



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, June 8, 2009**
Meeting Time: **7:00 pm**

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, June 8, 2009, at 7:00 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. Carolyn Mebert arrived at 7:15 p.m.

Also present were; Superintendent John O'Connor; Business Administrator, Laurie Verville; Dustin Gray, Garrison School Principal; Mal Forsman, Horne Street School Principal; Patrick Boodey, Woodman Park School Principal; Debi Migneault, Dover High School Principal; Larry DeYoung, Dover Middle School Principal; CIA Director, Jean Briggs-Badger; Director of Pupil Personnel Services, Sandi Crosson; DTU President, Deb Hackett; and Middle School Deans, Christine Boston; and Kimberly Lyndes.

B. PLEDGE OF ALLEGIANCE: Marjorie Fisher led the Board in the Pledge of Allegiance.

C. CITIZENS' FORUM: Greg Brown, Garrison School Physical Education teacher, announced the Garrison Elementary School Boot Camp 5K Race held Sunday, June 5th, was a great success and he thanked the sponsors of the event as well as the Garrison School parents, Dover Police Department, and Dover Fire Department who all contributed to the event's success..

D. APPROVAL OF MINUTES: Audra Lurvey moved, Dorothea Hooper seconded, to approve the following minutes:

- a. **Nonpublic Session #16, May 11, 2009 (Personnel)**
- b. **Regular Session #5, May 11, 2009**
- c. **Nonpublic Session #17, May 18, 2009 (Personnel)**
- d. **Workshop Session #1, May 18, 2009 (DHS & DMS Schedule Changes-2009-10)**
- e. **Nonpublic Session #18, June 1, 2009 (Personnel)**

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

E. CONSENT AGENDA

1. **Correspondence: None.**
2. **Resignations/Retirements:**
 - a. **Jim Verschueren, Director, Dover Adult Learning Center**
 - b. **Theresa Snook, Office Manager, Dover Adult Learning Center**
 - c. **Colleen Hopkins-Smith, Dover High School, Social Studies Teacher**
 - d. **Peter Seekamp, Dover High School, Chemistry Teacher**
 - e. **Christopher Hobson, Woodman Park School, Grade 3 Teacher**
 - f. **Sarah Patsos, Dover High School, Mathematics Teacher**
 - g. **Cheryl Cumming, Woodman Park School, Grade 3 Teacher**
 - h. **Andrea Elliot, Dover High School, Dean of Instruction**



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3. **Leaves of Absence: None**
4. **Nominations:**
 - Sheet 1: Renomination of Administrators 2009/2010**
 - Sheet 2: Nomination and Election of Teachers 2009/2010 (Atwell to Ross)**
 - Sheet 3: Nomination and Election of Staff 2009/2010 (Brown)**
 - Sheet 4: Nomination and Election of Non-union Personnel 2009/2010 (Baker to Weeks)**
 - Sheet 5: Nomination and Election of Coaching Positions 2008/2009 (Brown to Romps)**
 - Sheet 6: Nomination and Election of Teachers for Summer School 2009 (Carver to Schwartz)**
 - Sheet 7: Nomination and Election of Summer Positions (Federal) 2009**
5. **Extended Travel (Student Trips): None.**

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

F. SUPERINTENDENT'S REPORT: Dr. O'Connor addressed the following items:

- Prior to the Board Meeting, there was a retirement celebration for retirees with a combined total of over 250 teaching years.
- There was a fabulous turn out at the GES family picnic over the weekend.
- DHS Students will hold a fundraiser for Dover Children's Home
- Dr. Susan Haskell and parent Jill Evans volunteered and performed vision screening for over 1000 elementary students.
- DMS Teachers wanted to thank Walmart for contributing to the successful creation of a science area and pavilion at the school.
- The Superintendent will meet with the Rollinsford School Board Chair once he received final enrollment data.
- Current enrollments for next school year indicate kindergarten enrollments are higher than anticipated. Numbers will be reviewed carefully prior to the start of the new school year.
- DHS has been talking with the Dover Children's Home to investigate the possibility of creating an In School Suspension program with them. They are in the process of creating financial commitment information and a presentation will come before the Board in July.

