



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, July 13, 2009**
Meeting Time: **7:00 pm**

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, July 13, 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, Carolyn Mebert, and Doris Grady.

Also present were; Superintendent John O'Connor; Business Administrator, Laurie Verville; Dustin Gray, Garrison School Principal; Mal Forsman, Horne Street School Principal; CIA Director, Jean Briggs-Badger; Director of Pupil Personnel Services, Sandi Crosson; DTU Representative, Bay Beth Anderson;; and High School Deans, Michael McKenney and Kim Stephens; CTC Director, Jim Amara; DMS Guidance Counselor, Fran Meffen; Dover Children's Home Director, Christine Albert; *Foster's* Reporter, Leslie Modica; and Dover Citizens.

B. PLEDGE OF ALLEGIANCE: Beth Setear the Board in the Pledge of Allegiance.

C. CITIZENS' FORUM: Frank Crossman, 50 Back River Road, addressed the Board on behalf of Bright Beginnings Daycare and Dover Children's Center. Both daycare centers are being changed from bus to walkers to Garrison Elementary Schools as a result of the recently updated Hazardous Routes listing for Dover. He requested the Board approve a waiver to allow up to 16 children who attend Garrison Elementary School to continue riding the bus to school from their daycare. (RECORD NOTE: A letter was submitted from both daycare centers requesting a waiver. This item will be placed on the August agenda for consideration. Both daycare centers have been advised.)

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

- a. **Nonpublic Session #19, June 17, 2009 (Student Discipline)**
- b. **Nonpublic Session #20, June 22, 2009 (Personnel)**
- c. **Special Session #3, June 22, 2009**

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

E. CONSENT AGENDA

1. **Correspondence: None.**
2. **Resignations/Retirements:**
 - a. **Karen Van Dyke, Dover High School, Social Studies Teacher**
 - b. **Gerald Harrison, Dover High School, NJROTC**
3. **Leaves of Absence: None**
4. **Nominations:**
Sheet 1: Nomination and Election of Teachers 2009/2010 (Barr to Welch)



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Sheet 2: Nomination and Election of Staff 2009/2010 (Cherry to Worley)

Sheet 3: Nomination and Election of Summer School Staff 2009 (Bennett to Zucaro)

Sheet 4: Nomination and Election of Coaching Positions 2009/2010 (Bergeron to Zabkar)

Sheet 5: Nomination and Election of Non-Union Personnel 2009/2010

5. Extended Travel (Student Trips): None.

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

Audra Lurvey moved, Carolyn Mebert seconded, to suspend the rules to bring item M.1., Cable Access Request, forward in the agenda. An oral **VOTE PASSED 7/0.**

M. 1. CABLE ACCESS REQUEST: City Manager, Mike Joyal, and Cable Committee member, Parks Christenbury, addressed the Board and fielded questions regarding the possibility of the School District taking over the community cable access channel. Mr. Christenbury reviewed present operating costs and estimated revenues from cable franchise user fees. He updated Board members on the spaces in the McConnell Center designated for the use and the associated rental fees. He stated he understood the Board's concerns about costs and noted the process will be a long one, taken in "steps." His vision would be for the District to be responsible for a program in which students would participate and learn, while maintaining two cable channels for the community. Mr. Christenbury stated his belief that the annual franchise user fees will provide enough money to staff and build the program slowly.

