

A meeting of the Dover School Board was called to order by Chairperson Marjorie Fisher on Monday, February 14, 2005, at 7:02 p.m. in the City Council Chambers.

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

Also present were Superintendent Dr. John O'Connor; Laurie Verville, Business Manager; Dr. Murray Ingraham, Curriculum Director; Jim Verschueren, DALC; Daniel Keegan, Student Representative; Richard Barrett, DTU President; Jean Briggs, Director of Federal Projects; Christopher George, Dover High School Principal; Francis McNally, Dover High School Student Dean; Larry DeYoung, Dover Middle School Principal; Janet Mason and Karen Stacy, DEOP President and Secretary; Anne Watson, Principal Woodman Park School; Fran Meffen, Guidance Counselor, Dover Middle School; Karen Morton-Clark, Dover Police Department; Paula Glynn, Woodman Park School Teacher; and a *Foster's* reporter.

B. PLEDGE OF ALLEGIANCE: Carolyn Mebert led the Board in the Pledge of Allegiance.

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

D. APPROVAL OF MINUTES: Heather Orion-Hindle moved, Carolyn Mebert seconded, to accept the following minutes. An oral **VOTE PASSED 5-0.**

1. Nonpublic Session #2, January 10, 2005 (Personnel)
2. Regular Meeting #1, January 10, 2005
3. Nonpublic Session #3, January 12, 2005 (Student Discipline)
4. Nonpublic Session #4, January 19, 2005 (Student Discipline)
5. Budget Workshop #1, January 24, 2005
6. Budget Workshop #2, January 31, 2005
7. Nonpublic Session #6, February 7, 2005 (Personnel)
8. Budget Workshop #3, February 7, 2005
9. Nonpublic Session #8, February 9, 2005 (Student Discipline)

E. CONSENT AGENDA:

Heather Orion-Hindle moved, Carolyn Mebert seconded, a motion to move the consent agenda to the floor for discussion. There were no comments.

Doris Grady moved, Dorothea Hooper seconded, to approve the consent agenda. An oral **VOTE PASSED 5-0.**

1. **Correspondence:**
 - a. Strafford County Stars letter dated January 25, 2005 – Request for Rental Fee Waiver
 - b. Seacoast Cheer Sensation letter dated February 3, 2005 – Request for Rental Lead-Time Waiver
 - c. Email Correspondence from Jackie and Chris Levesque dated February 4, 2005 re: A. Levesque, 8th Grade Washington, DC Trip
2. **Resignations/Retirements:** None.
3. **Leaves of Absence:**
 - a. Susan Mills, Second Grade, Garrison Elementary School

4. **Nominations:**
 - Sheet 1: Nomination & Election of Teachers: (Broniarczyk to Paradis)
 - Sheet 2: Nomination & Election of a Secretary, Aide, Custodian, and Summer School Staff: (Bassett to Taylor)
 - Sheet 3: Nomination & Election of Administrative Personnel: (Duprat to Whitehead)

5. **Overnight or Out-of-State – Staff Travel Requests:**
 - a. Candace Hall, DHS Teacher, Advanced Placement Institute for Experienced AP Teachers, March 17 & 18, 2005, Westford, MA
 - b. Christopher Strickland, Stephanie DeMatteo, Greg Grande, Erin Whitehead, and Mark Foley, DHS Teachers, NEASAC Accreditation Conference, May 9 & 10, 2005, Waltham, MA
 - c. Christopher George, Redesigning American High Schools, July 31 through August 5, 2005, Harvard University, Cambridge, MA
 - d. Andrea Elliot, Strengthening Student Learning, March 8, 2005, Boston, MA.
 - e. Jackie Adams, Legal Issues of Education Individuals with Disabilities, May 2 through 5, 2005, Las Vegas, Nevada
 - f. Valerie Sawyer, Emerson College Spring Seminar on Language Learning Disabilities, March 7, 2005, Newton, MA.

6. **Professional Development Waiver:** None.

7. **Extended Travel (Student Trips):**
 - a. Final Approval, DHS Student Trip to Quebec, departure April 23, 2005
 - b. Preliminary Approval, DHS French Field Trip, April 19 to 28, 2006

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

1. Educational Information:

- The Commissioner of Education submitted School Approval Designations for the Dover Schools for the 2004/2005 School Year. Garrison Elementary School, Horne Street School, and Woodman Park School were approved with distinction. Dover Middle and High Schools were approved.
- Policy JECB, Census Update information completed in January of 2005, indicates all surveyed students (grades 3, 6, and 11) were verified as residents of Dover. No students withdrew from the Dover schools due to residency questions since the policy's inception 3 years ago. Dr. O'Connor indicated that the annual survey takes many secretary, truancy officer, and SAU personnel man-hours to accomplish and suggested a review of its effectiveness in the near future.
- Business Manager, Laurie Verville, reported that she had recently completed a Condition of Accounts and determined that there will be a surplus balance at the end of this fiscal year. Because of this finding, she has loosened constraints for supplies and advised each administrator.
- Parents contacted the Superintendent asking if Dover could schedule the 2005-2006 February vacation for a different week than Massachusetts. Dr. O'Connor advised that the school calendar for 2005-2006 has been coordinated with Somersworth and Rochester and the February vacation week will be scheduled similar to this school year. Unfortunately, it will coincide with Massachusetts schools once again.

Heather Orion-Hindle moved, Carolyn Mebert seconded, a motion to accept the Superintendent's report. An oral **VOTE PASSED 5-0**.

2. Education Achievements: Dr. O'Connor introduced Jean Briggs to provide Board members with an update on the Reading Recovery Program. Ms. Briggs began by inviting all Board members to attend the Dover Reads kickoff on February 16, 2005, from 4:00-5:00 p.m. in the City Hall Auditorium. This year's book is *Granny Torelli Makes Soup* by Sharon Creech.

Ms. Briggs explained that Reading Recovery is an early intervention/prevention program for first grade children who have the lowest achievement in literacy development. Children meet individually with a specially trained teacher for 30 minutes each day for an average of 12-20 weeks. The goal of Reading Recovery is for children to develop effective reading and writing strategies in this accelerated program that allow them to catch up to the average level of achievement in their first grade classrooms. Ms. Briggs then introduced Paula Glynn to explain how the program is working at Woodman Park School.

Ms. Glynn provided an overview of the Reading Recovery Program at Woodman Park School:

- Number of first graders participating in the program - 94
- Number of children currently being serviced in Reading Recovery - 24
- Number of children receiving Reading Recovery Services who have IEP's - 7
- Number of children who will successfully complete the program this week - 10
- Number of children who will successfully complete the program within the next month or so - 6
- Number of children who will need continued service or alternative services such as special education – 7
- Number of children in the program who moved before completion – 1

Ms. Glynn also stated that there will be immediate openings for an additional 11 children after the winter vacation. By the end of March, there will likely be openings for an additional 6 to 8 children depending on the necessity of special education services for some students. Some of the current students receiving special services will continue on if they are making steady progress. By the end of the school year, it is anticipated that approximately 44 students (47% of the first grade class) will have been serviced by the program. It is anticipated that by year's end, approximately 65% of the students serviced will successfully complete the program. She finished her presentation by providing Board members with an overview of "A Typical Reading Recovery Lesson."

