



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Workshop Meeting
Meeting Location:	City Council Chambers
Meeting Date:	Monday, August 24, 2009
Meeting Time:	6:45 pm

A workshop session of the Dover School Board was called to order by Chairperson Marjorie Fisher on Monday, August 24, 2009 at 7:12 p.m. in City Council Chambers

A. CITIZENS’ FORUM: No one addressed the Board.

B. CIVIL WORKS PRESENTATION-UPDATE ON PARKING AT GARRISON ELEMENTARY SCHOOL:

Dana Lynch, PE of CivilWorks, was hired by the School Board in June 2008 to provide the School District with several scenarios and budgets that would improve accessibility to the Shaw’s Lane parking lot and to devise an appropriate walkway leading to the rear entrance of Garrison School. The primary objective of CivilWorks’ plans would be to eventually discontinue using Garrison Road for public parking but the culmination of that work resulted in costly changes.

Mr. Lynch presented a few options to the School Board that would ease the parking conditions and travel at Garrison School. The priorities include bus drop off and parent drop off. An alternative to people using the Shaw’s Lane parking lot would be to construct a sidewalk. This would not be a shortcut, but would be an alternative for safe use of the parking lot. At the drop off area, parallel parking would be added along Shaw’s Lane. Community Services would provide the “striping.” The largest cost would be to build the sidewalk. It would be a curbed granite sidewalk and would provide the physical separation necessary for a safer walk. Tree trimming will need to be completed, as well. Budget figures are listed below. Ms. Verville stated that bids have been secured and there is a three week timeline for completion of these items.

Ms. Fisher asked how we could be assured that the parallel parking would be short-term parking. Ms. Verville responded that signage had not been discussed yet, but would be placed in appropriate places. Ms. Lurvey asked if the narrowness of the road would be an issue in the winter, if parallel parking is used. Mr. Lynch said that there would be adequate space for cars even if 8 or 9 feet was used for parallel parking. Ms. Hooper stated that adding coming up with a plan so that the stairway doesn’t have to be used is a huge improvement already. Also, all busses would be able to park in the future driveway. It was agreed by the Board that this was a good plan and would solve a lot of problems. The straw vote showed that all were in favor of this plan.

MASTER COST SCHEDULE FOR GARRISON PARKING IMPROVEMENTS WITH USE OF CAPITAL IMPROVEMENT FUNDS (FY 2006)

Budget:

\$22,770

Administrative:

Document Created by: Kathy Baker	2009.08.24_DoverSchoolBoard. Workshop Minutes
Document Posted on:	Page 1 of 8



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Workshop Meeting
Meeting Location:	City Council Chambers
Meeting Date:	Monday, August 24, 2009
Meeting Time:	6:45 pm

Design - CivilWorks	\$1,600
Sub Total:	\$1,600

Project Scope:

Curb work/walkway access - Steve Sarrett and Son Excavation	\$9,000
Line Painting - Dover PW Dept.	\$0
Tree Removal - Urban Tree Service, Inc.	\$1,100
Reposition fencing-GCA or Rte 125 Fence	\$500
Sub Total:	\$13,800

Other:

Contingency	\$1,000
Sub Total:	\$1,000

Estimated Cost of the Project: **\$16,400**

Remaining Budget Availability: **\$6,370**

C. FY 2011-2016 CAPITAL IMPROVEMENT PROGRAM (CIP):

Six Year Capital Improvement plan

Project Description	Fiscal Year					
	2011	2012	2013	2014	2015	2016
Horne Elementary <i>Final Phase</i>	\$2,242,998					
Garrison Elementary		\$5,400,000	\$2,100,000			
Dover High School, Regional Career Tech Ctr., Dunaway Artificial Turf				\$35,000,000	\$15,000,000	\$10,000,000

***State Building Aid amounting to 30% of renovation and new construction cost is reimbursed on the principal payment portion over the bonding period.**

****State Building Aid funding specifically for Dover’s Career Technical Center becomes available in 2014 and is reimbursable up to 75% of the cost of construction**



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Workshop Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, August 24, 2009**
 Meeting Time: **6:45 pm**

Review of Square Footage of Garrison Elementary School

<u>Year</u>	<u>Classification</u>	<u>Square Footage</u>	<u>Number Classrooms</u>
1962, 1967, 1969	Structure Built	47,178	25
1999	Kindergarten Wing	2,500	2
2005	Media Center and Classrooms	5,500	4
2006	Gymnasium and Administrative Complex	10,760	--
	<i>Total:</i>	<i>65,938</i>	<i>31</i>

Review of Square Footage of Dover High School

<u>High School</u>	<u>Classification</u>	<u>Square Footage</u>	<u>Number Classrooms</u>
1966	Structure Built	181,803	80
1989	Regional Career Tech Ctr.	27,000	
1991	Weight Room	2,112	
2003	Freshman Academy	10,760	8
	<i>Total:</i>	<i>221,675</i>	<i>88</i>

Projected Enrollment in Grade Combinations

SCHOOL YEAR	K-2	K-4	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2008-09	825	1356	1886	2450	1094	833	564	2183	1619



