

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, January 21, 2008, at 7:07 p.m. in the City Council Chambers.

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

Also present were Superintendent John O'Connor; Laurie Verville, Business Manager; Dustin Gray, Patrick Boodey, Jim Amara, Larry DeYoung, Jean Briggs, Sandie Crosson, Chris George, Dover School District Science Teachers, members of AFSCME bargaining union, Rich Barrett, Barbara Szabunka, citizens of Dover, teachers and staff members of Dover School District.

B. PLEDGE OF ALLEGIANCE: The School Board led Pledge of Allegiance.

Audra Lurvey moved, Carolyn Mebert seconded a motion to suspend rules and allow the Band Resolution to be read prior to Citizen's Forum.

L. 1. Resolution of Recognition – Dover High School Band: Audra Lurvey read the resolution into the record.

Resolution of Recognition

WHEREAS the 2007 Dover High School Green Wave Marching Band, a group of 41 instrumentalists and 16 color guard, seven instructors, and one director joined together in August 2007 as a group of musicians with high expectations for the season, and

WHEREAS the 2007 Dover High School Green Wave Marching Band, on October 27, 2007, finished their season with a tie for first place, receiving a gold medal at the Maine Band Directors Association Championships at Sanford High School in Sanford, Maine,

WHEREAS the 2007 Dover High School Green Wave Marching Band was the first to receive this prestigious award in all the history of the school, and

WHEREAS the 2007 Dover High School Green Wave Marching Band received four stars in every category of evaluation at the MBDA Championships,

WHEREAS the 2007 Dover High School Green Wave Marching Band was led by Drum Major Emily Harmon, Color Guard Captains Danielle Pesko and Abby O'Connor, and Section Leaders Minh Ly, Heather Winget, Neal Swain, Katherine Wilson, Katie Black, Samuel Rheume, Bryan Marsh, and Joseph Visciano,

WHEREAS the 2007 Dover High School Band Instructors Craig Carville, Dan McGary, Kerianne Pesko, Richard Jones, and Jessica Cabral are graduates of Dover High School and studied with DHS Music Director, Michele Boulanger, and

WHEREAS the 2007 Dover High School Band Instructors, George Reagan and Robert McClure were also educated in New Hampshire,

WHEREAS thirty of the forty-one instrumentalists and nine of the sixteen color guard also made the first-quarter DHS Honor Roll, and

WHEREAS the 2007 Dover High School Green Wave Marching Band demonstrated hard work, perseverance, and character throughout the season,

WHEREAS the 2007 Dover High School Green Wave Marching Band has brought great pride, recognition, enthusiasm, and honor to themselves, to their parents and families, to Dover High School, and to the City of Dover,

NOW, THEREFORE, BE IT RESOLVED that the Dover School Board applauds, honors, and recognizes the many achievements of the 2007 Dover High School Green Wave Marching Band and their instructors.

C. CITIZENS' FORUM: Ken Hall, 5 Baker St, Dover, NH addressed the Board. Ken is the President of local #93 AFSCME and stated his shock to receive another letter regarding privatization from the School Board. He stated that employee's lives had been on hold for 7 months and after the last meeting, there was finally a conclusion. He asked when a decision had been made. He thought the School Board should have the courage to stand by their vote. He has been working for the Dover School District for 15 years. When he started, he made \$7.13/hr and his pay has increased significantly, but still is close to the poverty level. The employees have kept their end of their bargain and he feels the Board should do the same.

Linda Stolkwell, a representative from CATA spoke on behalf of CATA. She requested \$1,935 per student for 18 Dover students who currently attend CATA.

Katie Fitzpatrick, a Dover resident who has attended CATA for 4 years, will be graduating in June. She was one of the original CATA students and feels that it has made a big difference in her life. She has spoken before the State Senate asking to keep CATA open.

Amber French, of Dover, also spoke in favor of keeping CATA open. She is a sophomore and attended DHS prior to CATA.

Fran Chickering, 32 Middle Rd, Dover, distributed a handout to the Board with CATA goals, accountability plan, and statistics. The handout also included comments from teachers, students and parents. She has a son who graduated from DHS and a daughter who attends CATA. She said that they would do whatever was needed to support CATA, including fundraisers such as spaghetti dinners, etc.

Mike Schesser, NHJROTC Instructor, updated the Board on activities of NHJROTC at DHS. There will be a field trip to Maine Maritime Academy, the Honor Guard will be doing opening ceremonies at the Boston Bruin game on March 4, 2008. They are working with Portsmouth Naval Shipyard, who is providing the cadets with van usage, gas, etc. The cadets will be sponsoring a fundraiser from 1/28/08-2/11/08. They will be selling raffle tickets for \$500 in heating oil.

Brian Lamirande, Staff Representative for AFSCME, spoke on behalf of the custodians. He expressed his strong desire to get the job done. The custodians, groundskeepers, maintenance workers lives have been on hold for 7 months. Since a contract was recently signed, the Board should honor it until it expires.

Bill Moore, 44 Moose Lane, Rochester, spoke in support of the custodians. He loves his job. Many workers have recently purchased new homes and will lose them if they lose their jobs.

Audra Lurvey made a motion to suspend the rules in order to have science curriculum adoption presented earlier in the evening. Carolyn Mebert seconded the motion. All were in favor of motion.

N. 6. Science Curriculum Adoption

Jean Briggs introduced Lisa Santy, who was the chairperson of the science curriculum adoption committee. Lisa showed a Powerpoint presentation and distributed handouts regarding the adoption. Members of Task Force: Larry DeYoung, Jean Briggs, Elaine Marhefka, Jane Forbes, David Goldsmith, Maureen Sheahan, Jill Sears, Cheryl Cummings, Trudi Thompson, Deb Hackett, Matt Johnson, Dave Williams, Beth Lynch, Chris McCann, Steven Comeau, Justin Mahan, Al Poirier, Dana Heath, Stephen Pascucci

◆ **Goals of Science Task Force**

- ◆ Rewrite curriculum to meet NH State Frameworks
- ◆ Align curriculum grades K-12
- ◆ Design an experience-What does science look like in Dover?
- ◆ Increase interschool and intraschool communication
- ◆ Prepare students for NECAP science in Spring 2008
- ◆ Included in the Task force were one k-2 and one 3-4 grade teacher from each elementary school. Two 5-6 and two 7-8 grade teachers from DMS. One teacher from each discipline from DHS was also included in the task force.

