



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Council Chambers  
Meeting Date: **Monday, September 14, 2009**  
Meeting Time: **7:00 pm**

Chairperson Marjorie Fisher called a meeting of the Dover School Board to order on Monday, September 14, 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; Jean Briggs-Badger, Director of Curriculum, Instruction, and Assessment; Woodman Park School Principal, Patrick Boodey; Horne Street School Principal, Malcolm Forsman; Dover Middle School Principal, Larry DeYoung; Dover High School Principal, Deb Migneault; Director of Pupil Personnel Services, Sandra Crosson; Title I Project Manager, Paula Glynn; DTU President, Deb Hackett; Teacher Induction Program Coordinators, Sue Vitko and Shannon DeLello; City Councilor, Rick Callahan; UNICCO Representative, Tim Knowles; Garrison School Custodian, Thavone Vansylvong; Facilities Coordinator, Cathy Faure; *Foster's* Reporter, Leslie Modica; and Dover Citizens.

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

**C. CITIZENS' FORUM:** No one addressed the School Board.

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

- a. **Nonpublic Session #22, August 10, 2009 (Personnel)**
- b. **Regular Session #8, August 10, 2009**
- c. **School Board/City Council Joint Session, August 19, 2009**
- d. **Nonpublic Session #23, August 24, 2009 (Personnel)**
- e. **Special Session #4, August 24, 2009 (Personnel)**
- f. **Workshop Session #3, August 24, 2009**
- g. **Joint Fiscal Committee Meeting, September 1, 2009**

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

**E. CONSENT AGENDA**

1. **Correspondence:**
2. **Resignations/Retirements: None.**
3. **Leaves of Absence: None.**
4. **Nominations:  
Sheet 1: Nomination & Election of Teachers (Corey to Wood)**



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**Sheet 2: Nomination & Election of Aides, Non-Union Staff, Food Service Workers, and Federal Projects Staff (Alie to Yeaton)**

**Sheet 3: Nomination & Election of Staff (Bascom to Weeks)**

**Sheet 4: Nomination & Election of Coaching Positions (Godbois to Golden)**

**Sheet 5: Nominations for DALC**

5. **Extended Travel (Student Trips):**

a. **Preliminary Request for Dover Middle School Washington DC Trip June 1 to June 5, 2010**

F. **SUPERINTENDENT'S REPORT:** Dr. O'Connor asked the building principals to address the Board on school openings:

- Deb Migneault, Principal of Dover High School, reported a very smooth opening, crediting the students and staff for having such a flexible and positive attitude towards block scheduling. Teachers are adjusting in their pacing; they are sharing resources and activities to keep students engaged. Some classes are very limited in space at this time so some students will not get the electives they wanted although the staff is trying very hard to find something of interest for those students. Attendance is all on-line now so attendance is known within the first 15 minutes of school so the staff can keep on top of it. Ms. Migneault reported on summer events held with the staff and at the school. Additionally, many, many teachers came in to attend summer workshops. The Principal's office is following up on students who did not respond to a letter sent out if they are under 18 and not attending school. She then announced upcoming events at the high school. NECAP testing is scheduled for October 6, 7, and 8 at the high school. That has been coordinated with area schools, particularly Somersworth and Oyster River. Dean Dupille is meeting with student groups to try to motivate them to do well on the test. The goal is to reach AYP.

Ms. Setear asked if with the initiation of block scheduling, have students or teachers provided feedback on how they are feeling about switching to the block? Ms. Migneault reported the first day, teachers reported there was too much talking. It appeared to be because of all of the administrative tasks encountered on the first few days. The next day was much better. All student comments are being investigated, but overall teachers got to know their students very quickly they said. They felt they really knew their students in a matter of days and students had a chance to learn and apply what they hear in class.

Ms. Setear asked if the proposal presented last July around NECAP testing. It was not looked upon very favorably by the Board, and she asked the principal to provide a follow up. Ms. Migneault stated the proposal suggestions are not being used. Students have been providing suggestions to the staff – they want for three days testing, if they do well, to have the right to wear their iPods during lunches. Another suggestion students made was, if they make AYP, that they be excused from one final exam. AS a class, the officers suggested that they have some kind of field day in June, for the class, if they



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made AYP. Mr. Dupille will write those suggestions up and will meet with staff to share what he has heard from the students. Ms. Migneault ended by saying “We’ve put aside what we had planned because we had heard you were not in agreement with that. Now we’re going to the students to say, ‘we need to make AYP – what can we do?’”

Mr. DeYoung, Dover Middle School principal, also reported a smooth opening of school with remarks and detailed upcoming events.

Malcolm Forsman reported a smooth opening at Horne Street School and shared activities that had taken place as well as upcoming events with the Board.

Greg Brown presented Garrison Elementary School’s opening of school information and upcoming events for Principal Gray, who was unable to attend the meeting.

Patrick Boodey, Woodman Park School principal, reported a smooth opening and shared activities that had taken place as well as upcoming events with the Board.