Heather Orion-Hindle asked Ms. Glynn how this program coincides with the other literacy programs being offered at Woodman Park School. Ms. Glynn explained that Reading Recovery is in addition to what is going on in classrooms. Ms. Orion-Hindle asked if this was a remedial program, and Ms. Glynn stated it could be considered that, but it was referred to as an early intervention program.

Dr. Murray Ingraham provided Board members with a handout showing how students have done over a three-year period since their first grade Reading Recovery experience. He presented first grade and third grade related NHEIAP results for 2002, 2003, and

2004. At the end of the third year, 81% of the students scored in the Basic or above (26 of 32 students) and 28% scored as Proficient (9 of 32).

Heather Orion-Hindle moved, Doris Grady seconded, to suspend the rules to hear item N.5., DEOP Contract, at this time. An oral **VOTE PASSED 5-0**.

N.5. DEOP Contract: Superintendent O'Connor explained that the DEOP Negotiation Committee was presenting a contract for a Board vote and, once voted, Janet Mason and Karen Stacy, DEOP President and Secretary, were present to sign the contract along with the Board Chair and Secretary. The contract would then be presented to the City Council for adoption.

Carolyn Mebert moved, Doris Grady seconded, to approve the one-year DEOP Contract. A roll call **VOTE PASSED 4-1** (Orion-Hindle opposed).

Carolyn Mebert moved, Doris Grady seconded, to suspend the rules to hear item N.3., Math Adoption, DEIP/Curriculum Council Recommendation, at this time. An oral **VOTE PASSED 5-0**.

N.3. Math Adoption, DEIP/Curriculum Council Recommendation: Dr. Ingraham provided a history and overview of the recommendations for Mathematics Adoption, Grades 5-12. In June 2004, the grade 5-12 Mathematics Task Force was charged with completing recommendations that had begun earlier with the high school grades 9-12 in the fall of 2002 and the K-4 Everyday Mathematics, fall 2003, adoptions. As a result of staff deliberations at the high school, the Mathematics Department proposed approval of an AP Statistics Course for grade 12 students. All other courses approved in 2002 are described in the Program of Studies with the 2005-2006 courses.

The middle school staff coordinated its efforts with the high school to align expectations for pre-algebra and algebra skills and understandings. Grades 6-8 staff felt the Glencoe series Mathematics: Applications and Concepts would provide an excellent foundation for the high school standards.

The grade 5 staff examined several programs realizing that a transition between Everyday Mathematics and Mathematics: Applications and Concepts would be critical. After considering vocabulary relationships, problem solving approaches, and computation extension, the decision was made to recommend Scott-Foresman Mathematics as a well-structured bridge program.

Both the Glencoe and Scott Foresman programs have excellent integrated classroom technology activities, Internet resources for student, parent, and teacher, and an assessment component. To track on-going progress in mathematics, district baseline data has been started.

Ms. Grady asked who besides Dave Bennett at Dover High School had reviewed the high school recommendations. Dr. Ingraham advised that four or five other teachers worked with Mr. Bennett, as well as two AP mathematics teachers. Ms. Grady noted that Dover High School is considered a failing school and questioned whether the mathematics program had been closely evaluated for changes. Dr. Ingraham indicated some work had already been accomplished by the AYP committee and school level plans previously submitted to the state were already approved. Ms. Grady stated her concern that it seemed as though few changes had been made, and that, "It looks like status quo." Christopher George, Principal of Dover High School, stated that he had been in touch with Dave Bennett, particularly regarding freshman courses and for students struggling in math. "We're on target and aligned with one another." He added that the

plan submitted for AYP has been approved by the state and that staff is using NEHIAP testing to ensure students are moving forward. Ms. Grady stated that she would have liked to have had the changes highlighted to make them easier to recognize. Dr. Ingraham stated that the only significant change in high school math curriculum was the addition of AP Statistics. He added that, in the future, they could highlight changes.

Heather Orion-Hindle moved to table adoption of the math curriculum until the February 28, 2005 meeting to give Board members more time for review. She also noted that two Board members were absent and she felt they should be available for a vote. Doris Grady seconded the motion. An oral **VOTE PASSED 3-2** (Mebert and Hooper opposed).

Ms. Orion-Hindle clarified that Math Adoption would be scheduled for a special session on February 28th, followed by a Budget Workshop session.

Dr. Ingraham requested permission to address textbook recommendations. The Board had no objections. Dover Middle School staff has been working since 2002 on grades 5 through 8 Mathematics curriculum. One major concern was how best to connect to the high school level of mathematics. They examined many programs and decided that the Glencoe curriculum would tie in best with the high school for students in grades 6, 7, and 8. For the fifth grade, they looked at Everyday Math, Glencoe, Scott Foresman, and other programs and decided that Scott Foresman would provide the best bridge program for grade 5 transition to Glencoe in grade 6.

Ms. Grady questioned whether Dr. Ingraham had completed parent surveys, interviews with principals, and assessments identified in memoranda he had sent to the Board last fall. Dr. Ingraham stated he was still working on all of those things and would keep the Board apprised.

G. STUDENT REPRESENTATIVE REPORT: Daniel Keegan gave a brief report, stating that first semester just ended and second semester was beginning. Students at Dover High School received handbooks and course descriptions for the 2005-2006 school year.

H. COMMITTEE REPORTS:

1. **DEIP: Dorothea Hooper reporting:** Ms. Hooper noted that much of her report had been covered during the Math Curriculum Adoption presentation made earlier by Dr. Ingraham. The following notes were provided to the Board secretary to include in the minutes:

The Curriculum Committee met at the Dover Middle School library on January 18, 2005 to hear the presentation of the Mathematics Department recommendations for curriculum adoption. It was reported that the following math courses have been added at the high school:

1. Math for Real Life – deals with mortgages, investments, etc.
2. Essential Math Skills – pre-Algebra
3. Advanced Algebra – preparation for pre-Calculus

The Mathematics staff presented their recommendations for improvement of the district math program. The following proposals will be brought to the School Board for approval:

1. At the high school, and Advanced Placement Statistics course for grade 12 students.
2. At the middle school, in grade 5, Scott-Foresman mathematics as a structured bridge program between Everyday Math in grades K-4 and the more skill-oriented approach being recommended in grades 6-8.

3. Also at the middle school, the Glencoe series Mathematics: Applications and Concepts in grades 6-8 as a foundation for high school standards.

The next meeting of the DEIP Curriculum Committee will be held on March 24, 2005.