The following information was provided to the Board:

- The present cost of operating channel 22 is available in the city manager's budget in FY 08 - staffing was approximately \$25,000 and there were approximately \$2,000 in miscellaneous expenses (equipment repair) with an estimate of approximately \$30,000 for the entire operation for both City/School costs
- The current amount of money in the franchise fee account is available and fluctuates quarterly depending on the amount of money collected by Comcast which is 2.75% of the customer bill. FY 2010 estimates \$225,500 in franchise fee revenue. Anticipated revenues are dependent upon subscriber rates for Comcast (estimate \$230,000 a year going forward) – There is an additional grant for \$25,000 which is dedicated to funding enterprise wide network services by Comcast that is not part of the franchise fee revenue
- Rent for the McConnell meeting rooms and control studio will be paid from the franchise fees collected
- The space is available to retrofit using funds that are currently available. The addition of staff would be at the exclusive direction of the School District (Ideally in conjunction with the Career Training Center)



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- The School District has received preliminary approval for 40% reimbursement for retrofit from state building aid (There was discussion as to whether the District would need to reapply for State Building Aid because the footprint of the McConnell spaces was revised – from 4 to 3 rooms – subsequent to the request for building aid.)
- Mr. Christenbury ended by stating he felt it would be best for the community if the cable access was operated by the Dover High School and would offer our children an excellent educational opportunity

Much discussion centered on the cost and responsibilities (such as the need to hire additional staff to manage and supervise the program, as well as a staff to teach the students) for the School District in the coming years. There was concern by members that these factors were too much for the Board to take on in this economic climate.

Ms. Grady stated, “I just want to clarify my stand on the McConnell Cable station being completed. Contrary to belief there is no objection on my part as anyone would know my interest in the Career Technical program. My concern is the financial feasibility of the SAU taking it over with full responsibility of the webmaster, channel 22 AND the community studio at McConnell. Again, I want to say, it is only the financial feasibility for the SAU and I do have a concern.” Ms. Grady went on to ask specific questions and state specific concerns surrounding the financial information received earlier by the Board.

Other Board members asked how successful other communities running a similar educational program were doing. Ms. Grady noted that she had contacted Manchester and they advised they had to hire a number of additional staff to run their cable access. Mr. Christenbury stated it would not be a fair comparison because Dover allows a “fairly narrow” programming opportunity – the channel is used as an educational tool and for governmental purposes – while other communities allow a lot of political and public access that cause constant programming turmoil.

Additional questions were raised about possibility of future debt service and possible City subsidies to pay for the McConnell Center spaces under this use. Ms. Grady posed many questions to the City Manager which he attempted to answer. Some of his responses included:

- We are not looking to build Dover’s program like Manchester’s
- Negotiations with Comcast are complete with 2.75% coming in from cable subscribers
- The City’s budget was built to allow for a cable access studio with one full time and one assistant personnel
- After expenses, there are funds to provide staff for channel 22 and a second educational channel and to expand the program’s content
- The vision is the City Council will contract with the School Board to provide a service to ensure providing coverage of all city department meetings
- In that contract would be language to protect the School Board – if there are not sufficient funds, they will not be required to provide a service



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Ms. Setear noted her concern that the CTC Director, James Amara, is “very busy” and for the Board to say, “We have \$200,000; Now, give us something...that’s not how we’ll do it. Until I see a plan from Jim, ‘here’s what \$200,000 will get us,’ I won’t vote for it.”

The City Manager stated that was what they “want to know. Is the School Board interested,” and to map out a plan to make it happen. If the Board is not interested, they would like to know so the City can do something. Mr. Christenbury added they would not expect to have a CTC program from “day one.” Rather, their wish is to get a studio built and the CTC portion could come after. “There is no commitment to move forward. This is a program for the customers of COMCAST and not the taxpayers.” He noted that this is something the School District can take their time to “grow into” and there are no expectations. He asked if there is sincere interest in moving forward or will the committee need to go back to the City to move forward.

Board members indicated that would like a chance to talk with Jim Amara to discuss the possibilities prior to making a decision. Dr. O’Connor noted that the program can be whatever the Board wants it to be and if expanding into a student-run program, is the direction they want to take, they would need to fund it. Those costs would be “above and beyond.” Mr. Christenbury agreed stating, “This is an opportunity. It can be anything you want to do down the road.”

Dr. O’Connor stated there seemed to be a lot of unanswered questions and reiterated the City Manager was asking to find if there was support for the Board to look at the feasibility of taking over the program...to eventually vote to commit. Then the District could look at the Career Technical Center and funding.

