



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, April 12, 2010, at 7:07 p.m. in the City Council Chambers.

A. ROLL CALL: Present were Carolyn Mebert, Audra Lurvey, Beth Setear, Kenneth Appel, Audra Lurvey, and Doris Grady. Absent was Matt Mayberry.

Also present were; Superintendent John O'Connor; Dustin Gray, Garrison School Principal; Mal Forsman, Horne Street School Principal; Patrick Boodey, Woodman Park School Principal; Kim Lyndes and Christine Boston, Dover Middle School Co-principals; Debi Migneault, Dover High School Principal; Director of Pupil Personnel Services, Sandra Crosson; Student Representative to the School Board, Olivia Loos, DTU President, Debra Hackett, Dover High School Deans, Michael McKenney and James Dupille; Leslie Modica, *Foster's*; members of the Dover Teaching Staff and members of the community.

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

Audra Lurvey moved, Beth Setear seconded, to suspend the rules to bring item L.1., Resolution of Recognition, Dover High School Girls' Swim Team, forward in the agenda. An oral **VOTE PASSED 6/0.**

L.1. Resolution of Recognition, Dover High School Girls' Swim Team: Audra Lurvey read the resolution into the record:

- WHEREAS** the Dover High School Girls' Swim Team, a group of fifteen student-athletes and one coach joined together in late November as group of aspiring athletes, and
- WHEREAS** the Dover High School Girls Swim Team, on Saturday February 13, 2010 was crowned NHIAA State Champions at the University of New Hampshire's Swazey Pool, and
- WHEREAS** the Dover High School Girls' Swim Team was made up of the following student-athletes; Taylor Avrett, Heather Beardsworth, Rachel Busby, Lindsay Carper, Mandy Carper, Tessa Chapman, Rose Clemons, Jessica Fieseher, Amber Long, Chelsey Long, Elizabeth Malia, Alexandra Roscoe, Novina Surusa, Emma Tobin, Meghan Wotton, and
- WHEREAS** members of the Dover High School Girls' Swim Team won four individual events; Amber Long winning two, Chelsey Long winning one and Taylor Avrett winning one, and
- WHEREAS** the Dover High School Girls' Swim Team has won a fourth New Hampshire Interscholastic Athletic Association Girls State Championship in the past five years, and
- WHEREAS** The Dover High School Boys' Swim Team was made up of the following student-athletes; Roberto Aparicio, Joshua Berk, Michael Busby, Adam Carignan, Alec Carignan, Tyler Guilmette, Marc Hammer, Christopher Hedberg, Travis Jones, Michael Landry, Johnathan Malia, Jason McCrory, Austin Mullins, Jake Muscato, Adam Schoenbucher, Cole Tobin, Ryan Torr, who showed continued support of the Girls' Swim Team, and



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

WHEREAS the Dover High School Swim Team demonstrated hard work, sportsmanship, perseverance, and character throughout the season, and
WHEREAS members of the Dover High School Swim Team continue to excel academically and athletically, and
WHEREAS the Dover High School Girls' Swim Team has brought great pride, recognition, enthusiasm, and honor to themselves, to their parents and families, to Dover High School, and to the City of Dover,
NOW THEREFORE BE IT RESOLVED that the Dover School Board applauds, honors and recognizes the many achievements of the Dover High School Girls' Swim Team and the Coaches

C. CITIZENS' FORUM:

1. Kathy Wentworth-Chalue, 12 Mast Road: Expressed concerns with the idea that middle school band and music programs might only be offered after school instead of during the school day. She articulated a variety of reasons why she did not believe this would be in the best educational interest of students.
2. Mort Cherub, 2 Fairfield Drive: Asked the Board to preserve the middle school food and consumer science program, citing the many benefits the program offers to the students.
3. Steve Scribner, 130 Henry Law Ave: Agreed with Mr. Cherub and asked the Board to reconsider to retain the middle school food and consumer science program. He also stated reasons why he feels the resource officer needs to be reinstated in Dover Middle School.
4. Cherub & Scribner Students: Asked the Board to keep the food and consumer science program at Dover Middle School. They have been fortunate enough to participate in this class and articulated a number benefits this program has afforded them.
5. Dana Boudreau, Dover, echoed Kathy Wentworth-Chalue's concerns and, for a variety of reasons, does not want to see band or music taken out of the school day.
6. Morgan Wentworth-Chalue, 12 Mast Road: Detailed his personal accomplishments during his school years because of Dover's band and music programs and how the middle school programs are essential to ensure the continued excellence of the high school program.