◆ **New Frameworks?**

- ◆ New frameworks were approved in June 2006.
- ◆ No one, but the high school teachers knew about the change.
- ◆ The first meeting was spent learning to navigate the documents.

◆ **No Science?**

- ◆ Middle school and high school teachers did not realize how little science taught at the elementary level.
- ◆ Elementary and high school teachers did not realize double dipping was happening at the middle school.
- ◆ **Over the summer the task force agreed to meet and reshuffle and rewrite the curriculum and determine the appropriateness of current resources.**
- ◆ High school teachers also needed to write curriculum in terms of competencies.
- ◆ By the end of the summer a draft of new curriculum had been created.
- ◆ It became clear that current resources (especially Discovery Works) did not match to the GSE's
- ◆ High school teachers still had competencies to write.

◆ **Creation of a Mini-Task Force**

- ◆ In order to determined resources that would best fit the new curricula a mini-task force was created.
- ◆ These teachers agreed to fine tune curricula and choose appropriate resources, determine overall scope and sequence and meet with textbook companies.
- ◆ In the fall of 2007, the mini task force met after school as well as two mornings at DHS.
- ◆ They also met with multiple text book companies
- ◆ They determined overall flow of curriculum
- ◆ Met with health teachers
- ◆ Chose appropriate resources

- ◆ Rewrote curriculum
- ◆ **Overall experience**
- ◆ Elementary schools-create scientific thinkers, instill passion, integrated approach that does not compartmentalize concepts, experiments first
- ◆ Middle school-time of transition, 5/6 was determined to carry on the elementary model with more reading integrated, 7/8 transition to high school with a more text book approach while still incorporating hands on activities to teach concepts.
- ◆ High school-still lab based courses, experiments used to teach concepts, ability to utilize text books as reference key.
- ◆ **Support**
- ◆ Drastically different state frameworks at most levels.
- ◆ 14 years since last rewrite.
- ◆ 12 years since last curriculum adoption.
- ◆ Grouping pattern change at high school.
- ◆ **Elementary Level**
- ◆ Chosen FOSS and Delta Modules
- ◆ Experiments first
- ◆ Help develop scientists
- ◆ Integrated approach
- ◆ Discovery Works (current curriculum) does not support new frameworks/curriculum.
- ◆ 12 years since curriculum implementation at this level.
- ◆ **How can we be sure these are appropriate?**
- ◆ Piloting at various levels beginning in January
- ◆ Jill Sears-Solids and Liquids
- ◆ David Goldsmith-Magnetism and Electricity and Structures of Life
- ◆ Elaine Marhefka-Structures of Life
- ◆ **Does it really meet Dover's needs?**
- ◆ **Can we share as assumed?**
- ◆ **What professional development do we need?**
- ◆ **Middle School-Two different approaches**
- ◆ **Grades 5 and 6**
- ◆ Delta Modules-continues the approach introduced at the elementary school, acts as transition
- ◆ **Grades 7 and 8**
- ◆ More traditional approach with textbooks from Prentice Hall-begins the approach used at the high school level.
- ◆ Have been using Discovery Works (grades 5 and 6) for 12 years.
- ◆ Updates needed for texts in grades 7 and 9.
- ◆ **High School**
- ◆ **Technology**
- ◆ Increased technology integration
- ◆ Preparation for college
- ◆ Hands on approach
- ◆ **Texts**
- ◆ Variety of textbook choices
- ◆ Increased technology integration
- ◆ Continues the approach introduced in the 7th and 8th grades
- ◆ Transition into college

- ◆ Become scientifically literate
- ◆ **Grouping Pattern Change**
- ◆ **Blending of “CP” and “TP” levels (with expansion of “OP” if necessary)**
- ◆ 2007-2008: Senior Physics Pilot
- ◆ 2008-2009: Freshman Physical And Earth
- ◆ 2009-2010: Sophomore Biology
- ◆ 2010-2011: Junior Chemistry
- ◆ Cannot purchase used textbooks
- ◆ Science textbooks outdated/inaccurate
- ◆ Introduction of new electives
- ◆ Move to block scheduling

Teachers continue to purchase their own supplies. Labs can't be done everyday. Too expensive. The total cost of the K-12 science adoption is \$380,928.49. A breakdown of the costs by school was distributed to the Board. Dot Hooper complimented the task force on their amazing work. It was a huge task and they did a terrific job. Dot Hooper moved, Carolyn Mebert seconded to approve the Science Curriculum Adoption. An oral **VOTE PASSED 7/0.**

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

- a. **Joint Fiscal Committee Meeting, December 6, 2007**
- b. **Nonpublic Session #31, December 10, 2007 (Personnel)**
- c. **Regular Session #12, December 10, 2007**
- d. **Nonpublic Session #32, December 19, 2007 (Student Discipline)**
- e. **Nonpublic Session #33, December 19, 2007 (Contract Discussion)**
- f. **Nonpublic Session #1, January 2, 2008 (Student Discipline)**
- g. **Organizational Meeting, January 7, 2008**

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

E. CONSENT AGENDA: Doris Grady asked to pull 1B, 2A, 2B, 2D, 2E from the consent agenda. She made the following statement “All of the letters in the consent agenda that were withdrawn tonight are in reference to the resignations of Nancy Wood, Sheila McDonough, Shirley Thompson, and Gene Libby. If combined, their service to children would total about 120 years. I am, on behalf of all of the members of the Dover School Board sitting here tonight ,and past boards, expressing our appreciation for the number of years that you: Nancy Wood; Sheila McDonough; Shirley Thompson; and Gene Libby have dedicated to the children of our community and also its citizens. These names have been prominent on many educational committees that have been so pertinent to the successful education of our youth. It is this dedication that makes our system successful. You are truly respected and it is with deep regret that we see you leave.”

