



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Special Session #5
Meeting Location:	Dover Middle School Library
Meeting Date:	Monday, September 21, 2009
Meeting Time:	6:30 pm

A. A special session of the Dover School Board was called to order on Monday, September 21, 2009 at 6:30 p.m. in the Dover Middle School Library.

Present were Doris Grady, Carolyn Mebert, Audra Lurvey, Dorothea Hooper, and Beth Setear. Absent were Marjorie Fisher and Britt Ulinski Schuman.

Also present were School Board Candidates Matt Mayberry, Kenneth Appel, and Robert McCrory; Superintendent John O'Connor; Principals Deborah Migneault, Larry DeYoung, Malcolm Forsman, and Patrick Boodey; Deans Christine Boston, Kim Lyndes, Michael McKenney and James Dupille; Director of Curriculum, Instruction, and Assessment, Jean Briggs Badger; Director of Pupil Personnel Services, Sandra Crosson; and Meeting Facilitator, Nick Hardy, WestEd.

B. CITIZENS' FORUM: No one addressed the Board.

C. DOVER SCHOOL DISTRICT GOALS: Dr. O'Connor introduced Nick Hardy from WestEd who was to be the facilitator of the meeting.

Mr. Hardy presented the evening's objectives and agenda to answer the question, "Where do we want to be in 2015?"

Objectives:

- Review Value Statements
- Recognize 2005 – 2009 Goals successfully completed
- Identify 2005-2009 Goals not completed
- Using SMART Goal Format, revise/rewrite remaining goals and begin writing new goals for 2010-2015

Agenda:

- Report on Values Statements work
- Review previous goals and identify those already met
- With remaining goals, using SMART goals:
 - Eliminate
 - Refine
 - Rewrite
- Identify need areas for new goals

Dr. O'Connor outlined the process followed and goals generated during the previous goal review.

The School Board developed four School District Strategic Goals 2005- 2009:

- I. Each child will develop competencies that meet or exceed grade level expectations commensurate to individual capabilities.
- II. Each child will benefit from a system-wide accountability plan based upon data focusing on student learning.



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- III. All schools will design structural supports for governance, curriculum, and programs to prepare each child for post-secondary educational and career options.
- IV. The Dover School District will promote a healthy and safe school climate.

The School Board and the Superintendent developed ten more specific goals and prioritized them for working on during 2006/2008. Dr. O'Connor reviewed all ten goals to indicate which have been completed and, for those not completed, assigned a letter grade to indicate how he felt the job was going:

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. (COMPLETED)
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. (COMPLETED)
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. (COMPLETED)
4. Monitor the successful implementation of the Edline rubric to ensure all staff are connected, engaged, and responsive. (NOT COMPLETED – GRADE OF C)
5. To develop a systematic process of data analysis at the classroom, grade, building, and district levels to raise student achievement. (NOT COMPLETED – GRADE OF D)

SECONDARY

1. To fully implement the Dover School Board's recommendation to initiate full day kindergarten for the 2008-2009 school year. (COMPLETED)
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. (NOT COMPLETED – GRADE OF C)
3. Further refine and validate the strategic long-range plan to renovate and update three aging facilities. (COMPLETED)



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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. (COMPLETED)
5. To partner with the high school staff to complete all recommendations established by the NEASC process. (COMPLETED)

PERSONAL

1. Continue to mentor new administrators.(NOT COMPLETED – GRADE OF C)
2. Redesign the Dover School District web page and streamline the integration of the District’s web site and the Edline web site. (COMPLETED)

Mr. Hardy then listed the four remaining goals with a grade of C or less:

- Monitor the successful implementation of the Edline rubric to ensure all staff are connected, engaged, and responsive
- To develop a systematic process of data analysis at the classroom, grade, building, and district levels to raise student achievement.
- To develop strategies that will address and close the achievement gap between special education and our economically disadvantaged children within the Dover School District.
- Continue to mentor new administrators.

Next, Mr. Hardy addressed the District’s Vision and Mission Statements. He stated the Mission Statement should be very specific to the task to be met. The Vision Statement should be “broader.”

Dover School District Vision Statement Dover Schools--- The Center of the Community

The Dover School District is the center of a dynamic community dedicated to developing individual potential and self-esteem through education. We are committed to creating a diverse learning environment, emphasizing collaboration and innovation. Our schools will develop lifelong learners and responsible citizens.

Adopted July 12, 1993
Re-adopted October 6, 2008



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Dover School District Mission Statement

The mission of the Dover School District, in partnership with students, family, and community, is to ensure that each child has the opportunity to develop to his or her fullest potential in an academically challenging, supportive, and safe environment.