Audra Lurvey moved, Carolyn Mebert seconded, to move this item forward to a workshop on July 27, 2009. An oral **VOTE PASSED 7/0**.

Audra Lurvey moved, Carolyn Mebert seconded, to suspend the rules to bring item N.4., Dover Children’s Home and Dover High School Cooperative In-School Suspension Program Presentation, forward in the agenda. An oral **VOTE PASSED 7/0**.

N.4. DOVER CHILDREN’S HOME AND DOVER HIGH SCHOOL COOPERATIVE IN-SCHOOL SUSPENSION PROGRAM PRESENTATION: Dean of Students, Mike McKenney and Christine Albert, Director of the Dover Children’s Home, presented a proposal to the Board for a new Dover High School In-School Suspension (ISS) Program. Prior to the presentation, Chairperson Fisher stated that she and Dr. Mebert were members of the Dover Children’s Home Board of Directors and would not be voting on this proposal tonight.

Mike McKenney reviewed the goals for the new ISS program. They included providing the opportunity for students to remain academically engaged while supervised by trained staff. During the in-school suspension, students will be required to reflect upon their behavior to encourage better behavior choices. They will also be required to write a minimum 250 word essay on the topic.



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Any student that meets the criteria for a suspension that does not rise to the level of an out-of-school suspension will be eligible for an ISS. Some examples would be excessive skipping of classes, disruptive behaviors to the learning environment, unacceptable language, skipping after-school interventions, and any behavior incidents at the discretion of the administrative team. Actions involving drugs, alcohol, weapons, fighting or other student safety issues will continue to be out-of-school suspensions.

The program will be housed at the Dover Children's Home and will run daily from 7:45 am to 2:15 pm. Students will be transported from the high school to the Children's Home.

Cost to the District will be \$15 per hour plus payroll taxes. The fee will be paid ONLY when students are present at the DCH. That will cost approximately \$120/day. An additional \$100 per month fee will be charged during the school year (\$1,000 total) for maintenance costs associated with using the space. (Dr. O'Connor stated funds are available in the current budget by the elimination of a position at Dover High School in the next school year.

Ms. Hooper asked what advantages this off-site program holds for the District and students. Ms. Mckenney stated one advantage is that space is not available at the high school. He added that social interaction is "huge" for the kids and the hope is that taking students away from their peers for the day will motivate better behavior. Ms. Hooper noted an added benefit would be that the staff of the DCH have been trained in psychology (although they are not psychologists) and their expertise could be of great assistance with those students.

Ms. Setear asked if this program would be for students who would otherwise have been suspended out-of-school. Mr. McKenney stated this will not replace out-of-school suspensions. Rather, this would be a no program as there is no ISS program at the high school right now. Ms. Ulinski Schuman asked for an estimate of the cost for this program based on the numbers of students who would have qualified this past school year. Mr. McKenney stated his belief the numbers will drop if the ISS program is truly successful. He stated he was hopeful "the kids would think twice" and there will be no repeat offenders. Ms. Setear noted that it would cost a maximum of \$21,600 to fund \$120/day for 180 school days. Mr. McKenney stated the total number of kids on a given day would be 8 to 10 maximum and that \$15 per hour is a flat fee (for 1 student or 8 students on a given day). He added that the administration would try to "block" out the days, perhaps assigning 2 after-school interventions and then sending the student to the DCH for ISS on the third day with a group of other students. He noted, however, there are typically "spikes" in behavior issues and the school would not suspend students every day.

Beth Setear moved, Dorothea Hooper seconded, to accept the proposal for the Dover High School In-House Suspension Program as presented. An oral **VOTE PASSED 5/2 (Fisher and Mebert abstained)**.

