



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Council Chambers  
Meeting Date: **Monday, January 12, 2009**  
Meeting Time: **7:00 pm**

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, January 12, 2009, at 7:02 p.m. in the City Council Chambers.

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

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; Student Representative to the School Board, Julia Huggins, Peter Wotton, Athletics Director; Jan Hennessey, World Language Chair, and the District World Language Teachers; and the Fosters' Reporter.

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

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

**C. APPROVAL OF MINUTES:** Audra Lurvey moved, Doris Grady seconded, to approve the following minutes:

- 1) **Nonpublic Session #32, December 8, 2008 (Personnel)**
- 2) **Regular Session #12, December 8, 2008**

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

### **E. CONSENT AGENDA**

1. **Correspondence: None.**
2. **Resignations/Retirements:**
  - a. **Cherie Corbett, Dover Middle School Nurse**
3. **Leaves of Absence: None.**
4. **Nominations:**

**Sheet 1: Nomination and Election of Secretary and Paraprofessionals (Meyreles to Wichland)**
5. **Extended Travel (Student Trips): None.**

Audra Lurvey moved, Beth Setear seconded, to approve the consent agenda. An oral **VOTE PASSED 6/0.**



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Audra Lurvey moved, Beth Setear seconded, to suspend the rules and move item N.3., World Language Curriculum Adoption and Budget Presentation, to be heard at this time in the agenda. An oral **VOTE PASSED 6/0.**

Jan Hennessey reviewed the past history of the Foreign Language Department and plans for the future of the World Language Department.

### World Language Department Update & Request for funding

Phase 1: 1997 - 2009

1997 ~ Foreign Language Department:

- 6 FL teachers
- 575 students
- 28 sections

Phase 1: 1997 - 2009

Action:

- Changed name to World Language Dept. = philosophy of “teach ALL students”
- DHS & DMS in one dept.
- Divided French & Spanish curriculum so ALL students. could learn at their own pace.
- Selected new French & Spanish texts for ALL students.
- Bought new materials for Latin. No new Latin texts were being published at this time.

Phase 1: 1997 - 2009

Result: Today

- Opened curriculum to teach ALL students.
- Grown from 6 to 13 outstanding WL teachers.
- Grown from 575 to just under 1,200 students.
- Grown from 28 to 57 sections.
- Doubled enrollments in each language.
- Wrote Competencies for every course based on NH WL model.
- Wrote Student Can Do Statements based on competencies.

Phase 2 : 2009 -> The Future

Global Literacy

Phase 2 : 2009 -> the future

Plan for Global Literacy:



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Develop a WL curriculum with more challenge.

- ALL students learn a language to better function in today's world.
- ALL students learn to better appreciate other cultures as well as the American culture.
- ALL students learn to think internationally.

Phase 2 : 2009 -> the future  
Global Literacy

Latin: DHS texts date to 1960's

- More interaction, more exercises, more critical notes.
- More cultural information, more illustrations, more oral.
- Internet links culture, literature, notes, practice.
- More interesting!

Phase 2 : 2009 -> the future  
Global Literacy

French & Spanish

- More and better ways of speaking & writing.
- Speaking & writing creatively sooner.
- More in depth readings about the target culture.

Phase 2 : 2009 -> the future  
Global Literacy  
French & Spanish

- More readings on world concerns (ecology, rain forest, global warming, alternative fuels).
- More variety within literary selections and introduced sooner.
- More Internet links – more practice, cultural interaction
- More dynamic!

Phase 2 : 2009 -> the future  
Global Literacy  
NEW courses:

French V- Honors  
Latin V-Honors  
Spanish V-Honors

Thanks to Block Scheduling



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Dover Middle School  
DMS History:

1985 – 97: 8th graders who didn't need extra language arts course

- All year, one language per term + mythology

Before cuts:

- 2 full-time teachers 7th & 8th grades

- All 8th graders  
- 1/2 of the year

Before cuts:

- one year 5th & 6th grades  
- once a week

Dover Middle School  
Today: 2007 –'09

- 1 part-time teacher
- only 8th graders – one team per term, as "related arts"
- 15 days (3 weeks) max of one language
- Competencies & Can Do statements

Dover Middle School  
The Plan for Global Literacy :

- FLEX in 5th & 6th grades.
- Levels 1a & 1b in 7th & 8th grades - all 3 languages.

