



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Council Chambers  
Meeting Date: **Monday, October 6, 2008**  
Meeting Time: **7:00 pm**

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, October 6, 2008, at 7:00 p.m. in the City Council Chambers.

**A. ROLL CALL:** Present were Marjorie Fisher, Beth Setear, Britt Ulinski Schuman, Carolyn Mebert, Dorothea Hooper, and Doris Grady. Audra Lurvey arrived at 7:05 P.M.

Also present were; Superintendent John O'Connor; Dustin Gray, Garrison School Principal; Mal Forsman, Horne Street School Principal; Patrick Boodey, Woodman Park School Principal; Larry DeYoung, Dover Middle School Principal; Debi Migneault, Dover High School Principal; Jean Briggs, Curriculum, Instruction, and Assessment Director; Sandra Crosson, Director of Pupil, Personnel Services; Freshman Dean, Kimberly Stephens; Sue Vitko and Shannon DeLello; Student Representative to the School Board, Julia Huggins, Deb Hackett, DTU President, Audrey McBride, Dover High School Journalism Teacher and students.; and *Foster's* Reporter.

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

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

**D. APPROVAL OF MINUTES:** Beth Setear moved, Carolyn Mebert seconded, to accept the following minutes:

- 1) **Nonpublic Session #25, September 8, 2008 (Personnel)**
- 2) **Regular Session #9, September 8, 2008**
- 3) **Special Session #4, September 22, 2008**
- 4) **Nonpublic Session #26, September 22, 2008 (Personnel)**

An oral **VOTE PASSED 6/0.**

**E. CONSENT AGENDA**

1. **Correspondence:**
  - a. **McIntosh College Request for waiver of Rental Time**
  - b. **Cocheco Arts & Technology Academy Request for Additional Student Funding**
  - c. **Tri-Star Gymnastics Request for Waiver of Rental Time**
  - d. **NJROTC Request for Fundraiser Approval**
2. **Resignations/Retirements: None.**
3. **Leaves of Absence: None.**
4. **Nominations:**
  - Sheet 1: Nominations and Election of Special Education Aides, Secretaries, Aides, and Food Service Workers**
  - Sheet 2: Nomination and Election of Class/Club Advisors**
  - Sheet 3: Nomination and Election of Coaching Positions**



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**5. Professional Development Waiver: None.**

**6. Extended Travel (Student Trips): None.**

Carolyn Mebert moved, Dorothea Hooper seconded, to remove item 1.b., Cocheco Arts and Technology Academy Request for Additional Student Funding, for discussion. An oral **VOTE PASSED 6/0.**

Dorothea Hooper moved, Carolyn Mebert seconded, to remove item 1.d. NJROTC Request for Fundraiser Approval, for discussion. An oral **VOTE PASSED 6/0.**

Beth Setear moved, Carolyn Mebert seconded, to approve the consent agenda as amended. An oral **VOTE PASSED 6/0.**

**Item 1.b., Cocheco Arts & Technology Academy (CATA) Request for Additional Student Funding:** Carolyn Mebert asked if CATA was requesting the Board provide funds in addition to that which is provided by state aid. Ms. Verville stated that was correct. The state provides state aid directly to the charter schools and they are requesting the District provide an additional \$1,928.00 per student for a total of \$25,064.00. Dorothea Hooper moved, Britt Ulinski-Schuman seconded, to deny, with regret, CATA's request for additional funding from the District due to budget constraints. An oral **VOTE PASSED 6/0.**

**Item 1.d. NJROTC Request for Fundraiser Approval:** Dorothea Hooper asked if a fundraiser of this type had been held before. Dr. O'Connor stated one had not, and due to its 'originality' he was asking the Board to approve. He indicated he did support the request, but wanted Board members to be aware of the fundraiser. Ms. Hooper stated that NJROTC has performed a lot of public service and earned great recognition for its accomplishments during the past school year. Dr. Mebert and Ms. Setear both took exception to the statement, "Our unit receives virtually no money from the school or county," in the last paragraph of the request for sponsorship. They asked that the wording be changed to reflect that the District does provide money for expenses such as the instructor's salary and transportation. Dr. O'Connor agreed to have the language corrected to indicate the District provides limited funds.