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Workshop Meeting
 Meeting Location: City Council Chambers
 Meeting Date: Monday, August 24, 2009
 Meeting Time: 6:45 pm

2009-10	839	1436	1944	2508	1072	826	564	2166	1602
2010-11	905	1495	2022	2574	1079	799	552	2138	1586
2011-12	909	1508	2101	2630	1122	810	529	2129	1600
2012-13	898	1553	2141	2690	1137	863	549	2147	1598
2013-14	872	1553	2148	2767	1214	894	619	2182	1563
2014-15	878	1546	2199	2812	1266	935	613	2196	1583
2015-16	885	1527	2205	2826	1299	954	621	2281	1660
2016-17	888	1531	2197	2878	1347	1028	681	2351	1670
2017-18	885	1535	2175	2882	1347	1028	707	2492	1785
2018-19	883	1539	2180	2875	1336	1016	695	2558	1863

Preliminary Capital Asset Construction Assessment

Building	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Total (Inflate 3% compound annually)
Garrison	0	0	2,175,000	3,120,000	750,000	6,045,000*
Dover High School	0	3,450,000	16,405,000	24,375,000	12,095,000	56,325,000
Total:	0	3,450,000	18,580,000	27,495,000	12,845,000	62,370,000

Source of soft budget costs provided by report dated February 2008 by Habeeb & Associates, Architects, Inc.

*Excludes A/E Fees, FF&E, Soft Costs and Contingency = \$7.430M

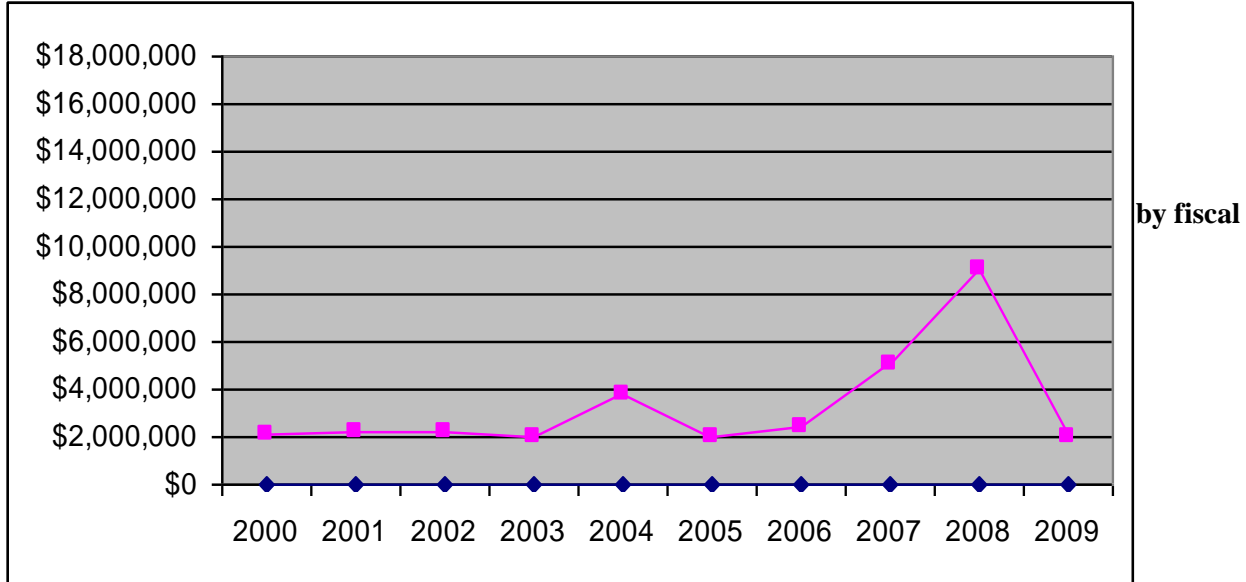
Ten-Year Financial History of Capital Funding District-Wide



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Workshop Meeting
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, August 24, 2009**
 Meeting Time: **6:45 pm**



County	Seat	Zip	High School \$/SF	Middle School \$/SF	Elementary School \$/SF
Belknap	Laconia	03246	190	176	171
Carroll	Ossipee	03864	191	180	175
Cheshire	Keene	03431	170	154	148
Coos	Stewartstown	03597	170	154	148
Grafton	Haverhill	03774	170	154	148
Hillsborough	Manchester	03101	193	181	176
Merrimack	Concord	03301	190	176	171
Rockingham	Exeter	03833	185	180	175
<i>Strafford</i>	<i>Dover</i>	<i>03820</i>	<i>185</i>	<i>180</i>	<i>175</i>
Sullivan	Newport	03773	170	154	148