Dover Middle School  
Next year: Our hope

- Move the 8<sup>th</sup> grade FLEX program to 7<sup>th</sup> grade.
- Have all students study all the languages before selecting one in mid-8<sup>th</sup> grade.
- Increase position to full-time = 5<sup>th</sup> & 6<sup>th</sup> grades

World Language Dept. Budget

Totals for student texts only:

\$20,035 - French

39,167 - Spanish

9,091 - Latin

\$68,293 - includes 10% S&H





DOVER SCHOOL DISTRICT

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teacher workshops; and adding minutes to the remaining school days. Dr. O'Connor asked the Board to keep this in mind for possible future consideration to form a plan in cooperation with the employee unions.

- The proposed Superintendent's budget was scheduled to be made available to the Board this evening. However, because three key components have not yet been received from the City Manager (Cost of Living Index to be used, State Property Tax, and Net Assessed Value of the City) the budget will be schedule for delivery to the Board by Wednesday of next week.

Dr. O'Connor then invited all building principals to share items of interest that have happened or are upcoming for each of their schools.

Audra Lurvey moved, Beth Setear seconded, to accept the Superintendent's report. An oral **VOTE PASSED 6/0.**

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

- Volleyball and Dodge Ball Tournaments will be held soon
- The Student Film Festival is being developed
- The word is starting to spread about the Spring Carnival
- The Penguin Plunge will be held in Hampton this month. DHS is competing with other local high schools for pledges from the community.
- Semi-Formal has been moved back to be held with the Spring Fling
- Friday, January 30<sup>th</sup>, all four girls' basketball teams will be competing at St. Thomas

**H. COMMITTEE REPORTS:** None.

**I. POLICY CHANGES - PROPOSALS:**

**a. IIB & IIBA – CLASS SIZE:** Audra Lurvey moved, Beth Setear seconded to table the policy until the February meeting. An oral **VOTE PASSED 6/0.**

**b. IHBG – HOME EDUCATION INSTRUCTION:** Audra Lurvey moved, Beth Setear seconded to table the policy until the February meeting. An oral **VOTE PASSED 6/0.**

**c. IJOC-E – VOLUNTEER SERVICE STATEMENT & AGREEMENT:** Audra Lurvey moved, Beth Setear seconded to table the policy until the February meeting. An oral **VOTE PASSED 6/0.**

**d. GCCBC – FAMILY & MEDICAL LEAVE ACT (FMLA) POLICY:** Audra Lurvey moved, Beth Setear seconded to table the policy until the February meeting. An oral **VOTE PASSED 6/0.**

**J. POLICY ADOPTIONS:**

**a. JICK –PUPIL SAFETY AND VIOLENCE PROTECTION** Chairperson Fisher read policy JICK into the record.



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### PUPIL SAFETY AND VIOLENCE PREVENTION POLICY BULLYING AND HARASSMENT

#### I. GENERAL STATEMENT OF POLICY

The Dover School Board is committed to providing all pupils a safe school environment in which all members of the school community are treated with respect.

This policy is intended to comply with RSA 193-F, which specifically identifies "bullying" as a form of pupil harassment. Conduct constituting bullying or harassment will not be tolerated and is prohibited by this policy, in accordance with RSA 193-F.

#### II. BULLYING AND HARASSMENT DEFINED

Bullying is conduct which subjects a pupil to insults, taunts, or challenges, whether verbal or physical in nature, which are likely to intimidate or provoke a violent or disorderly response from the student being treated in this manner. The Superintendent may develop administrative regulations to implement this definition.

Harassment is defined as verbal or physical conduct that denigrates or shows hostility or aversion toward an individual on the basis of age, gender, race, creed, color, religion, marital status, sexual orientation, national or ethnic origin, or disability that: (1) has the purpose or effect of creating an intimidating, hostile, or offensive academic environment; (2) has the purpose or effect of interfering with an individual's work or academic performance; or (3) otherwise adversely affects an individual's work or academic performance.

#### III. REPORTING PROCEDURES

Any school employee, or employee of a company under contract with a school in the district, or the district itself, who has witnessed or has reliable information that a pupil has been subjected to "bullying and harassment," as defined in Paragraph II above, shall report such incident to the principal, or his/her designee, who shall in turn report the incident to the Superintendent and the School Board.

The Principal, or designee, shall by telephone and in writing by first-class mail, report the occurrence of any incident described in paragraph II to the parent or legal guardians of all pupils involved within 48 hours of the occurrence of such incident. The notice shall advise the individuals involved of their due process rights including the right to appeal to the state board of education. The Superintendent may, within the 48 hour time period, grant the Principal a waiver from the notification requirement if the Superintendent deems such waiver to be in the best interest of the child. Any waiver granted shall be in writing.



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The district will make available forms for reporting incidents of bullying and harassment and shall encourage the use of these forms. Such forms shall be available in the principal's office in each building and from the Superintendent's Office.

