



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Special Session  
Meeting Location: City Hall Council Chambers  
Meeting Date: **Monday, August 24, 2009**  
Meeting Time: **6:30 pm**

A special session of the Dover School Board was called to order by Chairperson Marjorie Fisher on Monday, August 24, 2009 at 6:30 p.m. in City Hall Chambers.

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

Also present was Superintendent John O'Connor, Business Administrator, Laurie Verville; and Leslie Modica, *Fosters*.

**B. PLEDGE OF ALLEGIANCE:** Audra Lurvey led the Board in the Pledge of Allegiance.

**C: CITIZEN'S FORUM:** Amanda Russell 199 Mast Road, parent of Horne Street School student addressed the Board. She said that she is torn about the decision to add a kindergarten teacher, causing disruption in the other kindergarten classes, or just providing an additional para to the classroom. Betsy Parker, also a Horne Street School parent, addressed the Board. She stated her support of adding a kindergarten teacher to HSS. She suggested that forming a committee might be a possibility in order to determine in there is a need.

**D. ENROLLMENT HOT SPOTS:** Dr. O'Connor reviewed elementary enrollment numbers with the Board. He communicated with the principals throughout the day in order to get the most recent enrollment numbers. Any classroom with 23 or more students is considered a "hot spot". Unfortunately, we are unable to fund 5 additional elementary teachers. He recommended the addition of a kindergarten teacher at Woodman Park and Horne Street Schools. Ms. Hooper commented that she sympathizes with the need for 5 additional teachers, but feels that due to limited finances, only the two most needed kindergarten teachers should be added at this time. Ms. Lurvey asked if we had sufficient space in HSS and WPS and Dr. O'Connor responded that we do. Mrs. Grady also believes that the School Board should add the two kindergarten teachers, but other enrollment numbers should be reviewed when October 1 enrollment numbers are received. We are below the state standard of 25 or fewer students for grades K-2 and 30 students for grades 3-5. Dr. O'Connor also asked the principals to call the students who were absent from the Kindergarten Camp Explore program to verify that the students would still be attending in the fall. This would help us to gain an accurate number. Dr. O'Connor asked for a motion that would authorize him to add the two teachers if it was determined (after calls were made) that the additional teachers would be necessary. Ms. Setear asked if they would be one year only positions and Dr. O'Connor stated that they would be. These will not be permanent positions to the grade level, unless enrollment warrants it. Ms. Fisher agreed that these positions are needed, but asked if other grades can be re-configured to reduce the need to hire additional teachers. Dr. O'Connor said that would add too many students to each class if a teacher was reduced from a grade. If a large family were to move into the area, the numbers would be increased again very quickly. Mrs. Grady stated her concern for future growth as well. She noted that there are a few new sets of apartments that are being built in the Horne and Woodman Park districts. The School District should be prepared for this. Ms. Hooper asked Mr. Boodey if as many people move in as move out. He responded that the population does change, but the numbers stay the same. Dr. O'Connor reminded the School Board that the cost of a new teacher is approximately \$75,000 plus equipment, furniture, curriculum materials. The District already has \$250,000 in unfunded expenses. We have an added cost of \$95,000 in NH Retirement increases and have already added a



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kindergarten class at Garrison School for a cost of approximately \$100,000. There are many smaller additional costs, as well, including legal fees, transportation costs, summer school at DMS, hazardous materials disposal and others. Dr. O'Connor stated that we would not be asking the City Council for additional funds. We would pay these expenses by reducing text book costs, buying fewer computers, replacing personnel later in the year (ex. Dean of Students, NJROTC instructor). Health insurance costs have increased also, due to higher numbers of faculty and staff choosing to participate in our health insurance plans. If a vote is taken to add positions, we will have an additional \$200,000 in costs for 2009-2010 school year. We will need to save during the year to pay for these costs. Mrs. Grady asked Dr. O'Connor is that dollar figure included the money that the City Council wants us to look at. Dr. O'Connor responded negatively. She concluded that we would be looking at \$349,000 in costs. Dr. O'Connor believes we will have a shortfall in excess of \$450,000. Mr. Hooper moved to authorize Dr. O'Connor to add two kindergarten teachers if needed, Audra Lurvey seconded the motion. A roll call **VOTE PASSED 7/0.**

**E. CTC PERSONNEL:** 33.3% Building Trades Teacher was requested for the Career Technical Center due to increased enrollments in building trades. Dr. O'Connor explained to the School Board that the program is growing and even though we already have a full time Building Trades teacher, there is a need for an additional teacher to teacher 1 block per day. This could be a difficult position to fill since the time the class will meet is in the middle of the day. Ms. Hooper commented that if we have high enrollment, we have an obligation to provide another teacher. Without the additional teacher, 80 exploratory students will not be able to take this program.