Mrs. Grady asked when we voted to add \$30,000, we need to include a design for the Career Technical Center at least. Dr. O'Connor responded that when our time is due, we will have a plan. We will have adequate time to plan for renovation of CTC. Mrs. Grady reiterated that we shouldn't wait too long. Dr. O'Connor agreed, but also noted that the CTC is only 20 years old and Dover High School is 45 years old. Ms. Verville discussed the history of Garrison and Dover High Schools and wants to address buildings from 1966 and 1989. The Architectural equipment is not factored into the budgets in preliminary Capital Asset Construction. In 2008, there was a spike due to construction at Woodman Park



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Workshop Meeting
Meeting Location:	City Council Chambers
Meeting Date:	Monday, August 24, 2009
Meeting Time:	6:45 pm

School. Ms. Fisher asked how we know debt threshold and Retirement for future years. This is all subject to verification. Ms. Verville responded that at this point, this is what we look like. Ms. Hooper stated that Dover High School is a top priority. We didn't follow recommendations of consultants. Woodman Park School and Horne Street School are excluded.

Dr. O'Connor said that the Barrington Superintendent wants to know if Dover High School will honor the contract and continue to education Barrington students. There will be a committee to discuss this possibility. The decision to renovate and continue the Barrington contract will go on simultaneously. There will be an impact on decisions within the District. Capital Improvements will be on the September agenda. If you have questions, ask Laurie Verville or the Superintendent so you have information before you vote. This will be discussed at the September meeting.

D. DOVER SCHOOL DISTRICT GOALS: Dr. O'Connor discussed the goals listed below and recommended that a "retreat" with administrators and School Board members be scheduled to discuss and update goals. A facilitator could be brought in to informally discuss the direction that the School District would like to go in. Ms. Fisher noted that one of our top priorities should be that we are not a District In Need of Improvement. Mrs. Grady added that she would like one of the District goals to be that there are no schools that are Schools In Need of Improvement. These goals should not be implied, but stated clearly. Ms. Hooper said that we have made progress in many of our goals, including having a great Career Technical Center, full day kindergarten, Block Scheduling. Edline was discussed and Dr. O'Connor said that it is a requirement that all teachers use it, but the District is still trying to increase the level of use. Teachers should all be at a higher level of use and using it more consistently. Some teachers are still struggling and administration will continue to monitor. One goal that Dr. O'Connor commented on was data analysis. It is a source of frustration and the District will continue to make a priority.

SUPERINTENDENT 2007/2008 GOALS PRIORITIZED BY BOARD MEMBERS

PRIORITY

1. To develop a district accountability plan surrounding the language arts writing curriculum implementation, monitor the existing mathematics accountability plan, and ensure the staff supported selection of a scientific based reading program for the 2009 school year.
2. Conduct a comprehensive review of the Course of Study at the Career Technical Center to determine relevance, rigor, and relationship of the programs to the world of work and oversee the review of the Tri-City CTC Agreement.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Workshop Meeting
Meeting Location:	City Council Chambers
Meeting Date:	Monday, August 24, 2009
Meeting Time:	6:45 pm

3. To support the high school efforts to develop an alternative schedule that is responsive to student need, is fiscally sound, and promotes higher academic standards.
4. Monitor the successful implementation of the Edline rubric to ensure all staff are connected, engaged, and responsive.
5. To develop a systematic process of data analysis at the classroom, grade, building, and district levels to raise student achievement.

SECONDARY

1. To fully implement the Dover School Board's recommendation to initiate full day kindergarten for the 2008-2009 school year.
2. To develop strategies that will address and close the achievement gap between special education and our economically disadvantaged children within the Dover School District.
3. Further refine and validate the strategic long-range plan to renovate and update three aging facilities.
4. To implement the newly revised state standards for secondary education and to ensure a mechanism is in place to facilitate student acquisition of real-world learning opportunities.
5. To partner with the high school staff to complete all recommendations established by the NEASC process.

PERSONAL

1. Continue to mentor new administrators.
2. Redesign the Dover School District web page and streamline the integration of the District's web site and the Edline web site.

E. SUPERINTENDENT UPDATE: DMS RETENTION/EIGHTH GRADE HALF-YEAR

PROGRAM: There are currently no students that are eligible to participate in this program. There were 18 students invited to summer school. This program will be reviewed again in the future when there are candidates. It was agreed that Summer School and intervention would help students not to fail. Mrs. Grady added that intervention should be started sooner in the lower grades. Dr. O'Connor agreed and responded that the ARRA funds are helping us to do that.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Workshop Meeting
Meeting Location:	City Council Chambers
Meeting Date:	Monday, August 24, 2009
Meeting Time:	6:45 pm

F. OTHER: Dr. O'Connor reported that the summer camp for the Kindergarten Program cost approximately \$8,500.00, which included salaries, and other costs for the week long program. Ms. Fisher asked if the Report Card Committee is finished for this year. Ms. Setear, a committee member, said that only the elementary report cards are being re-formatted and they are meeting one more time. The report cards will be ready in December. They were supposed to be completed in June, but needed extra time. This is a paid committee.

E. ADJOURNMENT: At 8:05 p.m., Doris Grady moved, Audra Lurvey seconded, to adjourn. An oral **VOTE PASSED 7/0.**

Respectfully submitted,
Beth Setear, Secretary