



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, November 10, 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, Audra Lurvey and Doris Grady.

Also present were; Superintendent John O'Connor; Dustin Gray, Garrison School Principal; Mal Forsman, Horne Street 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; Student Representative to the School Board, Julia Huggins, Deb Hackett, DTU President, along with some of her students, David Goldsmith, HSS Teacher, Jill Sears, WPS teacher, Patrick Woodworth and Justin Mahan, DHS Science Co-Academic Coordinators, Sherri Sheehan, Linda Madden, and Abigail Pinkham, Special Education Coordinators for the School District, Cherie Corbett and Kathy Lupi, School Nurses, Andrea Elliot, DHS Dean of Instruction, Jim Amara, CTC Director.

B. PLEDGE OF ALLEGIANCE: Dorothea Hooper led the Board in the Pledge of Allegiance.

C. CITIZENS' FORUM: Faye Hoffner addressed the Board regarding the lice problem at school. A letter she had written to the Foster's Editor was published a few days ago and she wanted to follow up. She is requesting that the School Board bring it back to the table and discuss the School District's policy. She doesn't agree that students should be allowed to attend school if they have "nits". Currently, the School District is following state standards that allow children to attend school with "nits", but she feels the issue is too difficult to resolve if the students are still attending school.

Cherie Corbett, DMS School Nurse, addressed the School Board, requesting the need for more medical help in her office. She has seen 3,706 students in her office since the beginning of the school year, and for the safety of the students, feels there should be extra nursing help in her office.

Paul Hass, 4 Middle Rd, spoke on the topic of class size at Garrison School. He doesn't want a change now, but wants the School Board to continue to watch enrollments at the school. He, along with other parents, spoke in July about the 2nd grade. He noted that not many of the parents who spoke had 2nd grade students. They were concerned in general with class size. He is requesting that the School Board look at policies for the future. He would like the classroom enrollments to be what is best for the children, not just what needs to be done to meet state standards.

Joy Kobluster, Emory Lane, addressed the School Board on class size also. She feels it is still an issue, but the School Board probably will not add a teacher at this time. She suggested adding a paraeducator in reading or math for support for classroom teachers.

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

- 1) **Nonpublic Session #27, October 20, 2008 (Personnel)**
- 2) **Regular Session #10, October 6, 2008**
- 3) **Special Session #5, October 20, 2008**



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
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Meeting Time: 7:00 pm

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

E. CONSENT AGENDA

1. Correspondence:
 - a. The Irish Show, Inc. Letter dated October 26, 2008 - Request for Waiver of Rental Time
 - b. Request for Leave, Debra Hackett Letter of November 4, 2008
2. Resignations/Retirements: None.
3. Leaves of Absence: None.
4. Nominations:
 - a. Sheet 1: Nomination and Election of Teachers (Moran to Whitmore)
 - b. Sheet 2: Nomination and Election of Special Education Aides (Atwood to Paradis)
 - c. Sheet 3: Nomination and Election of Coaching Positions (Brown to Romps)
 - d. Sheet 4: Nominations DALC
5. Professional Development Waiver: None.
6. Extended Travel (Student Trips): None.

Dorothea Hooper moved, Audra Lurvey seconded, to remove item 1.b., Request for Leave, Debra Hackett Letter of November 4 for conflict of interest. An oral **VOTE PASSED 7/0.**

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

Item 1.b., Request for Leave, Debra Hackett Letter of November 4: Ms. Hackett requested 3 additional professional days to be used for Union business because she was nominated to be a trustee to the NH Retirement System by Governor Lynch 4.00. Doris Grady moved, Carolyn Mebert seconded, to approve Ms. Hackett's request for 3 additional days. An oral **VOTE PASSED 6/0.** Ms. Hooper congratulated Ms. Hackett on her nomination

Audra Lurvey moved and Beth Setear seconded moving M.1. Science Curriculum Implementation Update because of the Middle School students involved in the presentation.

M. 1. SCIENCE CURRICULUM IMPLEMENTATION UPDATE

Jean Briggs began the presentation by thanking the School Board for funding for the science curriculum adoption. She said that approximately \$100,000 was spent at the elementary school level, \$96,000 at the middle school level and \$183,000 at the high school level. Foss Delta modules at the elementary schools, Prentice Hall at the middle school and various materials at



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Meeting Type: Regular Meeting
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the high school. David Goldsmith and Jill Sears presented the update for the elementary level. Over 90% of teachers teaching science attended summer training for the new curriculum. Elementary students are excited about the new science curriculum. David said the DVD that Foss provides shows experiments are very helpful. The Foss module provides a narrative, performance assessment and multiple choice. There needs to be discussion and notebooking time to enhance the program which will be discussed in January Professional Development meetings. Ms. Sears discussed 30 second interviews. Teachers walk around while investigations are taking place and monitor their progress. They wanted to make sure that writing skills weren't getting in the way of explaining all that they know scientifically. The students seem to love it and are excited for science everyday. They are so excited that there may possibly even be some "science experiment birthdays".

Deb Hackett talked on behalf of the middle school science teachers. She stated that they were looking for a model that met GLE's, prepared for NECAPS and clarified scope and sequence of each grade level. Delta Modules are away from basals and more toward investigative model. 6th grade concentrates on Earth Science and 7 and 8 grade teaches Life and Physical Science. All lessons are hands on and written accountability assessment is on-going. Vocabulary is defined at the completion of assessment. After this year, focus will be on common assessment. Three 6th grade students, Jillian Lurvey, Taylor Willets, and Tristan Duffy, gave their thoughts on the new science curriculum. They really enjoyed that it was more hands-on, more fun than just using a book, more kid-friendly definitions. They also liked that they didn't feel the need to fall asleep at their desk during science.