2. **Discipline Committee: Dorothea Hooper reporting:** Ms. Hooper advised that she had attended the *Prime for Life Seminar* in Portsmouth on February 9, 2005, to hear their presentation on dealing with drug and alcohol abusers. Since the Discipline Committee deals with these types of cases extensively, Ms. Hooper stated she wanted to see the curriculum demonstrated that is now being used by Southeastern New Hampshire Alcohol and Drug Treatment Services, an agency to which the committee refers some students. The presenter explained a newer approach in dealing with clients. Instead of the "in-your-face" approach, the new curriculum focuses more on helping the client to accept and understand that they have a problem and how to deal with it. Also attending the seminar were Fran McNally, Dean of Students, Dover High School, and Erin Milbury, Guidance Counselor, Dover Middle School.
3. **Dover Adult Learning Center, Doris Grady reporting:** Ms. Grady provided the following information for the Board:
 1. The Dover Adult Learning Center would like to alert and invite Board members to several events that are up-coming as the school year moves along.
 - a. February 22, George Washington's Birthday, donors to the DALC eBay auction will be thanked with a cherry-laden dessert reception at the McConnell Center. (Information on donating to the eBay auction was distributed at the meeting.)
 - b. The Center's Board of Directors is deliberating on a proposed update of its Strategic Plan. Key features include an expansion of workplace education offerings and continued efforts to strengthen the financial position of the Center.
 - c. The Adult Diploma Program will offer seven courses for the spring term, beginning April 4, 2005. Two English classes, algebra, biology, US History, a new drawing course, and a new Transition to College course to help students build skills in preparation for postsecondary training make up the schedule.
 - d. On May 14, 2005, the Center's students are managing a yard sale on the McConnell Center lawn and, on June 9, 2005, the Center's annual graduation celebration and Fundraiser, a Portsmouth Harbor Cruise, will depart the dock at 6:00 p.m.
 - e. Over the past year, students gained marketable new job skills in the Basic Bookkeeping and Basic Office Skills Program, and
 - f. Workers at Fibredyne in Dover and Thermopol in Somersworth improved their skills in English for Speakers of Other Languages classes at the workplace, and
 - g. 191 individuals earned their GED or Adult High School diploma, and
 - h. Nearly 50 adults have pursued personal enrichment and professional development through DALC's new online classes provided in concert with ed2go.com, and
 - i. Inmates at Strafford County House of Corrections participated in the first graduation ceremonies held within the facility.
 - j.

Ms. Grady ended by reading from a flier on the DALC eBay Auction Fundraiser:

- Do you have a holiday gift you'd like to "regift?"
- Wondering what to do with that vintage camera or musical instrument?
- Perhaps that antique you've saved, that stored fine china, or the jewelry you no longer wear – all too valuable for a yard sale but perfect for eBay buyers.
- What about that extra car or truck in the driveway?
- What's in that attic or storage closet, valuable but just gathering dust?
- How about the discarded camera or camcorder you've just replaced?

I. POLICY - CHANGES - PROPOSALS: (2)

1. **Policy JFABD - Admission of Homeless Students**: Doris Grady moved, Carolyn Mebert seconded, to table the policy until the March 14, 2005 meeting. An oral **VOTE PASSED 5-0**.

Admission of Homeless Students

To the extent practical and as required by law, the district will work with homeless students and their families to provide stability in school attendance and other services. Special attention will be given to ensuring the enrollment and attendance of homeless students not currently attending school. Homeless students will be provided district services for which they are eligible, including Head Start and comparable pre-school programs, Title I, similar state programs, special education, bilingual education, vocational and technical education programs, gifted and talented programs, and school nutrition programs.

Homeless students are defined as (per NCLB definitions) lacking a fixed, regular, and adequate nighttime residence, including:

1. Sharing the housing of other persons due to loss of housing or economic hardship;
2. Living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
3. Living in emergency or transitional shelters;
4. Are abandoned in hospitals;
5. Awaiting foster care placement;
6. Living in public or private places not designed for or ordinarily used as a regular sleeping accommodation for human beings;
7. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations, or similar settings;
8. Are migratory children living in conditions described in previous examples.

The Superintendent shall designate an appropriate staff person to be the district's liaison for homeless students and their families.

To the extent feasible, homeless students will continue to be enrolled in their school of origin while they remain homeless or until the end of the academic year in which they obtain permanent housing. Instead of remaining in the school of origin, parents or guardians of

homeless students may request enrollment in the school in which attendance area the student is actually living, or other schools.

If there is an enrollment dispute, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent or guardian shall be informed of the district's decision and their appeal rights in writing. Unaccompanied youth will also be enrolled pending resolution of the dispute.

Once the enrollment decision is made, the school shall immediately enroll the student, pursuant to district policies. IF the student does not have immediate access to the immunization records, the student shall be admitted under a personal exemption. Students and families should be encouraged to obtain current immunization records or immunizations as soon as possible, and the district liaison is directed to assist. Records from student's previous school shall be requested from the previous school pursuant to the district policies. Emergency contact information is required at the time of enrollment consistent with district policies.

Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. If the school of origin is in a different district, or a homeless student is living in another district but will attend his or her school of origin in this district, the districts will make reasonable efforts to coordinate the transportation services necessary for the student.

The district's liaison for homeless students and their families shall coordinate with local social services agencies that provide services to homeless children and youths and their families; other school districts on issues of transportation and records transfers; and state and local housing agencies responsible for comprehensive housing affordability strategies. The district's liaison will also review and recommend to the district policies that may act as barriers to the enrollment of homeless students.

No Child Left Behind Act, 2002
RSA 193:12

2. **JECB-R – NH DOE Technical Assistance Advisory – Residency:** Doris Grady moved, Carolyn Mebert seconded, to table the policy until the March 14, 2005 meeting. An oral **VOTE PASSED 5-0.**

TECHNICAL ASSISTANCE ADVISORY RESIDENCY

Purpose.

The purpose of this Technical Assistance Advisory is to clarify existing law with respect to a pupil's district of residency and school district liability for educational costs when a child is placed in a home for children; the home of a relative or friend by the Department of Health and Human Services or a court of competent jurisdiction pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463; health care facility; or state institution.