Superintendent O’Connor commented on the following:

- Summer activities that took place throughout the District over the summer to prepare for the new school year.
- Bus route changes have caused concerns for parents of students, mostly in Garrison School. First Student is working to realign routes and add one bus to alleviate bus crowding, eliminate late bus arrivals, and add bus stops back in some areas for safety reasons. Parents will receive letters advising of the changes prior to implementation that may take a week to begin. Specifically, a stop will be added at the top of the loop on Toftree Lane, as well as others on Dover Point Road.
- Still no word yet from Rollinsford in response to information provided to them, by their request, to study where in the area they might want to tuition middle and high school students. A recent news article indicates Rollinsford has created a committee and it is still working through the details.
- Dover Middle School Summer School summary: 16 seventh and 8<sup>th</sup> grade students were identified; 12 actually completed the program (1 dropped out and others were asked not to participate because of disruptive behavior). Teachers reported that the program brought in to work our students through, NovaNet (replacing PLATO) an interactive, computer-based program offered far greater options and opportunities for our students. Faculty reported very strong interest and acceptance of the program by our students. This program is going into the high school and middle school and it will be going into the private schools that the District supports including, Dover Children’s Home for students in in-school suspension.
- Dover Middle School World Language Program – last year the Board authorized putting the program down into 7<sup>th</sup> grade for this school year. That meant there was a group of students (current 8<sup>th</sup> graders) who did not have a world language experience. For a small amount of money, the teacher is presenting an abbreviated version to those



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students so that they will have some exposure to the three languages that are offered at Dover High School.

- A letter from Mum Amara was included in Board packets providing notification that the LNA II program received certification from the State of New Hampshire Postsecondary Education Commission. In addition, the Career Technical Center has received certification to offer Phlebotomy training to high school students as part of the LNA II program.
- The Barrington Superintendent submitted an email requesting a joint meeting or workshop be scheduled in October to discuss mutual items of interest. The agenda will include a discussion on the future of Barrington tuition students at Dover High School. Chairperson Fisher suggested the meeting be held “round table” to facilitate discussion in a more relaxed atmosphere (rather than televising and having their Board come to the podium to speak in the Chambers). Dr. O’Connor stated he will contact Dr. Aliberti to ask what they want to do and set up an opportunity for both Boards to meet.

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

**G. STUDENT REPRESENTATIVE REPORT:** None.

**H. COMMITTEE REPORTS:**

**1. Dining Facilities Committee, Dorothea Hooper Reporting:** Ms. Hooper gave the following report: “There was a meeting of the District Dining Facilities Meeting on September 9<sup>th</sup> at Dover Middle School.

The chair, Laurie Verville, District Business Manager, welcomed and introduced new members.

The committee began with a discussion of the Confidential Progress Survey distributed at the end of the last school year. As we discussed it, it became apparent that we needed to keep moving in the direction of continuing to introduce more healthy foods into the cafeterias as well as get teachers and administrators more firmly on board. We also needed to work with the district’s technology (i.e. – Edline and the district web site). While we are seeing a decrease in junk foods in the schools, it is important to get teacher cooperation.

In our committee packet, we noted articles on the increasing problem of obesity in the population, particularly harmful for children developing diabetes at an early age. We have more and more of these cases to monitor in the Dover schools.

We will have the help of UNH interns again this year under the direction of Amy Winans, from the Hospitality Department at the university.

Mark Covell, Director of the Food Services Program, gave an update. Included were concerns about space to hang nutrition posters in all the cafeterias, reports on the growing of greens in the CTC greenhouse for use in the cafeterias, the continuation of taste testing at the school



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lunches, and use of Edline and the district website. Also of concern were sales that conflicted with the lunch program. Committee member Chris Fargo noted that it is against federal regulations for a food sale to compete with the lunch program. Mark also reported on how free and reduced lunches were handled in the cafeterias to keep confidentiality. He noted he is also readily available to parents who wish to restrict certain junk foods from their child's diet and report allergies to food products.

An interim meeting has been scheduled for this committee for Sept. 23<sup>rd</sup> at 3PM at the SAU office in order to write a summary for the state department of New Hampshire.

Our next regularly scheduled meeting is for November 4<sup>th</sup>, at 3PM at the CTC conference room at Dover High School.

**2. Report Card Committee, Beth Setear Reporting:** Ms. Setear reported the committee met for what they hope will be the second to the last time on August 28<sup>th</sup> to review the report cards by grade level. Teachers continue to work on those and are soliciting input from teachers in their own buildings. They will meet one more time (next Thursday afternoon) at which time the report cards should be finished and then Jean Briggs can bring them forward and make a presentation to the Board. Ms. Setear stated, "It's my feeling that the teachers on the committee have worked really hard; that they're very interested in putting together a very parent-friendly report card that parents will understand and actually take away some meaning from. That does include, at the elementary level, moving to a trimester reporting period with conference occurring probably before the first report card is done. Again, it was a fun committee to be on; people worked really hard and it was really very interesting."

**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 #10-C in the amount of \$2,222,613.97. A roll call **VOTE PASSED 7/0.**

**L. RESOLUTIONS:**

**1. Recognition of Excellence – Garrison Elementary School Custodian:** Timothy Knowles, UGL Unico representative, presented a letter of recognition of excellence to Custodian Thavone Vansylvong. Mr. Knowles read the following into the record:

"This letter is written in recognition of the level of service that you provide teachers, students, staff, and administrators on a daily basis at Garrison Elementary School. Over the past year, you have gladly served in the capacity of day custodian at Garrison Elementary School and have been faced with many varying daily tasks; tasks varying from glass cleaning and dusting to checking the building operations, snow removal, and cleaning up from a broken sprinkler line.