Pat Woodworth and Justin Mahan, Co-Academic Coordinators discussed the use of the new science curriculum at the high school level. The first new textbooks were purchased since the TP/CP merger. Teachers in the past have had to share equipment. They now can have better continuity among all subjects. Biology classes have jumped leaps and bounds in a year. Labs can be run simultaneously. They know have a spectronic at DHS. There are also 2 new incubators in classes. Many live specimens were purchased for observation. Knowledge will be increased through.

Jean Briggs concluded by saying that it's been 2 years since teachers from K-12 have been together. She is hopeful that NECAP results will improve because of the new alignment of science curriculum.

Audra Lurvey moved and Carolyn Mebert seconded suspending the rules and moving N.4 and N.6

N.4. DOVER HIGH SCHOOL PROGRAM OF STUDIES

Next year, Dover High School will be implementing block scheduling which will require some significant changes in the 2009-2010 Program of Studies. Dean of Instruction, Andrea Elliot, gave an overview of the changes for next year. Credits required for graduation will increase gradually over the next four year.

2009-2010 Program of Studies Preview



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

I. General Information Section

- Changes to Graduation Requirements phased in (p. 4)
 - Increase in total credit requirements
 - Increase in departmental requirements (math, social studies, science, fine arts, and computer technology)
 - Introduction of tiered diploma to meet the needs of all students while promoting rigor and high expectations
- Revision of Alternative Programs/Credit Recovery Section
- Deletion of NWEA from Testing Program Information
- Revision to language in “Computer Education” section
- Library Info updated (p.11)
- Revision to Student Aide program (p.12)
- Review of Athletic Eligibility under block (p.13) “ONGOING”
- Updated list of Extra-Curricular Activities (p. 14-17)

II. ENGLISH DEPARTMENT

- A. Extended curriculum - Dystopian Literature II and Philosophical Quest II (p.23)
- B. English for Post-Secondary Success extended for students in grades 10 thru 12 (p.23)
- C. Special Education Courses
 - 1. Reading renamed Functional Reading
 - 2. New course – Literacy Lab (p.26)
 - 3. New course – Organizational Studies (p.26)

III. FINE ARTS DEPARTMENT

- A. Portfolio Preparation extends from .50 credit to a full credit
- B. Advanced Placement Studio Art extends from .50 credit to a full credit
- C. Honors Art extends from .50 credit to full credit

IV. MATHEMATICS DEPARTMENT

- A. Restructuring of course sequence for grade 9 – the majority will take Algebra I. Students needing a bridge to algebra will be placed in Essential Math. Students who have completed a full year course equivalent to Algebra I will take Geometry. Accelerated 8th graders who have completed Algebra II and students who complete Algebra I with an “A” average will be placed in an accelerated Geometry and accelerated science.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
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Meeting Time: **7:00 pm**

- B. Algebra I for non-freshman has been split into two full semesters of 1 credit each. Students who are unsuccessful in the first quarter of Algebra I Park A, can be moved to a second quarter course of Pre-Algebra for skill building and retake Algebra in semester 2. (p. 31)
- C. Continuation of Algebra II Applications (p.32) which was piloted this year for students who had been unsuccessful in a full year Algebra II course. This allows for an additional year of mathematics and review of concepts which students will see in post-secondary math courses.
- D. Addition of Advanced Placement Calculus BC (p. 33)
- E. Deletion of “Intro to Geometry”
- F. Special Education courses
 - 1. Life Skills I renamed Functional Math (p.33)
 - 2. Life Skills II renamed Life Skills Math (p.34)
 - 3. New course – Mathematics Enrichment which bridges the gap between Life Skills and Essential Math and will enable students to meet state requirement for completions of Algebra I
- V. **MUSIC DEPARTMENT**
 - A. New Electives
 - 1. Advanced World Drumming (p.37)
 - 2. Recording Technology (p.37)
 - 3. The Business of Music (p.38)
- VI. **SCIENCE DEPARTMENT**
 - A. Restructuring of 1.5 credit courses for block
 - 1. CP Biology and Honors Biology will remain 1.5 credits taught in the block over 3 quarters.
 - 2. CP and Honors Chemistry – curriculum pared back and taught in one semester block for 1.0 credits. Additional electives in chemistry will allow students with a strong desire to pursue this curriculum to continue.
 - 3. CP and Honors Physics - curriculum pared back and taught in one semester block for 1.0 credits. Additional electives in physics will allow students with a strong desire to pursue this curriculum to continue.
 - 4. Anatomy and Physiology enhanced and offered for 1.0 full credit.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
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Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

5. Marine Biology and Oceanography combined to form a full credit Marine Science course (p. 43)
- B. New Electives
1. Chemistry in the Community (p.41)
 2. Electrochemistry (p. 41)
 3. Modern Physics (p. 42)
 4. World Decisions, Science and Culture (p. 43)
 5. Energy and the Environment (p.44)
- VII. SOCIAL STUDIES
- A. Restructuring of Civics course and preliminary US History course to form a full credit requirement of American Government (p. 45)
- B. New Electives (p. 49)
1. Leadership and Leaders
 2. Politics and the Media
 3. American Popular Culture: 70's to present
 4. History and Culture of the Seacoast and NH
 5. Introduction to Archaeology
- VIII. WELLNESS
- A. Unified Wellness expanded to a full credit taught in semester 2 (p.51)
- IX. WORLD LANGUAGES
- A. New Courses
1. French V (p. 53)
 2. Latin V (p. 54)
 3. Spanish V (p. 55)
- X. CTC
- A. Increase to nine Exploratory Courses (p. 58-59)
 - B. Aquaculture and Agriculture expanded to semester full credit electives (p.60)
 - C. Expansion of Animal Science program (p.61)
 - D. Addition of Honors Biotechnology Externship – may be taken during the school day or after school hours (p.62)
 - E. Deletion of Sports and Event Marketing
 - F. New course in Welding Technology (p. 68)
 - G. Addition of LNA II (p.77)
 - H. Tri-City courses are still being updated by sending schools (p.88-90)



**DOVER SCHOOL
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DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
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Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

Ms. Elliot stated that some students find it difficult to meet the requirements for a diploma, so there will be a tiered diploma system. Students will have the opportunity to earn a “basic diploma”, “standard diploma” or a “Diploma with distinction”.