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

- Updated Hazardous Street Listing for Dover eliminated many roads from being bused and students must now walk. The upgrades to city streets and sidewalks over the past ten years affected approximately 24 streets and 100 students. Dr. O'Connor noted some



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affected families may ask for waivers, and he encouraged Board members to familiarize themselves with the updated streets prior to making any decisions. (Especially the daycares addressed during Citizen’s Forum – Bright Beginnings and the Dover Children’s Center.

- Dr. O’Connor reviewed “hot spots” in the upcoming school year year’s current enrollments (WPS – 4 classrooms with 85 registered kindergarten students; HSS – 3 classrooms with 68 registered kindergarten students; GES – 5 classrooms with 117 registered kindergarten students). The Superintendent recommended the Board wait to review enrollments next month before making any decisions for HSS or WPS. However, he added that he instructed Garrison to contact all 117 families and confirm they expect to attend the next school year. If 115 confirm attendance, he would recommend the Board authorize one additional kindergarten teacher at Garrison.

There was discussion about numbers of students in each school who were registered out-of-district. Dr. O’Connor explained he and the principals had reviewed that list of students and recognized that sending students to each of their in-district schools would essentially, be a “wash”. Therefore, they did not plan on making those changes.

The Superintendent pointed out additional areas to be watching – (HSS grade 1; WPS grade 1, and GES, all grades. Class sizes are up to 22 in most of those classrooms.

- An email from Captain Company Commander stationed in Iraq was sent to the Superintendent thanking Dover High and Dover Middle School students who took the time to write to some of the soldiers in her command. The unit received packages from Operation Gratitude and Pease Greeters. Some packages included student letters and she expressed appreciation from the soldiers.
- NHSBA recently sent out a legislative bulletin addressing items of interest to our District. Included were:
 - Adequacy remains fully funded at \$957M
 - Building Aid remains fully funded at \$91M
 - Catastrophic Aid is significantly underfunded, reduced to \$20.6M in 2010 and \$31.4M in 2011 (This means the reimbursement aid program for severely handicapped children will be prorated at approximately 73% in 2010 and less than 79% in 2011.)
 - Transportation Aid and Dropout Prevention remain relatively level funded
 - State contributions for Teacher Retirement Rates have been cut. The state’s share of local employer contribution rates drops the state share to 30% in 2010 and 25% in 2011.
 - The budget eliminates a \$16.9 liability it owes the NHRS medical subsidy account that is funded by public employers, including school districts
 - Legal Opinion from Wadeleigh, Starr, & Peters, PLLC: Responding to the District’s question, does the City Council have the authority to amend School Board revenue estimates in appropriating the operating budget for the School District, a letter dated July 1, 2009 states:



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“Although it would not be unreasonable to argue that the City Council has authority, state law and the wording of the Dover Charter more strongly support the argument that the City Council lacks the authority to adjust the School Board’s revenue estimates.

In any particular instance, the degree of control to be exercised by either school board members or municipal officers must be ascertained by reference to underlying statutory and charter provisions. Under no circumstances, however, will municipal officers be permitted to exercise any greater degree of control over school finance than that clearly intended by the legislature. In New Hampshire, the extent to which school finances are subject to municipal control in each city is determined by its charter any by state law.

Article IV establishes the City of Dover as a school district in addition to a city. The City of Dover maintains all the powers of a school district conferred by state law. Similarly, Article IV of the Charter establishes a school board consisting of seven (7) members elected at large who govern the school district. There is no Charter provision vesting in the City Council authority over the operations of the School District.

The School Board, as the governing body of the School District, has been responsible for setting and certifying revenue estimates. To date, the School Board, Superintendent, and/or Business Administrator have been required to certify the School District’s revenue estimates to the State Department of Education and Department of Revenue Administration. Neither the City Council, nor the City Finance Manager, has been required to certify the School District’s revenue estimates. If the City Council is permitted to adjust the School District’s revenue estimates, how could the School Board (or its officials) certify estimates it did not make? If the City Council were to have authority to lower School Board revenue estimates, then it would have to have the corresponding duty to certify those estimates.