Definitions. The following definitions shall apply:

- (a) "Legal residence" means, in the case of a minor, where the parents reside, except:

- (1) If parents live apart and are not divorced, legal residence is the residence of the parent with whom the child resides.
 - (2) If parents are awarded joint legal custody the legal residence of a minor child is the residence of the parent with whom the child resides.
 - (3) If a parent is awarded sole or primary physical custody, legal residence of a minor child is the residence of the parent who has sole or primary physical custody.
 - (4) If the parent with sole or primary physical custody lives outside the state of New Hampshire, a minor child does not have residence in New Hampshire.
 - (5) If the parents are awarded joint or shared physical custody legal residence of a minor child is the residence of whichever parent has primary physical custody. If primary physical custody is not awarded by a court of competent jurisdiction the legal residence of a minor child is the residence of the parent with whom the child resides more than 50% of the school week, or 3 days out of the 5-day school week.
- (b) "Legal guardian" means a person appointed by a probate court in New Hampshire or a court of competent jurisdiction in another state, territory, or country. A legal guardian shall not be appointed solely for the purpose of allowing a pupil to attend school in a district other than the district of residence of the minor's parent or parents.
- (c) "Legal resident" as defined in RSA 193:12, III means:
- (1) Legal resident of a school district is "a natural person who is domiciled in the school district and who, if temporarily absent, demonstrates an intent to maintain a principal dwelling place in the school district indefinitely and to return there, coupled with an act or acts consistent with that intent.
 - (2) A married person may have a domicile independent of the domicile of his or her spouse.
 - (3) If a person removes to another town with the intention of remaining there indefinitely, that person shall be considered to have lost residence in the town in which the person originally resided even though the person intends to return at some future time.
 - (4) A person may have only one legal residence at a given time."
- (d) "Home for children or health care facility" means any
- (1) Orphanage;
 - (2) Institution for the care, treatment, or custody of children;
 - (3) Child care agency as defined by RSA 170-E: 25, II and III;

- (4) A residential school approved under RSA 186:11, XXIX; or
- (5) A program approved pursuant to Ed 1133.
- (e) "Child of homeless parents" means a child whose parents:
 - (1) Lack a fixed, regular, and adequate residence; or
 - (2) Have a primary nighttime residence in a supervised publicly or privately operated shelter for temporary accommodations such as:
 - a. Public assistance hotels,
 - b. Emergency shelters,
 - c. Battered women's shelters, and transitional housing facilities, or
 - d. A public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings.
- (f) "Home of a relative or friend" means an unlicensed home of a relative or friend where a child has been placed by the Department of Health and Human Services or a court of competent jurisdiction. "Friend" means any non-relative.
- (g) "Legal custody" means an award of legal custody by a court of competent jurisdiction, in this state or in any other state. A parent shall not have legal custody if legal custody has been awarded to some other individual or agency, even if that parent retains residual parental rights.
- (h) "Placement" means the physical placement of a child in a residence. For purposes of assigning financial or programmatic responsibility for a child's education or special education and related services, it shall not include incidental, transient, or short-term stays of an emergency nature.

Legal Residence and Right of Attendance.

- (a) No person shall attend school, or send a pupil to the school, in any district of which the pupil is not a legal resident, without the consent of the district or of the school board.
- (b) In accordance with RSA 189:1-a, "It shall be the duty of the school board to provide, at district expense, elementary and secondary education to all pupils who reside in the district until such time as the pupil has acquired a high school diploma or has reached age 21, whichever occurs first; provided, that the board may exclude specific pupils for gross misconduct or for neglect or refusal to conform to the reasonable rules of the school, and further provided that this section shall not apply to pupils who have been exempted from school attendance in accordance with RSA 193:5."
- (c) "Whenever any child is placed and cared for in any home for children, or is placed by the Department of Health and Human Services in the home of a relative or friend of such child pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463, such child, if of school age, shall be entitled to attend the public schools of the school district in which said home is located unless such placement was solely for the purpose of

enabling a child residing outside said district to attend such schools, provided that the school district for a child placed in a group home, as defined in RSA 170-D:25,II(b), within a cooperative school district, shall be the cooperative school district.”
(RSA 193:28)

Education of a Child Placed and Cared for in any Home for Children.

- (a) Nothing shall limit or abridge the right of any child placed and cared for in any home for children, as defined in RSA 193:27, to attend school in the district in which the home is located.
- (b) Any child placed in the home of a relative or friend by the Department of Health and Human Services, or by a court pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463, may attend the public schools of the school district in which the home for children or home of the relative or friend is located.
- (c) Whenever a parent or guardian voluntarily places a child with a relative at the recommendation or request of the Department of Health and Human Services, that child shall be permitted to attend the public schools of the school district in which that relative resides provided that:

“Upon request of the school district, the Department of Health and Human Services shall confirm that the department recommended or requested that the child be placed with the relative to promote the child’s well being, and not for the purpose of allowing the child to attend school in the district where the relative resides; and

Upon request of the school district, the relative shall take reasonable steps to secure a court award of guardianship over the child; the child being allowed to attend school in that district while the relative seeks guardianship.” (RSA 193:12, V, a)

Legal Guardianship.

- (a) Legal guardianship shall not be appointed for the purpose of allowing a pupil to attend school in a district other than the district of residence of the minor’s parent or parents.
- (b) Whenever a petition for guardianship or legal custody is filed in a court of competent jurisdiction on behalf of a relative of a child, other than a parent, the child shall be permitted to attend school in the district in which the relative of the child resides pending a court determination relative to custody or guardianship.
- (c) Upon the request of the school district, the relative shall take reasonable steps to secure a court award of guardianship over the child, and the child shall be allowed to attend school in that district while the relative seeks guardianship.
- (d) Any change of legal guardianship shall be filed with and approved by the probate court.

- (e) If guardianship papers are filed with the probate court, the pupil shall be entitled to attend school in the district in which the guardian resides.
- (f) Once guardianship is approved, the pupil shall be a resident of the school district in which the guardian resides.

Liability of School District for Special Education Costs.

- (a) If a child is:
 - (1) Placed in a home for children, the home of the relative or friend by the Department of Health and Human Services, or a court of competent jurisdiction pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463, health care facility, or state institution, and
 - (2) The child is not in the legal custody of a parent or if the parent resides outside the state, then the school district in which a child most recently resided prior to such placement shall be liable for the cost of special education and related services. However, if the child is retained in the legal custody of a parent residing within the state, the school district in which the parent resides shall be liable for the cost of special education and related services.
- (b) If custody is transferred subsequent to original placement of a child in a home for children, the home of a relative or friend in which a child is placed by the Department of Health and Human Services or a court of competent jurisdiction pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463, health care facility, or state institution, then the "sending district" shall be, from the change in legal custody or guardianship forward, that district in which the child resided at the time of the original placement.
- (c) If a pupil 17 years of age or older, who is living independently, is placed in a non-residential facility by the Department of Health and Human Services or a court of competent jurisdiction pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463, the pupil shall be considered a resident of the school district in which he/she is living.
- (d) If a pupil 17 years of age or older is placed in a residential facility by the Department of Health and Human Services or a court of competent jurisdiction pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463, the school district which was liable for the cost of special education and related services immediately prior to the pupil's 17th birthday shall remain the school district of liability.
- (e) If a child is placed by the Department of Health and Human Services or a court of competent jurisdiction pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463, and the parent resides outside the state of New Hampshire, the district of liability shall be determined in accordance with the interstate agreement.

Appeals: Residency.

- (a) The superintendent shall decide all residency issues within a school district.
- (b) If more than one school district is involved in a residency dispute or the parents who live apart cannot agree on the residence of a minor child, the respective

superintendents shall jointly make such decision.