Audra Lurvey asked if additional staffing or equipment would be required when block scheduling begins next year. Ms. Elliot stated that she would return to discuss the Program of Studies in more detail at the School Board Workshop meeting on November 24th and at that time, she would have a better idea of staffing issues. Ms. Lurvey noted that she was 100% in favor of this change.

Co-Curricular activities will be changing also. Some additions will be book club, running club, GEMS (Girls Into Engineering, Math and Science) This club is advised by Kathleen Costello, of the CTC and will include HS and MS girls.

Ms. Fisher asked how it is known that all high level math students are also high level in science.

Ms. Elliot responded that 98% of students who are in high level math are in high level science.

Ms. Elliot said that only 35 students are affected and would still be involved in most of the Freshman Academy.

Mrs. Grady asked for clarification on the middle school algebra curriculum. She inquired as to whether it was the same program as at the high school. Ms. Elliot explained the MS algebra classes and also noted that the name for the Algebra 8 math class should be changed since they don't cover the entire Algebra curriculum. It's not a full year of algebra and are not ready to move into Geometry. Majority of freshman take Algebra I. Beth Setear asked about the adjustment of freshman who are not in all of the freshman academy classes (the students who take both advanced math and science). Ms. Elliot responded that 90% of freshman are in an Academy most of the time, but the ones that are not, do well adjusting anyway.

Ms. Elliot also noted that LNA program is doubled what was expected. There are 39 students in the program and will move on to LNA 2 next year. Tri City courses are still under revision by the sending school. Ms. Hooper asked if there would be any bussing issues. What the costs would be? Mr. Amara responded he would be covering in his presentation.

After Ms. Elliot's presentation Dr. O'Connor noted that this had been proposed approximately 5 years ago when Mr. Ely was principal. Because many different things were going on, including the departure of Mr. Ely, the scheduling became off track. He commended Ms. Elliot for the great deal of work that she has put into this program.

Dr. Mebert asked if the Diploma with Distinction would have a grade associated it. Ms. Elliot responded that they have not done so at this point. This diploma won't be used until the Class of 2011. It is really for students who have exceeded all expectations. Dr. O'Connor also suggested that successful completion of the NECAP test.

N.6. PARTNERSHIP PROPOSALS—EQUINE SCIENCE PROGRAMS AND WELDING PROGRAM FOR 2009-2010 SCHOOL YEAR

Mr. Amara began his presentation by recognizing two donations made to the CTC Program. The first donation was from Edward Bleiler who donated \$5,000 for the purchase of a new tractor.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, November 10, 2008**
 Meeting Time: **7:00 pm**

Jeanne Supple, representing Measured Progress, donated \$1600 for a new laptop for the automotive program. Thank you to both of them from the students and staff of the CTC. The ten year agreement has been reviewed by the state and we have been given verbal approval. We are awaiting written confirmation.. Mr. Amara also wanted to recognize and thank Nick Skaltsis for his leadership and involvement. Mrs. Grady was also thanked for her involvement and commitment in the committee. Also thanked were the Superintendent, community members and faculty at Dover High School. He offered the School Board an invitation to the Quarterly meeting to be held on December 9. A formal invitation will be forthcoming.

Expansion of the Animal Science program is two fold. There are currently 61 students and 1 teacher. There needs to be another teacher hired for this popular program. Both Animal Science 1 and 2 are grouped together. There are students who have shown an interest in Equine science as a major. Many new students can not able to take this class because of its popularity. This is the largest agricultural industry in NH. Mr. Amara reviewed the Animal Science Proposal with the School Board and highlighted areas of interest. He reviewed budget areas and discussed the additional value of the offer of Dr. Myhre, a veterinary instructor, to donate 3 hours a week of instruction to the students in these classes. Mr. Amara estimated this value to be about \$24,000. Other budget and value factors are listed below.

BUDGET SUMMARY FOR ANIMAL SCIENCE EXPANSION 2009-2010

I: Summary: The current Animal Science program is in need of expansion. The current schedule of 60 student majors and one teacher needs to be corrected for 2009-2010. It should also be noted that we could not service all students who wanted to participate in this program during the 2008/2009 school year. As we plan for the 2009-2010 school year, the opportunity to service more students while expanding their career opportunities utilizing the Equine Science component represents an exciting and important direction in the expansion of our Animal Science Program. As a result, enrollment of students within the Tri-City area will most assuredly increase. A recent and informal survey of students has indicated a strong need and desire to incorporate the Equine curriculum into our program of studies. Furthermore, the cooperation and involvement of the Myhre Clinic and the University of New Hampshire are integral and important partners of our future success. Their facilities, technical expertise and partnership will give our program both credibility, depth and an outstanding cadre of resources.

