



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, June 9, 2008**
Meeting Time: **7:00 pm**

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, June 9, 2008, at 7:00 p.m. in the City Council Chambers.

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

Also present were; Laurie Verville, Business Administrator; Patrick Boodey, Woodman Park School Principal; Dustin Gray, Garrison School Principal; Chris George, Dover High School Principal; Barbara Szabunka, Horne Street School Principal; Larry DeYoung, Dover Middle School Principal; Jean Briggs, CIA Director; Sandie Crosson, Director Pupil Personnel Services;; John Gamache, Facilities and Operations Manager; Administrative Candidates Deborah Migneault (DHS Principal), Malcolm Forsman (HSS Principal, and Christine Barrett (DMS Dean of Students); District teachers; District Staff; and Julia Huggins, Student Representative to the School Board.

B. PLEDGE OF ALLEGIANCE: Britt Ulinski Schuman led the Board in the Pledge of Allegiance.

C. CITIZENS' FORUM:

- Darlene Shanahan, 508 Tolend Road, spoke in support of ratification of the Dover Para Education Association Contract. She outlined changes made in the proposed contract, including deletion of benefit increases and increasing to a two-year contract. She asked the Board to support the contract to send to the City Council.
- Meredith Wiles, NH Equestrian Academy Charter School Board Member, provided an overview of the school's curriculum and mission. The state pays \$3,800. Ms. Wiles asked the Board to consider providing the charter school with an additional \$3,000 local contribution for each Dover District student attending the Academy. There is currently one student attending from Dover.
- Ellen Barton, 133 Garrison Road, spoke as a concerned parent from Garrison Elementary School about the class size next year in second grade. She stated current enrollment numbers indicate the classes will 24 to 26 students – in her opinion, too many. She cited various studies that indicate small class sizes in lower grades are paramount in the future success for a student. She then asked the Board to consider adding an additional second grade teacher for next year.
- Julie Trask provided an overview of the past school year's accomplishments made by the cadets of the NJROTC program at Dover High School.
- Jim Verschuere invited everyone to attend a retirement party in honor of Donna McAdam being held on June 12, 2008 at 6:00 pm at the Green Bean Restaurant in the McConnell Center. The public is invited!
- Karen Houssen, 401 Old Garrison Road, also addressed class size and staffing at Garrison Elementary School. She stated that there are currently 6 first grade teachers at Garrison and the plan s to place students into 5 second grade classrooms. She voiced her concern and asked the Board to add another teacher at second grade.
- Kathy Filestra, 12 Lillian's Lane, stated her support of "Ellen and Karen" noting that she is also concerned about class size at Garrison next year.



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- Carla Wiles, 7Southwood Drive, also shared her concerns about large class sizes next year at Garrison School and asked the Board to consider hiring additional staff.
- Richard Barrett thanked the Board for their support during his years as the DTU President as this is the last Board meeting he will attend. Debra Hackett is the new DTU President.

Audra Lurvey moved, Carolyn Mebert seconded, to move items L.1. and L.2., Resolutions of Recognition, forward in the agenda. An oral **VOTE PASSED 7/0.**

L.1. Resolution of Recognition – Retiring teachers. Marjorie Fisher read the resolution into the record:

RE: Dover School District Staff Retirements 2008

WHEREAS the Dover School District relies upon dedicated individuals to work with our students, and

WHEREAS those dedicated teachers, administrators, and staff members can have a life-long impact in the life of a child, and

WHEREAS this level of dedication demonstrates a sense of compassion, caring, and love for students, and

WHEREAS one measure of dedication is their many years of service to the community, and

WHEREAS those individuals worked tirelessly for many years and each day arrived at work with one goal in mind: to make the Dover School District a safe and exciting place for children, and

WHEREAS the following individuals have worked selflessly for a total of nearly 450 combined years for the Dover School District:

**Ed Camire
Jim Chamberlain
Cindy Comeau
Kathleen Dailey
Barbara DeRusha
Elsie Domingo
Maureen Genakos
Chris George
Sue Hodgson
Mary Keays
Kathy Latchaw
Eugene Libby**



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**Cheryl Mahoney
Sheila McDonough
Joseph Noyes
Maureen Sheahan
Barbara Szabunka
Shirley Thompson
Nancy Wood**

NOW THEREFORE BE IT RESOLVED that the Dover School Board and the Dover School community acknowledge the contribution and thank these most important individuals for many years of dedicated service and devotion to the children and community of the Dover School District.