- (c) In those instances when an agreement between superintendents cannot be reached within 10 days, the Commissioner of Education shall make a determination.
- (d) The superintendents shall jointly submit to the Commissioner a written Request for Determination of Residency identifying the specific issues involved in the residency dispute.
- (e) The Commissioner, upon receipt of the written Request for a Determination of Residency, shall utilize the provisions of Ed 200, except that Ed 213 shall apply to a proceeding before the Commissioner.
- (f) A decision of the Commissioner of education may not be appealed to the Board of Education.
- (g) If the residency dispute does not involve more than one school district the dispute shall be resolved by the local school board. Such decision may be appealed to the State Board in accordance with Ed 200.
- (h) During the pendency of a determination of residency, a pupil shall remain in attendance in the pupil's current school.

Appeals: District of Liability.

- (a) The State Board of Education shall determine the district of liability in disputes involving a special education child placed in the home of a relative of that child by the Department of Health and Human Services, or placed in the home of a relative or friend by a court pursuant to RSA 169-B, RSA 169-C, RSA 169-D, or RSA 463.
- (b) Such determination shall be made in accordance with rules adopted by the State Board of Education.

Nonresidents.

- (a) No person shall attend school, or send a pupil to the school, in any district of which the pupil is not a legal resident, without the consent of the district or of the school board except as otherwise provided by law or a local school board policy.
- (b) Each school district shall adopt an admission and attendance of non-resident student's policy.

Purpose

The purpose of this advisory is to provide clarification concerning the education of homeless students in New Hampshire. Varying Interpretations of homelessness, school placement, and New Hampshire Residency Law regarding homeless students have led to confusion and in certain instances have prohibited children from enrolling and attending school. This advisory addresses the basic requirements for school districts to meet the needs of homeless students and answers some of the most frequently asked questions.

Definition

The Stewart B. McKinney Homeless Assistance Act, Subtitle VII-B: Education of Homeless Children and Youth, protects homeless children and youth from being excluded from school enrollment due to the nature and impermanence of their night-time residence. Under the McKinney Act, school districts must review any rules or regulations, practices, or policies that may act as barriers to the enrollment of homeless children and undertake steps to revise such regulations, practices or policies to assure that homeless children and youth are afforded the same opportunities as non-homeless children and youth.

“New Hampshire Education for Homeless Children and Youth”, means as part of the Stewart B. McKinney Homeless Assistance Act, that a homeless child has the right to:

- A free, appropriate public education.
- Remain in the school of origin (last school attended or school attended when child lost housing) for the remainder of the academic year, or if the child or youth became homeless between academic years, for the following academic year, or attend the school nearest their shelter or temporary home. To the extent feasible, the Local Education Agency (LEA) shall comply with the request made by the parent or guardian regarding school placement, regardless of whether the child or youth lives with the homeless parent(s) or is temporarily living elsewhere.
- Immediate enrollment, even when school or medical records cannot be produced at the time of enrollment.
- A priority to pre-school programs.

Which school may a homeless child attend?

There are options, whichever is in the best interest of the child or youth, either

1. The school of origin, which is the school attended when last permanently housed, or the school in which the child was last enrolled; or
2. Any school in which non-homeless students living in the attendance area are eligible to attend. In making a determination of school attendance, the best interest of the child and the request of the parent and/or youth are to be considered.

Is there any reason to delay enrolling a homeless child or youth?

No. Lack of school records or immunizations cannot prevent a homeless student from enrolling in a new school. It is the responsibility of the new school to request health and academic records from the previous schools in a “timely manner” and to refer parents and/or youth to a physician or to a free or low cost clinic for any required immunizations. Homeless students do not need to wait until academic or health records arrive to attend the new school. Federal law requires immediate enrollment of homeless children and youth.

Who is considered homeless?

If a family, out of necessity, because of lack of housing, must reside in a shelter, motel, vehicle, campground, on the street, or doubled up with family or friends, they are homeless. Children and youth living under these or similar circumstances with or without other family members, are considered homeless.

Does homelessness have to be proven?

No. If a family reports they are homeless, the case must be decided individually. Present living conditions (i.e., shelter, campground, motel, hotel or doubled-up families) should be reviewed

according to present situation of the family and relative permanence and adequateness of the living environment.

Does residency have to be proven in order for a homeless child to enroll in school?

No. Proof of residency is not required for the enrollment of homeless children. A school may require the parents or guardian of a homeless child to submit an address or other information for contact purposes, as they would for any non-homeless child enrolling in their school.

How does the New Hampshire Residency Law deal with school enrollment of homeless students?

- RSA 193:12 (IV) provides the definition of a homeless child and exceptions to legal residence requirements for homeless pupils. Homeless pupils may attend school in either the district the child/youth is presently residing or, if parents and another district agree, in the best interest of the child, for continuity of education, remain in the school the child/youth was attending when he/she became homeless (known as the school of origin).
- In those cases when there appears to be a conflict in state law and federal law with respect to homeless students, federal law prevails.

What if there is a disagreement on school placement between two superintendents?

The following procedures are in place if superintendents are not able to reach a placement agreement, taking into consideration the best interest of the student(s), and request of the parent(s):

- The Coordinator for the Education of Homeless Children and Youth, Lynda Thistle Elliott (271-3840) may be called upon to help resolve differences.
- In those instances when an agreement between superintendents cannot be reached within 10 days, the Commissioner of Education will make a determination.
- The Superintendents shall jointly submit to the Commissioner a written Request for Determination of Residency identifying the specific issues involved in the residency dispute.
- The Commissioner, upon receipt of the written Request for Determination of Residency, shall utilize the provisions of Ed 200, except that Ed 213 shall apply to a proceeding before the Commissioner.
- A decision of the Commissioner of Education may not be appealed to the State Board of Education.

What if there is a school placement dispute between homeless constituents and Local Education Agencies (LEAs)?

The following steps are provided when there is a placement dispute between parents/youth and LEAs:

- Informal discussion between school district personnel and homeless parents/or or homeless youths to reach a mutually agreeable solution.
- The State Coordinator for the Education of Homeless Children and Youth (271-3840) may be called upon to help resolve continued differences.
- If the residency dispute does not involve more than one school district the dispute shall be resolved by the local school board. Such decision may be appealed to the State Board of Education. The State Coordinator will provide information to the homeless parents and or youths and the school district about the state appeals process in accordance with the New Hampshire Code of Administrative Rules, Chapter Ed 200.

- During the pendency of a determination of residency, a pupil shall remain in attendance in the pupil's current school.

Where can you call for more information?

If you have questions about enrolling homeless children or youth or providing services please call the Department of Education Homeless Education Program at 271-3840 or e-mail LthistleElliott@ed.state.nh.us.

J. POLICY ADOPTION: (2)

1. Policy BCB – School Board Officers:

Heather Orion-Hindle moved, Carolyn Mebert seconded, to move the policy to the table for discussion. An oral **VOTE PASSED 5-0**.

Marjorie Fisher reviewed changes being made to the policy.