II. Cost Projections for 2009-2010.

Item:	Funding Source:	\$ Cost: Projected
Equine Instructor/Salary	Local	\$ 34-38 K
Supplies and Materials	Perkins Grant	\$ 10 K
Transportation (180 days)	Local/ State Funded 75%	\$ 16-17 K



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, November 10, 2008**
 Meeting Time: **7:00 pm**

Facilities Use, Veterinary Clinic	Perkins Grant	\$ 30 K
Additional Insurance Rider	Local	\$ TBD
Health Benefits (Single)	Local/Single with 12% increase	\$ 8K

Total Perkins Contribution \$40 K

Note #1. Additional Value: 3 hours per week of Veterinarian instruction by Dr. Myhre at Equine Clinic. Value of \$200 per hour X 3 hours per week x 40 weeks= \$24,000

Note#2: Clinic will provide additional riding support, two (2) instructors for the riding component (1 Dover and 1 Equine Clinic).

Note#3: Use of new indoor riding rink, classroom and barn facilities, horses, riding tack, etc.

Note#4: Will reduce Perkins Contribution at the rate of 10% per year. However, plans to generate revenue to offset this decline will be implemented. This will include summer riding camps, horse shows, competitions, fairs, etc. Should result in positive cash flow to cover the 10% reduction each year, for the first 4-5 years.

Note #5: Student exposure to superior technological imaging, surgical and rehabilitations veterinary services. These services include: The New England Regional Veterinary Imaging Center, Computer Assisted Tomography (CAT) for large animal medicine, Surgery, Physical Therapy, Podiatry Center, Imaging Center and Nuclear Medicine.

If we attract more tuition students, money can be applied to this program, as well as other programs. \$525,000 brought in for 2008-09 from tuition students for total CTC. After transportation, approximately \$500,000. Ms Setear and Ms. Hooper both think it's a terrific program. Mr. Amara isn't sure yet about bussing costs, but we could be eligible for 75% reimbursement. Ms. Ulinksi-Schuman questioned the home locations of the tuition students. Typically, Rochester and Somersworth and others would be interested in coming to DHS for this program. Dr Mebert asked if this program would mesh with the Equine program at UNH. Mr. Amara responded that they had contacted him and this would be a possibility. The equine teacher would also be a riding instructor.

The next program discussed by Mr. Amara was the Welding Program. This is a program that would not be possible without the support and partnership of the Portsmouth Naval Shipyard. This is a program that would be phased in over 2 years, starting with grade 11 students in 2009-2010. They would be transported to the PNSY for 2 hours per day in a welding apprenticeship program. Upon completion, they would be able to apply for the PNSY full time paid Apprenticeship Program that would lead to an Associate's Degree. This program would be limited to 15 students. There is a possibility that these students could make \$60-65,000 upon completion of this program. Ms. Hooper asked if there would be time to transport students and still receive time for the class. Mr. Amara said that block scheduling makes it possible to still receive 2 hours of class time. The information below outlines the budgeting summary for the Welding Technology Program.



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: Monday, November 10, 2008
Meeting Time: 7:00 pm

BUDGET SUMMARY FOR WELDING TECHNOLOGY 2009-2010

I: Summary: Dover High School and Regional Career Technical Center has a unique opportunity to offer a high career demand area to students within the Tri-City area, at a minimal cost and in partnership with the United States Government and the Portsmouth Naval Shipyard. According to the U.S. Department of Labor, employment of welding, soldering, and brazing workers is expected to grow about 5 percent over the 2006-16 decade for all occupations. Welding has grown significantly over the long term because of advances that have allowed it to replace other joining technologies in many applications. Thus, demand for welders is increasing in the construction, manufacturing, and utilities industries. Despite overall employment declines in the manufacturing industry, the outlook for welders in manufacturing is far stronger than for other occupations. The basic skills of welding are the same across industries, so welders can easily shift from one industry to another depending on where they are needed most.

II. Cost Projections for 2009-2010 and 2010-2011.

Table with 3 columns: Item, Funding Sources, \$Cost: Projected. Rows include Instructor, Benefits, Facilities Use, Supplies/Welding, Additional Insurance, and Transportation (180/days).

These students will have the “realest” real life experience,

Dr. O’Connor recommended that Mr. Amara return in two weeks after the School Board has had a chance to review the information that he distributed to them on the two programs. If time is an issue, they will be able to vote in a special session after the workshop or possibly wait until the December 2 School Board meeting.

F. SUPERINTENDENT’S REPORT:

Dr. O’Connor then invited each of the building principals to report on activities taking place at their schools their schools. Principals Migneault, DeYoung, Gray, (on behalf of Boodey) and Forsman each provided an overview of the many activities that took place during the previous few weeks of school and reported on a few upcoming events.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

Activities happening in the schools included food drives, coat drives, Giving Tree, Spaghetti dinners, book fairs, school assemblies, time capsules, Music programs, parent conferences, NECAP testing, Political visits, and many athletic and musical accolades.. The roof project has been completed at Dover High School. Dover High Principal Debi Migneault also shared a handout with workshop information from the last workshop day. Jean Briggs discussed how class size would impact teaching and learning. She stated that through studies, small class size benefitted students in reading and math, especially in disadvantaged areas. The surveys with comments from teachers showed that small class size is key to good learning. One on one time with each student would be impacted with greater class size. Dover School District is currently above the state average in class size in all grades. State average is 17-20 and Dover is currently 18-25. Sandie Crosson, the Director of Pupil Personnel Services for the district introduced the Special Education Coordinators for the district. She stated that she is striving for one universal design for Special and Regular Education. The elementary schools are pushing services into general classrooms instead of pulling out of the classroom. They are practicing 10 minute “speed drills” which are designed to help students practice math and other facts quickly in the hallway. Dover Middle School is using a co-teaching model and working together in teams. She compared it to a “marriage, with no divorce”. Dover High School has closed the Learning Center for the day so that the set up of the room can be changed for better outcomes. This shouldn’t be a place only to get help on homework, but for help with skills. It will be more devoted to student learning.