Superintendent O'Connor then invited the principals to share items of interest that have occurred or are up-coming in each of their schools.

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



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

- DHS hosted a Welcome for the Class of 2013 (eighth graders) who will be attending next year.
 - Project Graduation is set and ready to go!
 - There will be a Senior Class Trip to Six Flags
 - Clubs are wrapping up – the ECO Club will be having a yard sale in the spirit of recycling
 - The last issue of *The Tide* was printed and distributed for this school year
 - This will be the last official meeting for Julia as the School Board Representative
- Chairperson Fisher thanked Julia for her service to the Board and wished her well in her future endeavors.

H. COMMITTEE REPORTS:

1. TAC Sub-Committee, Dorothea Hooper Reporting: Ms. Hooper gave the following report:

“On May 9th I met with Dustin Grey, principal of Garrison School, Bruce Woodward from the Dover Planning Department and Ben Clark city design engineer. We had been assigned a task by the TAC Committee to investigate the possibility of enlarging the parking area at Garrison and re-routing traffic to take the strain off of adjacent streets.

This was our 2nd meeting and we had done extensive walking on site. Recommendations had been made to:

1. shore up the stairway leading down from the parking area across from Garrison by the ball field (already done).
2. make a walkway from the upper parking lot across to the sidewalk for easier access to an even walkway.
3. reactivate the parking area behind Garrison using it as both a bus way and providing additional parking spaces for staff (this would require removing some trees).
4. we had also entertained opening up a driveway off Garrison Road at the front of the building but thought it might be too expensive and affect drainage.

The next step is to work on cost factors and feasibility. The city is going to get back to us.”

2. Professional Development Committee, Dorothea Hooper Reporting. Ms. Hooper gave the following report:

“The Professional Development Committee met on May 20th at the SAU office. Mrs. Jean Briggs-Badger chaired the meeting.

We began with the distribution of a brochure outlining summer professional opportunities for staff. There are a plethora of opportunities for staff to get more training in literacy, block scheduling, technology, math, writing, science and instructional strategies. Again, we are using



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many internal staff members for these workshops. The outside experts include: Isabel Beck, Fred Wolff, Connie Prevatte, Nick Hardy and Dr. Michael Rettig, all national trainers. These consultants are being paid for out of Title II grants at no cost to taxpayers. There is a decided emphasis on the new Dover Growing Readers program. The district also receives some training from publishing companies from whom we buy materials.

Mrs. Briggs-Badger also distributed a chart for planning the Early Release Days for 2009-2010. The committee brainstormed some of the needs. In September the staff will focus on benchmark training assessment, writing a focus lesson, the Dover Growing Reader program and NECAP preparation at the high school. In October there are plans to continue with the DGR teaching and enrichment, building level meetings and guided reading. In December the Dover Middle School will focus on the Learning Block with Nick Hardy from WestEd. In January, time is being saved for principals meetings. In March DGR will continue training and Head Start and Kindergarten will have some time to meet. The May meetings will be held at the building level. These topics will continue to be tweaked as the committee meets.

There was discussion on how the New Teacher Mentoring Program was progressing. New teachers seem to have the most trouble with the timing of the curriculum, classroom management, the number of meetings, and, at the high school, teaching levels. New teachers meet once a month with their mentors who provide non-threatening advise for improvement. They are encouraged to observe more experienced colleagues. New staff was surveyed on the effectiveness of the program.”

3. Dining Facilities Committee, Dorothea Hooper Reporting: Ms. Hooper gave the following report:

“The Dover School District Dining Facilities Meeting met May 21st at Garrison Elementary School. The meeting was chaired by Mrs. Laurie Verville, Business Manager.

The committee welcomed a new volunteer parent member, Chris Faro, who is in the business of working with school cafeterias.

His background has already made him a valuable source for the committee.

The committee did some brainstorming and came up with the following comments and suggestions:

1. now that we have done all the background work, we need to get our results into the cafeterias. We are past the planning stage and need to take action.
2. more good fats need to get into the food choices.
3. schools are in the process of changing to trays rather than Styrofoam.
4. identification of carbs need to go back on the menu.

