 <p>DOVER SCHOOL DISTRICT</p>	DOVER SCHOOL BOARD – MINUTES	
	Meeting Type:	Special Session #4
	Meeting Location:	City Council Chambers
	Meeting Date:	Monday, May 24, 2010
	Meeting Time:	6:30 pm

A special session of the Dover School Board was called to order on Monday, May 24, 2010, at 6:30 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; Business Administrator, Laurie Verville; Dustin Gray, Garrison School Principal; Mal Forsman, Horne Street School Principal; Patrick Boodey, Woodman Park School Principal; Christine Boston, Dover Middle School Co-principal; Director of Pupil Personnel Services, Sandra Crosson; Director of Curriculum, Instruction, and Assessment, Jean Briggs Badger; Horne Street School Librarian, Linda Smart; Title I Project Manager, Paula Glynn; James Dupille, Dover High School Dean; and Leslie Modica, *Foster’s*.

B. PLEDGE OF ALLEGIANCE: Beth Setear led the Board in the Pledge of Allegiance.


C. CITIZENS’ FORUM (LIMITED TO AGENDA ITEMS ONLY): No one addressed the Board.

D. HAZARDOUS STREETS UPDATE: Dr. O’Connor reviewed the creation and history of the Hazardous Streets List. He reminded the Board this item had been tabled at the May 10, 2010 School Board Meeting to allow his office time to contact day care providers for their feedback. He advised that he received letters from the two affected centers, Dover Children’s Center and Bright Beginnings Daycare, both on Back River Road. Both requested a waiver to allow the bus to continue to provide service to and from Garrison School. (First Student has already been consulted and indicated there is currently sufficient room on the buses to continue to provide this service.) The daycare centers would be notified, should buses become overcrowded, than service could be terminated at that time.

Dr. O’Connor requested the Board approve the revised hazardous street listing, removing streets that have been upgraded with sidewalks and pedestrian crossing lights.

Audra Lurvey moved, Beth Setear seconded, to approve the changes to the updated Hazardous Streets List.

Robert McCrory indicated he did not support a one-mile walking policy and would like to see the 40 or so students who would be affected by the changes continue to ride on the buses. Ms. Setear cautioned this approach would mean all students in the District would qualify as riders and that “would be a costly change.”

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Ms. Grady asked if any streets could be “temporarily” deemed as hazardous during the winter if sidewalks are not plowed. Dr. O’Connor noted the Board could change its policy for walkers/riders at any time. He cautioned, however, that many of the City’s sidewalks are not plowed immediately after a storm and families living throughout Dover could request “temporary” busing.

Audra Lurvey called for the vote to approve the changes to the updated Hazardous Streets List. An oral **VOTE PASSED 5/1 (McCrory opposed)**.

Dr. O’Connor requested the Board approve a waiver for continued bus service to and from Bright Beginnings and Dover Children’s Center on Back River Road. Doris Grady asked the approval for the waiver include language that the centers must follow Board policy and only bus students who live in the Garrison School District.

Audra Lurvey moved, Beth Setear seconded, to approve grant a waiver to continue bus service to and from Dover Children’s Center and Bright Beginnings Daycares on Back River Road with the caveat that only students living in the Garrison School District would be eligible. An oral **VOTE PASSED 6/0**.

E: 2010/2011 SCHOOL BOARD PROPOSED BUDGET: PRIORITIZING TAX

CAP: The Superintendent noted the City Council is considering a tax cap override to restore approximately \$1 million to their proposed budget. Dr. O’Connor added he feels the City Councilors should also be considering a similar override for the District’s budget. He stated that a modest override of \$1.2 million for the schools will allow the District to return to a level funded budget.

Dr. O’Connor then reminded Board members of the list of cuts that were made when developing the fiscal year 2011 budget. City Council had requested the Board provide a prioritized list of items they would like to see added back into their budget if funds were to become available. He recommended the list not be prioritized further because every item on the list is of high priority and he recommends restoring the \$1.2 million to fund **all** of them.



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Ms. Grady stated she had emailed the City Manager and the City Council to ask them to be forthright with parents who are sending them correspondence, thanking them for a possible tax cap override, to make sure they understand the override they are discussing will not restore money to the school district. Ms. Grady then asked the Superintendent to clarify if he knew whether federal money will be coming to the District next year to fund the federal reduction teachers included on the list of cuts. Dr. O'Connor stated all indicators are that the money is coming to Dover and noted that then the \$200,327 could be cut from the list.

Dr. Mebert asked if there was any indication the state would be asking the District to adjust its budget, similar to last year, when revenues were not what they had expected. Dr. O'Connor stated there was an additional 5% added to the District's retirement contributions, building aid has been suspended for one year (although all of the District's projects were approved prior to the suspension and will be funded), and it is likely catastrophic aid could be cut for fiscal year 2012. However, the Superintendent has not heard of any further impact to the fiscal year 2011 budget.