Doris Grady moved, Carolyn Mebert seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 5-0**.

SCHOOL BOARD OFFICERS

The officers of the School Board shall be a chairperson, a vice-chairperson, and a secretary. The officers shall be elected at the annual organizational meeting to serve until the next annual organization meeting or until a successor is duly elected and qualified, as prescribed in Article IV, Sec. 4.3, of the City Charter. Any vacancy in such offices may be filled at any meeting of the School Board provided that all members of the School Board have been notified prior to the meeting that the vacancy will be filled at such meeting.

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.

The chairperson shall preside over all meetings of the School Board. He/she is a voting member of the Board and may take part in all discussions of the Board. He/she executes all official papers on behalf of the Board. He/she is empowered to call special meetings, and he/she may appoint subcommittees necessary to the proper functioning of the School Board at any regular or special meeting with the consent of a majority of the membership present.

The chairperson shall have the same right as other members to discuss questions and to vote thereon. The chairperson may offer resolutions and second motions, once made.

He/she shall decide at Board meetings question of order.

In addition to the above, he/she shall perform all duties prescribed by law.

Vice-Chairperson:

The vice-chairperson shall have the powers and duties of the chairperson in his/her absence or during his/her disability and such other powers and duties as the School Board may from time to time determine.

Secretary:

The secretary shall (1) put a notice of the time and place of every School Board meeting in two appropriate public places or see that such notice is printed in a newspaper of general circulation at least twenty-four hours, excluding Sundays and legal holidays, before that meeting; (2) keep a full and accurate record of the proceedings of the School Board meetings; and (3) assist the Superintendent in matters pertaining to the care of the Board's records and documents.

2. Policy BA – Bylaws of the Dover School Board: Doris Grady moved, Carolyn Mebert seconded, to move the policy to the table for discussion. An oral **VOTE PASSED 5-0.**

Marjorie Fisher reviewed the changes being made to the policy.

Carolyn Mebert moved, Heather Orion-Hindle seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 5-0.**

**BYLAWS
OF THE
DOVER SCHOOL BOARD
CITY OF DOVER, NEW HAMPSHIRE**

ARTICLE I: Name

Section 1. The name of the School Board shall be the Dover School Board.

ARTICLE II: Members

Section 1. The School Board shall be composed of seven members in accordance with Section 4.2 of the City Charter.

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.

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.

ARTICLE IV: Meetings

Section 1. All meetings of the School Board shall be held in the rooms designated by the School Board or the chairperson. The School Board shall meet for organization on the day stipulated by Section 4.3 of the Charter.

Section 2. The School Board shall hold its regular monthly meeting on the second Monday of each month. Changes may be made in this schedule due to conflicts with holidays.

The School Board shall meet on the fourth Monday of each month for regular business and in workshop session if there is business to be conducted.

The meetings shall begin at 7 p.m. and end no later than 10 p.m., unless otherwise determined by a two-thirds vote of the members present.

Nonpublic sessions may be held at the request of the chairperson, or the Superintendent, or by three members of the School Board, through written petition to the chair. The contents of these meetings shall conform to governing state law, RSA 91-A.

Section 3. Special meetings shall be called by the chairperson at any time or upon written request of three members. Each call for a special meeting shall distinctly specify the purpose for which the meeting is called. No other than such specific matters shall be considered at such special meetings except for emergency in accordance with RSA 91-A. At least twenty-four hours notice shall be given for such special meetings.

Section 4. A majority of the members of the School Board shall constitute a quorum.

Section 5. The meetings of the School Board shall be called to order promptly on the hour and then should proceed as follows:

- A. ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. CITIZEN'S FORUM
- D. APPROVAL OF MINUTES
- E. CONSENT CALENDAR
- F. SUPERINTENDENT'S REPORT
- G. STUDENT REPRESENTATIVE REPORT
- H. COMMITTEE REPORTS, INCLUDING LEGISLATIVE UPDATE
- I. POLICIES-CHANGES-PROPOSALS
- J. POLICY ADOPTION
- K. SUBMISSION AND PAYMENT OF BILLS
- L. RESOLUTIONS
- M. OLD BUSINESS
- N. NEW BUSINESS
- O. ADJOURNMENT

Section 6. The following shall appear on all meeting agendas, except nonpublic meetings.

Citizens are invited to all public meetings and shall be given an opportunity to speak. Time shall be set aside for citizen statements at all public meetings, unless a vote to the contrary is taken by the School Board.

Statements shall be limited to three minutes unless otherwise extended by the chairperson, with the approval of the School Board.

All citizens are permitted to place items on the agenda through written application to the Superintendent at least one week prior to the meeting date. Citizen items will require a formal motion and a second by seated members to bring the item to the floor for debate.

Section 7. All items for the agenda from School Board members shall be submitted in writing to the Superintendent's office before noon on the Tuesday preceding the regular meeting. The chairperson shall determine the order of the agenda for each meeting.

Section 8. The School Board shall be composed of seven members. Every member present, when a question is put, shall vote for or against the same, unless he or she abstains.

Section 9. The ayes and nays upon all questions of appropriations of money shall be called and entered upon the minutes and on all other questions at the request of any member.

Section 10. The Dover School Board shall act in accordance with the New Hampshire "Right to Know Law" (RSA 91-A) as amended.

Section 11. The following paragraph is to appear on all regular meeting agenda:

All meetings, except nonpublic meetings, conducted by the School Board are open to the public.

Section 12. A notice of the time and place of each meeting shall be posted in two appropriate public places and/or shall be printed in a newspaper of general circulation in Dover, at least twenty-four hours, excluding Sundays and legal holidays, prior to such meetings.

ARTICLE V: Workshop Session

Section 1. The Workshop Session shall be defined as a non-policy making meeting of the entire School Board. Said Workshop Session shall assemble for purposes of discussion on topics to prepare the School Board for understanding and action at a subsequent policy-making meeting.

Section 2. The secretary shall see that proper minutes of the proceedings are kept on file in the office of the School Board.

ARTICLE VI: Power and Duties of the School Board

Section 1. The Dover School Board shall be the governing body of the Dover School District and derives its authority from State laws and Department of Education Rules.

Section 2. The School Board is legally responsible for the establishment of school policies and programs, the determining of the budgetary requirements of the schools, the election of regular employees of the district, and the evaluation of the results obtained. The School Board shall take final action upon recommendation of the Superintendent where the election or assignment of personnel or a change of policy and/or program is involved.

Section 3. The secretary shall keep a full and accurate record of attendance and proceedings of all meetings of the School Board and shall have the care and custody of all records, papers, and communications relative to the School Board.

Section 4. The School Board shall have the oversight of the financial condition of the School District and shall cause to have prepared and presented a financial statement each month.

Section 5. A payroll summary ledger and/or vendor check register will be issued for signature to the Chairperson or Vice-Chairperson on a weekly basis. The School Board shall be presented a manifest of all general fund expenditures for the preceding month, and this shall be issued to the Board for a majority signature of all members present.