Mrs. Grady questioned 1B, a job share proposal, in regards to whether the position would affect the budget and if it would be eliminated. Superintendent O'Connor assured her that this would not be the case. The items were added to the consent agenda and Audra Lurvey moved, Carolyn Mebert seconded, to accept the Consent Agenda. An oral **VOTE PASSED 7/0.**

1. **Correspondence:**

- a. **Irish Show, Inc letter dated December 6, 2007 Waiver of Time Rental Request**
 - b. **Job Share Request, Allison Friend-Gray and Amanda Wild, Grade 6**
2. **Resignations/Retirements:**
 - a. **Shirley Thompson, Garrison Elementary School, Grade 4**
 - b. **Sheila McDonough, Horne Street School, Grade 4**
 - c. **Todd Henley, Alternative School, ASPIRE Coordinator**
 - d. **Nancy Wood, Horne Street School, Grade 3**
 - e. **Eugene Libby, Facilities Maintenance**
 3. **Leaves of Absence: None.**
 4. **Nominations:**
Sheet 1: Nomination and Election of Aides and Custodians (Brinkman to Taylor)
 5. **Professional Development Waiver: None.**
 6. **Extended Travel (Student Trips): None.**
- F. SUPERINTENDENT'S REPORT:** Superintendent O'Connor addressed the following items:
- ◆ Kristen Cote was recognized for her monthly column she writes for the Chamber of Commerce.
 - ◆ NECAP test results are being released January 29 for grades 3-8, and the 3rd week in February for Grade 11.
 - ◆ The Dover Kids Cabinet submitted Safe Schools/Healthy Student's Grant. This grant would be for 1.5 million dollars a year for 4 years. This would be to support initiatives that include preventative measures against alcohol, drug, tobacco use, student emotional issues. There are no matching funds or restrictions. The RFP will be released on January 24 and the grant needs to be submitted by March 4 with results being determined in August. Dr. O'Connor has been in touch with others who have used the grant previously.
- Principal Chris George discussed the following in the DHS report:
- ◆ Girls Soccer Team won an academic award as a team. 23 winners at scholastic art awards.
 - ◆ Governor Lynch signed a commendation that noted DHS' participation in a program where band students hosted members of the Sandbach, England's band in the fall.
 - ◆ 11 DHS and 1 home-school band students participated in the All-state Music Festival.
 - ◆ Jan Hennessey was elected President of NH World Language Association
 - ◆ Marcia Goodnow is the State Coordinator of Achievement Awards in Writing Program for the National Council of Teachers of English.
 - ◆ Martin Castle was selected as EMT of the year for Lee and Durham.
 - ◆ 24 Students are athlete/scholars. They attained a grade of B+ or higher and earned a varsity letter in 2 sports.
 - ◆ World Arts club sponsored a film festival with 28 films on 1/18.
 - ◆ Mr. DHS was a great success on 1/17 with Nick Piatti, a math teacher, winning for the teachers and Tim Rummo, a senior, winning for the students.
 - ◆ Semi-formal was a success
 - ◆ Mid Terms are this week

- ◆ Peter Wotton asked Mr. George to communicate to the Board that the Office of Civil Rights did an audit of Compliance of Title IX at DHS recently. This was a random check and all sites were checked. A report will be forthcoming.

Patrick Boodey discussed the following in the WPS report:

- ◆ Just spoke with Dustin Gray-no babies yet
- ◆ Snow banks at WPS have been removed, although there is still snow in the valley so that the students can sled.
- ◆ Fourth grade moved successfully to the new wing. The rooms looked fantastic.
- ◆ Third grade and offices will move in the next few weeks.
- ◆ UNH Men's hockey team visited the kindergarten and read to them. The women's team will be visiting also.
- ◆ NWEA winter testing is taking place.
- ◆ Report cards go home on January 30.

Jim Amara spoke about the Career Technical Center in the following report:

- ◆ Verbal approval of \$50,000 for engineering academy
- ◆ 2 CTC teachers (Scott Duprat and Irvin Harris) are taking professional development for photonics. The process transfers data by light (Bar codes, etc.) They will be trying to integrate photonics into programs.
- ◆ He met with the president of NHCTC to iron out details of a program where students can earn 6 college credits in 2 years (3/year)
- ◆ There will be a 3 bedroom ranch built on site in building trades to replace a home for a family who lost their home during the floods.

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

G. STUDENT REPRESENTATIVE REPORT: Julia Huggins was absent due to complications during the removal of her wisdom teeth.

H. COMMITTEE REPORTS:

1. Professional Development Committee - Dorothea Hooper reporting: Ms. Hooper gave the following report:

The Professional Development Committee met December 12th at Dover High School.

The committee, chaired by Ms Jean Briggs, Director of Curriculum/Assessment/and Instruction, welcomed School Board member Audra Lurvey as a new member.

The first order of business was to discuss the results of teacher evaluations of the early release day program in November. Each program was rated on a scale of very low to very high. The majority of the evaluations fell into the range of moderate to very high. The group tried to analyze what made some presentations less successful than others and what characterized the presentations that were rated very high.

The committee then discussed which months would be best suited for early release days trying to avoid months when there would be testing, days already off for other reasons, or other conflicting activities. The months that appeared the best were October, December, January, February, April and May. These were selected as tentative days until we have some information concerning release days in Rochester and Somersworth. The committee has asked Ms. Briggs to go before the School Board and request 2 additional days next year for

professional development for a total of 6. Again, the committee stressed that we are using our own staff for professional development which is no expense to the district.