Ms. Grady asked the Superintendent if he will present to the City Council the list of cuts for which the Board would like funding restored. Dr. O'Connor indicated they already have the list.

Mr. McCrory asked when it would be appropriate for him to advocate for the inclusion of funds for items that are "high on my list" including reinstating late buses, funding the Dover Middle School Family and Consumer Science program, and funding the Dover Middle School Library Aid. Additionally, he stated he is interested in seeing the Firefighting/EMS program added to the CTC. Dr. O'Connor indicated he would be addressing the Firefighting program later in the evening's agenda. Dr. Mebert suggested Mr. McCrory wait until the Board knows what its budget will be and then present those items for discussion.

F: ARRA FUNDING UPDATE: Sandra Crosson (Special Education Director) and Paula Glynn, Title I Project Manager) each provided an update on the status of ARRA Funding for their programs.

Sandra Crosson gave the following ARRA funding update:

“Attached are several documents illustrating the expenses to date for activities funded by the IDEA and Preschool ARRA grants. The American Recovery and Reinvestment Act is intended to provide school districts an opportunity to implement innovative strategies to improve outcomes for infants, toddlers, children, and youth with disabilities while stimulating the economy.

Four principles guide the distribution and use of ARRA funds:



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- Spend funds quickly to save and create jobs
- Improve student achievement through school improvement and reform
- Ensure transparency, reporting, and accountability
- Invest one-time ARRA funds thoughtfully to minimize the “funding cliff”

These principles were strongly considered in the design of the IDEA and Preschool ARRA funds. I have used this opportunity to provide professional development to teachers and specialists, update the technology used in the special education department including computers and assistive technology devices for students with disabilities, expand intervention training and materials, and offset some expenses typically provided by the local budget for the delivery of special education services to students.

The IDEA and Preschool grants require the activities to be organized by “Priority Areas” or the focus that will be targeted by the activities. Priority areas are based on the Special Education State Performance Plan and have been suggested in guidance materials [PriorityAreas document was reviewed].

Each month the SAU must report on the specific outcomes of the planned activities. Both a description of the expense and the dollar amount spent must be entered [March Report example]. Not every activity is actually implemented each month. Some planned activities have not been implemented yet.

The financial reporting is organized using the NH Financial Accounting Handbook for Local Education Agencies. A copy of the current monthly report to date is included in your packet. The Account Number system is confusing and appears repetitive. I have included a general description of each fund line for your reference in reading the fund report.

The same type of activity may be implemented for different needs. For example, teachers and specialists are employed to help with Preschool Lease Restrictive Environment, Suspension and Expulsion, and Secondary Transition. To help you get an overview of the types of outcomes we have funded from the ARRA grants, I have summarized the categories of activities [Categories document was reviewed].

Notes

1. Principles for design of ARRA grant
 - Spend funds quickly to save and create jobs



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- Improve student achievement through school improvement and reform
 - Ensure transparency, reporting, and accountability
 - Invest one-time ARRA funds thoughtfully to minimize the “funding cliff”
2. Design of the IDEA and Preschool ARRA funds. I have used this opportunity to provide **professional development** to teachers and specialists, update the **technology** used in the special education department including computers and assistive technology devices for students with disabilities, expand intervention **training** and **materials**, and **offset** some expenses typically provided by the local budget for the delivery of special education services to students.
 3. The original plan included designating priority areas, activities, and fund allocation. Priority areas are based on the SPED State Performance Plan while the activities and fund allocation were determined from knowledge of needs not funded in the local budget. I have provided you a list of the Priority Areas targeted by the activities.
 4. Monthly reporting of outcomes and expenses- March example in your packet
 - a. Use a fund report from Budget sense to determine how much was spent on each activity
 - b. Post the outcome to the Priority Area it supports. For example, in March we paid an early childhood educator for 63 hrs working 4 afternoons a week.
 - c. Work with Libby Simmons (Accounting Manager) and my assistant, Mary Angers to post the amount spent on activities within the Priority Area organized by fund account
 - d. Libby calculates the total FTE funded that month by using a formula that divides the total hours worked by the number of hours equal to a FTE for the work days in that month
 5. Each month we look at the entire grant –your packet shows the latest May report used in reporting on April’s activities. At the time I was preparing this presentation we had not finalized the April reporting, so I gave you the March report as an example.
 - a. May Summary shows how much is left in the amount allocated to each budget line. Not all activities have had the expenses paid, so not all expenses have been posted. For example, the second line “Temporary Employees” is used to pay substitute teachers when special education staff attend a professional development workshop. We had a workshop last week and over 20 teachers attended, so this line will be reduced in the June report.
 - b. Amount budgeted for each line may be revised this summer