Section 6. The School Board shall take action on all matters which pertain to the administration of the schools which calls for the investigation of violations of the regulations of the School Board, complaints made by staff, parents, or pupils, and complaints against staff, provided such complaints cannot be investigated and satisfactorily resolved by the Superintendent of Schools.

Section 7. The Board shall serve as the governing body of School Administrative Unit #11; a School District established under the laws of the State of New Hampshire. The Board shall provide all Superintendent services as described in RSA 194-C:4.

ARTICLE VII: Subcommittees

Section 1. Subcommittees necessary to the proper functioning of the Dover School Board may be appointed at any regular or special meeting by the chairperson with the consent of a majority of the membership present. Such subcommittees shall report to the full School Board and, when appropriate, to the public, at each regular meeting of the School Board, and a final report shall be submitted to the School Board at the conclusion of a subcommittee's work.

Section 2. The chairperson shall serve as ex-officio member of all committees.

Section 3: The Discipline Committee shall be the only permanent standing committee of the School Board.

Section 4: The School Board shall affirm from its membership reporting members to the following positions. Each reporting member shall propose all business that requires debate and a vote to the entire Board at the earliest possible meeting date. Committee assignments shall be appointed by the chairperson and approved by the School Board.

Vocational Trust
City Council Liaison
Joint Fiscal Committee
Joint Building Committee
Legislative Representative with NHSBA
Dover Adult Learning Center Liaison
Dover Education Improvement Program
Program Evaluation Review Committee
Discipline Committee

ARTICLE VIII: Parliamentary Authority

Section 1. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the School Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the School Board may adopt. Each one-year term of the School Board shall constitute a session as defined in Robert's Rules of Order.

ARTICLE IX: Amendment of Bylaws

Section 1. These bylaws can be amended at any regular meeting of the School Board by a two-thirds vote, provided that the amendment has been submitted in writing to the entire membership at the preceding regular meeting. For sixty days following the inauguration these bylaws can be amended at any meeting of the School Board by a majority vote, provided that the amendment has been submitted in writing to the entire membership at the preceding meeting.

ARTICLE X: Student Representative to Dover School Board

Section 1. The student representative is responsible for presenting current student issues to the School Board. The student representative shall represent his/her constituents in the same manner as a regular School Board official.

Section 2. Eligible students must be entering the tenth, eleventh, or twelfth grade; they will be required to fill an application which will be reviewed by the student council advisors and administrative staff. Finalists will be selected and will be allowed to run in a general election concurrent with the class elections. The student body as a whole will be responsible in voting the student representative. The term of the elected student representative shall run from the meeting following the student council election.

Section 3. The student representative shall be a non-voting member of the School Board. RSA 189:1,C.

ARTICLE XI: Annual Report

The Dover School Board shall conduct an annual public meeting after the June regular meeting but before the August regular meeting for the purpose of reporting the past, current, and projected status of education in the Dover School District.

Amended: March 12, 2001
 May 14, 2001
 January 7, 2002
 January 13, 2003
 February 2, 2004
 February 14, 2005

K. SUBMISSION AND PAYMENT OF BILLS: Heather Orion-Hindle moved, Dorothea Hooper seconded, to authorize the Business Manager to pay manifest 05-H in the amount of \$3,592,571.04. A roll call **VOTE PASSED 5-0.**

L. RESOLUTIONS: None.

M. OLD BUSINESS:

1. Early Graduation Requirements: Doris Grady moved, Carolyn Mebert seconded, a motion to bring Early Graduation Requirements to the floor for discussion.

Christopher George stated that he had submitted a revised protocol for early graduation based on the Board's comments at the previous meeting. Language in the original proposal that appeared categorical was removed. The protocols are now termed as "guidelines" rather than as "policy." In addition, the section in the first bulleted paragraph was rewritten to reflect the basis of student proposals from a positive perspective rather than eliminating a reason as insubstantial that might otherwise qualify for early graduation. A summative paragraph was added to reinforce the ability of the guidance department and the administration to create programs which meet the individual needs of students. Principal George noted that if a student has the credits in the appropriate courses that meet state requirements, that student could graduate early.

Heather Orion-Hindle expressed her concern that it appeared it would be easier for a child to drop out of high school than to graduate early. Principal George assured Ms. Orion-Hindle that it was the administration's goal to have guidance meet with each student to develop the best plan for them after leaving Dover High School under ANY circumstances.

Heather Orion-Hindle moved to amend the early graduation guidelines to allow appeals to be made to the School Board by students and parents not satisfied with the Principal's decision. Doris Grady seconded the amendment. An oral **VOTE PASSED 3-2** (Mebert and Hooper opposed).

Doris Grady stated her belief that graduating early should be a decision between a parent and a student and should not be so complicated. It should be a very simple parent and child decision.

Heather Orion-Hindle moved, Carolyn Mebert seconded, to approve the Early Graduation Guidelines as amended. An oral **VOTE PASSED 4-1** (Grady opposed).

2. Redistricting Update: Superintendent O'Connor reported that the School Board had tasked him to look at redistricting Dover's elementary schools to equalize student enrollments in all three schools. Dr. O'Connor reviewed three options that had been considered:

Option A:

Part I - Portland Ave - East (Redistrict from Horne Street School to Garrison School) - If the boundary line were shifted from the Cocheco River to Portland Ave, it would impact several hundred housing units. The current student population impacted by this boundary relocation would be 25+ children. An additional impediment to this option would be an increased travel time through the center of the city.

Part II - Route 108 – East - A second boundary adjustment impacting the Woodman Park community would increase the number of children attending Garrison Elementary School. By reverting to the previous boundary (Route 108/Durham/Dover Road) and would impact over 200+ housing units:

Option B:

Return to 2001-2002 School District Boundaries -

All three schools would be impacted with both Woodman Park School and Garrison Elementary School experiencing growth, while the student population at Horne Street School would decrease. Approximately 88 students, moving from Horne Street School to Woodman Park School, would be impacted. In addition, redistricting students from Woodman Park School to Garrison School would potentially affect approximately 42 additional students

Option C:

Status quo - No Change - The third and least intrusive option would be to maintain the status quo. A review of student enrollment indicates a slight decline in population over the next four years. Both shifting demographics and housing starts may affect future enrollment.

Superintendent Recommendation: Based on a review of available demographic information and recognizing the complexities associated with redistricting of school boundaries, the Superintendent recommend the Board maintain the status quo, table redistricting efforts, and continue to monitor elementary student population over the next three years.

Dorothea Hooper moved, Doris Grady seconded, to accept the Superintendent's recommendation to table redistricting efforts and continue to monitor elementary student population over the next three years. An oral **VOTE PASSED 5-0**.