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You gladly accept each task assigned with a positive manner and sense of urgency. You take great pride and ownership in your job which allows others to focus on theirs.

I have, on a number of occasions, received positive feedback from teachers, staff, and administrators on your performance. On behalf of your manager, Ed, and myself, you are an asset to UGL Unicco and Dover Public Schools and we want to say 'thank you' for your commitment to service."

### **M. OLD BUSINESS:**

**1. FISCAL YEAR 2009-2010 BUDGET DISCUSSION:** Dr. O'Connor reminded the Joint Fiscal Committee met approximately 10 days ago to discuss a \$600,000.00 shortfall in the Municipal budget and a \$600,000.00 shortfall in the School budget. The School District shortfall resulted from an unbudgeted \$95,000.00 increase to retirement costs, the addition of 3 new kindergartens, including teacher, furniture, supplies and materials for three brand new classrooms. During that Joint Fiscal meeting, the Council members asked the School Board to re-look at their budget to see if they could find any additional savings. However, as a result of Council action last Wednesday, there is no need to do that.

Dr. O'Connor then provided an explanation of what happened at the Council meeting so Board members could fully understand the implications and the impact to the District budget next year as a result of the 7 to 2 vote to accept a resolution that has directly impacted the School District.

"For the sake of numbers, I'm going to use two simple numbers. We're going to imagine that our budget is \$2,000,000.00. A million of those two million come to us from outside of the district. Those are revenues. They come to us from state, federal, tuitions, a variety of different things. That leaves one million dollars that we raise from the local [property owners here in the City through the form of taxation. So, we have a \$2,000,000.00 of which the City residents are paying \$1,000,000.00 towards that budget.

Several months ago, when the City Council reduced our revenue line item by \$200,000.00 – we had \$1,000,000.00 in revenue – they reduced us by \$200,000.00. That meant our revenues are now standing at \$800,000.00. But we need \$1,000,000.00. So, we added \$200,000.00 to the expenditure side and added a tax increase of eight cents to the community to offset that loss in revenues.

That means, our new expenditure line item went from \$1,000,000.00 to \$1,200,000.00. That was a plus for us. We passed on a tax increase of eight cents to the citizens of Dover (we didn't but the Council did). So next year, when we are looking at establishing our new 2009/2010 budget, instead of looking at expenditures of \$1,000,000.00, we'd be looking at \$1,200,000.00, which is a plus for us. That would give us perhaps more money based on the tax cap formula.

Last week, the Council chose to rescind that action, so we're taking the \$200,000.00 off the expenditure and putting it back under revenue, thus leveling us off at \$1,000,000.00 and \$1,000,000.00. So, we're back to square one.



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Along comes the second resolution where money is being diverted from the sand and gravel fund, but – they’re going to allocate the expenses of that to the Dover School District to the tune of \$350,000.00. What that does to our expenditure side of the budget for next school year, is it reduces it from \$1,000,000.00 to \$650,000.00. So now, when we apply the tax cap, we’re not applying it to \$1,000,000.00 where we are – it’ll be to the new number – which means, we will have less growth in our budget as a result of the action by the Council...This action has an adverse effect on us, next year.”

Chairperson Fisher stated, “A couple of things if I may add: The first motion to put the \$200,000.00 back in our revenue, we all agreed that would be a good thing because they took it out without our knowledge. They did it after our revenue was set. I think the School Board thinks that’s a good idea. The second one, I have a problem with. At that meeting of the City Council, it was said that at the Joint Fiscal Meeting, which I attended and I was a chair at that time, it was said that the School Board said it was fine because they would know what would happen next year. We as a School Board did not know that money was going to be allocated to us. We did not know that \$350,000.00 would be on the School Board’s side. So, I don’t think anyone on the School Board was happy with that. I just wanted to get it out that the School Board did not know about that and saying that we did was not quite right.”

**2. FISCAL YEAR 2011-2016 CAPITAL IMPROVEMENT PROGRAM (CIP):** Laurie Verville reported, at the August 24<sup>th</sup> meeting, she and the Superintendent submitted to the Board the six-year plans for the Capital Improvements for the District’s facilities. In 2011, the intent is to take the amount in retired debt and reallocate that retirement amount to the final phase of the Horne Street Elementary School project. That amount is \$2,242,998.00 assuming no additional debt is added onto that to change that amortization. In 2012, the Garrison Elementary School Phase I would be \$5,400,000.00 and in 2013, that would be \$2,100,000.00. That would be a complete renovation: abatement, plumbing, upgrade, electrical, roofing system, windows for the 50-year old building.

In 2014, 2015, 2016, the Dover High School and Career Technical Center, as well as a project for the Dunaway Football Field (artificial turf) there are allocations of \$35,000,000.00 for 2014; \$15,000,000.00 for 2015, and \$10,000,000.00 for 2016. The total proposed Capital Improvement Plan is a grand total of \$69,742,998.00. Ms Verville stated she needed Board approval to submit the plan to the City Manager. The deadline for submission is Wednesday, September 16<sup>th</sup>.