D. APPROVAL OF MINUTES: Audra Lurvey moved, Kenneth Appel seconded, to approve the following minutes:

- a. **Budget Workshop #4, March 1, 2010**
- b. **Nonpublic Session #9 March 8, 2010 (Personnel & Contracts)**
- c. **Regular Session #3, March 8, 2010**
- d. **Nonpublic Session #10, March 10, 2010 (Contracts)**
- e. **Special Session #1, March 18, 2010 (Superintendent Screening Process)**
- f. **Nonpublic Session #11, March 22, 2010 (Personnel Review)**



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

- g. **Nonpublic Session #12, March 24, 2010 (Student Discipline)**
- h. **Special Session #2, March 29, 2010 (Superintendent Search)**

An oral **VOTE PASSED 6/0.**

E. CONSENT AGENDA

1. **Correspondence:**
 - a. **Dover Parents Music Club Request for Waiver of Time for Rental**
 - b. **Shannan Douglas Letter Dated April 2, 2010 for Request for Tuition Reduction**
2. **Resignations/Retirements:**
 - a. **Cynthia Fraser, Garrison School Teacher**
3. **Leaves of Absence: None.**
4. **Nominations:**
Sheet 1: Nomination and Election of Aides (Bennett to Prisby)
5. **Extended Travel (Student Trips):**
 - a. **Request for Final Approval, Washington, DC Trip, June 1, 2010**

Doris Grady moved, Beth Setear seconded, to remove item 2.a., Cynthia Fraser Retirement, from the consent agenda for discussion. An oral **VOTE PASSED 6/0.**

Beth Setear moved, Audra Lurvey seconded, to remove item 1.b., Shannan Douglas Request for Tuition Reduction, for discussion. An oral **VOTE PASSED 6/0.**

Audra Lurvey moved, Beth Setear seconded, to approve the balance of the consent agenda. An oral **VOTE PASSED 6/0.**

2.a. Cynthia Fraser Retirement Letter: Doris Grady read the following statement into the record:

“We find again this evening that we are losing one of our experienced teachers whose departure will definitely represent a great loss to our system. Cynthia Hogan/Fraser has tendered her retirement notice this evening and it is with regret that the School Board experiences her leaving after 22 years of dedicated service to her students. She was a staff member that always recognized the uniqueness in each one of her students and dedicated herself to each and every child’s success while under her care.

The Garrison community shows strong respect for Cynthia as she remained with them the entire 22 years of her teaching career. She has a kind and loving personality which she transferred to



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

her students each and every day. Cynthia, as the years go by, these children will cherish all of the time that they spent with you and will reminisce for years to come. Thank you for your service to the Dover Community and its children and we wish you well in your retirement. We, all members of the Board, wish you well in your retirement.”

Audra Lurvey moved, Doris Grady seconded, to accept consent agenda item 2.a. An oral **VOTE PASSED 6/0.**

1.b. Shannan Douglas Letter Dated April 2, 2010 for Request for Tuition Reduction: Beth Setear stated she would not be opposed to considering the request for an out-of-district student to attend a Dover kindergarten, but only if space is available and the parents pay the per-pupil rate for tuition.

Beth Setear moved, Audra Lurvey seconded, to approve the request as amended. An oral **VOTE PASSED 6/0.**

F. SUPERINTENDENT’S REPORT: Dr. O’Connor addressed the following items:

- A petition was presented to the Superintendent with hundreds of parent and student signatures asking the Board to reinstate the Family Consumer Science position at Dover Middle School
- Dover Middle School Students submitted a petition to the Superintendent asking the Board to reinstate a library paraeducator position
- Tice Leonard has been nominated for Teacher of the Year by the New Hampshire Air Force Teachers’ Association
- The Career Technical Center held its Skills Awards Luncheon last Friday

Dr. O’Connor then invited each school principal to provide Board members and the community with information on past and upcoming events at each of their schools.

Audra Lurvey moved, Doris Grady seconded, to accept the Superintendent’s report. **An oral VOTE PASSED 6/0.**

G. STUDENT REPRESENTATIVE REPORT: Olivia Loos reported on the following:

- Student Council is planning Spirit Week events for late May
- Student Council is planning Teacher Appreciation Week events
- There will be a DHS Variety Show held on April 29th and 30th and May 1st
- Athletic Clubs and Boosters expressed concern with a change proposed in the Student Wellness Policy. Specifically, with the deletion of current policy language stating “Groups will not be prohibited from selling food or beverage products but will be strongly encouraged to find other healthy alternatives for fundraising.” (RECORD NOTE: This policy is on the evening’s agenda for discussion and review.)
- Ms. Loos shared some of her personal experiences with the Dover Middle and High School Music Programs and encouraged Board members to keep offering these valuable opportunities during the school day



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

H. COMMITTEE REPORTS:

a. CURRICULUM PLANNING COUNCIL COMMITTEE – Ken Appel reporting: Mr. Appel gave the following report on the Curriculum Planning Council Meeting held April 1, 2010:

“The CPC meeting was devoted to updates from the CTC, the PE/Wellness/Health faculty and the Guidance Counselors.