Dr. O’Connor asked the Board to review Policy CM between now and the December School Board meeting. This policy is the Annual Meeting/Report Card. He is recommending that the Annual Report card aspect of the policy be terminated. All of this information is on the state website. We will add a link on the Dover School District Website directing browsers to the state website. By eliminating this portion of the policy, the School District could save \$1015.00 per year.

Dorothea Hooper asked if the policy regarding lice could be placed on the December School Board agenda. Perhaps we can get the Parent-Teacher Groups at each school and nurse’s involved also. This is something that we should try and control. Beth Setear asked if we currently have a policy regarding lice. Dr. O’Connor responded that we follow state guidelines. Dover Middle School Nurse Cherie Corbett said that the state guidelines are liberal and students are sent to school with lice, because in prior years, there were too many absences due to lice infestation.

Beth Setear 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.

- Many exciting things going on at DHS, that were already reported on by Principal Migneault
- First term over, report cards out today
- Fall sports teams have finished their seasons
- GEMS club is new to DHS—Girls interested in math, engineering, and science



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DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
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Meeting Time: **7:00 pm**

- Eco Club new to DHS also. Environmental group that is working on new programs including new recycling program that could save DHS money
- Student Council is working on Spring Carnival plans

Julia also reported that students were upset that Resource Officer Tarmey is being transferred. Students would like him to remain since he is enthusiastic, positive, and helpful. He has an open door policy that many student like. Students at Dover High School want to support Officer Tarmey and feel that he should remain at DHS. Ms. Fisher asked why he was being transferred and Julia mentioned it was an incident, but unsure as to the specifics, but feel he is an asset to the school and should remain there. The students will be signing a petition and sharing it with the School Board and Police Department. Julia felt that Officer Tarmey wanted to stay in his current position at DHS, also. Audra Lurvey asked about the recycling program and was hopeful that it would be started at DHS and possibly continue to the Middle School, as well.

H. COMMITTEE REPORTS:

1. District Dining Facilities Meeting, Dorothea Hooper Reporting: Ms. Hooper stated that two UNH interns will begin working with Food Service Director Mark Covell, to develop healthy recipes and increase the level of nutritional offering for Dover School District Students. Their names are Dana Poist and Kimberly Povec.

2. Profession Development Committee Meeting, Dorothea Hooper Reporting:

The Professional Development Committee met Oct. 8th at the McConnell Center. As this was our first meeting for this academic year, Mrs. Jean Briggs Bager, Chair and district Curriculum Director welcomed the committee and made introductions.

The first item on the agenda was a recap of summer professional development. Title II funds were used for a Critical Friends workshop, which trained members of our staff to be coaches and conduct meetings on any issue to deal with procedure. This aids growing leadership in our faculty. Workshops in manuscript writing, cursive writing, using manipulatives, Everyday Math and Camp Technocality were also conducted using Title II funding.

Using Title IV funding, the Freshman Academy Institute, students at risk were identified and instructed in teaming activities to increase self-esteem and aid in high school success by developing healthy relationships. Students received a \$100 voucher for school supplies.

Other workshops included Literacy Institute and science training to aid teachers in implementing the new science program adopted this year.

Next on the agenda was a discussion of the Early Release Day Plan for 2008-2009. Topics include:

1. Literacy
2. an overview of N.H. Special Education rules
3. block scheduling at the high school



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

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Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

4. CORE curriculum by grade levels
5. assessment of student work
6. technology
7. state NECAP results
8. student mental health

There are plans to bring in a national speaker for the March Teacher Workshop Day rather than joining in the UNH annual workshops for teachers. There were some differing opinions as to the usefulness of the day at UNH.

Other discussion noted the excitement of teachers in having a new, updated science program at the elementary level and the need for follow up technology training. While much support has been given to initially train teachers, the piece missing is follow-up training on how to use this training in the classroom.

Our next meeting will be November 19th.

I. POLICY CHANGES: a. TECHNOLOGY ACCEPTABLE USE POLICIES & PROCEDURES (FORMALLY EGA, EGAA-R, EHAA, CHCA-NEW POLICIES EHAA, EHAA-P, EHAA-S

Audra Lurvey moved, Carolyn Mebert seconded to table the policy until the December meeting. An oral **VOTE PASSED 7/0**. Dr. O'Connor encouraged the School Board to review the accompanying document prepared by Chris Roberge, Technology Support Services Manager for the District.

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-E in the amount of \$4,578,925.28. A roll call **VOTE PASSED 7/0**.

L. RESOLUTIONS: None.

M. OLD BUSINESS:

1. SCIENCE CURRICULUM IMPLEMENTATION UPDATE-SEE ABOVE

2. CABLE ACCESS AD-HOC COMMITTEE UPDATE

Parks Christenbury, Chairman, Aviva Grasso, and Audra Lurvey spoke about the committee and the what the focus of the committee will be. Their job will be to work out the mechanics of an agreements completely as possible so that both the City and School District are comfortable with the arrangement. Audra stated the agreement was drafted with input from the community and is for the review of the School Board. Mr. Christenbury stated that the document outlines some valid concerns, such as how the shared cost of the building will be paid, information on budgetary information, how the money is delegated to the School District. The city has agreed to remove the cost of the sharing of the room and the city will be paying out of the fees before the rest of the fees come to the board. Many of the concerns raised by the School Board are



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, November 10, 2008**
 Meeting Time: **7:00 pm**

addressed in the document. They are happy to answer any questions about the document as they come up. He commented on the cooperation between the School District and the City. Most of questions raised at last meeting have been answered, in the School Board's favor, so that there is ample protection for the Board if they decide to sign the agreement with the city. Mr. Christenbury encouraged the School Board to take the document home to review and then ask any member of the committee any questions still left.