In summary, under state law granting budget authority to municipal governing bodies, neither selectmen of towns nor City Councils are granted direct authority to revise a School District’s revenue estimates. There simply is no statutory grant of authority in this regard in any of the state statutes addressing municipal budgeting or school district administration. To the extent that the Dover City Council is granted authority to adjust the budgets of City Departments on a line by line basis, there is no language explicitly extending that authority to School Board revenue estimates. Given the policy of favoring fiscal independence for school districts, it is more reasonable to conclude that since the Dover Charter does not grant express authority to the City Council, the School Board should retain control of its revenue estimates.”



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Dr. O'Connor concluded by stating a meeting has been scheduled with him, the Mayor, City Manager, School Board Chair to discuss this issue next week.

Audra Lurvey moved, Carolyn Mebert seconded, to authorize the Superintendent to hire an additional kindergarten teacher for Garrison Elementary School. A roll call **VOTE PASSED 7/0**.

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

G. STUDENT REPRESENTATIVE REPORT: Dr. O'Connor introduced the new student representative to the School Board for the 2009/2010 school year, Olivia Loos. She did not have a report for this evening.

H. COMMITTEE REPORTS:

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

"There was a meeting of the Professional Development Committee June 10th at the SAU office. Chair Mrs. Jean Briggs-Badger distributed the agenda which included discussion of the Early Release Day Plan, and summer professional development plans.

Once again, Dover staff will be involved in a wide variety of summer opportunities for professional development. There will be a large stress on literacy and vocabulary with many teachers participating. To quote Mrs. Briggs-Badger, "Dover teachers work year round." And that certainly seems the case. There will be other workshop opportunities in math, technology, science, and time management.

Sue Vitko, professional development consultant, went over the results of the New Teacher Induction program. While there is always some anxiety about leaving your students, teachers found observing another classroom valuable. They also requested they be observed by facilitators. Of most use from the monthly IC meetings was:

1. sharing behavior management
2. professional development
3. parent/teacher conferences
4. school procedures
5. planning
6. goal setting

They also requested smart board training, time to set up their classroom, Edline training and time with their mentor at the August workshop day.

The toughest part of their first year in Dover included:

1. understanding the school culture
2. getting used to standards based teaching



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3. finding prep time

There was a lot of enthusiasm for the rope course and bus tour that began their year at Dover.

The meeting ended with a tribute to Woodman Park teacher Peg Currie who has been a member of the Professional Development Committee since its inception and is now retiring from the Dover School District.”

2. Horne Street School JBC, Doris Grady Reporting: Ms. Grady gave the following report: “The Horne Street School JBC met last week and we finally have a drawing of a possible addition and renovation project. We will meet on July 23rd and at that time, Bonnett, Paige, and Stone will present us with approximate costs for the presented drawing, along with prices on a 4-6 addition, the renovation costs, and the administration area so that the project can then come to fruition and we can move on.”

I. POLICY CHANGES – PROPOSALS:

1. NEW POLICY FOR DETERMINING SPECIFIC LEARNING DISABILITY: Audra Lurvey moved, Carolyn Mebert seconded, to table the policy for second reading at the August meeting.

2. JOB DESCRIPTION: FACILITIES COORDINATOR: Audra Lurvey moved, Carolyn Mebert seconded, to table the job description for second reading at the August meeting.

J. POLICY ADOPTIONS: None.

K. SUBMISSION AND PAYMENT OF BILLS: Audra Lurvey moved, Carolyn Mebert seconded, to direct the Business Manager to pay manifest #10-A in the amount of \$5,931,392.71. A roll call **VOTE PASSED 7/0.**

L. RESOLUTIONS: None.

M. OLD BUSINESS:

1. CABLE ACCESS REQUEST: See above.

2. FRESHMAN ACADEMY UPDATE: Freshman Dean, Kim Stephens, gave an update on the Freshman Academy. She provided the following information:

Freshman Academy Mission Statement: The Freshman Academy has been designed to promote the academic, emotional, and social growth of each ninth grader. The students will participate in a learning environment that embraces the individual’s potential and promotes high expectations. This will be accomplished by the core group of teachers within the smaller learning communities to encourage a productive attitude toward learning and teaching and facilitating open communications between students, teachers, parents, and the community.