Two grants have been applied for at Woodman Park. One would be used for a new walk-in refrigerator while the other would provide more fresh vegetables and fruits for lunches.



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Mark Covell reported on the new vending machine at the high school providing healthy snacks such as nuts, trail mix, fruit drinks and protein bars.

Mr. Faro reported on a successful taste testing that took place at Garrison and Horne Street Schools. The students responded very positively to the cut up fruits, local grains and quesadillas. Evidently they devoured everything.

The UNH students who did so much work for the committee have completed their internships but will be completing some tasks before they leave.

Mrs. Verville distributed a committee survey to be completed and sent to her. Our final report for the year will be based on the answers to the survey.

The committee worked on the calendar of meetings for next year.”

I. POLICY CHANGES - PROPOSALS: 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-L in the amount of \$3,716,856.14. A roll call **VOTE PASSED 7/0.**

L. RESOLUTIONS:

1. RECOGNITION – RETIREMENTS- Chairperson Fisher read the resolution into the Record:

RE: Dover School District Staff Retirements 2009

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

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

WHEREAS this level of dedication demonstrates a love of life-long learning for our students, and

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

WHEREAS those individuals work tirelessly for many years until they are eligible for retirement, and



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WHEREAS the following individuals have worked selflessly for a total of over 255 combined years for the Dover School District:

**Ronald Comeau
Margaret “Peg” Currie
Cheryl Cumming
Susan Daigneault
Lynda Demers
Michael Franzdel
Christopher Hobson
Marie Leighton
Sylvia Marshall
Bruce McAdam
Toni Shaheen**

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

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

2. AUTHORIZED SIGNATURE - Chairperson Fisher Read the Resolution into the Record:

RE: Authorized Signature

WHEREAS federal applications demand a School Board authorized signature, and

WHEREAS yearly applications have to be submitted by various program directors;

NOW, THEREFORE, BE IT RESOLVED by the Dover School Board that John O’Connor, Ed.D., Superintendent of Schools, or his successor, be authorized to sign all federal and state grant applications.

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

3. TITLE FUNDS – Business Administrator, Laurie Verville, read the resolution into the Record:

RE: Federal Funds 2009-10



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WHEREAS Federal funds allocations for Titles I, I, Part D, II, III, and IV have not yet been finalized, districts have been advised to use last year’s allocation figures for planning purposes, and

WHEREAS If allocations remain stable for FY10 Dover will receive:
\$909,557 for Title I (Elementary and Secondary Education Act) – preliminary allocation May 2009
\$736,850 for ARRA/Title I (American Reinvestment and Recovery Act) – preliminary allocation May 2009
\$ 84,464 for Title I, Part D (Neglected and Delinquent Funds)
\$358,440 for Title II (Highly Qualified Teachers)
\$ 15,985 for Title III (English Speakers of Other Languages)
\$ 31,675 for Title IV (Safe and Drug Free Schools)

with, per State and Federal directive, a proportional amount being allocated for the qualifying and participating private schools and

WHEREAS The Title I Project Manager and the Director of Curriculum, Instruction and Assessment after consultation with public and private school staff and administration at local and state level, recommends the following utilization of the Federal funds for FY10:

WHEREAS For Title I:
Woodman Park – Part time Parent Resource Coordinator, part time Enrichment Coordinator, 13 full time and 3 part time tutors, one full time Family Outreach Coordinator, one part time RTI coordinator, project administration, benefits, professional development, supplies and related materials, summer programming for at risk students K-4
District summer programming for all district incoming kindergarteners.
St. Mary Academy - One part time literacy tutor, benefits, related supplies and materials

WHEREAS For ARRA:
Dover Middle School full time literacy/Title I coordinator, 5 full time Title I/intervention tutors, one part time social worker, eight summer 2010 program teachers salaries and benefits, professional development consultants, supplies and related materials for at-risk students grades 5-8.