Dr, O'Connor said that this would be placed on the agenda of the Workshop meeting in a few weeks. Ms. Hooper requested that it be made easier for her to understand the financial responsibility. She asked if the money collected would cover all expenses. Mr.Christenbury responded that neither side would be committed to having to add additional funds for the program. The School District might choose to expand at some point, possibly to incorporate with the CTC at Dover High School. What is currently planned, is covered by the funds, including the operation and money that has been put aside for the High school. There is money to run the operation and it can only grow as time goes by. It is written that neither the city nor the School will be required to add funds for this project. The exception would be if the School District chooses to expand the program. The income that comes in will be transferred to the School. Franchise fee covers all expenses and there is no extra tax money used for this program. Marjorie Fisher asked about the costs of heating, lighting, etc. Mr. Christenbury responded that these fees would be paid beforehand. The rent is paid by the franchise fee also. He stressed that no taxpayer money will be used for this project.. Mrs. Grady asked if the city or school would be receiving the \$24,000 State building aid. Laurie Verville responded that she hasn't received document yet saying that it is approved, but the Building aid will come to the District's General fund, but the amount we receive from the general fund will be deducted from the franchise fee. We are essentially giving it back as a credit to another fund. Mrs Grady noted that it looked like the fee was taken out and then added back in. Mr. Christenbury asked again for the Board to review the document over the next few weeks. Mrs. Grady asked if the franchise fee would take care of the webmaster and Mr.Christenbury responded that it was. Ms. Grasso explained that the it is now called Internet Integration. \$25,000 is already contributed to payroll and there are additional proposals for personnel. Dr. O'Connor asked that the multi page document be consolidated into a single sheet to make it clearer and easier to read.

N. NEW BUSINESS:

1. NECAP PRESENTATION Jean Briggs distributed Results and Interpretation of Fall 2007 New Hampshire Assessment and briefly reviewed its contents.

NECAP Executive Summary

November 2008

“DOVER STUDENTS’ JOURNEY TO PROFICIENCY”

- I. Historical Overview: No Child Left Behind Law
 - NHEIAP (1993-2004) (Gr. 10 – 1996-2006)
 - NECAP (2005-Grades 3-8) (2007 – Gr. 11)
 - Standards >GLEs Reading/Math
 - Writing (2005) Science (2007)
 - AYP Sanctions - DINI



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, November 10, 2008**
 Meeting Time: **7:00 pm**

II. Points of Interest

- Growth Target (Reading & Math)
- Writing

III. Current Initiatives

Language Art – Reading Pilots (Dover’s Growing Readers “CORE” process)
 – Writing Prompts

- Curriculum - what gaps as identified by NECAP results need to be addressed?
- Instruction – how can teachers be supported to individualize their instruction?
- Assessment – how can we achieve a balance of summative and formative assessment?

Math Improvement Team continue

Science – New Curriculum Implementation

IV. Next Steps

- School Data Teams – School Plans – Principal and staff detailed analysis
- “Follow the Child” – Tracking each students’ progress over time
- Professional Development for teachers in using assessments to tailor and individualize classroom instruction
- “Data Coaching” for teachers

“Dover’s Journey to Proficiency”

I.

Through the No Child Left Behind legislation, the State of New Hampshire was mandated to establish an annual testing schedule to measure students proficiency in language arts, mathematics, writing and now also in science. The ultimate goal is to have ALL students reach proficiency by the year 2014. To that end, the State has created “mile-markers” to measure how our students are progressing or making “annual yearly progress.” You can see from the following chart what the index score is for reading and mathematics for each 2 year interval starting from 2005-06:

**ANNUAL MEASURABLE OBJECTIVES
2 YEAR INTERVALS, EQUALLY SPACED TO 100**

GRADES 3 – 8	INDEX	
	ELA	Mathematics
Starting Point (2005-2006)	82	76
2006 – 2007	82	76
2007 – 2008	86	82
2008 – 2009	86	82
2009 – 2010	91	88
2010 – 2011	91	88
2011 – 2012	95	94



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, November 10, 2008**
 Meeting Time: **7:00 pm**

2012 – 2013	95	94
2013 - 2014	100	100

The existing State Standards, upon which the original NHEIAP test was created, have been further defined by the creation of Grade Level Expectations (GLEs). The three states of New Hampshire, Vermont and Rhode Island came together in 2003 and created a new tri-state assessment tool to measure these GLEs called the NECAP or the New England Common Assessment Program. The NECAP assessment reports contain valuable information for schools and districts to aid in their efforts to better serve the academic needs of individual students and to evaluate and improve curriculum and instruction. All test items appearing on NECAP tests are designed to measure specific NECAP GLEs. As schools align their curriculum and instructional programs with these standards, test results should reflect student progress toward these standards.

If a district or a school does not meet the benchmark the state has established called “Adequate Yearly Progress” or AYP for 2 years in a row, the school and/or district is designated “in need of improvement.” From the 2004 State Assessment, Dover was identified as a “District in Need of Improvement” or DINI for Mathematics. Through the hard work of many individuals in our district, we were able to make AYP in mathematics in 2005 and 2006, thereby exiting our “DINI” status with the release of the AYP state information August 2007! Reminder: AYP must be met by ALL subgroups taking the NECAP each year in order for us to reach the national goal set for us by NCLB – all proficient by the year 2014.