Ms. Grady asked how much money had been spent on the recently renovated Garrison Elementary School. Ms. Verville stated the cost of Phase I was \$2,000,000.00 (gym, media center, tech lab, PT/OT spaces, and classrooms) and Phase II cost approximately \$1,600,000.00 (administrative areas) for a total cost of \$3,000,000.00.

Dr. O’Connor noted that only a small portion of the school was actually renovated, the “V” shaped library and the adjoining teachers’ room, bathroom, a new furnace, and sprinklers. What remains to be restored are the two original wings, and the newer wing – the core of the building.



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Ms. Grady recalled that four or five years ago, Garrison got an addition, and \$3.6million so far has been spent. She asked what work \$7.5 million is going to cover. Dr. O'Connor stated it will be spent to re-roof the structure, to change all windows in the approximately 28 classrooms (60% of the exterior wall space is window and in most of the building it is plexiglass – not double coated, it is original and when the glass was broken, they replaced it with plexiglass). Also, changing of the heating distribution system, upgrades to plumbing, water fixtures, sinks, new tile in a great portion of the building, new electrical fixtures, new wiring, an electrical panel upgrade, new ceiling tiles, etc.) Ms. Grady stated she was looking at the figures being set aside for Horne compared to Garrison, \$2.2 M for the second phase of Horne Street and wondered if the amount for Horne would be enough. She stated, "The numbers just seem out of line."

Dr. O'Connor stated the Garrison estimates were actually less than the Habib report estimate of approximately \$9M. Horne Street School came in at a lower dollar value on the Habib report than Garrison's. Ms. Grady asked if the CIP would come up for discussion again. Dr. O'Connor agreed, "Basically you're looking at approving the six year plan, but we're really looking at the first number which is the 2011 number."

Ms. Grady noted the numbers in 2014, 2015, 2016 were for the high school. "I noted there was some information on the report of CTC for 75% of it, and I think Ms. Hooper and I have always agreed, we keep looking at the high school and it deteriorates more and more, and we keep wondering why it always comes at the tail end. I think I asked this question before – in those figures, that \$60,000,000.00 in those three years, does that include CTC or will CTC be an additional amount to that?" Dr. O'Connor stated the number includes the renovation of the entire school, including the CTC. Ms. Grady added, "If you look at the CTC's that have been built within the state, that figure almost covers the CTC section in itself. Those figures have been high? Wasn't Portsmouth around \$70M for the CTC?" Dr. O'Connor stated that was incorrect and that the amount was for the entire high school.

Ms. Setear asked if there were renovations going on at Horne Street in 2010. Ms. Verville stated that was correct. Ms. Setear asked what the total amount of the renovation of Horne Street School would be and Ms. Verville stated it will be about \$6.3 million. She noted that the \$6.3M compared to the \$7M for Garrison were pretty close.

Ms. Hooper added she has recently had much experience in repairs through her condo association. The buildings are 25 years old and they have had to replace roofs, decks, front stoops, dry-rot, and it is a matter of age. "You cannot let these buildings age like this and not have to have these repairs and yet, each that something comes up, we don't want to spend that money. So, I think this is something, we have no choice about; we have to do this. I concur with Mrs. Grady. I'm very concerned about the high school. I hope it's there when we go to renovate it because that building is in terrible shape. I think it needs a lot done – every year we wait, there's the likelihood that it gets more expensive unless we are in this terrible recession for much longer, it's going to be worse."



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Ms. Fisher mentioned, "Shouldn't we have a Joint Fiscal Meeting with City Council over the CIP? We usually have one in the fall?" Dr. O'Connor indicated he would set one up.

Audra Lurvey moved, Carolyn Mebert seconded, to approve the Capital Improvement Plan as presented. A roll call **VOTE PASSED 7/0.**

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

**1. TEACHER INDUCTION PROGRAM UPDATE:** Ms. Briggs-Badger introduced Susan Vitko and Shannon DeLello to update the Board on the New Teacher Induction Program, going into its second year. With 50 new teachers last year and 40 new teachers participating in the program this year, feedback indicated this program is a resounding success! The team leaders stated the most important focus for the team is – 'Teacher and teaching quality are the most powerful predictors of student success.' The School Board and Superintendent's job is to provide a political base and moral support for the induction process and acknowledge publicly those who devote time and energy to assisting beginning teachers. They also outlined the 'jobs' of the Induction Coordinators at each school and explained the three tiered expectations of teachers participating in the program:

New Teachers – will attend every meeting.

Veteran (but New to Dover) Teachers – will attend specific meetings pertaining to Dover's policies.

Teachers in Year 2 – Attend monthly book groups run by the facilitators and guest speakers

Feedback from last years participates initiated a revision in book titles – some new, some different – for incoming teachers. The first two days of teacher's return included training on EdLine, Grade Quick, and mentor/mentee meetings were held. High School Deans presented disciplinary workshops to help new teachers to understand Dover High School policies and procedures.