Ms. Fisher also recognized Dean Lynne Wissink who will be leaving the District after many years.

L.2. Resolution of Recognition – State Librarian of the Year Linda Smart: Beth Setear read the resolution into the record:

RE: Linda Smart

WHEREAS Linda Smart has served the children of Dover and especially Horne Street School as the librarian and media generalist for the past nine years, and

WHEREAS she has also organized a special winter reading program each year for the children of Horne Street School, and

WHEREAS she has also served on the following committees: Curriculum, Professional Development, Community Involvement, Technology, and Search committees for Technology Manager and Principal, and

WHEREAS she has been an instructor for Camp Technicality, coach for Edline, and responsible for the Horne Street School web-site, and

WHEREAS her unselfish efforts and commitment to educational excellence have contributed to the enhancement of Horne Street School and the Dover School District,

NOW, THEREFORE, BE IT RESOLVED by the Dover School Board that it go on record as congratulating Linda Smart for the New Hampshire Educational Media Association Excellence in Library Services Award and for her many hours of dedicated service to the children of Dover, Horne Street School and the Dover School District.

Audra Lurvey moved, Carolyn Mebert seconded, to move item N.1., Ratify Para-Educator Contract, forward in the agenda. An oral **VOTE PASSED 7/0.**



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N.1. Ratify Para-Educator Contract: Business Administrator, Laurie Verville, provided an overview of changes to the contract since presented to the Board on February 26, 2008:

1. All 2/26/08 Tentative Agreements will be included in the 5/21/08 agreement with the exception of:

- Article VI (I) SEVERANCE - \$500 for completion of 20 years, \$600 for completion of 25 or more years
- Article VII (D) FRINGE BENEFITS – Dental increase to 40%
- Article IX HOLIDAYS – ½ day Columbus Day Holiday

2. A change of the following will be included in the 5/21/08 Agreement:

- Article III GRIEVANCE PROCEDURE
C. ARBITRATION

4. The decision of the arbitrator shall be final and binding except that any decision of the arbitrator which requires the School Board to expend more than two-thousand dollars (\$2,000) shall be advisory to the School Board which shall, in such cases, make a final decision within twenty (20) school days after receiving the arbitrator's decision.

3. Duration: Two-Year Contract

4. Wage Scale:

2008-2009 2% increase, plus step, for all employees

2009-2010 2% increase, plus step, for all employees on steps 1-5 for the 08/09 school year. Employees who are at the top step effective for 08-09 school year will receive COLA, not to exceed 4%, but a minimum of 2%. COLA is based on the City of Dover Tax Cap Amendment calculations for the 2009-2010 budget.

Audra Lurvey moved, Carolyn Mebert seconded, to ratify the Dover Para-Educator Contract. A roll call **VOTE PASSED 7/0**.

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

- a. **Nonpublic Session #16, May 12, 2008 (Student Discipline)**
- b. **Nonpublic Session #17, May 12, 2008 Personnel**
- c. **Regular Session #5, May 12, 2008**
- d. **Workshop Session #1, May 19, 2008 (Facilities and Enrollments Assessments)**
- e. **Nonpublic Session #18, May 19, 2008 (Personnel)**
- f. **Nonpublic Session #19, May 22, 2008 (Student Discipline)**
- g. **Nonpublic Session #20, May 28, 2008, Superintendent Evaluation**



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

- E. CONSENT AGENDA:** Doris Grady moved, Audra Lurvey seconded, to pull Sheet 2, Nomination and Election of Administrative Personnel, for discussion. An oral **VOTE PASSED 7/0.**

Business Administrator, Laurie Verville, requested the nomination of teacher Jennifer Rigano be removed from Sheet 3 of Nominations. Ms. Rigano sent an email to the SAU that stated she has decided not to accept a position in the Dover School District.