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Ms. Stephens then reviewed eight factors that are utilized in the academy’s structure:

1. Based on John Hopkins University Research in Critical Transition Years, prevention strategies include – SLC and school within a school for greater personalization, partnerships between high schools and feeder middle schools, 9th grade transition programs, support for students with disabilities outside of school
2. The use of Dover District and High School Data (Discipline, promotion, and student behavior survey)
3. Block Scheduling, matching humanities and sciences, course load and engagement
4. Using the Freshman Academy Model – Proximity, teams, STEP UP days and common planning
5. Use of Student Risk Index (Sixth grade factors and interventions)
6. Additional Interventions (Social, Emotional. Academic)
7. Recognition – Motivational and Informative Assemblies
8. Retained Student Interventions

Ms. Stephens then reviewed class sizes versus students promoted to identify students retained for the first time over the following years:

	Year	Class size	1 st Time Retained
	2001-02	469	47
Pilot Year	2002-03	453	60
Full Enrollment	2003-04	506	58
	2004-05	483	50
	2005-06	477	45
	2006-07	500	68
	2007-08	442	41
	2008-09	42	51

Ms. Stephens cautioned that there are many outside factors that influence the numbers of students retained and they vary from child to child. Some significant trends over which we have no control include: -Large numbers of students transfer in at grades 7 or 8; Parents have options not to approve interventions offered by the school; A large turnover in administrative team staff, requiring staff members to “restart ant ground zero” year after year (the reasons for the turnovers have been mixed – retirements, moving, maternity, etc.)

Ms. Fisher asked if Ms. Stephens could provide enrollment data going back over a 10 year period. Ms. Stephens stated she could, but cautioned that the data would need to be triangulated. Dr. O’Connor agreed that would be done.

Additionally, the Superintendent stated he would have staff put together profile information to include students profiles for those who were retained in 2002, 2003, 2004, and 2005 providing their academic history, whether they graduates, dropped-out, or “disappeared” as well as their attendance data.



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N. NEW BUSINESS:

1. 2008 STUDENT BEHAVIOR SURVEY: Ms. Stephens and Guidance Counselor Fran Meffen presented data compiled from the most recent responses to the Dover School Student Behavior Survey, some possible causes for those behaviors, and recommendations for helping those students.

The essential question to be answered was – How may the community reduce student risk? Identified risk factors were for those students who:

- Failed math/English
- Attendance less than 80%
- Behavior Issues

120 of 1700 students reported participation in activities including sex and drugs. Contributing factors for those students were mental health issues and bullying. Current district interventions and available community resources were identified for these students. Recommendations made as a result of this survey data review include:

- Need an SRO at the elementary and middle schools
- Need to solicit more local business support for extended learning opportunities
- Increase student engagement
- Increase parental involvement

Additional “hopes and wishes” to help eliminate these risk factors include:

- Need a dedicated grant writer
- Need a dedicated data master
- Need additional support staff (LADAC)
- Provide Student Leadership training
- Provide after-school programming
- Make available additional ongoing professional development

2. SUPERINTENDENT’S EVALUATION: Chairperson Fisher read the following into the record: “A yearly evaluation of the Superintendent is one of the School Board’s priorities. On the evening of May 18, 2009, the Dover School board met for the purpose of completing the yearly evaluation of the Superintendent of Schools, Dr. John O’Connor. Six members were present to tally the results of each individual’s personal evaluation. There were 16 areas evaluated by the Board. They included long and short-term goals, evaluation of instruction, professional development, communication, administration of policy, planning, and administration of programs.