March 14th is a teacher workshop day when the entire staff, in connection with a grant, district staff will be given Mental Awareness Sensitivity Training to teach them the early symptoms of poor mental health. The recommendation is that elementary teachers have 90 minutes of training and high school teachers 60 minutes. The committee proceeded to plan a schedule for the rest of the day blocking out presentation times for the elementary, middle school and high school workshops. The high school plans to use time for a report by the School Improvement Team, Bloc Scheduling, and Department Competencies. A survey sheet will be going out to elementary and middle school teachers for suggestions for workshops of interest to supplement already planned topics on literacy, assessment, goal setting, and testing. The survey is meant to give teachers a chance to ask for topics they would really like to explore.

“The Professional Development Committee also met January 16th at Dover High School.

The Professional Development Committee met January 16, 2008. Chairwoman, Jean Briggs, began the meeting with an examination of proposed Early Release Days for the school year 2008-2009. Where possible, the committee is attempting to coordinate days with neighboring schools who send students to our CTC program.

As a tool in the committee’s study of the need and value of professional development, a survey was distributed to staff. As a result of our staff surveys, the committee is aware that teachers have legitimate concerns over missing class time with students or abbreviating class schedules too short to be effective unless the professional development provided really improves their instruction in meaningful ways. Surveys completed enabled the committee to determine what teachers felt would be most helpful at different levels.

Elementary school teachers expressed the need to work on new curriculum requirements, time to collaborate with colleagues, and grade level sharing.

Middle school teachers also stressed the need for collaborative time by departments and grade levels, discussion on curriculum and, in addition, data analysis.

At the High school the need seemed to be in implementing block scheduling, departmental collaboration and again curriculum and collegial sharing.

When planning days for professional development, the committee needs to keep in mind classroom teacher needs as well as the need for providing special programs for support services such as librarians, nurses, and paraprofessionals.

The positive statements from staff who responded to the surveys led the committee to recommend an increase in Early Release Days from 4 to 6. At the same time, the committee is studying the possibilities of some changes in scheduling and topics to make these days very worthwhile for staff. We will, however, continue to use our “in house” resources for workshop presentations which we have found to result in more practical themes and no additional cost to the district.

The committee will be making a formal proposal to the School Board in February requesting an increase in Early Release Days.

Our next meeting will be February 13th.”

2. Full-day Kindergarten Implementation Committee - Audra Lurvey reporting:

Ms. Lurvey provided the following executive summary of the Full-day Kindergarten Implementation Committee's actions to date:

“On the 12 of December 2007 the Full-day Kindergarten Implementation Committee met at Horne Street School. This was the 4th meeting of the committee exploring the options for creating full-day kindergarten in the Dover School District. We have spent the last four months exploring space needs, curriculum needs, staff needs and financial needs in order to present an informed recommendation to the School Board. We have invited guest speakers from both Portsmouth and Kittery (who are both in their first year of full-day kindergarten) to discuss the challenges, pitfalls and successes they have encountered this school year.

It is the belief of the committee that full-day kindergarten could be best implemented in a district-wide full-day format. We do realize that there is a population of families that desire half-day, however it has been the findings of that committee that this is attainable through an option for parents to remove their children at a set time of the day (before lunch, approximately 11:45). This is the method that has been used successfully in both Portsmouth and Kittery and has been overwhelmingly positive. The committee realizes that this option is the most expensive option and may not be truly available to the district at this time. This option would be broken down by having 5 sessions at Garrison, 4 sessions at Woodman and 3 sessions at Horne Street.

The second choice option of the committee would be to implement full-day kindergarten on a limited basis, with the goal being to go to all full-day by the beginning of the 3rd year (2-year phase-in process). This would involve adding classrooms, staffing and materials at approximately 92% of the cost of the all full-day option. This option would involve its own set of challenges. One challenge would be in deciding which children would be assigned to full-day programming and how to go about that. Rochester is currently in their 2nd year of partial full-day with a lottery and it has been successful for them. They do not do kindergarten screening so the children are assigned purely by lottery. The requirement is that children must have all of their paperwork in to the school department by a certain cut off date (May 31) and at that time the children are placed. Children are assigned to their home schools only and there is a waiting list for late registrants. There has never been mid-day transportation for kindergarten in Rochester, but we would have to consider our options here in Dover. Also, Rochester has a lock out date for full-day. If a student leaves the full-day classroom mid-year (sometime after October), that spot is not filled in order to maintain the classroom dynamic. At this time, approximately 70% of Rochester's kindergarten population is enrolled in full-time.

The above option would be broken down by 3 full-day and 2 – ½ day (1am and 1 pm) at Garrison, 3 full-day and 1 half-day (am **or** pm) at Woodman and 2 full-day and 1 half-day (am session) at Horne Street. This would allow us to service 160 students in full-day kindergarten and 80 half-day students. We would have the ability to have approximately 67% of our students enrolled in full-day kindergarten. The original survey results showed that 227 out of 779 respondents (approximately 29%) preferred half-day kindergarten as opposed to the 509 out of 779 respondents (approximately 65%) preferred the full-day option. However, there were 69 (30%) of the people who preferred half-day who said they would not transport students to or from school at mid-day.”

I. POLICY - CHANGES – PROPOSALS:

a. Policy JICD – Student Conduct, Discipline, and Due Process: Audra Lurvey moved, Carolyn Mebert seconded, to table the policy in its first reading to the February meeting. An oral **VOTE PASSED 7/0.**

b. Policy JICFA – Hazing: Audra Lurvey moved, Beth Setear seconded, to table the policy in its first reading to the February meeting. An oral VOTE PASSED 7/0.

c. New Policy IHAH – World Languages Program: Audra Lurvey moved, Beth Setear seconded, to table the policy in its first reading to the February meeting. An oral VOTE PASSED 7/0.

d. New Policy IMBE – High School Credit for 7th and 8th Grade Advance Coursework: Audra Lurvey moved, Beth Setear seconded, to table the policy in its first reading to the February meeting. An oral VOTE PASSED 7/0.