Jim Amara discussed the current state of the plans for a welding program in cooperation with the naval shipyard and the engineering program. He put heavy (and welcome) emphasis for the need for CTC graduates to attain a strong background in English and mathematics so that they were prepared to succeed in programs in two and four year college programs.

The PE/Wellness/Health faculty described their difficulties in providing both physical exercise sessions and health education in five schools with a minimal staff and a very limited budget. They pointed out the difficulties in dealing with problems like obesity with the comparatively little time they have with each group of students.

The Guidance staff used a significant part of their presentation to describe their work in dealing with bullying. They use a number of different books in grade school and videos and the career cruising website in middle and high school to try to get across to students the harm that results from bullying. They strongly emphasize the fact that being a bystander to bullying activities is essentially being a contributor to the bullying. They are somewhat hindered by the limited amount of time they have with any particular group of students, but they certainly seem to understand the importance of the task at hand. They also made it clear that a limited budget makes it difficult for them to provide up to date videos to students who don't identify seriously with material that features students of earlier generations (and their out of date clothing and appearance.)

Their reports along with reports at previous meetings made it clear that it is expensive to provide both a good and up to date education and provide for the physical and mental health of children. A look at the various problems we face as a nation make it clear to me that it is even more expensive not to do so.”

b. PROFESSIONAL DEVELOPMENT COMMITTEE – Ken Appel reporting: Mr. Appel gave the following reported on the Curriculum Planning Council meeting held March 17, 2010:

“The first item on the agenda for the Professional Development Committee Meeting was a final discussion of the planning for the teacher workshop day of March 19. It was quite evident that a great deal of preparation had gone into the planning of the workshop. Since I attended the workshop for the full day, I will include a report on the workshop here. Introduced by Superintendent O'Connor, it started with an inspiring talk on improving student performance by Joe Sassone. Next, I attended a superb two-hour talk by Patricia Driscoll on teaching math facts (a term meaning addition and multiplication facility) in the early grades. Since I was giving



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

a talk in the 12-1:30 session, I was able to attend one other talk, that by Karen Berg on mathematics in middle school mathematics teaching which, was equally outstanding. It seemed clear to me that if all the teachers in the Dover schools were using the ideas discussed by Ms. Driscoll and Ms. Berg, it would be essentially impossible for our students to have low scores on standardized mathematics tests. When I looked around me in each of those sessions, the teachers around me showed an understanding and enthusiasm that was wonderful to see. But, when I thought about it, I began understand both the advantages and the disadvantages of the workshop day. The teachers who attended the mathematics sessions were the teachers most enthusiastic about teaching mathematics. There were over a dozen concurrent talks at each of the three session times. I strongly suspect that teachers who do not enjoy teaching mathematics, or don't feel that they are very good at it do not attend those sessions. I am sure that this happens in other curricular areas. This is not a major problem at the high school or middle school level where teachers are subject area specialists. But, at the grade school level it is probably much more serious. We must find a way to make sure that all teachers are brought to a high level of performance in all of the subject areas they teach. Understandably, it is difficult for grade school teachers who have to teach all subjects to their students to attain this level, but our schools will not really succeed until we can find a way to do this.

The rest of the March 17 professional development committee meeting was spent on discussion of the early release day of March 31. The major purpose of the two-hour early release period of that day was to permit teachers of different grade to discuss with one another the problem of ensuring that students enter each grade prepared to perform at the highest possible level by being well prepared on the subject matter of the previous grades. There was a thoughtful discussion about how best to proceed in a way that would enable teachers to understand the needs of those at different grade levels and use this understanding to help make a better total k-12 curriculum experience. One of the most serious difficulties that teachers raised was the lack of professional development opportunities for teachers who wanted to improve their teaching. As I noted above in the discussion of Workshop Day, there are teachers on our own staff who could lead more professional development sessions. It would be wonderful if we could provide a way for all teachers to profit more from the knowledge and ability of some of their own colleagues.”

c. HORNE STREET SCHOOL JOINT BUILDING COMMITTEE - Doris Grady reporting: Ms. Grady gave the following report:

“New windows are being installed to first five classrooms being re-habbed and work continues on partitions in the addition. The wet wall is up and electrical and plumbing work has started.

Need to choose a Design Professional for HSS CHPS, process of energy efficiency in the building. A school Board resolution is needed to make the EPA's Tools for Schools Program a part of the official policy.

Discussed the temporary main entrance at doors between the gym and cafeteria with Bonnette, Page, and Stone. They will furnish a full-time monitor at this door to guide visitors through the



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

gym and into the lobby after they are buzzed-in by the secretary. Principal wants to have a net hung to separate these visitors from any activity in the gym and this will be hung during break. Bonnette, Page, and Stone monitors will use walkie-talkies to communicate with school staff.