WHEREAS For Title I, Part D:
Dover Group Home - 1 part time evening tutor, benefits, supplies, books, computer equipment.
Dover Children’s Home 1 - Independent Living Counselor, benefits, supplies, books, computer equipment.
Dover Middle School - 1 part time social worker, benefits and supplies.



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Dover High School - 1 .3 Behavior Specialist, 1 full time classroom aide for the learning lab, part time after school tutors, part time drug and alcohol counselor, benefits, and supplies.

WHEREAS

For Title II:

For the three elementary schools - Three class size reduction elementary teachers, three .5 literacy facilitators for the district, project administration, benefits, professional development activities and related materials

Private schools - professional development.

WHEREAS

For Title III:

Professional development activities, supplies and related materials.

WHEREAS

For Title IV:

Elementary schools – 3 mentor coordinator stipends and benefits

Dover Middle School – 4 mentor coordinator stipends and benefits, part time social worker, related materials

Dover Middle School - Anti-bullying program

Dover High School - portion School Resource Officer

Dover High School - part time Drug and alcohol counselor

Private schools - Salaries, equipment, and supplies.

NOW, THEREFORE, BE IT RESOLVED that the Dover School Board approve the utilization of Federal Titles I, I, Part D, II, III, IV, and V funds for FY010 as recommended above.

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

4. SPED FEDERAL FUNDS - Business Administrator, Laurie Verville, read the resolution into the Record:

RE: Special Education Federal Funds

WHEREAS the IDEA Part B and IDEA Preschool allocations for next year have been finalized, and

WHEREAS the American Recovery and Reinvestment Act (ARRA) of 2009 provides additional funds based on IDEA eligibility determinations made for fiscal year 2008 in order to save and create jobs, improve student achievement through school improvement and reform, ensure transparency and accountability, and invest



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one-time funds in ways that best meet the short-term and long-term educational interests of children and adults, and

WHEREAS Dover will receive \$790,966 for IDEA Part B and, \$984,545 IDEA Part B Recovery funds, per State and Federal directive, a proportional amount being allocated for Charter School and private school students with disabilities, to provide specific services as outlined in IDEIA-2004 and \$15,973.72 IDEA Preschool and \$36,213 IDEA Preschool Recovery funds for FY10, and

WHEREAS the Pupil Personnel Services Director, after consultation with staff of both public and private schools, and with parent input at team meetings, recommends the following utilization of federal special education funds for FY 10:

Continued funding of previously established positions to include Child Find services, three special education teachers, Speech Assistant to supplement programs at Garrison and Horne Street School, two school psychologists, a family services facilitator, a preschool teacher for students with Autism, and additional related services for all students, both District wide and in private schools,

WHEREAS and the use of IDEA Recovery funds for professional development, assistive technology, supplemental tutoring, intervention materials and programs, and IDEA Preschool Recovery funds be used to extend contract hours for existing staff to serve students in an inclusive setting, purchase curriculum materials, and provide professional development in strategies and approaches in teaching children on the autism spectrum, and

WHEREAS it is recommended that funds continue to be utilized for a behavior intervention specialist and reading specialist at Dover High School; consultation from an Autism specialist; staff development training for both public and private school staff in literacy, Response to Intervention, transition, drop-out prevention, and co-teaching models; and the purchase of materials and equipment related to the instruction of special needs students, and

WHEREAS it is recommended that Preschool funds be used to fund summer programming, additional support services and materials and supplies for preschool students with educational disabilities

NOW, THEREFORE, BE IT RESOLVED that the Dover School Board approve the utilization of federal IDEIA Part B and Preschool funds for FY10 as recommended above.

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



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5. CTC CARL PERKINS FUNDS - Business Administrator, Laurie Verville, read the resolution into the Record:

RE: Career & Technical Education Carl Perkins Federal Funds

WHEREAS Carl Perkins Program Improvement grant allocations for the coming year (FY 2010) have been finalized, Dover's regional center will receive \$160,705.07

WHEREAS Dover will use the allocation for improving career and technical education programming, and

WHEREAS the Career and Technical Education Director, after collaboration with teachers, program advisory committees, and New Hampshire Department of Education staff, recommends the following utilization of federal career and technical education funds for FY 2010:

continued funding for the improvement of academic skills, strengthening connections with postsecondary education, preparing students for occupations in demand that pay family supporting wages, and investing in effective, high quality programs;

NOW, THEREFORE, BE IT RESOLVED that the Dover School Board approve the utilization of federal program improvement funds for FY 2010 as recommended above.