With the release of the 2007 NECAP data, the Dover School District was again tagged as in need of improvement – now in reading. We will need to submit a new DINI plan this month to address our corrective action to improve literacy scores.

II.

The State’s Growth Target Report shows the percent of students meeting their growth target. This is part of the Department of Education’s emphasis on “Follow the Child.” For Dover the snapshot is as follows:

MAKING THEIR GROWTH TARGET

READING	MATH
GRADES 3 and 4	
GES - 69.6%	GES - 83.6%
HSS - 62.4%	HSS - 69.4%
WPS - 62.9%	WPS - 54.5%
GRADES 5, 6, 7, and 8	
DMS – 63.1%	DMS – 67.2%



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

In addition, the NECAP tests writing in grades 5, 8 and 11. An area of emphasis for the Dover School District continues to be increasing our numbers for proficient in writing. Currently, using the Fall 07 scores we have 54% of our 5th grades below proficient, compared to the state at 48%. Our 8th grades scored 50% below again this year compared to the state at 57% below proficient. Writing remains an area of concern statewide. Grade 11 students scored 58% below proficient, while the state average was 67% below proficient. In Dover, we are continuing our comprehensive writing assessment project this year to assist our students in “on demand” writing practice. (Writing Prompt Schedule Appendix 8)

III.

Other current initiatives underway in our district include:

The Reading Review Team has created the framework for our Dover’s Growing Readers (DGR) pilot program. A solid sampling of classroom teachers are piloting DGR currently and fleshing out the curriculum with the “CORE” process of scope and sequence, focus lessons, and standards alignment. A recommendation for Language Arts Reading will go to the Curriculum Planning Council in early January 2009, and then be presented to the School Board for approval.

Math Improvement Team continues its good work under the direction of Principal Dustin Gray. They are beginning to examine a variety of math programs for review in the curriculum adoption cycle – 2009-2010.

The Science Task Force (K-12) had spent many months examining curriculum that would match our State Grade Span Expectations for Science. New science curriculum was funded (thank you!) and implemented in September 2008, after extensive summer professional development. Update will be given to Board in November by Science Team Coordinators.

IV.

Principals and staff are focused on conducting detailed analysis of assessment data within their school data teams. An analysis of the NECAP results by grade level and at the student level will yield identification of weak curriculum strands that warrant additional attention at the classroom level. Teachers will work together to make instructional changes to improve student performance. Currently the district is working with using the Performance Pathways State Program to access our NECAP results by student. This program, as part of the states’ “Follow the Child” initiative will allow teachers and administrators to track each student’s progress over time. Further professional development will be offered for teachers in data use; formative assessment that encourages differentiation in classroom instruction; and in encouraging teachers as collegial coaches.

The Dover School District remains committed to using data as a tool to sharpen our teaching skills and to deepen our students’ knowledge and understanding of essential learning.

2. FINGERPRINTING FEE PROCEDURE: RESTRUCTURE COST:

Dr. O’Connor addressed the possibility of having teachers, administrators, substitutes, and support staff pay for fingerprinting in the district. The Superintendent recommended that volunteers, ED500 Interns, mentors, etc., would continue to have the costs for their fingerprinted covered by the School District. The numbers below show costs for the 2007-



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, November 10, 2008**
 Meeting Time: **7:00 pm**

2008 school year. The cost for fingerprinting is \$45.25 for an employee and \$22.75 for a volunteer. The School District budgets \$15,000 for fingerprinting and last year spent \$13,000. We could recoup almost \$8,000 if we did this. Many communities have paid employees fund their own fingerprinting. Some districts fund a portion. There are many different scenarios within neighboring districts. Dr. O'Connor said that School Board members could vote tonight or take home to review. He also noted that we could amend the proposal to include paying for substitute teachers, but many don't work enough. Dorothea Hooper clarified that all substitutes should pay for their own fingerprinting, Audra Lurvey asked if coaches were included. It was decided that if they were a volunteer, the district would pay for their fingerprinting.

DOVER SCHOOL DISTRICT - SAU #11

Fingerprinting Activity and Expenditure History for FY 2007-2008

<u>Staff Category</u>	<u># Staff</u>	<u>Dollar Amount</u>
Teachers	45	1,948.75
Paraprofessionals	28	1,229.50
Substitutes	69	2,941.00
Café Workers	4	174.75
Facility Workers	20	848.75
Coaches	4	168.50
Secretaries	4	159.75
Volunteers	120	2,776.75
ED500 (Partial Internships)	49	1,167.00
Interns	25	1,062.50
Mentors/Seacoast Reads/etc.	40	705.25
Sub Total:	408	13,182.50
Other - Reimbursed to the District for Fingerprinting Services		
Coast (Bus drivers)	9	401.00
Driver's Education Program (Instructors)	2	78.00
Unicco, Hub, Dalc and Cata Staff	46	1,948.00
Busy Bee (Interim Contracted Janitorial Staff)	6	271.50
Caprioli Painting (Sub-contracted labor)	5	195.00
Sub Total:	68	2,893.50
Budgeted in 2007-2008:		15,651.00
Expended in 2007-2008:		13,182.50

Audra Lurvey moved, Beth Setear seconded to approve the request as proposed. An oral **VOTE PASSED** 7/0.



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, November 10, 2008**
 Meeting Time: **7:00 pm**

3. SET TUITION RATE FOR BARRINGTON AND “OTHER” SCHOOL DISTRICTS: Laurie Verville discussed the process for setting the tuition rate for Barrington students.