Dorothea Hooper moved, Doris Grady seconded, to approve the NJROTC fundraiser request with language changes. An oral **VOTE PASSED 6/0.**

**F. SUPERINTENDENT'S REPORT:** Superintendent O'Connor addressed the following issues:

- Peter Wotton has been named, for the second year in a row, the recipient of the NHIAA State Recognition Award for his outstanding contributions to local and state athletics
- Web Teams have been developed and meet regularly to review and update the District's new Website and make improvements for a more seamless interaction between the website and EdLine.



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- The Dover High School Girls' Soccer Team has been recognized for their volunteer work with many state and national organizations and charities.
- UNICCO reports that their Alcohol and Substance Abuse Policy has been reinforced and acknowledged by signature from all staff with 100% compliance. A drug testing agreement form has also been signed by all staff with 100% compliance. Drug testing has been performed through Seacoast Medicare on all staff and will be performed during the hiring process for future staff. 100% compliance with currently employed staff and they are awaiting final results. Random drug testing has been initiated through Seacoast Medicare and will be performed quarterly.

Dr. O'Connor then introduced Dover High School Journalism Teacher, Audrey McBride, to talk about her newspaper staff. School Board members then addressed questions to Ms. McBride on the *Newswave* and *Tide* Manual, Style Guide, and Editorial Policy Guidebook that had been presented to the Board earlier for review. Ms. Grady asked for clarification of the manual that reads, "Articles directly critical of an individual teacher, administrator, or student's performance, although legal, will not be printed," and asked why it did not also cite community, School Board, Superintendent. Ms. McBride stated the students would not be allowed to be critical of any of these. She noted the next section states "Articles reporting on the DHS discipline of individual members or the school community will not be printed," and explained it is mentioned in the sense of "community" or "school community." In the broader sense, that would encompass all schools and community members.

Ms. Grady asked, "Who is responsible if we come in with a libel suit?" She referenced, from the manual the statement "The administration, the SAU11, the School District, School Board, will not engage in prior review of the *Newswave* or the *Tide*." Ms. Grady added that many high school newspapers have had many court cases, "one going as far as the Supreme Court where a decision was made in the Supreme Court. I'm just curious, are you as a representative of our educational system going to be the responsible party to make sure that nothing libelous goes in the papers? Who pays if that happens?" Ms. McBride stated, "That will not happen. I am a previous journalist. I have my own code of ethics and I still believe in to report accurately, fairly, truthfully, honestly. I follow those guides – I teach my students that – I see every little thing that goes in that paper. They are not allowed to do anything without my approval on things...If anything comes into question, and I have that right as the publisher and advisor, if I don't feel comfortable, I may pull that story, photograph, article, letter to the editor, whatever it may be." Ms. McBride also referenced The Hazelwood Supreme Court Case and it says, "However, under the circumstance in which a portion of an upcoming issue's content appears to meet all requirements of the editorial policy as it here appears but about which there remains a definitive question as to its educational justifiability as applicable under the Hazelwood Statute, a pre-publication meeting will be held with a student editor, the advisor, and the building principal in order to reach consensus regarding the application of the editorial policy expressed herein." Ms. Grady stated her confidence in Ms. McBride's oversight of the publication of the student run newspapers.

Dr. O'Connor then invited each of the building principals to report on activities taking place at their schools their schools. Principals Migneault, DeYoung, Boodey, Gray, and Forsman each



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provided an overview of the many activities that took place during the previous few weeks of school and reported on a few upcoming events.

Jean Briggs updated the Board on the status of the District in Need of Improvement (DINI) Process to date. She stated Phase I has been submitted and approved by the State Department of Education. The entire plan is due by October 15<sup>th</sup>. Sandra Crosson, Paula Glynn, and Ms. Briggs have formed a DINI Committee that will work in tandem with the focused monitoring initiative that is happening through the Special Education office. Title I provides a 10% set aside (about \$85,000) and it is earmarked for use in literacy improvement within the next two years. In year one, they will focus on the core process – Common Order of Required Elements – with the curriculum scope and sequence. They are also running writing training at the high school for CTC and freshman teachers and working on Informative Assessment Plans to train teachers how to do progress monitoring in the classroom and be able to really keep a handle on if the students are indeed meeting the standards and the grade level expectations. They are also starting a project with Robust Vocabulary where retired teachers will come to the schools two times a week working with students to expand their vocabularies. Research is showing that comprehension is directly tied to what they are calling Robust Vocabulary.