J. POLICY ADOPTION:

a. **Policy JJE – Fundraising:** The policy was read into record:

FUND RAISING

Fund raising by students and others is a traditional means of providing supplemental monies for special projects and activities in schools. In addition to student organizations, adult groups such as the Parent/Teacher Organization, Parents' Music Club, Athletic Booster Groups, and others, raise funds with the help of faculty and students for projects outside the normal budget. Such fund raising for extras is to be applauded since the end result is the benefit of Dover's students. However, normal and necessary materials for the schools' programs and courses are expected to be provided by the School Department.

Most fund raising consists of activities such as dances, shows, concerts, car washes, food or merchandise sales, fun nights, or, to a limited degree, raffles. To assure that these and other fund-raising activities are conducted appropriately, the following regulations will apply:

1. All student fund raising projects are to be controlled from the office of the principal.
2. All monies raised by student organizations are to be deposited in student accounts under the supervision of the principal. Funds raised by adult groups (referenced in the first paragraph) must establish their own private banking accounts. Student Activity Accounts may not be used to deposit and expend on behalf on the adult groups.
3. An adult supervisor must be in control of and responsible for finances and a final accounting.
4. Gambling, Monte Carlo nights, and social events that have alcohol sales (no student involvement) must be brought before the School Board for approval.
5. Flagging, tagging, candy sales, and other like activities involving student soliciting funds, are strongly discouraged.
6. Elementary students should not be used for door-to-door solicitation. Publicity concerning elementary fund raising should explicitly remind parents about this prohibition.

7. Those adult groups that qualify for not-for-profit status must be registered with the State of New Hampshire Charitable Trust Division. These adult groups will submit copies of annual financial statements to the State of New Hampshire.

Audra Lurvey moved, Beth Setear, to adopt the policy in its second reading: An oral **VOTE PASSED 7/0.**

b. Policy JJF – Student Activity Account Management & JJF-E: : The policy was reads into record:

STUDENT ACTIVITY ACCOUNT MANAGEMENT

Student Activity Accounts are for official school business only, specifically for monies raised by student organizations and which will be expended solely for the benefit of Dover School District students. Scholarship funds and funds held for outside organizations such as PTA's, PTO's and Booster Clubs cannot use the Student Activity Account to funnel monies through.

Reimbursements may be for small amounts for items purchased by employees for school related business. Such reimbursement will be made only upon presentation of the appropriate paid receipts.

No employee shall use Student Activity Accounts for any personal business, even if the intent is to reimburse the Student Activity Account. There shall be no cashing of personal, third party or Dover payroll checks through Student Activity Accounts. Violation of any portion of these policies may lead to disciplinary action, including termination of employment.

Student activity funds will be deposited in respective school activity accounts. The school principal is required to be a signatory on the account. The management of these funds is the responsibility of the school principal who will see that proper records of receipts and disbursements are maintained in accordance with this policy. Dual signatures shall be required on all checks issued from Student Activity Accounts. The Superintendent or his/her designee will review and reconcile all account balances periodically. The Student Activity Accounts may be audited on an unannounced basis by the Dover School District, the City Treasurer or its agents.

The City Treasurer signature shall be required on all checks issued from the Student Activity Account in the amount of \$3,000.00 or more. All signors on Student Activity Accounts must sign, in advance, a Student Activity Account Policy Statement JJF-E (attached).

City of Dover, NH and Dover School District-SAU #11

Student Activity Account Policy Statement

General Policy:

Student Activity Accounts are for official business only, specifically for _____
_____ (Name of School) for reimbursement of small amounts for items
purchased by employees for school related business. Such reimbursement will be made only upon
presentation of the appropriate paid receipts. No employee shall use Student Activity Accounts for

any personal business, even if the intent is to reimburse the Student Activity Account. There shall be no cashing of personal, third party or Dover payroll checks through Student Activity Accounts. Violation of any portion of these policies may lead to disciplinary action, including termination of employment.

I understand that:

- I shall keep Student Activity Account checks and records secure from public access and non-authorized employees.
- Dual signatures shall be required on all checks issued from the Student Activity Account.
- City Treasurer signature shall be required on all checks issued from the Student Activity Account in the amount of \$3,000.00 or more.
- Cash out procedures shall occur when the transfer of responsibility for the Student Activity Account to another employee takes place.
- All reimbursements from the Student Activity Account for small purchases will be made to employees authorized by the School District to make such purchases upon presentation to the School District by the employee of the appropriate receipts and a description of the purchases.
- All payments from the Student Activity Account will be supported by invoice or receipt documents.
- All customers shall be issued a sequentially numbered receipt at the time of collection of monies from a customer.
- Deposits are required if collections are \$100 or greater, or weekly at a minimum.
- When a deposit is made, all monies for the related collections shall be deposited. No cash items from collections shall remain as undeposited funds.

I have read and understand the above.

Name of School:			
Employee Signature:		Date:	
Business Manager Signature:		Date:	

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

K. SUBMISSION AND PAYMENT OF BILLS: Audra Lurvey moved, Beth Setear seconded, to direct the Business Manager to pay manifest #07-H in the amount of \$4,798,303.23. A roll call **VOTE PASSED 7/0**.

L. RESOLUTIONS:

1. **Resolution of Recognition-Dover High School Band:** see above

2. **Establishment of the Arnold "Bud" Falcione Scholarship:** Audra Lurvey read the resolution into the record.