Audra Lurvey moved, Dorothea Hooper seconded, to adopt the consent agenda as amended. An oral **VOTE PASSED 7/0.**

Ms. Grady explained, "I'm having a little difficulty with this. I've lost a lot of sleep trying to make the decision as to just how I should vote. Whatever my vote is has absolutely no reflection on any one of the three candidates who have been nominated for the administrative personnel. Thirteen years ago, when I first took this position, I decided I was going to follow in the footsteps of the late Bill Gillis who always, when he had to vote no, voted from the bottom of his heart and made the decision that he felt was right. That I followed for thirteen years. Because I represent the city at large, I am having a bit of difficulty voting positively as I've not met any one of the three people on the paper – and we're looking at representing 4200 children in the city. I want the three of you to know, I'll be the first to compliment you as I watch you step forward in your new academic position. I know this has the consent of the Board and it may be a little embarrassing to me, but I like Bill Gillis, have to make this from the bottom of my heart...Because I know the Board has consent of it, I wish good luck to all of you as you proceed. But I want you to understand that my vote will be no, with absolutely no reflection on any one of you. I'll be here watching, and when you're given some accolades, I'll be right here to praise you."

Audra Lurvey moved, Carolyn Mebert seconded, to accept Sheet 2, Nominations and Election of Administrative Personnel. An oral **VOTE PASSED 6/1 (Grady opposed).**

1. **Correspondence:**
 - a. **Greater Dover Chamber of Commerce letter dated May 29, 2008 - Request for Waiver of Rental Fees – Rain Location for Cochecho Arts Festival**

2. **Resignations/Retirements:**
 - a. **Maureen Genakos, Mathematics Teacher, Dover High School**
 - b. **Penny Baker, Business Teacher, Dover High School**
 - c. **Joe Noyes, Groundkeeper, Facilities**
 - d. **Barbara DeRucha, PM Shift Custodian, Facilities**
 - e. **Anika Blumenthal, 6th Grade Teacher, Dover Middle School**
 - f. **Michelle Fitzhenery, Second Grade Teacher, Horne Street School**
 - g. **Daniel Singer, English Teacher, Dover High School**



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- h. Judith Drake, Reading Specialist, Dover Middle School**
- i. Trudi Thompson, 5th Grade Teacher, Dover Middle School**
- j. Anne Persechino, English Teacher, Dover High School**
- k. Kathleen Dailey, Social Studies Teacher, Dover High School**
- l. Katherine Getchell, Biology Teacher, Dover High School**
- m. Emily Caschera, PE Teacher, Woodman Park School**
- n. Gretchen Taylor-Clancy, Second Grade teacher, Woodman Park School**
- o. Todd Hughes, Math Teacher, Dover Middle School**
- p. Catherine Spencer, Second Grade Teacher, Woodman Park School**

3. Leaves of Absence: None.

4. Nominations:

Sheet 1: Nomination and Election of Administrators (O'Connor)

Sheet 2: Nomination and Election of Administrative Personnel (Barrett to Migneault)

Sheet 3: Nomination and Election of Teachers (Beaulieu to Savage)

Sheet 4: Nomination and Election of Non-Union and Summer School Staff (Brown)

Sheet 5: Nomination and Election of Coaching Positions (Boucher to Zabkar)

Sheet 6: DALC Nominations

Sheet 7: Nomination and Election of Summer Positions

Sheet 8: Nomination and Election of Non-Union and Summer School Staff (Carver to Stone)

5. Professional Development Waiver: None.

6. Extended Travel (Student Trips): None.

SUPERINTENDENT'S REPORT: Superintendent O'Connor was absent from the meeting. Business Administrator, Laurie Verville, gave the Superintendent's report, addressing the following items:

- **Cost differences in Kindergarten Positions:** If an additional 50% kindergarten teacher is added to Horne Street School, the cost will be approximately \$46,144. This amount includes 50% of an average teacher salary, family health and dental insurances, life and disability insurances, and FICA.