Dorothea Hooper asked to address enrollments at Garrison Elementary School. “I’ve been getting communication from Garrison School concerning the class size at 23, 22, 23, 22, and 23 in grade one as opposed to Horne Street which has 18, 18, 18, and 16. The question that the parent raised with me was, when are we going to say, ‘okay, that’s it – our class size has reached maximum. You’re going to have to send your child to another school that’s less crowded’?”

Dr. O’Connor asked the Board for their guidance in the matter so an answer may be provided to parents. He stated his office had looked at the possibility of busing some students from kindergarten in Woodman Park to Garrison School and Garrison School grade one students to Horne Street School. The cost of busing door-to-door from the Woodman area to Garrison and from Garrison back to their homes is about three times higher than if the student rides their regular school bus from home to Woodman Park to be picked up and taken to Garrison and then returned to the student’s home. He added that he will be talking with Mr. Boodey further about putting that plan into play if these numbers stay the same. Dr. O’Connor noted other grade levels, second grade and fourth grades in some schools, are ‘going up.’ He asked Board members to keep in mind there is a price associated with busing. Also, thinking about that, there could be kids, in theory, going from Woodman to Garrison and at a different grade level, Garrison to Woodman, and then Garrison to Horne at a different grade level. He then asked, “The answer I would want to hear from the question is, do we feel as though that is something we need to do with the current Kindergarten situation at Horne and the first grade situation at Garrison. If it is, we’ll put the brakes on 23 students at first grade as the limit. There would be room for one more student at Garrison and that there would be no room at Woodman Park – all these kids would stay. New enrollees coming would be funneled to one of the schools that has room. Is 23 the number you want me to live with?”



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Dr. Mebert stated, "I'd really like to hear from teachers and other parents of students. Right now, 23 is the maximum number for me. I wouldn't want to see anything more than that. But, I've heard from one parent, I've heard from no teachers, I don't know how big an issue this is and I would like to know about that before we spend more money, are the kids settled in? Are the kids comfortable? Are the teachers comfortable?"

Dr. Mebert continued: "The second issue is that we have 541 kids at Garrison School right now and we have one principal and one guidance counselor and the state requirements are vice principal, second guidance counselor one you get over 500. So we're not in compliance with state reg's at this moment." Dr. O'Connor added, "Nor are we at Woodman Park as well. The October numbers come in at 506 students." The Superintendent noted he had submitted a letter to the state asking for a waiver for Woodman Park for those two positions. "I'm not sure whether or not the Commissioner will grant the waiver. He may say, this is the guidelines, I expect to see it either this year or next year."

Ms. Grady stated, "Again, we are within the range of the state standards. We try to keep it below, and in most instances we are below state standards. I guess I have trouble with, is there some research out there that says that we educate students better with 19 in a class than we do with 23? I'm not sure that there is."

Dr. O'Connor requested that Dr. Mebert "enlighten" the Board. He noted Dr. Mebert had researched this in the past and asked if she could "resurrect" the information. Dr. Mebert indicated she would do that.

Ms. Fisher asked why pre-school had increased to 56 students. Dr. O'Connor stated the law changed several years ago to require the District provide services for students "right out of the cradle" when the previous requirement was to identify children ages 3 and up. This requirement to identify students with unique needs at an earlier age means there are more 2 and 3 year olds being identified and brought into the pre-school program with a goal to help them early so they will not become special education students. Ms. Fisher asked how many of the 56 students currently enrolled in the pre-school program were identified. Dr. O'Connor stated the figure was about 70%.

Ms. Fisher stated she agreed with Dr. Mebert – 23 students per class is the maximum she would want to see. She added that she, too, would like to hear from more parents.

Dr. O'Connor stated he would ask the principals to send out a query to teachers asking them to identify the challenges of class size of 23 versus 18 or 19.

Ms. Hooper also stated her agreement with a maximum class size of 23.

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

**G. STUDENT REPRESENTATIVE REPORT:** Julia Huggins reported on the following items.



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- Successful Spirit Week – an energized and positive week
- Penny Drive raised a lot of money as well as sale of Super Fan Shirts
- Homecoming Game and Dance held last week
- Sports Teams have had a great season so far
- Student Council working on plans for Spring Carnival and other School Spirit Events
- Sub-Committees forming – one example is a committee to deal with cafeteria issues
- Student Clubs have been very active as well. Two new clubs starting this year – Running Club and Pennies for Poverty collecting for UNICEF
- October 11<sup>th</sup> and 12<sup>th</sup> Great Bay Music Festival in Dover – 100% profits go to UNICEF

Chairperson Fisher asked why the Student Council felt the need to create a sub-committee regarding cafeteria issues. Ms. Higgins shared examples of some students reoccurring concerns including the elimination of bagels from the menu (get a toaster instead of grilling with butter to make more healthy), running out of food for 8<sup>th</sup> period lunch students, and recycling, etc.