Arnold "Bud" Falcione Scholarship Funds

WHEREAS: the Dover School Board approved policy IKG, Establishments of Scholarships, and

WHEREAS: this policy states, "Once the School Board authorizes the establishment of a scholarship, a resolution shall be submitted to the Dover City Council for approval and acceptance of the scholarship funds. Upon City Council approval, the donated scholarship funds will be immediately turned over to the City of Dover, Trustees of Trust Funds," and

WHEREAS: In memory of Arnold "Bud" Falcione, a cherished member of the Dover High School faculty for forty years, an annual scholarship in the amount of \$1,000.00 will be granted to a Dover High School senior intending to pursue education with a specific interest in Social Studies. Financial need will also be a determining factor. For the 2007-2008 academic year only, this award will be given to a former student of Mr. Falcione.

Community members, colleagues, formers students and family members have generously contributed to the Arnold "Bud" Falcione Scholarship Fund and continue to do so. A committee comprised of the Dover High School Social Studies department will take part in determining the annual recipient.

NOW, THEREFORE, BE IT RESOLVED the Dover School Board requests the Dover City Council accept the establishment of the Arnold "Bud" Falcione Scholarship and allow the City of Dover to be Trustees of these funds.

Audra Lurvey moved, Doris Grady seconded, to adopt the resolution. An oral **VOTE PASSED 7/0.**

M. OLD BUSINESS:

1. Approve Recommendation of Full-Day Kindergarten Implementation Committee:
Superintendent O'Connor introduced Jean Briggs who provided the historical information regarding the steps taken by the committee:

Full-day Kindergarten in Dover, NH

In June 2007, the Dover School board voted to explore the option of offering a full-day kindergarten program in the fall of 2008. This vote came on the recommendation of the Long Range Needs Committee under the direction of Mr. Nick Skaltsis, and the kindergarten sub-committee chaired by Mr. Patrick Boodey.

In September 2007, the newly formed "Kindergarten Implementation Committee" (KIC) began their charge of exploring how to make this recommendation become a reality. The KIC membership includes the following individuals:

Jean Briggs/Director of Curriculum
John O'Connor/Superintendent
Barbara Szabunka/Horne St. Principal
Dustin Gray/Garrison Principal
Paula Glynn/Title I Project Manager
Eva Clark/HSS Reading Specialist
Carolyn Mebert /School Board

Alana Cushing/GES Kindergarten Teacher
Amanda DeCew/HSS Kindergarten Teacher
Lisa Simko/WPS Kindergarten Teacher
Liz Dubois/Smart Start Teacher
Mary Buese/Preschool Teacher
Chrissy Thomas/Parent
Kathleen Allen/Parent

We met each month to examine curriculum, hear from neighboring towns who recently implemented full-day kindergarten and price out the cost of a full-day program. After much deliberation and discussion, the committee is recommending full-day kindergarten at all elementary schools. A second choice would be for each elementary school to offer both a full-day and a part-day option.

In a "Call to Action:" Investing in Public Education for a More Vibrant Economy, the rationale for full-day kindergarten as follows:

"Research shows that children who receive early education opportunities, including full-day kindergarten, are better prepared intellectually, socially and psychologically. We know attempting to repair reading skills in the fourth grade is far more expensive and risky than guaranteeing good beginning reading skills in kindergarten. If no child is to be left behind, we need to start earlier with every child. Attempts to close the achievement gap begin much too late."

The Early Childhood Longitudinal Study, Kindergarten Class of 1998-99 (ECLS-K) was the first study to describe the differences between full-day and half-day kindergarten at the national level. In the 1998-99 school year, 61% of all U.S. schools offered at least one full-day kindergarten class. This ECLS-K study indicates that children in full-day classes make greater gains in both reading and mathematics compared to those in half-day programs. This study went on to note that full-day kindergarten classes spend, on average, more time each day than half-day on teacher directed whole class, small group and individual child selected activities. In reviewing the research, the rationale for a full-day program can be summarized as follows:

Rationale for Full-Day Option

Today, children:

- . develop at many different rates.
- . have often had one or two years of preschool experience by the time they enter kindergarten.
- . need hands-on learning.
- . must learn concepts that are more complex than those learned in past.
- . benefit from additional time to practice.
- . learning from both organized and free choice play.
- . perform better with fewer transitions during the day.

Differences Between Half-day and Full-Day Programs

Both programs will have same curricular focus. The full-day program will offer students more time and in-depth exploration of the curriculum. Students will have expanded opportunities for:

- o Practice and repetition
- o Small group instruction
- o Expanded enrichment in literacy, mathematics, science and social studies

Benefits of a Full-Day Program

- provide children more time engaged in active, small group instruction
- allow more opportunities for teachers to detect learning problems and better meet individual students needs
- expand and individualize literacy and mathematics lessons
- increase opportunities for critical receptive and expressive language skill development
- provide extended periods of enrichment and supporting activities
- develop increased learning strategies and social skills
- provide the gift of time for in depth relaxed instructional pacing to master essential skills

In addition, one of the largest longitudinal research studies (Reynolds, Chicago Child Parent Center) found their students who attended all-day kindergarten had:

- 29% higher graduation rates
- 41% lower rate of special education placement
- 40% lower likelihood of being retained

Dr. O'Connor provided Board Members with the following cost information associated with the implementation of full-day kindergarten:

FULL-DAY KINDERGARTEN IMPLEMENTATION PLANS

Scenario #1 - Full Time/Part Time Plan

Total 4.5 FTE Professional Educators and 4.0 Paraprofessionals

School	Current Staff	Current Enrollment	Additional Staff	Related Arts All Schools	Additional Para's
Garrison	2.5	93	1.5	1.5	1.5
Horne	1.5	57	1.0		1.0
Woodman	3.0	82	.5		1.5
Total:	7.0	232	3.0	1.5	4.0
Estimated Cost: 1 FTE Professional = \$65,000 x 4.5 = \$292,500 1 FTE Paraprofessional = \$22,000 x 4.0 = \$88,000 1 Classroom Set-Up = \$14,661 x 3 = \$43,983					
Total Cost: \$424,483.00					