The rating code was a three fold –Needs Improvement, Proficient, and Exemplary. Out of a possible total of 112 points, Dr. O’Connor received a total of 100 proficient and exemplary ratings. Therefore, the conclusion of his evaluation was one of support from the Board.



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There were several commendations expressed throughout the evaluation process, including:

- Strong advocate of parents and students
- Good knowledge of budget
- Strong advocate for education
- A sense of trust, responsibility, and accountability
- Communicates with the board in a timely manner
- Very approachable, good listener, and respects one's point of view

Recommendations included:

- A need to delegate responsibilities to other personnel
- Follow-up with administrative delegation
- Give priority attention throughout the 2009-2010 school year to our schools listed as a District in Need of Improvement

With all areas reviewed, we, the members of the Dover School Board, feel that this numerical evaluation supports our belief that Dr. O'Connor is an excellent superintendent and worthy of our continued support."

3. DOVER SCHOOL DISTRICT STRATEGIC GOALS: Dr. O'Connor stated the Board needs to reconvene in August or September to prepare new long-term goals for the District. The suggestion was made that this be done at the August 24 workshop. It was also suggested that Jean Briggs-Badger act as facilitator at the workshop. (RECORD NOTE: Updating District Goals will be the topic of the August 24th workshop.)

4. DOVER CHILDREN'S HOME AND DOVER HIGH SCHOOL COOPERATIVE IN-SCHOOL SUSPENSION PROGRAM PRESENTATION: See above.

5. WELDING TECHNOLOGY PROGRAM: Career Technical Center Director, James Amara, explained that the Welding Technology Program that was approved for the 2009/2010 school year will not be offered. Security, safety, and liability obstacles were encountered that prevent students from working on the Shipyard during this heightened security period. Additionally, DOE representatives were not allowed to view the facilities and work environment of the proposed program on the Shipyard. As a result of both obstacles, the program is no longer a viable option. Dr. Amara added that he will continue to investigate possible alternatives for developing a future welding program for Dover High School and may come back to the Board with a request for the alternatives.

6. PROPOSED BUILDING CONSTRUCTION PROJECT FOR 2009/2010: Career Technical Center Director, James Amara, asked the Board to approve the proposed Building Construction Project, unanimously approved by the Dover Trust, for the 2009/2010 school year. The location of the proposed project is on Prospect Street in Dover. The project will be funded by the Dover Trust up to \$120,000 with additional monies being allocated through a line of credit with Federal Savings Bank.



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Audra Lurvey moved, Carolyn Mebert seconded, to approve the 2009/2010 Proposed Building Project as requested. An oral **VOTE PASSED 7/0**.

7. DOVER HIGH SCHOOL SECURITY PROPOSAL: Principal Migneault presented a proposal to establish a periodic drug search protocol, in cooperation with the Dover Police Department, at Dover High School. Ms. Migneault provided history and outlined her proposal to the Board. She stated that the administrators met with Officer Pike, School Resource Officer, as well as a dog handler and supervisor. It is her belief a strong message needs to be sent that drugs – illegal or prescription – are not tolerated at Dover High School and she proposed the following plan of action:

1. At an assembly at the beginning of the school year, the K9's and the police handlers will be introduced to the student body. The police and school administration will explain and describe the search process.
2. Periodically throughout the school year, unannounced K9 searches will be scheduled. The drug dogs may check lockers and/or school bags. During search times, students will not come in contact with the dogs. Rather, students will be moved from the classrooms to a general area, if necessary, before the dogs are brought in.
3. Whenever a "hit" is made, a second dog will be brought in. With two "hits" on the same object, the administration will search the item, notify student and parents, and take disciplinary action if necessary.
4. The police may choose to prosecute or destroy the contraband,

Principal Migneault stated the administration is requesting permission to establish a zero tolerance policy on illegal or prescription drugs – their use, abuse, possession, or exchange. She noted her belief that the search dogs will provide a helpful tool in keeping our students healthy and safe.