### H. COMMITTEE REPORTS:

**1. District Dining Facilities Meeting, Dorothea Hooper Reporting:** Ms. Hooper gave the following report: “A Dover School District Dining Facilities Meeting was held September 25<sup>th</sup> at Woodman Park Elementary School.

Chaired by Mrs. Laurie Verville, Business Manager of the Dover School District, the meeting began with the introduction of members. There was a brief review of the minutes of the June 11<sup>th</sup> meeting.

The major task was to discuss the Dining Facilities Annual Report that will be presented to the School Board on Oct. 6<sup>th</sup>. The committee made 17 recommendations for improving our commitment to healthy school meals and educating students to make balanced meal choices on a daily basis.

At this meeting we focused on six attainable goals:

1. providing a list of healthy snacks on the School District website.  
Along this line we discussed the fact that parents can put restrictions on what their children can purchase in the cafeteria. Also, if prices for snacks are published separately, children will know they are not part of the main meal.
2. menus on Edline should be readable.  
Mark Covell, School Lunch Program Director, indicated he revises the website each year and needs some improved software to make the menus more readable
3. taste testing schedule.  
Bringing in varied foods for sampling to expand student selections was discussed. This fall they have brought in small peaches, plums, etc. on a monthly basis for trial.
4. School newsletters used as a communiqué ----there is a need to get the message out to parents concerning healthy snacks. It was noted that some of the PTA/PTO fundraising now focuses on small gift items rather than just candy.



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5. Visual display promoting healthy eating and exercise habits. Mark had put up posters along the cafeteria walls to illustrate the types of information that will be displayed in the schools. These posters on exercise and nutrition will be framed and hung district wide.
6. Public Information forum. Originally there had been some discussion of a booth at Apple Harvest Day. Also discussed was working with UNH and the Farm to School Program to set something up. It was noted that Hannaford's has information right in their markets on nutrition of products being sold.

Other discussion by the committee focused on buying local produce, recycling of materials used in the cafeterias, and guidelines for vending machines in the schools that are accessible by students.

Our next meeting will be November 20<sup>th</sup> at Dover Middle School.”

**2. Curriculum Planning Council Meeting, Dorothea Hooper Reporting:** Ms. Hooper gave the following report: “The Curriculum Planning Council, Chaired by Mrs. Jean Briggs-Bager district Curriculum Director, met Thursday, Oct. 2<sup>nd</sup> at Dover Middle School.

As this was our first meeting this academic year, the committee made introductions and welcomed new members. Also a calendar for monthly meetings during 2008 and 2009 was distributed

Curriculum presentations were updates in the areas of art, music, and mathematics K through 4.

Ms. Carol Castellan, art CA reported that core competencies for each class currently offered was completed. Last year the department received badly needed supply money for the elementary schools which now tallies as \$5.00 per student. The Middle School is now receiving \$4.50 per student to offset the rising prices of materials plus shipping.

High School funds are being used to purchase additional materials and cameras to augment black and white photography classes and purchase supplies for jewelry, sculpture and painting classes. We hope to be able to move into digital imaging also. Because lab fees and cameras may be too rich for some students, we now have 33mm film cameras to loan out to needy students. We are also able to waive lab fees for students who need assistance. There was also discussion of the film animation course.

Mr. Dave Tromba, music CA talked about the need to replace risers bit by bit with some reliance on fund raising. He also noted a need for increased equipment particularly at Garrison School. There has been an increase in interest in guitar. He noted that there would be scheduling challenges next year and wondered what impact bloc scheduling would have on the other schools. Mr. Tromba stressed looking at the music program district wide rather than as individual schools.



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Mr. Dustin Gray, principal of Garrison School, reported on the Everyday Math program grades k-4. Since our last math report:

1. common assessments for grades 3 and 4 have been modified to reflect teacher feedback
2. since the NWEA testing will be ending, Common Assessments will be used in greater detail
3. 1<sup>st</sup> grade is constructing their bridge document to generate the "I Can" statements
4. the MIT team is compiling a list of needed materials (manipulatives/curriculum) so that needs and surpluses can be determined.
5. Math nights need some fresh ideas and formats.
6. Bridge Document templates are needed for teachers in grades 3 and 4.