After the presentation, Doris Grady thanked Ms. Vitko and Ms. DeLello, stating "I spent a great deal of time reading this, and I might say it's one of the most exciting educational news I've heard for quite a long time. This support is so important to new teachers coming in...I always felt this was where colleges are lacking and what they tell young people when they're coming into the classroom. The whole program itself is absolutely fantastic. I'm excited about it and I think it's going to make a big (improvement). For one thing, we're not talking about money and we're not talking about classrooms, we're talking about people and somebody being there to help in the system and those young people will come back and thank you, I'm sure."

Md. Hooper added, "You've both done a wonderful job, you really have. I've watched this as it progresses and I think the key here is 'nonthreatening'. Administrator's attempt to help new teachers, surly, but it's hard to move out of that administrative role and be a non-threatening help. But teachers are very, very, I think, hesitant to go to the principal and say, 'gee, I just don't get this,' because they're afraid it will come back. You ladies really provide that support."



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**2. ARRA FUNDS REVIEW – TITLE I AND IDEA UPDATE:** Ms. Jean Briggs-Badger explained that the American Recovery and Reinvestment Act (ARRA) is a federally mandated program that is providing a lot of money for school districts across the country. With this money come a significant number of strings. Jean Briggs-Badger explained the focus of the ARRA is saving and creating jobs and reforming education. In providing districts with additional funds, it is intended to advance reforms and improvements that will create long-lasting results for our students and our nation. There are three major components to the ARRA funds:  
State Fiscal Stabilization Fund – Title I and IDEA funds.

1. Spend the funds quickly to save and create jobs
2. Improve student achievement through school improvement and reform
3. Ensure transparency reporting and accountability
4. Invest the one-time ARRA funds thoughtfully to minimize the “funding cliff” (It is a historic infusion of funds that is expected to be temporary, but we are looking collectively as a district to see how we can best take these funds to remove us from the District in Need of Improvement designation)

The questions they asked were, “What can we do that will have the most bang for the dollar?” “How can we use this to our advantage to get our students academically achieving proficiency and get our District off the moniker of in need of improvement?”

Ms. Briggs-Badger then introduced Paula Glynn, Title I coordinator, and one from Sandra Crosson, the Special Education Administrator to explain the plans they have come up with to better student performance.

Paula Glynn explained how the ARRA funds through Title I have been budgeted to best serve the needs of our students.

“Thanks for giving me the opportunity to speak to you tonight about the ARRA funds and how we have budgeted our funds to best serve the needs of our students.

Hopefully you’ve had the chance to look through the budget and get a clear understanding of how the funds are being spent. But I will quickly walk you through it and answer any questions you might have.

Before I do that however, I want to make sure you understand 3 critical elements:

1. How our ARRA plans are directly related to the convergence of the District In Need of Improvement and Focus Monitoring Plans.
2. How our ARRA plans align with critical district initiatives such as DGR
3. Given all the constraints on the funding we needed to address, why we chose to use the funds the way we did



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Obviously the primary goal of the DINI plan is to eliminate Dover from that status asap. The goal of the FM plan is to eliminate the achievement gap between students with disabilities and all other students. Essentially the same cohort of students needs to be addressed in both plans. These are the students that need our attention. In addition we have a large number of Title I children that are not proficient or are just on the margin of proficiency. These students also need our attention. These are the students who will benefit from our ARRA funds.

You have heard so much already about Dover' Growing Readers. Essentially Title I and SPED are the intervention piece of DGR. We are the safety net to prevent kids from low achievement. As part of the DGR initiative, much energy and many resources have been focused on implementing strong scientifically based interventions by well trained staff at the elementary level. We are excited about these changes and are confident that our elementary SPED and Title I students will begin to show the growth we expect this year. We are confident enough in our changes that we feel these efforts need to be shared with the middle school.

Therefore, in-keeping with the ARRA goals of job creation and increasing student achievement, the bulk of our money is being spent on the addition of Title I, a supplemental intervention program, at the Middle School. We have the funding to continue this program for at least two years – hopefully this time will give us the boost we need to eliminate our DINI status and eliminate the achievement gap between students with disabilities and all other students.

All positions that have been added through ARRA funds are supplemental in nature, and exist to provide additional support to classroom teachers. All hired staff have been made fully aware of how their positions are being funded and the fact that funds may dry up after next year.

Because we chose to fund positions rather than more materials, Dover was fortunate to get our Title I grant approved relatively quickly when compared to other districts. There are many districts still without approved grants.

So now looking at the actual ARRA budget, you essentially have six documents in front of you:

- 1) A list of any position that was either funded totally or partially through ARRA funds. -
- 2) The ARRA District Summary Budget
- 3) The ARRA school budget for DMS
- 4) The ARRA school budget for WPS
- 5) The ARRA school budget for SMA
- 6) Mandated ARRA and Title I set asides”



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Ms. Setear asked if the ARRA funds were being spent in the 2009-2010 school year or if some of that is being extended into next years. Ms. Glynn stated that the plan is to have the same program running at the middle school next school year, 2010-2011. It will be over in December. Ms. Setear asked if the \$778,000.00 funding is a total or just an amount for this school year. Ms. Glynn indicated that was the total budget.

Sandra Crosson explained that her understanding is the funds have to be committed by September 2011 and disbursed by December 2011. You cannot fund a school year position for school year 2011-2012 because you have to spend all of the money by December.