Barrington Tuition Rates for FY: 2008-2009

Below are the tuition rates for Barrington students who will attend the Dover School System during the 2008-2009 school year. Elementary and middle school rates are calculated on an adjusted per pupil cost, while the high school student rate is based upon the net percentage increase in general fund appropriations from fiscal year 2008 to 2009 (2.90%). Audra Lurvey moved and Carolyn Mebert seconded to approve the tuition rate for Barrington. An oral **VOTE PASSED** 7/0.

	Elementary	Middle	High School
Barrington Tuition	\$10,906.03	\$9,223.14	\$10,310.35
Per Diem Rate	\$60.59	\$51.23	\$57.28

Below are the proposed tuition rates for school districts in New Hampshire and Maine, excluding the Barrington and Nottingham School Districts. Marjorie Fisher asked why the tuition was higher for other districts. Laurie Verville responded that there is a similar, but different formula that is used to determine the tuition for other districts. It is higher because there is no contract. It is just used for individual students. Audra Lurvey moved, Carolyn Mebert seconded to approve the tuition rate for Other Students. An oral **VOTE PASSED** 7/0.

	Elementary	Middle	High School
Per Pupil Cost-6/30/08 DOE25	\$10,203.96	\$8,687.65	\$9,374.69
Other NH and Maine Districts	\$12,381.41	\$10,388.87	\$10,953.61
Vocational Tuition			\$10,953.61

4. DOVER HIGH SCHOOL PROGRAM OF STUDIES: SEE ABOVE

5. REVIEW OF PROPOSED SCHOOL CALENDAR 2009-2010:

Dr. O'Connor discussed the different scenario for the 09-10 school year. The Labor Day holiday is later in the week (September 7) and has caused a problem



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

because the last day of school is late in June. Students could be going to school until June 28th. This would include some snow days. Many families have vacations planned earlier than this.

Staff may have started summer jobs. There are a few different ways to adjust the calendar so that the last day will be earlier. The Tri-City calendar needs to be considered when changing calendars. Any days that their students aren't able to attend DHS, revenue is lost. One possibility would be to move President's Day holiday so that it will occur during the February vacation. We probably wouldn't have many people object to this change. Another option would be to go to school on Columbus Day. Many school districts don't consider this a school holiday. Deb Hackett, President of the Dover Teachers' Union suggested that teachers start school on August 27 and August 28. Students start on August 31, 2, 3 4. and Friday would be a day off. The next week would also be a four day school week. There are a few different options, but this would be non-precedent setting,. Beth Setear asked if it would be possible to attend school for a half day the day before Thanksgiving. Dr. O'Connor said that would not be a possibility because it was negotiated as an exchange for parent-teacher conference night. Dr. O'Connor said that this would be discussed again at the December meeting, but he's assuming there is not much resistance to changing the President's Day and Columbus Day Holidays. This item was tabled until the December 8th School Board meeting.

7. DOVER MIDDLE SCHOOL NURSING SUPPORT

Dr. O'Connor described the situation in the Dover Middle School Nurse's Office to the School Board. Nurse Cherie Corbett is overwhelmed by students and issues in her office. She is concerned for their well being and had a situation occur recently where she was treating multiple students, while another was having a seizure. She currently has approximately 14 hours of clerical assistance, but she is in need of help from someone who has some medical training. Dr. O'Connor offered a suggestion to hire an LPN to work at DMS for 2 hrs/day 5 days a week. Doris Grady asked who takes care of free and reduced lunch. Currently, Cindi McKenney and Kathy Baker handle a great deal of it, but nurse's still deal with much of the work. It is a greater burden at the beginning of the year. Mrs. Grady wondered how half of the middle school building could have visited Mrs. Corbett's office in one day. Mrs. Corbett wasn't familiar with the report that had been generated by the School Board and couldn't explain it. It could have been determined by homerooms, instead of incidents. Mr. DeYoung, Principal of Dover Middle School, helped to clarify the information. Mrs. Grady also inquired as to how the high school can handle a larger student population with only one nurse. Mrs. Corbett responded that the needs of middle school students are much different than the needs of high school students. Britt Ulinski Schuman asked if student nurses were a help or hindrance. Ms. Corbett responded that they are a lot of work early in the year, but once they are trained, they are very helpful. Marjorie Fisher asked how long the student nurses stayed at DMS. Mrs. Corbett responded that they work either from September to December or January to late April,. Mrs. Corbett said that two hours a day would be a great help. Dr. O'Connor said that we



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, November 10, 2008**
Meeting Time: **7:00 pm**

would be hiring a paraprofessional with a medical certification. An LPN would be the minimum requirement, but an RN would be even better. Mrs. Corbett stated that she had called the State Licensing Board and they had told her that an RN couldn't be hired to do the work of an LPN. Dr. O'Connor said that we would be hiring a paraprofessional who happens to have a medical license. Dorothea Hooper moved, Carolyn Mebert seconded. A roll call **VOTE PASSED 5/2.**

8. AWARD OF SNOW REMOVAL BID: Laurie Verville has been working with Tim Knowles, of Unicco regarding the snow removal bid. We can make our own decision regardless of who the city uses. It is being recommended that the bid be awarded to Marshall Rental Center who is the lowest bidder. They did the Portsmouth School District a few years ago and did a great job. The cost of the snow removal is \$133.50 per hour and \$170.50 for hauling services. Audra Lurvey moved, Carolyn Mebert seconded the motion. A roll call **VOTE PASSED 7/0.**

O. ADJOURNMENT: Audra Lurvey moved, Carolyn Mebert seconded, to adjourn the meeting at 10:25 P.M. An oral **VOTE PASSED 7/0.**

Respectfully Submitted,
Beth Setear, Secretary
BS/ral