Scenario #2 - Full Time Plan

Total 6.8 FTE Professional Educators and 6.0 Paraprofessionals

School	Current Staff	Current Enrollment	Additional Staff	Related Arts All Schools	Additional Para's
Garrison	2.5	93	2.5	1.8	2.5
Horne	1.5	57	1.5		1.5
Woodman	3.0	82	1.0		2.0
Total:	7.0	232	5.0	1.8	6.0
Estimated Cost: 1 FTE Professional = \$65,000 x 6.8 = \$442,000					

Dover School Board Regular Meeting #1
 January 21, 2008
 Dover, New Hampshire 03820
 Page 16

1 FTE Paraprofessional = \$22,000 x 6.0 = \$132,000
 1 Classroom Set-Up = \$14,661 x 5 = \$73,305

Total Cost: \$647, 305.00

Cost Shifting Savings:

First Student Mid-day Run: \$152,010.00
 Provider Smart Start: \$ 39,578.00
 Employee Health Care Savings: \$ 64,130.00
 Sub-Total: \$255,718.00

\$424,483.00 (Scenario #1) minus total savings of \$255,718,00 = \$168,765.00 to be raised

Classroom Furniture for Kindergarten

Description	Amount per classroom	Unit Price	Total
Table, rectangle 36" x 72" OR	1	120.00	\$120.00
Table, round 48"	1	96.00	\$96.00
Table, kidney	1	130.00	\$130.00
Table, flower shaped	4	220.00	\$880.00
Chairs - 14"	25	40.00	\$1,000.00
Teacher desk, 36" x 72"	1	340.00	\$340.00
Task chair, teacher	2	95.00	\$190.00
File cabinet, 4 drawer locking	1	182.00	\$182.00
File cabinet, 2 drawer locking	1	132.00	\$132.00
Coat rack - 4' with approx. 25 capacity	2	150.00	\$300.00
Cubbies	2	170.00	\$340.00
Book display	1	120.00	\$120.00
Bookshelves - teacher shelves	2	210.00	\$420.00
Easel - instructional	1	128.00	\$128.00
Easel - child	2	128.00	\$256.00
Sand/water table	1	150.00	\$150.00
Kitchen set, 4 piece	1	481.00	\$481.00
Storage cabinet - metal, for teacher storage	1	571.00	\$571.00
Display units	2	120.00	\$240.00
Rocking chair	1	200.00	\$200.00
Chart storage unit	1	160.00	\$160.00
Big book storage unit	1	200.00	\$200.00
Art Storage	1	500.00	\$500.00
Bulletin boards	3	150.00	\$450.00
Listening center - cassette recorder w/2 headphone sets	1	175.00	\$175.00
Furniture Total (estimate)			\$7,761.00

Curriculum - Reading			
Curriculum - Math			
Curriculum - Zoophonics			
Curriculum - Science			
Curriculum - Writing			
Curriculum - Social Studies			
Assessment - PALS			
Curriculum Total (estimate)			\$4,500.00
Books - Classroom library (estimate)		400.00	\$400.00
Supplies for classroom (estimate)		2000.00	\$2,000.00
	TOTAL		\$14,661.00
Scenario #1 - \$14,661 x 4 classrooms = \$58,644.00			
Scenario #2 - \$14,661 x 5 classrooms = \$73,305.00			

Dr. O'Connor was asked what recommendation he was looking for from the School Board. He said that he was looking for a motion to affirm their decision. This would not be a guarantee that we would have full day kindergarten.

There was clarification as to whether the District would pay for transportation if half-day kindergarten was offered. It was decided parents will need to provide transportation if their student is going half day.

Doris Grady asked if the 29 Smart Start students were included in the cost of the new program. Dr. O'Connor responded that they were included in the total. Mrs. Grady questioned the WPS enrollment figures. Dr. O'Connor responded that there might have been some recent changes. Mrs. Grady also asked if a lottery system will be used. The system for determining placement hasn't been discussed at this point. Dr. O'Connor replied, "We will look at how other communities are placing students." Mrs. Grady stated she is definitely in favor of full day kindergarten. "We need to work to include all 5 year olds. It's not fair to offer to just a few. By 2nd or 3rd grade, the difference can be seen."

Dorothea Hooper took an opposing view. She thinks that many parents would like to keep their students home for half a day at that age. The half day scenario would be a perfect fit for them.

Britt Ulinski Schuman noted that she had been contacted by parents who also would like the option of full day or part day. She wondered if safety issues including transportation might be of concern.

If full day kindergarten for all is offered, parents still have the right to pull their child out at mid day. Jean Briggs noted, "This had been offered in Portsmouth and within a short time, only one family pulled their child at mid day."

Jean Briggs stated that some needier students may be left behind as they are sometimes the last to register. They also might not be able to transport at mid day.

Audra stated that the teachers did not want to get in a “revolving door” situation, where if one student left, another would come into the class room. This would be too disruptive to the class.

An option would be to save a few spots in full day kindergarten for students who register late.

Doris Grady questioned a legal issue. Would the School district be liable if, at grade 2 or 3, a student was behind academically? Could the parent hold the district responsible if their child wasn’t enrolled in full day kindergarten?

Beth Setear stated that she would be nervous if we didn’t offer full day kindergarten to all students. What if a part day kindergarten student falls behind in later school years?

Dr. O’Connor said that Scenario 1 was not a cost savings, but a cost shifting. We would still need to find \$170,000.

When asked what students would miss if only attended half day, Ms. Briggs stated that they would miss additional practice time, specials, social time, group play.

Audra Lurvey moved, and Carolyn Mebert seconded that we continue to look for ways to support kindergarten in the 08-09 budget. She withdrew her motion.