Ms. Crosson then addressed the Board to explain how ARRA IDEA Funds were budgeted. She noted there has been a tremendous amount of collaboration to achieve the District goals. One of the frustrating obstacles was the bureaucracy they encountered. The teams were hopeful they would be able to address the needs of all students, not whether or not they had an IEP, on free or reduced lunch, whether they were an ESOL student. They found, however, that was not allowed. The language in the grant asked, "Are you sure that this is only benefitting students with disabilities?" So language was put into the grant to guarantee that. There was a lot of oversight by the DOE consultants on language because they wanted the District to be prepared for the level of transparency with which the District is not familiar. Ms. Crosson then outlined the approach she had taken budgeting these funds:

"We were under focused monitoring last year. We're still under a corrective action plan. We have specific goals that we must accomplish within one year. Some of those actions require additional professional development and assistance to our teachers of students with disabilities and to the classroom teachers. Typically, the local budget has very little, if no, money available for special education for professional development. My IDEA grant is so tied up with positions and things that we fund year after year that there's no additional money for new projects. This was a wonderful opportunity...until I heard about all the strings attached. The IDEA grant focuses more on professional development, replacing outdated and antiquated computers and software, and upgrading our complete special education department with equipment, curriculum materials, and instructional materials. You will find that the way the IDEA grant is organized is by the priorities that the state has identified in their State Performance Plan. These are the same priorities I discussed with you last spring under the Data Profile. These are areas where the state collects data on our performance and judges us, evaluates how good we're doing. The ARRA grant is an opportunity for us to have additional resources to improve our performance across all of these areas. Most of the activities I chose for the IDEA grant had to do with assisting students to remain in the least restrictive environment so they could be educated with their non-disabled peers. In order to accomplish that, we have activities such as intervention specialists who help classroom teachers learn how to teach students with disabilities. We have hired two coaches to help us in the math area. DGR's done a wonderful job of developing our literacy strand, but our math achievement needs some attention, too. We have hired an intervention specialist at the middle school to help us with specific interventions for students with disabilities. We have created many opportunities for professional development. The list in the handout is only a partial list. Most of the professional development plan is going to go over the two years. You can't fit it all into one year. IN addition, the ARRA grant does provide for



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substitute teachers, so if we need to pull a teacher from their teaching responsibility, the local budget is not going to be hurt by paying for substitute teachers. Also, the ARRA grant will provide all of the funding that's needed to accomplish our goals."

Dr. O'Connor stated, "I think Sandie may have understated a lot of the focus on this. We don't like to talk about the fact that this past year, the Department of Education conducted a Focused Monitoring of our Special Education program because our special education students have not been performing at the levels the state believes they should be. We've been under the microscope and I think Sandie's done a great job of attempting to address that issue through her work with this grant in putting money into areas that I hope will lead to the performance of all of our students. And that comes through training of our regular education teachers as well as our special education, and providing an assortment of materials and a variety of other things that I hope will pay off in the long run."

Ms. Grady stated, "I think it's good to point out at this point that this is all new federal money, and I believe this is all federal money being spent, so the people who are listening in our listening audience, this is not part of our regular budget that affects their tax bill. It is a two year term of money unless the federal government decides to give us some more. It's not a permanent situation, but a situation for the following two years. In the past, I know they always say once you get a grant, then the city is tied down to that money afterwards. I think in the amount of money that they're putting out here that would be an impossibility for each city to take care of. I guess that if I were in the listening audience I would be saying, oh, this new teacher, that new teacher."

Ms. Grady continued, "I would be interested, after your get going and you might find some free time, is to approximate in your workshop hours, how many hours are lost in classroom time from the regular teacher and those youngsters being taught by substitutes? I'm just curious how much classroom time you lose."

Ms. Crosson noted, if substitute teachers were hired, the intent is that no time is lost. The students still continue to have the instruction they need. Ms. Grady clarified she was interested as far as the students were concerned. Ms. Grady stated the information would probably be available in a report of results of the plans. Ms. Crosson stated, the emphasis on professional development was to avoid the funding cliff. It would have been easy to hire staff to do interventions, but when the funds are gone, those people are gone, and we still will have students who need interventions. Money is being put into increasing the teaching toolkit of all of the teachers so after two years, we will have a much more experienced and knowledgeable group of teachers. Ms. Crosson added, "I actually think this is an exciting time to be a teacher in Dover and I've told our new teachers this, 'Wow, what a great opportunity for you because we're bringing in so much scientifically based intervention programs and professional development. They're really going to have wonderful skills. And now, with our Teacher Induction and Mentoring Program, hopefully we'll be able to hold on to them and continue to get that benefit."



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**3. DOVER SCHOOL DISTRICT ASSESSMENT SCHEDULE:** Jean Briggs-Badger briefly reviewed the Dover District Assessment Schedule for the 2009-2010 School Year. A calendar was provided to each Board member.