White and tack boards for the first five classrooms were delivered hung. Cabinetry has been installed. Oak sills are being installed at new windows. UNICCO sealed new VCT on April 12, 2010. There were discussions on the proper product to be used on the gym floor. The next meeting will be held on April 22, 2010. There will be a Citizen's Forum for anyone's input."

Ms. Grady then asked Business Administrator Verville to provide the most recent budget information for the project. Ms. Verville reported the budget availability as of April 2, 2010 was \$778,923.

Chairperson Mebert asked members of the community with knowledge about gym flooring to contact the JBC to share information for consideration and discussion. The JBC is looking specifically for input on rubber floors.

I. POLICY CHANGES - PROPOSALS:

a. POLICY EEAEC – TRANSPORTATION:

Dr. Mebert requested language be added for clarification to paragraph A.4. Prior to the second reading, include, "or other person as designated below." (RECORD NOTE: This change has been made to the second reading.)

Robert McCrory recommended revising paragraphs A.1.a., b., and c to allow all students in grades K through 8 who live more than one mile from school to ride a school bus. The Superintendent pointed out that this change would increase middle school ridership numbers. Dr. O'Connor stated he would contact First Student to get an accurate count of the increase in the number of eligible students and bring it back at the next meeting for discussion.

Audra Lurvey moved, Doris Grady seconded, to table the policy for a second reading at the May 10th Board meeting. An oral **VOTE PASSED 6/0.**

b. POLICY KF – COMMUNITY USE OF SCHOOL FACILITIES: Audra Lurvey moved, Doris Grady seconded, to table the policy for a second reading at the May 10th Board meeting. An oral **VOTE PASSED 6/0.**

c. NEW POLICY ECFA – ENERGY STAR POLICY:

Doris Grady asked Ms. Verville to explain the need for this policy. Ms. Verville stated it is one of a series of policies we must adopt to qualify for Horne Street School to participate in the Collaborative for High Performance Schools (CHPS) Program. Ms. Grady asked if there will come a time when the School Board will vote for Horne Street to become a CHPS school. Ms. Verville stated that was correct but noted the policy should be in place because it just makes good sense.



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

Audra Lurvey moved, Robert McCrory seconded, to table the policy for a second reading at the May 10th Board meeting. An oral **VOTE PASSED 6/0**.

J. POLICY ADOPTIONS:

- a. **POLICY JLCF – STUDENT WELLNESS:** Ms. Verville explained a subcommittee comprised of parents, students, and staff, (among others) met to review the student wellness policy with respect to issues concerning candy and sweets coming into the schools. Because some Board members and parent boosters questioned how these changes will impact their attempts to raise funds during these difficult financial times, Ms. Verville explained the spirit of the policy is **not** to prohibit these items “outside” of the normal school day. She noted these provisions in the policy are presented as guidelines only to boosters or for other outside fundraising activities.

Board members agreed with concerns brought up by the Student Representative and asked that language destined for deletion from paragraph 7, first bullet, be reinstated in the policy.

1. Audra Lurvey moved, Beth Setear seconded, to amend paragraph 7, first bulleted item, to read:
 - Organizations and various parent-teacher groups, booster clubs, and student organizations, are encouraged to adhere to the practices and guidelines outlined in this policy by the Dover School District. Groups will not be prohibited from selling food or beverage products but will be strongly encouraged to find other healthy alternatives for fundraising.”

and to adopt the policy in its second reading as amended. An oral **VOTE PASSED 6/0**.

Ms. Setear asked for clarification that policy language means that no student will be denied recess as a result of not completing homework. Ms. Verville agreed, recess will not be taken from a student for ANY punitive purposes.

K. SUBMISSION AND PAYMENT OF BILLS: Audra Lurvey moved, Beth Setear seconded, to direct the Business Manager to pay manifest #10-J in the amount of \$2,457,778.43. A roll call **VOTE PASSED 6/0**.

L. RESOLUTIONS:

1. **DOVER HIGH SCHOOL SWIM TEAM RECOGNITION:** See above.
2. **AUTHORIZED SIGNATURES:** Beth Setear read the resolution into the record:

**RESOLUTION #2
APRIL 12, 2010**



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

RE: Authorized Signature

WHEREAS federal applications demand a School Board authorized signature, and

WHEREAS yearly applications have to be submitted by various program directors;

NOW, THEREFORE, BE IT RESOLVED by the Dover School Board that John O'Connor, Ed.D., Superintendent of Schools, or his successor, or Laura Verville, Business Administrator or her successor, be authorized to sign all federal and state grant applications.