Dr. Mebert asked what kinds of drugs the dogs would be searching for and Principal Migneault indicated it would be for marijuana, cocaine, and heroin – basically illegal drugs.

Ms. Setear asked there would be any cost to the District and was advised there would not. The handlers use this as training for their dogs. Ms. Setear asked how many dogs would be utilized and was told it could be up to six. Ms. Migneault assured Board members that this would not disrupt any instruction time. The bags would be checked in hallways and lockers – not on students.

Audra Lurvey moved, Doris Grady seconded, to approve the Drug Dog Search Program for Dover High School. An oral **VOTE PASSED 5/2 (Mebert and Fisher opposed)**.

8. SUMMER PROFESSIONAL DEVELOPMENT: Jean Briggs-Badger provided Board members with a listing of all professional development offerings over the summer. Over 400 participants will attend 20 workshops. Half of the instructors for the workshops are Dover teachers! Ms. Briggs-Badger invited Board members to attend any session they might choose.



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers
Meeting Date: **Monday, July 13, 2009**
Meeting Time: **7:00 pm**

9. AWARD CONTRACT FOR FINANCIAL MANAGEMENT SOFTWARE: Laurie Verville, Business Administrator, provided an overview of the process taken to review financial management software for the District and the City and presented information from 2 final bidders. Ms. Verville requested the Board award the contract for Financial Management Software to UNIFUND. The District's share of the bid is \$160,000 and the City's portion is \$210,000. The City Council will vote for their portion of the bid on July 22, 2009.

Audra Lurvey moved, Carolyn Mebert seconded, to award the bid for a new Financial Management Software and Maintenance Bid to UNIFUND. A roll call **VOTE PASSED 7/0.**

10. APPROVAL TO PURCHASE EDULINK PARENT NOTIFICATION SYSTEM: Dr. O'Connor requested the Board approve the purchase of an emergency alert software from Edulink Systems. This software will be located off-site so that should the schools lose power, the system will still function. Additionally, it includes multiple communication methods (email, voice, text, etc.) and is cost effective. The cost is \$1.50 per student annually (including support) and it will also tie into MMS for attendance notification to parents or to send other information to parents instantly. This web-based system is being used in many area Districts very successfully.

Audra Lurvey moved, Carolyn Mebert seconded, to approve the purchase a one-year contract with Edulink Software for this software. A roll call **VOTE PASSED 7/0.**

11. AWARD NATURAL GAS BID: Ms. Verville reviewed the process followed to bid in cooperation with St. Thomas Aquinas and the Dover Housing Authority for a supplier of natural gas in the 2009/2010 fiscal year. Eight bids were solicited and two bids were received. Ms. Verville requested the Board award to the low bidder, Santa Buckley Energy, for \$.760 per therm.

Audra Lurvey moved, Carolyn Mebert seconded, to award a bid for natural gas for FY 09/10 to Santa Buckley Energy at the low bid of \$.760 per therm. A roll call **VOTE PASSED 7/0.**

12: REQUEST TO ENTER INTO MULTI-YEAR DISCOUNT PROGRAM AGREEMENT (2012) WITH PRIMEX: Business Manager, Laurie Verville, requested the Board extend the participating agreement for property and liability coverage through June 30, 2012 with Primex. By extending coverage one year beyond the current commitment date of June 2011, the District will save an additional 5% on its annual premium, a minimum of \$5,000 for each fiscal period.

Audra Lurvey moved, Carolyn Mebert seconded, to enter into a multi-year agreement (until June 30, 2012) with Primex for property and liability coverage. A roll call **VOTE PASSED 7/0.**

O. ADJOURNMENT: Audra Lurvey moved, Carolyn Mebert seconded, to adjourn the meeting at 9:40 P.M. An oral **VOTE PASSED 7/0.**

Respectfully Submitted,
Beth Setear, Secretary
BS/kgb