If an additional 50% teacher is added to Garrison Elementary School, the cost will be approximately \$27,561.66. This cost is lower than the cost for Horne Street because Garrison already has a 50% kindergarten teacher on staff who is eligible for health and dental benefits. The additional 50% salary, FICA, and NH retirement for the entire salary will need to be added to fund a full time kindergarten position at Garrison.



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Ms. Hooper questioned why we would expand kindergarten “when we have a second grade problem at Garrison School. \$46,144.00 would solve that problem...maybe you could find out for me and get back to me on that.”

Ms. Verville stated this was information only that the Superintendent wanted the Board to have and it will be addressed as an action item at a later date.

Dr. Mebert added, “You said these cost increases are if we go to 70% full time kindergarten- so this is not for next year? This is for the year after?” Ms. Verville stated it was for 2008/2009. Dr. Mebert questioned going to 70% full time kindergarten...“I had no idea. I thought we were staying at 52% full time kindergarten. Did we vote on this?” Ms. Verville stated, “No, this is for additional information.” Ms. Hooper added, “I would really like to know the answer to that question. I need to know that answer.”

Ms. Grady noted Garrison has 122 students going from first grade with six teachers to the second grade with five teachers. It appears there could be a problem moving on to second grade with fewer teachers. She asked Principal Gray to elaborate on his second grade enrollment numbers for next year.

Mr. Gray stated his second grade enrollment was at 122 as of last Friday, and two additional students who have picked up registration packets but have not completed the registration process. Ms. Grady noted, “Some will go and some new ones may come in. The numbers appear like we have a little problem and I think we’ll have to look at it.”

Ms. Verville stated the item will be brought back on the July agenda as enrollments change over the summer.

Chris George provided information on recent and upcoming events happening at Dover High School.

Larry DeYoung provided information on recent and upcoming events happening at Dover Middle School.

Patrick Boodey provided information on recent and upcoming events happening at Woodman Park School.

Dustin Gray provided information on recent and upcoming events happening at Garrison Elementary School. Ms. Grady readdressed Garrison School class sizes in the upcoming school year: “To explain why I was asking you about the second grade, when Laurie was explaining kindergarten needs, Dot’s conversation was pertaining to second grade before we discuss kindergarten. In addition to what I said, I notice that you have only 96 in your kindergarten. Do you expect more to go into first grade?” Mr. Gray indicated there have already been 10 new first graders enrolled for next year making the current total 106. Ms. Grady continued, “I was just wondering if you talked with Dr. O’Connor about the possibility of removing a first grade teacher, putting them into the second, which would give you the number you need because you’re going



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to be about 26 students less in the first grade than you have now. Just as a possibility of trying to settle this.” Mr. Gray stated he had been talking with the Superintendent about the various possibilities and added they would continue to watch the numbers over the summer.

Barbara Szabunka provided information on recent and upcoming events happening at Horne Street School. She then Thanked the Board for all of their support over the years. Board members thanked Ms. Szabunka for her years of dedicated service and wished her the best in retirement.

Laurie Verville welcomed three new administrators and provided Board members with a brief overview of each administrator’s education and past experience:

Deborah Migneault will replace Christopher George as Principal of Dover High School. Deborah’s start date will be July 1, 2008. Most recently, Ms. Migneault has been employed by the Nashua School District as an assistant principal at Nashua High School-South.

Christine Barrett will replace Lynne Wissink as Dean of Student’s at Dover Middle School. Christine will have a 200 day contract and will begin her duties on August 10, 2008. Most recently, Ms. Barrett has been employed by the Barrington School District a Special Education Team Leader and Coordinator of the On-Track Program at Barrington Middle School.

Malcolm Forsman will replace Barbara Szabunka as Principal of Horne Street School. Mal’s start date will be July 1, 2008. Most recently, Mr. Forsman has been employed as Assistant Principal at Weston Elementary School in Manchester.