**SUBMITTED BY: Carolyn Mebert, Chairperson
Dover School Board**

Audra Lurvey moved, Doris Grady seconded, to adopt the resolution. An oral **VOTE PASSED 6/0.**

3. APPOINT SAU MEDIA CENTER JOINT BUILDING COMMITTEE (JBC): Carolyn Mebert read the resolution into the record:

**RESOLUTION #3
APRIL 12, 2010
RE: SAU MEDIA CENTER**

WHEREAS: the City of Dover and the Dover School Board agree that renovation of space within the McConnell Center identified as rooms 302, 305, and 306 to create a Media Center would benefit both the City and the District, and

WHEREAS: on March 8, 2010, the School Board approved the Occupancy and Renovation Reimbursement Agreement between the City of Dover and SAU#11 which states the City will provide all funding, and

WHEREAS: Per RSA 199:3 of the New Hampshire state statute, it is deemed that the Joint Building Committee shall be chosen in equal numbers by the City Council and the School Board to oversee the expenditure of construction funds, and

NOW, THEREFORE, BE IT RESOLVED THAT the Dover School Board hereby appoints the following School Board member and Community members to serve on the SAU Media Center Joint Building Committee:

**Audra Lurvey
Aviva Grasso
Sarah Fuller**

Audra Lurvey moved, Beth Setear seconded, to adopt the resolution. An oral **VOTE PASSED 6/0.**



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: Monday, April 12, 2010
Meeting Time: 7:00 pm

M. OLD BUSINESS:

1. APPROVE 2010 TO 2015 FIVE-YEAR ACTION PLAN: MISSION, VISION, GOALS: Dr. O'Connor reviewed the history of the Dover School District's Mission, Vision, and Goals and presented Board members with an updated version for adoption:

DOVER SCHOOL DISTRICT 5 YEAR ACTION PLAN 2010 – 2015

Mission: Strengthening our community by educating every child, everyday!

Vision 2010-2015: Teachers and students will be held accountable to a standard of excellence, emphasizing collaboration, innovation and best practices in teaching and learning.

Goals 2010- 2015:

I. **Curriculum**

All students will be provided with aligned, rigorous and research-based instructional materials to prepare them for the twenty-first century learning, and post secondary opportunities.

II. **Instruction**

All educators will partner with colleagues to create an instructional climate that values coaching, modeling and a collaborative culture to improve teaching practices.

III. **Assessment**

All educators will use assessment information to improve achievement of all students.

IV. **Environment**

Educators, students and parents will partner to create a positive, engaging and safe school environment.

V. **Technology**

Teachers and students will use technology to enhance learning.

ASSESSMENT

- ◆ Raise the achievement level for all students.
- ◆ Close the achievement gap for SES and Special Education sub-groups.
- ◆ Develop a systematic process of monitoring progress at the classroom, building, and district levels to maximize student achievement.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

CURRICULUM

- ◆ Establish full curriculum alignment to include:
 - Awareness of revision cycle process and duties of Curriculum Planning Council
 - Scope and sequence K-12
 - Sound transitions between grades and between schools
 - Adequate resources for sustainability and professional development

INSTRUCTION

- ◆ Target professional development for new and veteran teachers on best practices, through coaching and modeling.
- ◆ Stress importance of cross curriculum applications of content.
- ◆ Create collaborative teams focused on teaching and learning.

ENVIRONMENT

- ◆ Enhance sense of community through a positive, engaging school climate.
- ◆ Increase quality, frequency and consistency of parent involvement and communication strategies.
- ◆ Increase opportunities for students to explore and pursue post-secondary options.

TECHNOLOGY

- ◆ Pursue options to increase technology infrastructure, capacity, and integration.

Kenneth Appel expressed concerns that the District might be unable to reach its goals due to current financial constraints. Mr. Appel questioned whether the Board should create an alternative plan to keep the district from “falling into absolute mediocrity” because the plan presented will not fit with the budget being implemented. He stated his belief the Board should make it clear this is the plan they hope to implement with better funding.

Audra Lurvey stated she preferred to look at the plan “as a glass half full rather than glass half empty.” Ms. Lurvey stated her experience has been that wherever the Board sets the bar, people will rise to the occasion. Lowering the goals would be a disservice to the District.

Ms. Grady agreed stating she had read the document and liked it. She added she also believes the staff can rise to the occasion.

Dr. Mebert indicated her only question concerned the mission stating it was to educate children every day asking if the intend was to include weekends, holidays, and summers. Ms. Setear who participated on the goal setting committee stated they did not even consider that. Mr. Appel asked if it should be changed to read every “school” day.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

Audra Lurvey moved, Beth Setear seconded, to adopt the Dover School District Five Year Action Plan for 2010 to 2015, as well as the new Mission and Vision Statements, as presented. An oral **VOTE PASSED 6/0**.

2. **REVISE HAZARDOUS STREETS LIST:** Dr. O'Connor reminded Board members they had received the revised list of hazardous streets previously for review. Additionally, two mailings were sent to the families of students whose streets will be impacted by these changes asking them to contact Board members with issues or concerns. Parents commented last year about safety concerns with their children walking along the Route 108 corridor. The Superintendent reminded the Board that he patrolled the intersection at various times this past school year and there are currently dozens of students walking to and from their homes to both the middle and high schools.