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

M. OLD BUSINESS:

1. APPROVEFORMAT FOR HANDBOOK SUBMISSION: Dr. O'Connor explained the DMS Student Handbook Changes provided to them in their packets was an attempt to revise the process for submitting changes for approval in the future. This was in response to the Board member's concerns voiced during the April and May Board meetings that too much paper was being wasted in this process.

The new process will identify in a letter changes **ONLY** – including any existing text to will be eliminated or added.

Audra Lurvey moved, Carolyn Mebert seconded, to approve the format provided for the submission of next year's handbook. An oral **VOTE PASSED 7/0**.

N. NEW BUSINESS:



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1. AUTHORIZE IMPLEMENTATION OF EVENING APPRENTICESHIP LICENSURE PROGRAM IN ELECTRICAL *& PLUMBING TECHNOLOGY AT DOVER HIGH SCHOOL CAREER TECHNICAL CENTER:

Dr. O'Connor explained the District had been approached by the Department of Education to consider implementing an evening apprenticeship licensure program in the areas of Electrical and Plumbing technology at Dover High School and Regional Career Technical Center.

Mr. James Amara, Director of the Career Technical Center, provided a letter to the Board outlining some of the particulars of the program and request. The following is taken from that letter:

“As was explained to all parties, the two apprenticeship programs would run from 5:30-8:30 pm four days per week and would utilize four CTC classroom areas. Both apprenticeship programs will coincide with our school calendar and adhere to all the rules and regulations set forth by the district that are normally observed and followed at the high school during its daytime operations.

The New Hampshire Department of Education representatives have indicated that the Dover School District will not be responsible for any costs associated with these two apprenticeship programs. The Dover School District will receive funds to adequately cover the cost of all room rentals, facilities and maintenance costs, clerical help, supplies, texts and equipment, and receive an indirect cost percentage that is in compliance with district policy on grant funds. Furthermore, Mr. Tom Kelley of our Electrical department will assume the position of Evening Director of the apprenticeship program and be responsible for all staffing, instruction, budgeting and security issues associated with the two programs.”

The Superintendent recommended that the Dover School Board review the agreement presented by the Department of Education and approve the two evening apprenticeship programs to take place at Dover High School and Regional Career Technical Center.

Audra Lurvey moved, Carolyn Mebert seconded, to approve the two evening apprenticeship programs to take place at the Dover High School Career Technical Center. An oral **VOTE PASSED 7/0**.

Ms. Hooper noted her opinion that this was a “great idea” and asked who would evaluate the program. Dr. O'Connor stated the state would be responsible and that Dover is simply providing the venue for the program.

Ms. Grady added she felt it was an honor for Dover to be asked to house the program and that it will improve the program throughout the entire state.

2. PROPOSED SCHOOL LUNCH PRICES SCHOOL YEAR 2009-2010: Business Administrator, Laurie Verville, reviewed a letter prepared by the Food Service Director, Mark Covell, requesting increases to the 2009-2010 school year meal prices as follows:



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	<u>Current</u>	<u>Proposed 2009-2010</u>
Elementary Lunch Meal	\$1.85	\$2.00
Middle School Lunch Meal	\$2.35	\$2.50
High School Lunch Meal	\$2.35	\$2.50
Adult Lunch Meal	\$2.75	\$3.00

Breakfast at all schools to remain the same at current price of \$1.25

Mr. Covell’s rationale included:

“We have realized significant price increases in food supplies (50% - 75%) and expendable supplies, which has put a tremendous strain on our budget. Other measures have been implemented as well to increase our revenue flow to sustain these increases. We consistently are trying new products and ideas, purchasing higher quality more nutritious products and branded products. Naturally higher quality and fresh means a more expensive product. We strive to produce meals that reflect the School District and Food Service Committees outlook on a more nutritious and well-balanced meal, which reflects a Team Nutrition School. I propose to increase lunch prices starting in September 2009 so that we may continue down this road. The following is my recommendation. The last increase was in September 2008.”