Audra Lurvey moved, Beth Setear seconded, to accept the Superintendent’s report. An oral **VOTE PASSED 7/0.**

F. STUDENT REPRESENTATIVE REPORT: Julia Huggins reported on the following recent and upcoming activities at Dover High School:

- The year is coming to a close and DHS is saying goodbye to its seniors. Graduation is next week. Everything is set for senior awards night and project graduation.
- Sports teams are wrapping up the year as well with final tournaments
- Yearly student elections were held. Julia Huggins was elected for another year as the student representative to the School Board.
- Spirit Week, Pep Rallies, Canned Food Drive, and a Spring Carnival in 2009 are being planned by the new student council officers.
- A group of students from the ECO Club are trying to start a program to collect uneaten apples from the lunch room to be composted or given to local farms. They will be making a presentation to the Board for approval later this summer or next school year. A second group is working on changing from paper to reusable plates in the cafeteria. A proposal will be brought to the Board for this as well.
- Very happy to report the Teen Center will be open this summer and it is hopeful it will remain open for the entire next school year.



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H. COMMITTEE REPORTS:

1. Curriculum Planning Council: Ms. Hooper read the following report:

“The Curriculum Planning Council met June 5th. Chairwoman Jean Briggs introduced the topics for today which included curriculum updates for Physical Education and Guidance.

Reporting for Physical Education/Wellness and Health, grades 1 through 12, M.J. Hippern gave an overview of progress in elementary health and high school physical education.

The health curriculum is covering all the priority areas as well as including many non-priority areas such as environmental health, communicable and chronic diseases, alcohol, tobacco, etc.). Some areas of the curriculum are covered or re-enforced by guidance (mental health), fire department (injury prevention and safety) and DARE (alcohol and drugs). Health teachers would like more time to cover the curriculum and more meetings with Kindergarten students (this will increase next year). Recommendations included adding flood and hurricane safety to the curriculum and giving time for elementary and middle school teachers to meet as middle school teachers will be teaching elementary health next year. Also, there is no budget for health which means the staff has to use physical education money for equipment.

In the physical education curriculum at the elementary level students are being exposed to more life-long activities. The number of physical education classes teachers have is a challenge. There is a need for additional training of physical education teachers for the health component.

At the high school wellness has been enhanced by fundraising and grants. There were 3 sections of Basic Athletic Training this year which will expand to 4 next year. Over 95 Health students have been certified in American Red Cross CPR this year. On the negative side, they are having space problems in the gym due to an inoperable folding door and having enough time to get to Bellamy Field is tough (this should be alleviated next year with block scheduling). Staff expressed a need for money to attend various workshops and conferences.

The middle school has enhanced the fitness curriculum with technology and introduced more lifetime activities. Both increased class size and lack of field space has been a problem. They too would like to have money for conferences.

The Guidance presentation was given by Liz Norris (elementary), Fran Meffen (middle school) and Sally Thorn (high school). At all levels, guidance counselors are getting into the classrooms and teaching appropriate units (bullying, social skills, conflict resolution, sexual harassment, etc.). The positive outcomes of this include students/counselors getting to know each other better, identifying another adult in the school who there to listen, career advice, academic and life counseling, and consistency of curriculum throughout the district.

Problems at all levels seems to include having the time to present lessons (scheduling) when they also have to meet with parents, attend to student crises, attend to group counseling,



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maintain contact with outside agencies, orient new students, prepare students for post high school education, etc.”

I. POLICY - CHANGES – PROPOSALS:

a. EEAEAC ADDENDUM 1, COAST PASSENGER CODE OF CONDUCT & VIDEO: The following addition to the existing policy was referenced for the record:

“On-Board Video Recording Policy

COAST is implementing on-board video recording to support collision investigations, personal injury claim investigations, heightened on-board safety/security for passengers, complaint reviews and heightened personal safety for our bus operators. To that extent COAST will adhere to the following conditions for the recording of video in vehicles equipped with an on-board video recording system.