Feedback indicates that Everyday Math has been successful in meeting the needs of students at or above grade level but we may need some supplementary materials for struggling students. Math teachers were pleased with the new and advanced training done over the summer. There has also been some problems with the transition from 4<sup>th</sup> grade math to 5<sup>th</sup> grade. There is also a need for more effective ways to measure student growth in math.

Our next meeting will be Nov. 6<sup>th</sup>.

**I. POLICY CHANGES: None.**

**J. POLICY ADOPTIONS: None.**

**K. SUBMISSION AND PAYMENT OF BILLS:** Audra Lurvey moved, Carolyn Mebert seconded, to direct the Business Manager to pay manifest #09-D in the amount of \$3,762,879.73. A roll call **VOTE PASSED 7/0.**

**L. RESOLUTIONS: None.**

**M. OLD BUSINESS:**

**1. Annual Progress Report Dining Facility Council – Policy JLCF:** Ms. Verville noted the report was on the August agenda for the first reading. Tonight was the second reading for approval. Audra Lurvey moved, Carolyn Mebert seconded, to approve the Annual Dining Facility Progress Report in its second reading. An oral **VOTE PASSED 7/0.**

**2. Approve Capital Improvement Program (CIP):** The Superintendent reviewed his recommended CIP to the Board during the last meeting – asking for the next CIP request of \$7.5 million with nothing the following year, approximately \$7.5 million in 2012, \$0 in 2013, and 2014 and 2015, markers of \$35 million and \$10 million to anticipate high school costs during those years. Dr. O'Connor stated the dollar figures from 2011 and on are just estimates, "They are nothing that we would be held to. We revise the CIP year to year. The \$7.5 million is based on a number of factors. First is the fact that Horne Street School is 51 years old this year. It is in



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need of renovation from its core out. We have already undertaken several significant components of that renovation with a new roof three years ago; a new power plant system that went on line this year; we upgraded the bus loop and parking at the school, installing granite curbing. Those three items alone were well over \$1 million plus. Based on enrollment projections that NESDEC has provided us as part of our comprehensive review of our facilities, I'm of the opinion that we will be looking at increased student enrollment over the next five and ten years with Garrison at near capacity now; at Woodman we certainly have a little more room. If you want to renovate an existing school, you need to put those children somewhere. You do not have the capacity right now to re-shift those students to Woodman Park and Garrison. There's approximately 360 students at Horne Street School.

However, you look at the CIP number; we all know this is a significant number. Given the fact that we are only retiring just slightly over \$2.2 million in debt this year, any request over that number to the City Council would require a super-majority vote based on the tax cap language. It has an impact on our ability to borrow.

I've heard from a number of you following the presentation that there is some concern over the size of this number. I've heard concern over the actual need to add on to Horne Street School. I've heard from a number of you concerning a total renovation versus a systems renovation, and everything in between. Just so everyone understands, a systems renovation is to work on component by component over a period of time. This summer you could do windows. You may do windows in the fall. You might do electrical over the summer. A year later you may do flooring and ceiling. A year later, you may do air handling capacity for the building. So you do things in systems – and you could do it, all three buildings at one time, because I've also heard questions about the priorities... You could do that. I will tell you based on conversations I've had with a number of people that that will be a more expensive proposition, spreading it out over a longer period of time. There's a redundancy that's built into this. You go in and replace all the ceilings and floors in the building, and a year later you go do electrical, you're going to be taking down a lot of that ceiling grid. You're probably going to have to repair a lot of the damage to that as old electrical is pulled out and new electrical is installed. You have to be very careful when you do systems that you're not creating problems that you fixed the year previous.

Tonight you have to decide whether or not this recommendation is valid. Second option is, you could alter that number – anywhere between the \$2.2 million and the \$7.5 million. Let's renovate but not add on... We could look at a multi-year renovation – summer, night time, those sorts of things. You could look strictly at the approximately \$2 million that we could request that will not have an impact on our tax rate. (\$7.5 million would have a significant impact on the tax rate because you're \$5 million beyond what you're retiring in debt. That would be new money that would be raised - \$.04 on \$100,000 would have an impact on the tax rate. The fourth option is to delay the whole project for a year. You could delay and think about it next year, keeping in mind that inflation would add a cost to that as well. Then of course, you take in this whole issue of what's happened in our economy and the stock market and how tight money is to borrow and how that is also having an impact on community's abilities, regardless of their bond rating, to be able to borrow money from banks. I'm sure that this CIP that will go to the Council will receive a great deal of scrutiny this year, primarily because of the economy coupled with the tax cap."



