



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Special Session #2
Meeting Location:	Superintendent's Office
Meeting Date:	<b>Monday, March 29, 2010</b>
Meeting Time:	<b>6:00 pm</b>

A special session of the Dover School Board was called to order on Monday, March 29, 2010, at 6:00 p.m. in the Office of the Superintendent.

Present were Doris Grady, Carolyn Mebert, Audra Lurvey, Kenneth Appel, Beth Setear, and Matt Mayberry (arrived at 6:05 p.m.). Absent was Robert McCrory.

Also present were Superintendent John O'Connor and Leslie Modica, *Foster's*.

**SUPERINTENDENT SEARCH:** The purpose of the Special Session was to discuss procedures for the upcoming tasks associated with the Superintendent Search. The following items were discussed and/or clarified:

- Focus Groups will be conducted "in-house" to ask the community what they are looking for in the new Superintendent
- The Board will solicit community members to participate on the Search Committee (some possibly interested names were discussed).
- Leslie Modica will place a story in *Foster's* stating the Board is looking for volunteers to serve on the Committee. The story will include the original job advertisement for the new Superintendent, a time line in which the Search Committee will complete its tasks, and a request that interested community members contact the Superintendent's office or Board Chair directly.

The following clarifications were also made:

- A candidate may only be eliminated by a majority of the Board
- Request will be made for elementary PTA/PTO's to host a forum in each school; to the Mayor and Chamber of Commerce to host forums in City Hall and at the Chamber.

The following tasks were assigned: (Record Note: Community Forums must be held prior to Board review of applicants on April 15<sup>th</sup>)

- Contact elementary PTO/PTA presidents to discuss possibility of their hosting a community forum in each of their schools (Carolyn Mebert)
- Contact the Mayor and the Chamber of Commerce to discuss possibility of their each hosting a community forum in separate locations (Matt Mayberry)
- Clarify with NHSBA: (Kathy Baker)
  - Will all applications be overnight shipped to the SAU by April 12<sup>th</sup> or 13<sup>th</sup> for Board members review prior to meeting on April 15<sup>th</sup>?
  - If a background check was already performed for a prior position, will the District be charged for another check?
  - Will NHSBA bring forward recommended candidates, or will all applications be brought to the Board?
  - Will NHSBA provide any information they may have on any of the candidates?



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- Is there a presentation protocol for the forums being conducted by the PTA/PTO's, Mayor, and Chamber?
- Provide survey forms for collection of feedback at the forums to the Superintendent's office and send School Board ASAP (Record Note: Survey to be posted on Web also)

Summary: Dr. Mebert prioritized the next steps:

- Schedule forums
- Select 13 search committee members following the forums
- Applications to be sent to Board for pre-review by April 12<sup>th</sup> or 13<sup>th</sup>
- Board will review all applications and choose 6 or 7 to go to the Search Committee
- Search Committee will be tasked to choose 3 or 4 finalists to present to the Board
- The School Board will be the Selection Committee

Prior to adjournment, Dr. O'Connor asked Board members to clarify their intent when they approved cutting \$87,000 from the music personnel budget line item. He asked if the intent was to eliminate 4<sup>th</sup> grade instrumental music (Dr. Mebert and Doris Grady indicated that had been their intent), or to rearrange the music staff and continue to run all music programs (Beth Setear and Audra Lurvey indicated that had been their intent).

Dr. O'Connor asked the Board to allow him flexibility to discuss the restructuring of the music program with the music department. Included will be a look at offering band as an after-school program. Information will be brought back to the Board for discussion at the April 12<sup>th</sup> session.

**ADJOURNMENT:** At 6:35 p.m., Matt Mayberry moved, Audra Lurvey seconded, a motion to adjourn. An oral **VOTE PASSED 6/0.**

Respectfully submitted,  
Beth Setear, Secretary