Notice of Audio/Video Recording

Notice of the potential for video recording will be placed in all vehicles. Notice of video recording and reviewing procedures and policies will be made available to all employees. Such notice shall state “Attention: surveillance cameras may be on board.”

Audio Recording

New Hampshire’s eavesdropping statute, RSA 570-A:2, prohibits audio recording of oral communications of third parties except in certain circumstances prescribed by law. COAST will not engage in such audio recording in conjunction with the use of video recording on its buses, except only when ordered to do so by an agency with proper authority under the law.

Video Recording

It is COAST’s intent to use video recording as an additional tool for investigating complaints, threats, claims, accidents, incidents, service provision, etc. COAST will continue to use the procedures currently in effect for investigations with or without video recording as the case may be to determine the appropriate action.

1. Limited Use - video recordings will be reviewed only:

- When there is a specific business purpose and/or a “triggering event” such as: a) a complaint, claim, threat, accusation or assault, b) an accident, c) an incident that would normally be required to be reported by an employee, d) a specific concern raised by a supervisor or manager, e) COAST’s fundamental responsibility to monitor the workplace.
- When requested by an employee as part of a disciplinary proceeding, specific investigation, or other organizational business.



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- When requested or required by law enforcement or court officials including subpoenaed recordings.
2. Prohibited Use - video recording will not be used for any of the following:
- Arbitrary monitoring of individual passengers and/or employees in violation of applicable law.
3. Other Considerations
- To avoid the release of personal information and video not related to a specific business purpose and/or “triggering event” as outlined above, COAST management will screen all video recordings before allowing any playback of a recording or release of the electronic file to an outside authority.

Electronic Data Storage

All electronic data recorded will be stored for a minimum period according to State statutes. Specific electronic data that captured information relative to a complaint, claim, threat, accusation, assault, accident, incident, an employee’s unsatisfactory performance may be stored for as long as may be necessary.

All electronic data will be considered the property of COAST and kept confidential to the extent required by law.”

Beth Setear moved, Carolyn Mebert seconded, to table the policy until the July meeting. An oral **VOTE PASSED 7/0.**

b. DJ - PURCHASING: The following addition to the existing policy was referenced for the record:

“Contracts and agreements for goods and services must be submitted to the SAU Business Office and accompanied by a purchase order. Those contracts and agreements may only be executed by the Superintendent of Schools or Superintendent’s Designee.”

Audra Lurvey moved, Carolyn Mebert seconded, to table the policy until the July meeting. An oral **VOTE PASSED 7/0.**

J. POLICY ADOPTION: None.

K. SUBMISSION AND PAYMENT OF BILLS: Audra Lurvey moved, Carolyn Mebert seconded, to direct the Business Manager to pay manifest #08-L in the amount of \$3,256,468.29. A roll call **VOTE PASSED 7/0.**

L. RESOLUTIONS:



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L.1 and L.2. – See above.

L.3 John F. Kenney Scholarship Fund: Chairperson Fisher read the resolution into the record:

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 John F. Kenney, a past Director of the Career Technical Center, an annual scholarship in the amount of \$100.00 will be granted to a Dover High School senior who plans to pursue education at a technical school in any field of study.

NOW, THEREFORE, BE IT RESOLVED the Dover School Board requests the Dover City Council accept the establishment of the John F. Kenney Scholarship and allow the City of Dover to be Trustees of these funds.

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

L.4. Resolution to Reprogram Funds: Business Manager, Laurie Verville, requested to pull the resolution from the agenda. There was no objection by the Board.

M. OLD BUSINESS:

1. Dover Adult Learning Center (DALC) Handbook Amendment: DALC Director, Jim Verscheuren, requested the Board approve a few additional changes to the Adult High School Diploma Graduation Requirements section of the DALC Handbook. Adult high school diploma standards did not change with the change in day school standards. Therefore, until the state mandates these changes, adult high school requirements will remain 2 math and 3 social study credits with a minimum standard of 18 total credits.

