audra Lurvey was elected Secretary by an oral **VOTE which PASSED 7/0.**

E. ADOPTION OF SCHOOL BOARD BY-LAWS – POLICY BA: Superintendent O'Connor explained that the only changes being proposed to Policy BA were the elimination of subcommittees listed under Section VII because they have not been active over the past few years. These included: Transportation, Finance, Athletic Advisory, Staff Advisory, and District Improvement Plan/Curriculum. Carolyn Mebert stated her opinion that the Cable Franchise Review Committee should not appear in the by-laws since it is an ad-hoc committee. The recording secretary indicated that it would be removed prior to the second reading. Board members also requested that the Discipline committee be added to section VII of the policy prior to the second reading.

Board members discussed the need for feedback to determine who would be in attendance at Student Discipline Hearings. Heather Orion-Hindle requested she be removed from the committee because her work schedule precludes her ability to attend the hearings. Marjorie Fisher asked for a volunteer to replace Ms. Orion-Hindle on the Discipline Committee. Carolyn Mebert volunteered. Chairperson Fisher stated that the new Discipline Committee membership would include Dorothea Hooper, Chair, Kara Winton, and Carolyn Mebert. Discipline hearings will generally be scheduled on Wednesday afternoons beginning at 4:00 P.M. All Board members will receive an email advising whenever hearings are scheduled. The Superintendent reminded all Board members that they need to let either the SAU office, Discipline Committee Chair, Dorothea Hooper, or Board Chair, Marjorie Fisher, know whether they will be available to attend hearings as they are scheduled.

Audra Lurvey moved, Kara Winton seconded, to table adoption of revised policy BA until the January 24, 2005 workshop meeting. A roll call **VOTE PASSED 7/0.**

F: ANNUAL REAFFIRMATION OF POLICIES – POLICY BFC: Superintendent O'Connor read applicable paragraphs from policy BFC and noted that the policy had last been updated in October of 1988:

“Annual Reaffirmation of Policies

The Board's set of written policies shall be readopted at each annual organizational meeting, subject to the understanding that all policies not established by law and/or contractual arrangements may be changed through Board action as described above.”

There was a brief discussion between the Superintendent and Board members regarding the possibility of forming a committee to review all Board policies to select those that were older and might need revisions. Heather Orion-Hindle requested that policy BCB adopted in October 1988 be placed on an upcoming agenda for review. No decision was made on the establishment of a committee for policy review.

Carolyn Mebert moved, Audra Lurvey seconded, a motion to reaffirm all School Board policies. An oral **VOTE PASSED 7/0.**

G. ADJOURNMENT: At 7:30 p.m., Carolyn Mebert moved, Kara Winton seconded, a motion to adjourn the Special Session. A roll call **VOTE PASSED 7-0.**

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Respectfully submitted,

AUDRA LURVEY, SECRETARY
Dover School Board
/kgb
January 4, 2005