**4. DOVER FIRE & RESCUE – REQUIREMENTS FOR SCHOOL INSPECTION AND STATE OF NEW HAMPSHIRE FIRE CODE:** Dr. O'Connor shared with the Board a letter dated August 18, 2009 from the Dover Fire and Rescue to all teachers and staff at Dover Public schools. Included in the letter was a list of restricted or prohibited items in schools. The list was prepared based upon the results of State of New Hampshire school inspections and the State of New Hampshire Fire Code and included:

- All curtains shall be of a flame-resistant material only
- All furniture shall be tested for its ability to withstand the potential to catch fire and are only allowed in classrooms which are sprinklered.
- In sprinklered classrooms and hallways, only 50% of the surface of the walls are allowed to be covered with paper and other flammable decorations
- In non-sprinklered areas, only 20% of the wall surface are allowed to be covered with paper and other flammable decorations
- Only fire retardant materials can be hung on any ceiling. These are items which have been tested for use on ceilings such as, sound proofing systems
- Any item which meet the State Fire Code for ceiling cover materials cannot obstruct any sprinkler portions of the sprinkler system, nor can any items be hung from the sprinkler system

**5. DOVER POLICE DEPARTMENT – ACCESS TO AUDIO/VIDEO SURVEILLANCE SYSTEM AT DOVER HIGH SCHOOL:**

Dr. O'Connor presented a letter from the Dover Police Chief concerning a decision made by the Superintendent regarding police access to the District's video surveillance at Dover High School. He explained, "As you know, we have an umber of cameras on both inside and on the exterior of the building. Whenever we have an incident of vandalism or a crime is committed, and we involve the police department in helping us with that issue, they come and review the video tapes that are in our possession. They have the capability to tie into our network and could be looking at these surveillance cameras 'live time' for review. When I was asked to consider allowing police to have access to this so that they would not have to come – they could call it up on their own - and review the timeframe. I said no, that I was not certain that I felt as though that was something that was necessary at the time and, maybe beyond what we had envisioned when we installed the cameras. He has since written a letter asking for you folks to consider, and if you do not want tom make a decision this evening, we could ask the Chief or a representative of the police department to come and give you a more thorough presentation for their reasoning. Give you that opportunity to directly ask questions to representatives of the police department on this matter."

Dorothea Hooper stated, "I think the obvious reason they want to be able to log in is that it saves them from coming over to the school, saves patrolman's time, I assume. But let me just play devil's advocate here. In your thinking, was this a privacy issue? Because, we don't have any anyway. You can go onto the internet at this point and know more about each of us on this



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Board. Big Brother has come, long ago. It would just seem to me that – what are you going to see? You're going to see our hallways. We don't have cameras in the classroom, they are probably not going to sit there or have the time to monitor it 24 hours a day. But, when we call in and say something has happened, what is the harm in having them log on and see that area of the building where the incident occurred? I don't quite understand the reasoning."

The Superintendent responded that his reasoning was, "based on the vote of the Board many years ago to put in these cameras was to provide additional security for our school buildings and our students. We had control of that. This is basically sharing that with an organization, the police department, that when we voted, you would not consider it at the time."

Ms. Hooper noted, "It would seem to me that it is a safety factor. The police could be on the job much faster and quicker as a protective service. I honestly don't see anything wrong with it. I'm willing to be convinced otherwise, but I at this moment, I don't see anything wrong with it."

Dr. Mebert asked, "If they're not monitoring it continuously, how is that going to help them get onto the scene of any kind of incident any faster? We still have to let them know, if they're not monitoring constantly, that there's an incident occurring. So, I'm not in support of sharing this with the police department. But, on another matter related to this, don't we have language in the teacher's contract about the surveillance cameras?"

Dr. O'Connor indicated that was correct. "It's a little more extensive than just in the classrooms. That we're not using the surveillance cameras to monitor the comings and goings of individual teachers. We're not using it to monitor whether or not teacher A. is spending the 50 minutes planning in their classroom instead of hanging out in front of the water cooler for 50 minutes. We're not using that to discipline a teacher. That basically is the language in the contract. We have a Memorandum of Understanding. Dr. Mebert's point about, we still would have to notify them, in conversation with Chief Colarusso, I recall him saying, 'There are certain times of the year' for example, where we may have to switch on and our on-duty officers could be monitoring.' For example the week around when you might see a senior prank. That usually occurs at one or two in the morning. Over the December vacation periods, in the evenings, there could be times when they would just randomly monitor. You might encounter an act of vandalism that way." The Superintendent added, "I think it would be best if you heard from them directly and made a decision at that point in time."

Britt Ulinski Schuman added, "I'm just thinking worst case scenario where there is somebody who comes into the building that shouldn't be there and there's difficulty locating where that person is. Something like Columbine, where you can figure out where the person is. Being able to have the police have access to that without running around the building and having more people get hurt...I mean, that's worst case scenario, but I think that's a scenario where something like that where they would have access to it, we'd be foolish not to."

Beth Setear stated, "My impression is that if we allow the police officers access to that video surveillance at those times, that's something we're doing right now. So it wouldn't be giving them additional access. If we had an emergency at the school, they would come to the school,



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they'd have immediate access. We have given access in the past, when situations have occurred. So this is continuous feed access that they're looking for, not feed access in an emergency." Dr. O'Connor noted that current access is by disk, and by the time they arrive at the school, they could lose ten minutes of time for critical review. Ms. Setear agreed, "In a situation like that, it would be very beneficial."