Audra Lurvey moved, Carolyn Mebert seconded, to approve the DALC Handbook Amendment. An oral **VOTE PASSED 7/0.**

N. NEW BUSINESS:

1. Ratify Para-Educator Contract: See Above.



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2. Kindergarten Staffing – Request Additional Hire: Business Manager, Laurie Verville, requested this item be tabled until the July meeting. There was no objection.

3. Renewal of HUB Memorandum of Understanding: Audra Lurvey moved, Carolyn Mebert seconded, to approve renewal of the HUB Memorandum of Understanding. An oral **VOTE PASSED 7/0.**

4. Request for Payment – NH Equestrian Academy Charter School: Board members expressed a desire to help the Academy, but noted a similar request for additional funding from CATA had been denied previously because money is “too tight.”

Audra Lurvey moved, Carolyn Mebert seconded, to approve the NH Equestrian Academy Charter School request for \$3000 additional funding for each Dover student attending the Academy. An oral **VOTE FAILED 0/7 (Unanimous).**

5. Award Bid for Volleyball Athletic Equipment: Audra Lurvey moved, Carolyn Mebert seconded, to award a bid for Volleyball Athletic Equipment to low bidder, R. H. Lord in the amount of \$8,121.00 to be paid from by Athletic Gate Receipts. A roll call **VOTE PASSED 7/0.**

6. Award Bid for Dover High School Roof Replacement: Business Administrator, Laurie Verville, provided an overview of the history of the development of the Dover High School Roof Replacement bid:

Goudreau and Associates aided the District in the development of the Request for Proposal (RFP) and worked extensively with John Gamache, Facilities Director, and various consulting firms to define the scope of the work. An RFP was issued for which more than a dozen bidders were present at the walk-through. It became apparent during the walk-through that the scope of the RFP was fairly comprehensive. Goudreau and Associates strongly believed that the scope of the work could potentially go well beyond the capabilities of the average roofing firm. In the RFP, we anticipated the need for removal and reinstallation of roof decking and addition of drainage systems, including masonry work that will be necessary to add scuppers (external rain drain) to various parts of the building where drainage is currently insufficient.

Working closely with Goudreau and Associates, we determined that a general contractor should be awarded the bid. We then had to go to the general contractors and ask them to resubmit the bids based on one particular roofing company that the District was recommending

Of the four remaining general contractors, we asked them to resubmit bids using Melanson Roofing, a reputable firm with strong ties here in New Hampshire. Of the four contractors, three submitted bids. The low bid was Horne Construction Company at \$1,161,789. This bid was for a Firestone roofing product with a twenty-year warranty. We propose to increase the warranty by five years for an additional cost of \$3,165.00, bringing the total bid price to \$1,164,954.00.



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Meeting Location: City Council Chambers
Meeting Date: **Monday, June 9, 2008**
Meeting Time: **7:00 pm**

Ms. Verville requested the Board award the bid for the Dover High School Roof Replacement with a 25-year warranty to Horne Construction Company for the amount of \$1,164,954.00.

Dr. Mebert questioned why there was such a price difference for the roof deck - Horne Construction bid \$528 and Bonnette, Page, and Stone bid \$4,980. Ms. Verville stated the \$528 was comparable to Martini Northern's bid of \$600, but she was not sure why Bonnette, Page, and Stone's bid was so much higher in this area.

Ms. Mebert then asked how much was paid to Gary Goudreau for his work. Ms. Verville stated there are still outstanding drawings, but the total contract with Goudreau is \$36,000.00

Audra Lurvey moved, Carolyn Mebert seconded, to award the bid for the Dover High School Roof Replacement with a 25-year warranty to Horne Construction Company for the amount of \$1,164,954.00. A roll call **VOTE PASSED 7/0**.

O. ADJOURNMENT: At 8:20 p.m., Audra Lurvey moved, Carolyn Mebert seconded, to adjourn the meeting. An oral **VOTE PASSED 7/0**.

BETH SETEAR SECRETARY
June 10, 2008