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Dorothea Hooper stated, "I agree we have to maintain our buildings – it's only good common sense. But, I do have a problem with the amount at this particular time. I have a problem with the time line. One of the options you've just given us appeals to me, unless somebody can tell me something that changes my mind. That is, renovate rather than add on. We've added on to Garrison, we've added on to Horne Street; the High School is in a shambles – I'd like to see us renovate what we have. Bring what we have up to god code and then take a look at where we are. I don't know whether we can do that underneath that tax cap or not, but I'm more willing to go and ask the Council for a super-majority vote for something I really think has to be done. I think the high school needs to be done, and I think it needs to be done first. The compromise would be not to add on and to just renovate, trying to get what we have that's deteriorating back into shape."

Dr. O'Connor stated, "When we talk about renovations, you really have to think Woodman Park School, and what we did to that building. Basically, we went down to the concrete walls and steel girders. We renovated that building so that building will be able to stay in service for at least an additional 25 years or more. We added on so that we could do the renovation. You can't renovate a building at that level with students in the building. They have to go somewhere else. So, if we're talking about renovating Dover High, to extend its life over a 25 or more year period, we're not talking about putting up new ceiling grids and paint. We really are talking about going down to the core of that building and renovating it. With 1700 students, I'm not certain you can do that."

Ms. Hooper added, "Is it going to be any better ten years from now when Barrington has moved out and you've got 1500? I don't honestly see it's ever going to be an ideal situation." Dr. O'Connor replied, "In 2014, Barrington's contract is up. We will know by 2012 what their intent is on a high school. We will lose 400 to 500 students which will bring our enrollment down to 1200 students and what you can do is a renovation floor by floor. You can shut off an entire floor because you are able to relocate those students into other classrooms. Trying to think about renovating to that extent, look at the issues we've had with roofing and they weren't in the building." Dr. O'Connor shared his concern that the further the District delays with Horne Street, Garrison and the High School, then the community will be faced with the issue of "How much is it going to be building a new school? At some point you may have a building that's gone beyond being renovated period to bring it back up to standard." Ms. Hooper stated, "That's exactly what I'm worried about with the high school. I'm wondering if there isn't some creative way we can find to do the job. I know that modulars are expensive, but maybe that is one way. Maybe we have to find a place in the city where we can hold a few classes so that we can start this renovation. We've got to think outside the box on this issue if we're going to take care of the high school."

Ms. Grady stated she agreed with Ms. Hooper. "I made it clear at the last meeting. I definitely will not vote for putting that amount of money into Horne Street School with this CIP. I'm going to go with the Habeeb Architect Report, and in the priorities, Dover High is the priority. First, I'd like to ask Laurie, what is the amount of debt service that we're retiring?" Ms. Verville stated for 2009 is about \$2.3 million.



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Ms. Grady stated, "So that we don't affect anything, I'd like to look at that \$2.3 million in the first year that we're retiring, which won't affect anybody's tax rate; However, in reading from the report, it says, 'a common denominator exists among all three aging buildings. They're referring to Garrison, the high school, and Horne. They include major upgrades for lighting, ventilation, windows, plumbing, electrical, mechanical issues, classrooms, doors so that we'll be in compliance with federal, state, and local laws, I think you need to look at that. Energy right now is a big thing for everybody and we can spend that money improving on the energy in the building, I think that would be the best place to put our first amount of money. It says that windows and lighting are not energy efficient. Heating and ventilation are unable to keep up with the demands of the schools, and it is becoming difficult obtaining the necessary parts to repair them. Even in energy, if we look at windows and doors we'll keep some of the cold air out and the warm air in. We might save a little bit of money on the oil that we spend and at the same time, not getting into borrowing much more money, we'll be saving on the other end. That would be my direction for the first year."

Carolyn Mebert stated she agreed with Ms. Hooper and Ms. Grady. "I can't in good conscience ask for \$7 million in the economy we're in right now. It's just too uncertain. I can't ask my constituents to pay more on their tax bill. So, I'm not going to support this."