Adopted March 13, 2006 – Dover School Board
 Re-Adopted January 8, 2007 – Dover School Board
 Re-Adopted January 21, 2008 – Dover School Board
 Re-Adopted January 12, 2009 – Dover School Board

Ms. Briggs Badger explained some administrators and teachers attended a Data Camp at Plymouth State University. This led to a review of the District’s Mission and Vision using the skills they had learned. The first thing they did was prioritize values under curriculum, instruction, assessment, and environment. Then they were able to review the current mission and vision statements for what they felt should be kept and what should change. Ms. Briggs Badger presented the results of that collaboration - the creation of two versions of a DRAFT Mission and Vision statement for the District:

DRAFT Version A

Mission: In partnership with students, family, and community, our mission is to ensure that each child develops to his/her fullest potential in an academically challenging, supportive, and safe environment.

Vision 2009-2014: The Dover Schools are the center of a dynamic community providing necessary resources to support an aligned, engaging, rigorous, and relevant curriculum K-12; research-based and engaging instruction; timely, objective, and meaningful use of assessment data in a safe environment that fosters trust and belonging for all.

DRAFT Version B

Mission: Educating every child, every day!

Vision 2009-2014: Each student will demonstrate competency in all subject areas, through the application of our aligned rigorous and relevant curriculum; the continued growth of professional learning communities, meaningful assessments, and constructive use of data.

Mr. Hardy led a brief discussion on the purpose and value of both a vision and mission statement. The questions were asked, “What is the point? How do we know if it affects anybody’s behavior?” Ms. Briggs Badger explained that, “When you have a clear mission and vision and value statements, they help to guide decision making. They point to a uniform way to come to a single mind.” There was a general



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consensus that the Mission and Vision statements should be easily understood. People should refer to them and they should be of value to be used.

Mr. Hardy explained the Specific, Measurable, Attainable and Agreed to, Realistic and Results Oriented, and Time Bound (SMART) goals process as a way to make plans that can be measurable and doable. He stated that goals could be broken down:

- 5 year plan
 - Goals for each of the 5 years
 - By each educational level, Elementary, Middle, and High School

The Districts values should be embedded in the Goals.

At this point, the group was broken up into five separate groups. He instructed the groups on the best way to work together to create their goals:

- In a small group, discuss an area you'd like to tackle. **(i.e. assessment)**
- Identify what specific concepts you'd like to focus on in your goal. **(i.e. on-going classroom formative assessment vs. using assessment to drive instruction and/or interventions)**
- Once all groups have a goal area to develop, refer to the SMART goals handout as you begin developing the goal.

Five Goals developed by the groups:

1. Narrow the Achievement Gap between SPED and low socio-economic students

- By January 2011, the achievement gap between students with disabilities and their non-disabled peers will be reduced by 10%
 - Use EdLine as a communication tool for parents; others might be teacher blogs/email
 - A homework hotline/helpline would help parents understand expectations better so they can help their children
 - Students should have time during the school day to do homework
 - Students need more choices when choosing topics for homework; find an interest to build on
 - Dover High School has developed many options for graduation to help keep students engaged and motivated

2. Teacher Quality: Mentoring and Monitoring – Take new teacher induction program and expand to all teachers

- Provide differential instructional support for both new and seasoned K-12 staff through collegial coaching, modeling, mentoring in a professional learning community format to improve performance, eliminate fear, and promote positive change



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3. Environment: Increase sense of belonging in school community
 - Dover School District will create a sense of community, positive school climate, and engaging learning environment resulting in decreased discipline referrals, improved attendance rate, to increase graduation rate to reach 100% by 2015
 - Strategies: Baseline Data, Survey on Climate, Interventions, Improving relationships between students and adults -- trust
4. Increase proportion of students going to four year post-secondary education
 - The School Community will work together to establish academically realistic and developmentally appropriate coursework that will lead to successful post-secondary placements. This goal will be measured by the number of graduates that complete a degree program within five years
 - The Dover Public Schools will annually gain a realistic understanding of the views of the community on the merits of public schools. Based on this feedback, the School District will supply the information to the community and address the concerns; specifically addressed will be correcting inaccuracies
5. Parent and Community Involvement
 - In five years, Dover School District will increase the proportion of Dover Students going on to four year post-secondary education institutions by 25% (increase from 50% to 75%)
 - Grade program to specifically discuss process to get information and pay for higher education

The next steps?

The Administrative Team will review the information created tonight to generate goals that will have an impact and dovetail with the District SINI and DINI goals. A draft recommendation will be brought to the Board in four to eight weeks.

Jean Briggs Badger will coordinate comments and work with Dr. O'Connor and the administrators to create a final draft of District Goals.

D. ADJOURNMENT: At 9:05 p.m., a motion was made, to adjourn. The vote was unanimous.

Respectfully submitted,
Beth Setear, Secretary