Audra Lurvey moved, Carolyn Mebert seconded, to add a 33.3% Building Trades Teacher. A roll call **VOTE PASSED 7/0.**

**F. ACCEPT RESOLUTION TO ESTABLISH A DOVER HIGH SCHOOL GRADUATING SENIOR SCHOLARSHIP (MACLEOD FAMILY):**

**RESOLUTION**

**RE: Donald and Rita MacLeod Memorial Scholarship Fund**

**WHEREAS:** the Dover School Board approved policy IKG, Establishments of Scholarships, and

**WHEREAS:** this policy states, "Once the School Board authorizes the establishment of a scholarship, a resolution shall be submitted to the Dover City Council for approval and acceptance of the scholarship funds. Upon City Council approval, the donated scholarship funds will be immediately turned over to the City of Dover, Trustees of Trust Funds," and

**WHEREAS:** The late Rita Yvonne MacLeod, through her Last Will and Testament, bequeathed a scholarship in honor of herself and her beloved late husband Donald O. MacLeod, both of Dover, NH; and



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The memorial scholarship is to benefit two students, each from a needy family, who graduate Dover High School and will attend the University of New Hampshire; and

**NOW, THEREFORE, BE IT RESOLVED** that the Dover School Board request the Dover City Council accept the establishment of the Donald and Rita MacLeod Memorial Scholarship Fund in the amount of \$8,000 to be held in trust, for the purpose of awarding two scholarships in the amount of \$4,000 each, and allow the City of Dover to be Trustees of these funds. The principal of the fund, all earnings and future contributions will be expended over time for the award of the scholarships in accordance with provisions prescribed in the Last Will and Testament of the late Rita Yvonne MacLeod.

**SUBMITTED BY:**

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Marjorie S. Fisher, Chairperson, Ward 6

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Audra L. Lurvey, Vice Chairperson, Ward 5

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Beth Setear, Secretary, Ward 1

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Britt Ulinski Schuman, Ward 2

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Carolyn J. Mebert, Ward 3

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Dorothea D. Hooper, Ward 4

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Doris F. Grady, At-Large

*August 24, 2009*



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Audra Lurvey moved, Carolyn Mebert seconded, to establish Dover High School Graduating Senior Scholarship (MacLeod Family). An oral **VOTE PASSED 7/0**.

**G. AWARD BID FOR MUSICAL INSTRUMENT & TECHNOLOGY EQUIPMENT:** Business Administrator, Laurie Verville, discussed bids from four companies and made the recommendation to award the bid to the second highest bidder, Sweetwater Music. Sweetwater has also provided excellent products and services to the Dover School District in the past. The low bidder is from California and is an internet based company. Ms. Verville expressed concern about the service they would be able to provide, since there is no local staff. Ms. Fisher asked why the Earcraft Music, a Dover business, was so high. Ms. Verville responded that some areas of the bid were competitive, but the technology piece was much higher. The other local company, Ralph's House of Tone, did not submit a bid. Ms. Hooper commented that out of state companies did not charge shipping and handling and the local company did charge shipping and handling.

Audra Lurvey moved, Carolyn Mebert seconded, to award the bid to Sweetwater Music for a total cost of \$15,119.95. A roll call **VOTE PASSED 7/0**.

**H. OTHER:** Dr. O'Connor warned School Board members not to panic at the September meeting about the number of nominations for staff members. The list will be high, but they will begin on the first day of school. This is the practice that we normally use at the beginning of each school year. We don't want them to wait to start working until after nominations are approved. There will be many paraprofessionals and a group of teachers who will be approved in September

**N. ADJOURNMENT:** At 7:10 p.m., Audra Lurvey moved, Carolyn Mebert seconded, to adjourn the meeting An oral **VOTE PASSED 7/0**.

Respectfully Submitted,  
Beth Setear, Secretary  
Dover School Board