Britt Ulinski-Schuman added, "I do think the dollar figure is quite large. I do have some concerns addressing the high school first. Having gone through renovations in my own home, and having to move out for many months...I'm greatly concerned. There's always that run over on time that it takes to do a project. For instance, the roof project at the high school. I hate for us to get in a situation where we're scrambling to try to figure out where to put kids for a month or two, or sometimes three or four depending on how long it runs over. Also, I'm not sure what types of materials they're going to uncover while they're doing these renovations. There's always the potential for asbestos materials to be in there and that's a great concern for everyone in the school. I know it's awful to have to wait that long to address issues at the high school, but I'd like to do it right the first time and not have to undo work that we've already done. We do have an issue right now with the first grade and I'd like to see us address that issue at Horne Street and work on that school which is the oldest and progress from there."

Beth Setear noted that the District's retired debt over the next two years would be around \$4.5 million and asked the Superintendent if that would be enough to accomplish a Horne Street School renovation only. Superintendent O'Connor stated it was possible, but he did not know if it could be accomplished over two summers. Business Administrator Verville confirmed the retired debt will be approximately \$2 million a year over the next five years. Ms. Lurvey asked the Superintendent about the rules for renovation of buildings regarding "if we do this, we need to do that." Dr. O'Connor stated there is a certain percentage of a building that may be renovated, but over that would require the entire building to be ADA compliant. Board members discussed cost estimates and time frames a brief time longer.

Chairperson Fisher reiterated her desire to borrow no more than the debt retired, \$2.2 million for next year. She then asked for a motion to approve the CIP. Audra Lurvey moved, Carolyn



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Council Chambers  
Meeting Date: **Monday, October 6, 2008**  
Meeting Time: **7:00 pm**

Mebert seconded, to approve the Superintendent's Capital Improvement Plan. A roll call **VOTE FAILED 0/7 (unanimous)**.

Board members asked what could be accomplished if they spent only the retired debt each year. Dr. O'Connor reviewed some of the more recent renovations conducted at the schools and estimates of what those renovations had cost. Ms. Hooper then asked the Superintendent to confirm whether requesting more than the retired debt would require a super-majority Council vote. The Superintendent stated that passing the City's CIP in any amount requires a super-majority.

There was additional discussion about the direction to take regarding approval of the CIP, and the Board consensus was they wished to discuss it further.

Chairperson Fisher asked for a motion. Doris Grady moved, Carolyn Mebert seconded, to table approval of the CIP until the Board can discuss it further at a workshop session on October 20<sup>th</sup>. An oral **VOTE PASSED 7/0**.

### **N. NEW BUSINESS:**

**1. Teacher Induction Program:** Sue Vitko and Shannon DeLello provided an overview of the Teacher Induction Program they developed with the goal to retain better teachers. They are working as the District Induction Facilitators who assist building principals, induction coordinators at each school, and mentor teachers who work with all new teachers and veteran teachers who are new to the school. They shared some of the highlights of their program noting, "It is riskier not to train teachers and keep them." Ms. Briggs noted the program is funded entirely with Title II funds for less than \$12,000.00

**2. At-Risk Interventions and Student Survey:** Kim Stephens presented the sample 2008-2009 Student Survey to the Board for approval. She also asked Board members whether they wished to participate in the semi-annual state survey (YRBS) at a cost of \$1300. This would enable the District to collect annual data (District survey on \e year, state survey the next year).

Board members discussed the grade levels (Dover Middle 7<sup>th</sup> & 8<sup>th</sup> and Dover High School) of students who would be asked to participate in the survey. They also asked if a student is allowed to "opt out" of taking the survey, Ms. Stephens stated they were given that opportunity and sample test booklets are made available to parents for review prior to the event. Dr. Mebert added that they perform a Center for Disease Control program to "weed out" false data from completed student surveys.

Audra Lurvey moved, Carolyn Mebert seconded, to approve administration of the District 2008-2009 Student Behavior Survey. An oral **VOTE PASSED 7/0**. Ms. Stephens then asked for a clarification as to whether the Board wanted students to take the state survey in the off-years. The consensus of the Board was, "No."