### IV. INVESTIGATION

The Superintendent shall direct an investigation to be made of reports of bullying and harassment in accordance with the procedures specified in policy ACG, Sexual Harassment.

### V. TRAINING

The Superintendent may develop age-appropriate methods of discussing the meaning, substance, and application of this policy with staff and students in order to minimize the occurrence of bullying and harassment and for staff to respond effectively to any such incidents.

### VI. NOTICE OF POLICY

At the beginning of each school year, school districts shall, in writing, inform the parent, legal guardian, or other person responsible for the welfare of the pupil the district's pupil safety and violence prevention policy and the appeals process available at the local and state levels.

The Superintendent shall provide notice to students and staff of this policy through appropriate references in the student and employee handbooks, or through other reasonable means. In addition, within thirty days of its adoption by the Dover School Board, assemblies shall be held at all schools for the purpose of informing students. The Superintendent shall also make all contractors contracting with the district aware of this policy.

### VII. DISCIPLINE

If it is determined, after investigation, that a pupil has engaged in bullying and harassing conduct prohibited by this policy and implementing administrative regulations, that pupil shall be subject to appropriate disciplinary action, which may include, but not be limited to, suspension and expulsion.

Any such disciplinary action shall be taken in accord with applicable school board policy and legal requirements.



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### VIII. APPEAL

Aggrieved parties may appeal disciplinary action to the School Board. The School Board shall notify all parties involved in writing of its decision. The Aggrieved party has the right under RSA 193-F:3 to appeal the decision of the School Board to the State Board of Education who shall, in writing, notify all parties involved of its decision.

### IX. CAPTURE OF AUDIO & VIDEO RECORDINGS ON SCHOOL BUSES:

Pursuant to RSA 570-A:2, notice is hereby given that the Board authorizes recordings to be made in conjunction with video recordings of the interior of school buses while students are being transported to and from school or school activities. The Superintendent shall ensure that there is a sign informing the occupants of school buses that such recordings are occurring.

Audra Lurvey moved, Beth Setear seconded, to approve the policy in its second reading. An oral **VOTE PASSED 6/0**.

**b. IHCD – ADVANCED COURSE WORK/ADVANCED PLACEMENT COURSS:** Chairperson Fisher read policy IHCD into the record.

### ADVANCED COLLEGE PLACEMENT

Any student who wishes to take advanced course work or Advanced Placement classes may do so at Dover High School. Administrators or guidance counselor shall assist students in identifying alternative means of taking such classes if they are not available at the high school. These alternative means may include taking courses at a different public school or a private school, through distance education courses, or at a college/university. Credit may be given provided the course comports with applicable district policies, state standards and course competencies. The student is responsible for any tuition, transportation, fees or other costs incurred for enrollment in such courses.

Audra Lurvey moved, Beth Setear seconded, to approve the policy in its second reading. An oral **VOTE PASSED 6/0**.

**K. SUBMISSION AND PAYMENT OF BILLS:** Audra Lurvey moved, Beth Setear seconded, to direct the Business Manager to pay manifest #09-G in the amount of \$3,789,842.70. A roll call **VOTE PASSED 6/0**.

**L. RESOLUTIONS:** None.

**M. OLD BUSINESS:**



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**1. ATHLETIC ACADEMIC ELIGIBILITY REQUIREMENTS:** Principal Migneault and Athletic Director Peter Wotton presented the following proposed change to the Dover High School Athletic Academic Eligibility Requirements:

- A. All interscholastic athletes and managers must meet the Dover High School academic eligibility requirements. Managers may be exempt from physical examinations.
- B. Student-athletes must make themselves aware of Dover High School and N.H.I.A.A. eligibility rules, policies and procedures.
- C. The interscholastic athletic program at Dover High School exceeds the requirements of the N.H.I.A.A. (NOTE: By NHIAA rule all student-athletes MUST pass a minimum of 2 classes to be eligible for interscholastic athletics).
- D. The Dover High School eligibility rules are as follows:

PROPOSAL: In order to represent Dover High School in any interscholastic contest a student may NOT receive more than one grade below 67. A student who receives a failing grade (F) will be subject to weekly monitoring. Eligibility is determined using the preceding quarter grades.

Ms. Migneault noted it has been very difficult attempting to create a requirement that keeps the academic requirement high while allowing flexibility for those students who might need extra help. She noted the high school would lose 17 out of 304 athletes as not eligible. She also stated the proposed change is more stringent than the New Hampshire Interscholastic Athletic Association Standard which requires students with block schedules to pass two of their four classes. Ms. Migneault felt that the proposed policy would recognize the importance of organized sports for students and allow some leniency for those students who choose to take challenging classes or have trouble grasping some academic concepts.