Dot Hooper stated that no one is against kindergarten, full time or part time. We need to see if we can find money for kindergarten, then decide if part time or full time. She would vote “no” if only full time were considered.

Marjorie Fisher said that if we support full time kindergarten and get funding, but then find we need more money, we can change to part time kindergarten.

Dr. O’Connor responded that he still needs direction as to how much money to look for in the budget.

Audra Lurvey made a motion, Beth Setear seconded to fund full time kindergarten in Dover schools. A roll call **VOTE PASSED 5-2.**

2. NESDEC Enrollment Forecast Update:

Dr. O’Connor presented the NESDEC enrollment forecast to the School Board. He stated that our numbers are more accurate than the numbers provided. This is an unofficial report and another will be forthcoming.

3. Approve Revised Barrington and Nottingham Tuition Rates for School Year 2007/2008:

	Elementary	Middle	High School
Per Pupil Cost-6/30/07 DOE25	\$10,212.23	\$8,609.77	\$9,094.97
Barrington	\$10,715.59	\$9,034.25	\$10,019.78
Nottingham	\$10,715.59	\$9,034.25	\$10,082.28
Other Districts	\$11,399.52	\$9,610.88	\$10,199.53
Vocational Tuition			\$10,199.53

Audra Lurvey moved and Carolyn Mebert seconded to approve Barrington/Nottingham tuition rates for school year 2007/2008. A roll call **VOTE PASSED 7/0**.

4. Motion to Rescind Vote on Contracted Services:

There was discussion to rescind the vote of December 10, 2007 not to award a bid for contracted custodial services. If the vote is rescinded, the Board may table bids until they have an opportunity to discuss. Carolyn Mebert moved, Audra Lurvey seconded, a motion to rescind the December 10, 2007 vote awarding the bid for contracted services. Dorothea Hooper stated that she would be voting the same way and noted her belief that the process was handled very badly.

Audra Lurvey moved, Carolyn Mebert seconded, to table bids on privatization. A roll call **VOTE PASSED 6/1** with Beth Setear voting against. The bids will be kept active until discussion.

Break was taken from 9:00 to 9:10 P.M.

N. NEW BUSINESS:

1. Annual Reaffirmation of Policies (BGB):

Audra Lurvey moved, Beth Setear seconded the annual reaffirmation of School Board policies required by Policy BGB. An **ORAL VOTE passed 7/0**.

2. Annual Review/Revision of Mission Statement (Policy AD):

Audra Lurvey moved, Beth Setear seconded the annual review/revision of Mission Statement (Policy AD). An **ORAL VOTE passed 7/0**.

3. 2008/2009 Budget:

The City Council hasn't defined what number to be used when determining the budget. Hopefully, by the end of January, we will have a better idea. The National CPI Urban will be used. The issue still to be decided is whether to use either annual change or average.

DOVER SCHOOL DISTRICT - SAU #11

Superintendent's Budget Under Tax Cap Charter - FY 2008-2009

Two Variations of National CPI Urban:		2.8%	4.1%
Prior Fiscal Year Net Amount Raised by Taxes:	\$22,735,976		
Multiplied by National CPI Urban:		2.8%	4.1%
Subtotal:		\$636,607	\$932,175
Net Construction/Demolition Permit Value	\$54,000,000		
Multiplied by Prior Fiscal Year Local Tax Rate:	\$8.02		
Subtotal:		\$433,080	\$433,080
Net Construction/Demolition Permit Value	\$54,000,000		
Multiplied by Prior Fiscal Year State Tax Rate:	\$2.31		
Subtotal:		\$124,740	\$124,740
State Property Tax 2007-2008:	\$6,476,696		
Multiplied by National CPI Urban:		2.8%	4.1%
Subtotal:		\$181,347	\$265,545
Added to State Property Tax for 2007-2008:		\$6,658,043	\$6,742,241
(Less State Property Tax for 2008-2009):		-\$6,292,003	-\$6,292,003
Subtotal:		\$366,040	\$450,238
Increase Allowed to Appropriations Under Tax Cap:		\$1,560,468	\$1,940,233

DOVER SCHOOL DISTRICT - SAU #11

Changes to Superintendent's Budget / FY 2008-2009

Two Variations of National CPI Urban		2.8% *	4.1% **
Increase Allowed to Appropriations Under Tax Cap:		\$1,560,468	\$1,940,233
Changes to Proposed 2008-2009 Budget:	<u>Expenditures</u>	<u>Running Balance</u>	<u>Running Balance</u>

6. Science Curriculum Adoption (see above)

7. Award Bid – Dover High School Canopy Roof Repairs: M.J. Murphy was the low bidder at \$15,950 to repair the canopy roof and was recommended by Ms. Verville to be awarded the project. Doris Grady asked why there was such a large discrepancy in the two bids. Ms. Verville responded that the company with the higher bid did not own the necessary equipment to complete the task and would need to rent it. Audra Lurvey moved and Beth Setear seconded a motion to award the bid for Canopy Roof repairs to M.J. Murphy in the amount of \$15,950. A roll call **VOTE PASSED 7/0**

8. Award Bid – RCTC V-Flash 3D Desktop Modeler: Ms. Verville requested a bid be awarded to Advanced Educational Technologies for \$11,100.00. This is an engineering manufacturing program and will be paid for with Carl Perkins Grant Funds. Doris Grady asked if we could pick up the program since it has a \$600.00 shipping cost. Ms. Verville responded that the items are too large for pick up. Audra Lurvey moved and Carolyn Mebert seconded to award the bid for RCTC V-flush 3D Desktop Modeler to Advanced Educational Technologies. A roll call **VOTE PASSED 7/0**.

O. ADJOURNMENT: At 9:50 p.m., Marjorie Fisher moved, Audra Lurvey seconded, to adjourn to non-public meeting. An oral **VOTE PASSED 7/0**.

BETH SETEAR SECRETARY
BS/rl
January 23, 2008