Audra Lurvey Moved, Carolyn Mebert seconded, to approve the price increase request. An oral **VOTE PASSED 7/0.**

Board member, Dorothea Hooper, asked the Business Manager about the Guiding Stars Program addressed in the Food Director’s letter. (“In trying to keep the lunch price increase to a minimum I believe the .15 increase will cover costs associated with implementing the Guiding Stars Program and the purchase of a new point of sale system for the entire district. The guiding stars program is \$1000 per school and the POS system I imagine will be a 2-year lease at minimum with a quarterly payment of \$6000 - \$7000. So that combination is roughly \$33,000. The .15 increase equates to about that same amount)

Ms. Hooper noted her understanding that this program would be piloted at only one school. Ms. Verville stated that was correct. One elementary school will pilot the program in the next school year.

3. PUBLIC REPORTING OF DISTRICT SPED DATA & DISTRICT DETERMINATIONS:

Sandra Crosson, Director of Pupil Personnel Services reviewed with the Board the Bureau of Special Education FY '09 Memo #47 regarding Public Reporting of District Special Education Data (District Data Profiles) and District Determinations. Ms. Crosson explained it is a federal requirement that the NH DOE Bureau of Special Education report annually to the public on each NH District’s performance on the targets in the State’s Performance Plan. States are also required to make determinations annually on the performance of local school districts on meeting the requirements of IDEA.



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The NH DOE published the New Hampshire Special Education District Report for School Year 2007-2008. Ms. Crosson reviewed some of the data contained in the report with the Board. Ms. Crosson indicated there were discrepancies between some of the data posted with actual District data. She explained that was due to a problem with the data sources being used to assemble the report. While Dover was using CASE-E to maintain data and interface with the new DOE New Hampshire Special Education Information System (NHSEIS) which took the place of SPEDIS, data was also taken from MMS and i4See. The use of multiple, and sometimes incompatible, information systems, along with incomplete data, skewed the results of some of the indicators in the report. The DOE has acknowledged these discrepancies did occur and is working with the District to “clean up” the data. Ms. Crosson went on to point out some of the specific areas of concern for the Board.

4. AWARD BID FOR DIGITAL COLOR COPIER FOR CAREER TECHNICAL CENTER:

Ms. Verville explained the District solicited a bid to supply the CTC with a digital color copier and a maintenance plan that will generate many of its promotional marketing brochures. The purchase will be partially funded through the Carl Perkins Technical Grant. Seven bidders responded and, although the annual cash payment appears to be lower for Conway Office Products, they do not offer a lease document with the proper non-appropriation clause whereas Seacoast Business Machine does. Additionally Seacoast Business Machines cost for copies is less than Conway's. Based upon the bid results, Ms. Verville recommended the Board enter into a 36 month lease-to-purchase with Seacoast Business Machines.

Audra Lurvey moved, Carolyn Mebert seconded, to award the bid for a digital color copier at the CTC to Seacoast Business machines. A roll call **VOTE PASSED 7/0.**

5. AWARD BIDS FOR BREAD & MILK PRODUCTS - 2009-2010 SCHOOL YEAR:

Business Administrator, Laurie Verville, explained two companies responded to requests for bids for bread products and three to provide milk products to the school lunch program for the 2009/2010- school year. After reviewing all bids, the Food Service Director recommends the Board award the bid for bread products to Freihofer Sales Company and for milk products to HP Hood, Inc.

Audra Lurvey moved, Carolyn Mebert seconded, to award the bids Bread and Milk products for the 2009/2010 school year to Freihofer Sales Company and HP Hood, Inc. respectively. A roll call **VOTE PASSED 7/0.**

O. ADJOURNMENT: Audra Lurvey moved, Doris Grady seconded, to adjourn the meeting at 8:10 P.M. An oral **VOTE PASSED 7/0.**

Respectfully Submitted,
Beth Setear, Secretary
BS/kgb