Dr. O'Connor recommended the Board table this item until the May meeting. In the interim, he will send one more mailing to solicit feedback from the families contacted previously; he will email information to the board advising the number of families impacted by school; (**RECORD NOTE:** A total of 25 Garrison families, 45 Middle School families, and 38 High School families will be impacted by this proposed change) and he will research what would be the cost to hire an additional crossing guard at the Back River Road, Route 108 Intersection (**RECORD NOTE:** The cost for an additional crossing guard at Back River and Route 108 intersection would be \$6,160.00 in wages and taxes for a 180 day school year.)

Audra Lurvey asked the Superintendent if the recently received grant for the walk to school initiative will have any impact on student safety on the Route 108 corridor. Dr. O'Connor stated the grant was awarded to Woodman Park School only and asked Principal Boodey to address the question. Mr. Boodey reported the funds will be used to for infrastructure, safety education, and health components, but none of these will impact the Route 108 corridor. One of the components of the program will be to create "walking buses" where parents and students meet in one location to walk together to school.

A motion was made and seconded, to table this item until the May meeting. An oral **VOTE PASSED 6/0**.

N. NEW BUSINESS:

1. RATIFY DOVER EDUCATIONAL OFFICE PERSONNEL (DEOP) CONTRACT: Dr.

O'Connor outlined the basic changes proposed for the Dover Educational Office Personnel Contract including: No raise for the 2009/2010 school year, 3% raise in 2010/2011 (\$27,977) and 3% in 2011/2012 (\$28,817). Mr. McCrory asked the Superintendent if this would be the first agreement the Board would approve with a salary increase. Dr. O'Connor confirmed that it would be the first since Mr. McCrory came to the Board.

Audra Lurvey moved, Beth Setear seconded, to ratify the Dover Educational Office Personnel Contract. A roll call VOTE **PASSED 4/2 (McCrory and Grady opposed)**.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

2. SPECIAL EDUCATION 2009 PARENT INVOLVEMENT SURVEY: Director of Pupil Personnel, Sandra Crosson, provided the following background and results from the 2009 Parent Involvement Survey:

1. We found that our five highest rated items and five lowest rated items generally match the state's rankings for highest and lowest. We demonstrated significantly lower agreement from state results on items related to communication. This is an area we need to improve. For example, we had fewer parent agreement than statewide results on these items:
 - The school communicates regularly with me regarding my child's progress on IEP goals
 - I was given all reports and evaluations related to my child prior to the IEP meeting
 - In preparation for my child's transition planning meeting I was given information about options my child will have after high school
2. Only one item had greater agreement from Dover parents than the statewide results. This is an area to be proud of our accomplishment:
 - Teachers and administrators at my child's school invite me to share my knowledge and experience with school personnel
3. In 2009 there was an increase in parental agreement from 2008 survey responses for essentially all survey items on both school age and preschool surveys. In contrast, Dover parents demonstrated a decrease of over 5% agreement from the 2008 survey on the following items:
 - The school offers parents training about special education issues
 - I am considered an equal partner with teachers and other professionals in planning my child's program
 - Teachers treat me as a team member
4. There were wide differences between Dover parents and statewide results on the Preschool survey. While I am proud of the high agreement on items regarding respect, including parents, and knowing rights, I am disappointed with many of the items. Most notable was no agreement to "my school offers parents training about special education issues". These results and recommendations for improving our practices will be further discussed with the preschool staff.

One of the most visible outcomes of the parent survey was the development of a "Parent Involvement Committee." Coordinated by Renee Bennett and Sandra Tremblay, they explained



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, April 12, 2010**
 Meeting Time: **7:00 pm**

the parent outreach program for Woodman Park School. They provide services for parents, make home visits, provide resource materials, track parent and family attendance at events designed to encourage parent and peer interaction.

3. APPROVE PARENT RESOURCE LIST FOR PUBLICATION: Dover Middle School Guidance Counselor, Fran Meffen, requested the Board’s approval to post a parent resource list on the Dover Schools websites. The list was created by the Dover Kids Cabinet as a resource to advertise to parents what resources are available to them for a variety of family and community issues. Ms. Meffen requested the Board allow the list to be posted on EdLine and the Dover School website.

Audra Lurvey moved, Robert McCrory seconded, to approve the parent resource list for publication. An oral **VOTE PASSED 4/2 (Grady and Mebert opposed)**.

4. MINIMUM ENROLLMENTS – REQUEST FOR WAIVERS, POLICY IIBD: James Dupille, Instructional Dean from Dover High School, presented a list of courses recommended for deletion, combination, hold, and waivers based upon current student sign-ups for the 2010/2011 School Year.