Ms. Setear asked if the request was to access outside the building only or access to the hallways within the building. The letter was specific to Dover High School and specific to the outside of the building. She questioned if the police department was asking for District-wide access. Again, the Superintendent suggested the Board invite a police department representative to the next Board meeting to explain their request further. Ms. Grady agreed.

Audra Lurvey moved, Carolyn Mebert seconded, to invite a representative of the Dover Police Department to the October 5<sup>th</sup> Board meeting to further discuss their request. An oral **VOTE PASSED 7/0.**

**6. ANNUAL DEPARTMENT OF EDUCATION REPORT:** Laurie Verville, Business Administrator, requested School Board members sign the official Department of Education Annual Report (a.k.a. MD-25 or DOE 25) to forward to the Department of Education. An electronic version of the report was transmitted to the Department of Education on August 31<sup>st</sup> to meet the September 1<sup>st</sup> deadline. The report contains the School District Profile, including the 2008-2009 Current Expenditure Per Pupil (elementary: \$9,814; Middle \$8,778; high school \$10,395; Average \$9,761.00). The report was circulated for signatures.

Ms. Fisher asked, "If the City Council changes the \$350,000.00, if they leave it, from sand and gravel and give it to us, what happens to the MS report we signed off at the beginning of the year?" Dr. O'Connor stated, "We will be resubmitting revenue estimates, based on the Council's actions from the other evening, going back to your original revenue." Ms. Fisher noted, "It's not our estimate. It's the City Council's so why should we even sign it?" Dr. O'Connor noted, "That's the same question you asked last time. We have to submit it. It's a requirement by the state. We attached a letter. We could attach a second letter saying, 'after Council vote, our numbers have been readjusted back to what the School Board originally noted in April or May. We certainly can do that.'" Ms. Fisher noted, "Yes, but they're going to change it again if they do the \$350,000.00." The Superintendent stated that was different than the report being discussed which is an historical financial report. The \$350,000.00 does not impact the revenue.

**7. REQUEST FROM BARRINGTON – ACCEPT TUITION STUDENTS AFTER 2014:** Dr. O'Connor stated he received a letter addressed to the School Board from Dr. Henry Aliberti, Superintendent of the Barrington Schools. The letter notes that the contract for Barrington tuition students to attend Dover High School expires in 2014. There has been discussion in the Barrington community about the possibility of building their own high school. There has been no vote in the community yet to commit the town of Barrington to building a high school. The Superintendent hopes to have that vote in March 2011. What Barrington is looking for from Dover is a commitment, one way or another, on what is the School Board's intention with Barrington students beyond 2014. Their question is, if Barrington does not build a high school,



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would Dover continue to extend a contract to Barrington or not? The Superintendent reminded Board members that when they attempt to renovate Dover High School with the building enrollments at capacity will cost much more. Conversely, if Barrington and Nottingham were to leave Dover due to the creation of a high school that would enable Dover to renovate the high school in layers because the student population would be down to around the 1100 to 1200 mark instead of 1700 we have now.

Dr. O'Connor then recommended the Board establish a committee called Dover High 2014, to review this issue of extending contract to Barrington. Dean Jim Dupille is interested in taking on a leadership role in this area. He was involved in a similar situation in Nashua and brings experience to the table. The Superintendent added, "I think he would be willing to chair or co-chair with any member of the School Board that might want to participate in this as well. Certainly, we would want representation or multiple representatives from the School Board on this committee. The Superintendent stated, "This is a very important issue. We will have to be providing Barrington with some sort of direction here; probably within the next 4 to 5 months.

Dorothea Hooper noted she was Chair of the Dover High School 2010 Committee that was created for a similar situation. That committee also included members of the Barrington School Board and she recommended they be represented on this committee also. Dr. O'Connor stated he would contact their Board to include a representative.

Audra Lurvey moved, Carolyn Mebert seconded, to establish a committee to investigate this issue. A roll call **VIOTE PASSED 7/0**.

Ms. Fisher asked for volunteers from the Board to work on the committee. Beth Setear, Audra Lurvey, and Carolyn Mebert volunteered to participate in the Dover High School 2014 Committee.

### **8. APPROPRIATE CIP FUNDS FOR GARRISON/SHAW'S LANE ACCESS IMPROVEMENTS:**

Business Administrator, Laurie Verville ,requested the Board approve tan expenditure of \$16,400.00 in Garrison School Capital Improvement Funds to furnish a short-term solution to the parking and building access, including the Shaws' Lane walkway, issues at Garrison Elementary School. This plan designed by CivilWorks, will eventually fit into the long-term Capital Improvement Program for additional site improvements and renovation at Garrison Elementary School scheduled for fiscal year 2012.

Audra Lurvey moved, Carolyn Mebert seconded, to approve the appropriation o f \$16,400.00 from Garrison Elementary School Capital Improvement funds to perform parking and access to Garrison Elementary School. A roll call **VOTE PASSED 7/0**.

**O. ADJOURNMENT:** Audra Lurvey moved, Carolyn Mebert seconded, to adjourn the meeting at 9:05 P.M. An oral **VOTE PASSED 7/0**.

Respectfully Submitted,  
Beth Setear, Secretary



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