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Council Chambers  
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**3. Request to Participate in the Fulbright Teacher Exchange Program:** Dr. O'Connor stated his support of the Fulbright Teacher Exchange Program that has been in operation for the past 20 to 25 years and explained the basics of the program. Dover Middle School teacher, Jenna Buinicky, is requesting permission to apply for the program for the 2009-2010 school year. This would mean she would change places with a teacher from England, Scotland, or Wales who would teach at Dover Middle School during the school year. Board members asked Principal DeYoung if he was in support of the program. Mr. DeYoung stated his agreement with Dr. O'Connor, who believed the caliber of teachers involved in the program is very high. Therefore, he would have no doubts about whoever was chosen as an exchange to teach at Dover Middle School.

Carolyn Mebert moved, Audra Lurvey seconded, to approve Jenna Buinicky's request to apply to the Fulbright Teacher Exchange Program for the 2009-2010 school year and, if accepted, allow a teacher from the United Kingdom to swap places and teach at Dover Middle School. An oral **VOTE PASSED 7/0**.

**x4. Re-Adopt Dover School District Vision Statement:** Marjorie Fisher read the Dover School District Vision Statement into the record.

### **Dover Schools---** **The Center of the Community**

*The Dover School District is the center of a dynamic community dedicated to developing individual potential and self-esteem through education. We are committed to creating a diverse learning environment, emphasizing collaboration and innovation. Our schools will develop lifelong learners and responsible citizens.*

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Adopted July 12, 1993

Dr. O'Connor noted the vision statement has not changed since 1993 when it was first adopted and is different from the Mission Statement that is updated annually. (RECORD NOTE: The Dover School District Mission Statement was most recently adopted on January 21, 2008. The Vision Statement will be reviewed annually in the future.)

Audra Lurvey moved, Carolyn Mebert seconded, to re-adopt the Dover School District Vision Statement. An oral **VOTE PASSED 7/0**.

**5. Federal and Special Funds Quarterly Report:** Business Administrator, Laurie Verville, provided the Federal and Special Funds Quarterly Update:

Project Activity for 2008-2009 Federal Projects as of September 30, 2008 – Total expected Funding is \$2,796,414.30 with 15% of funds obligated and disbursed.



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting  
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Food Service 6/30/08 Fund Balance was \$19,852.42 with revenues through 9/30/08 of \$142,278.55 and expenditures through 9/30/08 of \$130,538.68 for a balance of \$31,592.29 (subject to annual audit).

Alternative School 6/30/08 Fund Balance was #86,384.33 with revenues through 9/30/08 of \$510,750.00 and expenditures through 9/30/08 of \$72,920.40 and \$637,016.43 reserved for encumbrances leaving a balance of (\$112,802.50) through 9/30/08. Anticipated receivables through 6/30/09 based upon out-of-district tuition paying students on 9/30/08 is \$255,000.00 with an estimated fund balance for 6/30/09 of \$142,197.50.

Fund Balances as of 9/30/08: (subject to completion of annual audit)

Field User Fees - \$14,335.25

Facilities - \$50,920.03

Athletics - \$9,779.16

Parking Lots - \$17,182.74

Total Ending Facilities Fund Balance \$92,217.18

**6. Award Bid for Licenses for Symantec Endpoint Protection:** Business Administrator, Laurie Verville, requested the Board award a bid for Symantec Endpoint Protection Software to low bidder, Educational Resources, in the amount of \$5.20 per unit, for a 1400 unit total cost \$7,280.00.

Audra Lurvey moved, Carolyn Mebert seconded, to award the bid for 1400 units of Symantec Endpoint Protection to low bidder, Educational Resources, in the total amount of \$7,280.00. A roll call **VOTE PASSED 7/0.**

**7. Award Bid for Symantec Message Security for Microsoft Exchange:** Business Administrator, Laurie Verville, requested the Board award a bid for Symantec Message Security for Microsoft Exchange to low bidder, Educational Resources, in the amount of \$5.87 per unit, for a 600 unit total of \$3,522.00.

Audra Lurvey moved, Carolyn Mebert seconded, to award the bid for 600 units of Symantec Message Security for Microsoft Exchange Software to low bidder, Educational Resources, in the total amount of \$3,522.00. A roll call **VOTE PASSED 7/0.**

**O. ADJOURNMENT:** At 9:35 p.m., Audra Lurvey moved, Carolyn Mebert seconded, to adjourn the meeting. An oral **VOTE PASSED 7/0.**

BETH SETEAR SECRETARY

October 7, 2008