3. **Student Behavior Survey:** Dean of Students, Francis McNally, stated that the high school administration had used the Student Behavior Survey as a tool to gauge where they thought they were regarding student perceptions of the high school and of themselves, both as students and young adults. The results help administrators to make decisions so they can consider changes in curriculum and reinforce rules that benefit the students. He reported that some results of note were:
- Students consider alcohol the least threatening illegal substance they encounter.
 - Alcohol & tobacco are the easiest illegal substances to obtain.
 - Only 50% of our students use seat belts all the time.
 - 23% said "yes," bullying is a definite problem and 58% indicated bullying is somewhat of a problem. 71% said verbal abuse was the biggest bullying problem. "What students say to each other matters and hurts."
 - 75% of the students surveyed said there is someone at school who can help when they have a serious problem. "We need to make that 100%."
 - 37% thought their weight was about right. The rest of the students were concerned about their self-image.\

Dean McNally went on to say that the data regarding sexual activity, drugs, alcohol, tobacco, self-image, and school environment is extremely helpful in understanding our students and helping them succeed through their years at Dover High School. He added that currently, administration is trying to increase the number of hours the drug and alcohol councilor is at the high school using federal grant money. "Most expulsion hearings are related to either drug or alcohol incidents. We continue to promote Respect and Responsibility = Success at Dover High School through our PBIS program under the leadership of Donna Frank-Berchulski. How students interact with the faculty and other

students in a positive way matters in how students feel about themselves and the school.”

Mr. McNally ended by stating that the survey is a useful indicator of important issues students deal with on a daily basis. High school administrators continue to look to the Guidance Department to provide programs that reach students who feel overwhelmed. Students need to feel that someone is available to listen and help.

Fran Meffen, Dover Middle School Guidance Councilor, also addressed Board members. She explained that the annual survey is important to look at what we need to do to reduce the use of drugs and alcohol and provide academic excellence for all of our students. She added her belief that there needs to be a collaborative approach between schools and community to ensure that every student feels connected and to give each student every opportunity to succeed. This survey provides a small picture of where we need to go with this information and we need to keep the conversations ongoing.

Dr. Carolyn Mebert presented a PowerPoint display of the Student Behavior Survey 2004 Edition highlights, comparing them to the 2003 survey results in the following areas:

- use of alcohol and/or drugs in the past 30 days
- depression
- violence at school
- sexual activity
- parental monitoring
- relations between behaviors and grades

Dr. Mebert reviewed some of the more significant survey findings, including:

- Substantial increase in the number of 7th and 8th graders reporting marijuana use in the past 30 days
- Substantial increase in 10th through 12th grade students reporting use of prescription drugs to get high over the past 30 days
- Major increase across all grades in students reporting ecstasy use in the past 30 days
- Significant increase in 11th grade students reporting inhalant use in the past 30 days
- Most change in grades 7 and 8 of students reporting alcohol use in the past 30 days
- Significant increase in 7th, 8th, and 11th grade students reporting binge drinking in the past 30 days
- Sharp increase in the number of 11th grade students reporting smoking >1/2 pack of cigarettes in the past 30 days
- Significant increase in the number of 7th and 8th grade students reporting being depressed over the past 12 months
- The numbers of students who reported considering suicide over the past 12 months increased significantly in grads 7, 8, 9, 11 and 12
- There was a big increase in the number of students in all grades who reported bringing a weapon (either/or or both a gun and knife) to school
- The number of students reporting they were threatened with physical harm at school decreased significantly in grades 7 through 11
- Those students reporting that they were a victim of bullying did not change significantly
- There was no significant change in the numbers of students reporting that they had voluntary sexual intercourse

- There was a significant increase in the percentage of 7th and 8th grade students reporting they did not use birth control the last time they had sex

Dr. Mebert explained that there is a significant correlation between parental monitoring and substance use. The more parents are perceived to be monitoring, the less students use drugs and alcohol. There was very little change between surveys in students reporting their perceptions of average parental monitoring. Dr. Mebert also stated that it has been found that grades received in courses are a better predictor of substance abuse than age.

Heather Orion-Hindle noted that it appears the D.A.R.E. program “is dropping the ball.” Fran Meffen responded that K-12 guidance, health, wellness, and PE curriculum is being looked at and the district will collaborate with community partners (police, hospital, students, parents) to address these issues. She added her belief that the survey data is needed to go along with the dialogue. Ms. Orion-Hindle noted that the term “dropping the ball” may have been a bad choice, but it appeared there is a drug problem in the city and she asked, “how are we addressing” that fact? Superintendent O’Connor stated that the survey results have generated an interest in looking at D.A.R.E. as well as the schools’ health and wellness programs to address these issues.

N. NEW BUSINESS:

1. **Joint Building Committee – Garrison Elementary School Phase II:** Marjorie Fisher moved, Doris Grady seconded, the nomination of Marjorie Fisher and Carolyn Mebert to serve on the Garrison Elementary School, Phase II Joint Building Committee with City Council appointees Jason Hindle and Otis Perry. An oral **VOTE PASSED 5-0.**
2. **Woodman Park School Design/Advisory Committee:** Chairperson Fisher asked interested community members and Board members to call or email the Superintendent’s office if they are interested in serving on the Woodman Park School Design/Advisory Committee.
3. **Math Adoption-DEIP/Curriculum Council Recommendation:** See Above.
4. **Career Technical Center Update:** Ken Latchaw, Director of Dover High School Regional Career Technical Center, reviewed an improvement plan presenting a “new vision for Career Technical Education” at Dover High School. “After a decade of unprecedented changes in technology, the Career Technical Center has begun to shift its primary focus from education for the workplace to an increased emphasis on academics using an applied format within the subject context and preparing students with technical skills and knowledge necessary to successfully meet the challenges of advanced schooling and the changing workplace.” He then explained to the Board some program improvement issues that will be addressed and gave examples of new programs being researched.

Mr. Latchaw advised that he would come back before the Board in the fall of 2005 with a plan to implement the changes.

5. **DEOP Contract:** See above.

6. **Request Use of Facilities Funds for Lacrosse Goals:** Heather Orion-Hindle moved, Doris Grady seconded, awarding a contract to Tom's Team Sales in the amount of \$974.00, the lowest quote received, for purchase of lacrosse goals. A roll call **VOTE PASSED 5-0.**

7. **City Charter Discussion:** Chairperson Fisher moved, Doris Grady seconded, a motion to place a City Charter Discussion on the March 14th agenda. An oral **VOTE PASSED 5-0.**

Ms. Fisher asked members to review the City Charter for items that affect the Board and to bring their thoughts and recommendations to the March 14th for discussion. Superintendent O'Connor suggested Board members submit their items to Ms. Fisher prior to the March 14th meeting so the Chair may create a bulleted list to keep the discussion going.

O. ADJOURNMENT: At 9:00 p.m., Doris Grady moved, Carolyn Mebert seconded, to adjourn the meeting. An oral **VOTE PASSED 5-0.**

Respectfully submitted,

AUDRA LURVEY, SECRETARY
Dover School Board
AL/kgb

February 15, 2005