DOVER HIGH SCHOOL LOW ENROLLMENT COURSES 2010-11

Course #	Name of Course	Note (requests)
DELETIONS		
126	English 11 Recovery	(3)
141	British Authors	(7)
142	Composition I	(9)
155	Philosophical Quest II	(9)
159	Women’s Lit	(10)
161	African American Studies	(3)
166	Shakespeare	(4)
224	Drawing IV	(6)
225	Printmaking	(3)
235	Studio Painting	(5)
240	AP Studio Art	(2)
245	Honors Art	(3)
253	Music Theory	(11) <i>These students were moved into 263 Song Writing</i>
264	Guitar Ensemble	(3)
266	World Drumming II	(2)
269	Business of Music	(11) <i>These students were moved into 268 Recording</i>
434	Algebra II Applications	(8)
440	CP Trigonometry	(6)
442	Finite Math	(12)



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
 Meeting Location: City Council Chambers
 Meeting Date: **Monday, April 12, 2010**
 Meeting Time: **7:00 pm**

642	Modern Physics	(2)
677	Plant Biology	(4)
682	Flora Fauna	(10)
683	Applied Ecology	(11)
754	World Geography	(11) <i>These students were moved into Politics & Media</i>
755	Comparative Governments	(6) <i>These students were moved into Politics & Media</i>
827	Visual Basic	(7)
861	Clothing Design II	(4)
HOLD		
153	Dystopian II	(12)
COMBINATIONS		
241A + 241B	Sculpture I + Sculpture II	(18) + (8)
149A + 149B	Journalism I + Journalism II	(24) + (12)
833 + 834	Marketing I + Marketing II	(16) + (3)
259 + 260	Keyboarding I & Keyboarding II	(51) + (9)
WAIVERS		
660	AP Chemistry	(9)
136	AP Language and Composition	(9)
319	French V Honors	(9)

Following a brief discussion, Principal Migneault and Dean Dupille confirmed none of the changes requested for approval would mean an increase in staff. Audra Lurvey moved, Beth Setear seconded, to approve waivers for AP Chemistry, AP Language and Composition, and French V Honors to be run with lower than eleven student enrollments. An oral **VOTE PASSED 6/0**.

Principal Migneault requested the Board approve the high school request to pilot a new freshman course. The proposed course will be geared toward developing individual wellness in areas including self, relationships, academics, and community. The following overview and information was provided:

Need for First Year Seminar Data

- Time to access special education, guidance and supports – scheduling committee
- Intervene with students reporting increase in bullying & access to drugs and alcohol & prescription drugs – survey data
- Hone study skills for high school career – freshmen teachers
- Foster career exploration and learning relevance - research
- Create a place where everyone belongs – research



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

- Increase parental awareness, communication and assistance – District Goal

Schedule

- Semester long, first semester, grade 9
- Green white rotation, paired with wellness, health related course
- Replace organizational studies with guided freshman material
- Schedule content by standards, assessments, reflection for end of semester credit

Freshman Seminar components

- Calendar and newsletter to provide teachers with support & direction
- Content driven by Wellness and Guidance standards, assessment & reflection
- Orientation
- Student led conferences
- Study skills
- Goal setting
- Character development (Respect, responsibility, caring, citizenship, honesty)
- Develop student profiles that include accurate reading and mathematics information, NECAP, goals, attendance, comments
- Academy awards
- Literacy & numeracy focus guided by guidance and wellness standards
- Mentoring
- Career development, job shadowing, speaker circuit
- Wellness in areas including self (20%), relationships (15%), academics (60%) and community (5%).

Additional time for potentially ...

- Team time to allow for some teacher/team autonomy and team building
- Literacy hook activities using transcripts from popular TV shows, drivers ed. manual etc.
- Ask union to purchase reward incentives (rubber bracelet's) to establish community
- Seminar hotline for parents and reporting as well as parent network
- Parent support groups led by data with workshop atmosphere
- Distribute magnets and flowcharts to navigate big building
- Monkeysurvey.com students (p.47) to develop focused needs & survey data
- Lab work in mathematics and writing (literacy and numeracy)
- Case management and guidance

Audra Lurvey moved, Beth Setear seconded, to approve the change to the Dover High School Course of Studies to add the proposed freshman course. It was confirmed this new course will not require additional staff. An oral **VOTE PASSED 6/0**.

5. NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES (NESAC) PROGRESS REPORT ON DOVER HIGH SCHOOL ACCREDITATION: Principal Migneault introduced staff members Stephanie DeMatteo and Greg Grande, members of the high school's NESAC



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

Accreditation Team who addressed the February 19, 2010 letter sent to the high school by NEASAC. The letter expressed concern that only 14% of the team's recommendations made during their 2007 visit were completed according to a two-year progress report. Ms. DeMatteo explained the delay was caused by three major factors: budget, administration changes, and the transition to block scheduling. Most of the recommendations have subsequently been addressed and a new report is due to be issued in February 2011 and will reflect their completion.