Ms. Grady agreed the District should not lose sight of the importance organized sports has for a large number of students and emphasized that many students who have difficulties at home or problems with anxiety or hyperactivity may struggle academically but flourish in athletics. However, she noted she has difficulty with the 67% (D+) grade requirement. Ms. Grady cited an example of one student who receives two 65% grades, both of which would not be failing, but would not allow them to participate in athletics versus the student who fails a class and would still be eligible to play their sport.

Dorothea Hooper stated she felt the proposal is too lenient academically and noted that students should be held to a standard of not having more than one failure while also maintaining a 2.0 GPA (C average) in the remainder of their classes. She based that opinion on her belief that the major job of our schools is to teach academics and then allow kids who succeed in that to participate in **any** extracurricular activities, not just sports. She stated, "...it is a privilege to be able to do these things, not a given."

Athletic Director, Peter Wotton said he feels the change is necessary not only because of the school's change to block scheduling, but because the District has decreased its ability to assist struggling student athletes with after-school tutoring. He noted that when the District originally



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changed the eligibility requirements from the NHIAA standard more than five years ago, the District offered those students on academic probation 8 hours a week of extra tutoring. Due to budget cuts over the years, the District is only able to provide 2 hours per week to those athletes during part of the season. He said, “We’re not making the commitment to the kids that we made years ago.”

Beth Setear stated, “I don’t know if that’s a reason to lower the standard,” since she believes that many teachers still offer after-school help for their students with academic issues. Mr. Wotton stated the District cannot rely on teachers to volunteer after school tutoring because many are not able to due to child care issues or other commitments. He noted that would create an imbalance among the student body depending upon whom they have for a teacher.

Dr. O’Connor suggested that Ms. Migneault and Mr. Wotton survey all of the class L schools against whom Dover High competes to review their academic probation policies, have the administrative team review the information and create a new proposal (or proposals) for the Board to review. If there are still outstanding questions, the item will be placed on the February workshop agenda for further discussion.

Board members agreed with that plan.

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

**1. ANNUAL ELECTION OF OFFICERS:** Chairperson Fisher announced the Board had elected officers for the 2009 School Board Year. They will remain:

Marjorie Fisher – Chairperson  
Audra Lurvey – Vice Chairperson  
Beth Setear - Secretary

**2. ANNUAL REVIEW OF MISSION STATEMENT (POLICY AD):** Audra Lurvey read the mission statement into the record:

The mission of the Dover School District, in partnership with students, family, and community, is to ensure that each child has the opportunity to develop to his or her fullest potential in an academically challenging, supportive, and safe environment.

Audra Lurvey moved, Beth Setear seconded, to re-adopt the mission statement. An oral **VOTE PASSED 6/0**.

**3. WORLD LANGUAGE CURRICULUM ADOPTION AND BUDGET PRESENTATION:** See above.

**4. NESDEC 2008/2009 ENROLLMENT PROJECTIONS:** Dr. O’Connor provided a brief overview of the latest New England School Development Council (NESDEC) enrollment projections:



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Using official data provided by the District, City, and State for the past ten years, projected enrollments indicate Dover will experience a 1% to 2.6% annual increase in the total number of students from 2008/09 through 2018/19 with a total change of 669 additional students over that 10-year forecast.

Ms. Grady reiterated her position that, with the exception of the addition of kindergarten students and pre-school students, total annual enrollments have remained constant at approximately 4,000 over the past ten years and her belief that the projected increase will not occur.

Dr. O'Connor indicated that NESDEC will continue to use historical data to recalculate and

**5. FEDERAL & SPECIAL FUND UPDATES:** Business Administrator, Laurie Verville, provided a federal and special fund update to the Board:

Project Activity for 2008/2009 Federal Projects as of December 31, 2008 shows \$2,963,640.38 total federal grants. Of this amount, 54% of funds have been expended and 46% of funds remain.

Fund Balance – Special Revenue Funds as of December 31, 2008 (subject to completion of annual audit) indicate:

- Food Service Fund Balance \$1,245.03
- Alternative School Fund Balance \$(78,674.15) with project tuition revenue of \$131,868.75 for an estimated balance 6/30/09 of \$53,194.60.
- Facilities Fund Balances –
  - Field User Fees \$3,135.25
  - Facilities \$56,656.07
  - Athletics \$10,065.27
  - Parking Lots \$18,682.73
  - Ending Fund Balance Total: \$88,539.32

**O. ADJOURNMENT:** Doris Grady moved, Audra Lurvey seconded, to adjourn the meeting at 8:30 P.M. An oral **VOTE PASSED 6/0.**

Respectfully Submitted,  
Beth Setear, Secretary  
BS/kgb