6. HANDBOOKS – DOVER HIGH SCHOOL AND CAREER TECHNICAL CENTER, DOVER MIDDLE SCHOOL, DOVER ADULT LEARNING CENTER, AND ALTERNATIVE SCHOOL:

Following a brief overview by Dean McKenney of handbook changes for Dover High School, Audra Lurvey moved, Beth Setear seconded, to approve the Dover High School Handbook changes. An oral **VOTE PASSED 6/0**.

Questions and concerns surrounding the Dover Middle School handbook policy, pages 10 through 12, on homework were raised by Ms. Grady and Mr. McCrory. Concerns were expressed that the homework policy was too punitive. Robert McCrory moved, Beth Setear seconded, to table the middle school handbook changes until these areas can be addressed and bring changes back to the May meeting. An oral **VOTE PASSED 4/2 (Lurvey and Mebert opposed)**.

(NOTE: Dr. O'Connor requested Board members send their questions to him to share with the middle school administration so a new cover page (with changes only) can be prepared for the May meeting.)

Audra Lurvey moved, Beth Setear seconded, to accept changes to the Dover Adult Learning Center (DALC) handbooks. An oral **VOTE PASSED 6/0**.

Audra Lurvey moved, Beth Setear seconded, to accept the Alternative School Handbook with no changes. An oral **VOTE PASSED 6/0**.

7. SCHOOL IMPROVEMENT GRANT (SIG) INFORMATION: Dr. O'Connor reviewed a letter from the Department of Education regarding the Title I New Hampshire Schools Improvement Grant application process and requirements. A prioritized list of persistently lowest-achieving New Hampshire schools was developed based on US ED guidelines. This list was included with the letter and identified Dover Middle as a Tier III school. (Tier I schools are given the highest priority and Tier III schools the lowest priority in application process for the SIG funds.) Because Dover Middle is listed as a Tier III school, they will not qualify for and SIG funds. However, in anticipation of this Grant, the Middle School had already developed a restructuring committee to evaluate what changes should be made to remove them from the list. The Transformation model was chosen as the goal for the school. Dr. O'Connor noted the school could remain status quo, but he feels now is a good time to reorganize regardless of whether they qualify for any funds.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

Transformation Model: The LEA replaces the principal; implements a rigorous staff evaluation and development system; institutes comprehensive instructional reform; increases learning time and applies community-oriented school strategies; and provides greater operational flexibility and support for the school.

8. ESTABLISH SUPERINTENDENT SEARCH COMMITTEE: Dr. Mebert indicated approximately 30 people have expressed interest in participating on the search committee. Dr. Mebert then advised that the Board will discuss committee membership during a Special Session to be held on Thursday, April 15th, in the office of the Superintendent.

9. ESTABLISH 2010/2011 REDISTRICTING COMMITTEE: Dr. O'Connor reminded Board members that approximately 100 students were redistricted from Horne Street School to Garrison Elementary School two years ago. He advised that due to current enrollment numbers, it is again necessary to review the elementary school districts. Because Garrison is over-enrolled and construction projects have been completed, students need to be redistricted from Garrison to Horne Street and Woodman Park Schools. The Superintendent recommended this item be tabled until the May meeting to give Board members time to review the issue. There was no objection and the item was tabled.

10. REQUEST TO ENTER INTO MULTI-YEAR DISCOUNT PROGRAM AGREEMENT (2013) WITH PRIMEX: Business Administrator, Laurie Verville, explained the District received an offer from Primex – NH Public Risk Management Exchange, to extend our current agreement for property and liability coverage through June 30, 2013. By extending coverage one year beyond the current commitment date of June 2012, the District will save an additional 5% on its annual premium. That would result in a minimum savings to the District of \$5,000.00 each fiscal period.

Audra Lurvey moved, Doris Grady seconded, to approve the Business Administrator's request to enter into the multi-year discount program agreement with Primex until June 2013. A roll call **VOTE PASSED 6/0.**

11. AWARD DRIVERS' EDUCATION BID: Business Administrator, Laurie Verville, explained that Dover Adult Education solicited and received three bids to provide student drivers' education. After review of the bids, DALC Director, Deanna Strand, requested the Board award the bid for Drivers' Education to the current provider, Pale Rider, for a period of one year. The total cost to the students will be \$475.00. The total cost of the program will be \$625.00 (with \$150 state reimbursement per passing student).

Audra Lurvey moved, Robert McCrory seconded, to award the bid for Drivers' Education to Pale Rider for the 2011/2012 school year. A roll call **VOTE PASSED 6/0.**

O. SCHOOL BOARD MATTERS OF INTEREST: None.

P. ADJOURNMENT: Audra Lurvey moved, Doris Grady seconded, to adjourn at 9:59 P.M. An oral **VOTE PASSED 6/0.**



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, April 12, 2010**
Meeting Time: **7:00 pm**

Respectfully Submitted,
Beth Setear, Secretary
BS/kgb