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6. The summary from Budget Sense is not self-explanatory, so I provided you with a General Fund Account Explanation to help you understand the line items.
7. Each budget account listed may fund multiple activities. For example SALARY REGULAR provides funds to hire teachers, specialists, and paraprofessionals. These regular salaried employees may be listed under different Priority Areas. Staff are hired to assist with Preschool Least Restrictive Environment (e.g. .2 FTE OT), Suspension and Expulsion (e.g. .33 FTE Intervention Specialist), and Secondary Transition (e.g. .6 FTE Transition Coordinator).
8. Another example- 2940.2.600.01210.4323....etc (line 10) IDEA PROF SERVICE *professional services to students with disabilities provided by a contractor*. I use this line in different Priority Areas. For example, this budget account is used to provide funds for:
 - a. Drug and alcohol counselor to reduce SUSPENSIONS AND EXPULSIONS
 - b. Extended school day services for a developmentally delayed young adult as part of SECONDARY TRANSITION plan
 - c. Special educator, speech/language pathologist, and occupational therapist fees to provide special education and related services to students PARENTALLY PLACED unilaterally in private schools
9. I have summarized the different activities into “categories” for you that include several fund accounts. For example, the list of Employee Salary, Stipend, Benefits gives you the details reported as “outcomes”. Some notes:
 - a. 35% of the IDEA grant funds Personnel while 54% of Preschool funds Personnel
 - b. 21% Prof Serv Staff
 - c. 13% Prof Serv Students
 - d. 10% Equipmentfurniture/Technology
 - e. 4% Books and Information Resources
 - f. 3% Supplies and consumables
 - g. 14% Other”

Paula Glynn gave the following report:

“The primary goal of the DINI plan is to eliminate Dover from that status as soon as possible. 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

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are not proficient or are just on the margin of proficiency. These students also need our attention. These are the students who benefited 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 are indeed beginning to show the growth we need. 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 has been spent this year 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 one more year – hopefully this time will give us the boost we need, along with the restructuring plan, 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.”

G: NECAP ANALYSIS: Jean Briggs Badger reviewed with the Board the NECAP Analysis for the Fall of 2009. The NECAP Executive Summary follows:

I.

Through the No Child Left Behind legislation, the State of New Hampshire was mandated to establish an annual testing schedule to measure students proficiency in language arts, mathematics, writing and now also in science. The ultimate goal is to have ALL students reach proficiency by the year 2014. To that end, the State has created “mile-markers” to measure how our students are progressing or making “annual yearly progress.” You can see from the following chart what the index score is for reading and mathematics for each 2 year interval starting from 2005-06:

ANNUAL MEASURABLE OBJECTIVES
2 YEAR INTERVALS, EQUALLY SPACED TO 100

Grades 3 – 8	index	
	ELA	Mathematics
Starting Point (2005-2006)	82	76



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2006 – 2007	82	76
2007 – 2008	86	82
2008 – 2009	86	82
2009 – 2010	91	88
2010 – 2011	91	88
2011 – 2012	95	94
2012 – 2013	95	94
2013 - 2014	100	100

The existing State Standards, upon which the original NHEIAP test was created, have been further defined by the creation of Grade Level Expectations (GLEs). The three states of New Hampshire, Vermont and Rhode Island came together in 2003 and created a new tri-state assessment tool to measure these GLEs called the NECAP or the New England Common Assessment Program. The NECAP assessment reports contain valuable information for schools and districts to aid in their efforts to better serve the academic needs of individual students and to evaluate and improve curriculum and instruction. All test items appearing on NECAP tests are designed to measure specific NECAP GLEs. As schools align their curriculum and instructional programs with these standards, test results should reflect student progress toward these standards.

If a district or a school does not meet the benchmark the state has established called “Adequate Yearly Progress” or AYP for 2 years in a row, the school and/or district is designated “in need of improvement.” In the 2004 State Assessment, Dover was identified as a “District in Need of Improvement” or DINI for Mathematics. Through the hard work of many individuals in our district, we were able to make AYP in mathematics in 2005 and 2006, thereby exiting our “DINI” status with the release of the AYP state information August 2007. Reminder: AYP must be met by ALL subgroups taking the NECAP each year.

With the release of the 2007 NECAP data, the Dover School District was again tagged as in need of improvement – now in reading. Now the 2010 Adequate Yearly Progress status for Dover based on the May 2009 NH Alternative and October 2009 NECAP assessment data has the following status report by school:

State of New Hampshire Department of Education Summary Report - 2010 Preliminary AYP Status – Schools		
<u>IMPROVEMENT (SINI)</u>	<u>ADEQUATE YEARL PROGRESS (AYP)</u>	<u>SCHOOLS IN NEED OF</u>
		Two-Year History



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2009	2009	2009	2010	2010	2010	2009	2009	2009	2010	2010	2010	
District/School			Reading	Math	Other	Reading	Math	Other	Reading	Math	Other	
Dover #141 (SAU 11)												
Dover Middle School	4	0	No	No	Yes	No	No	Yes	4	5	0	3
Dover Senior High School	1	0	No	No	Yes	Yes	No	Yes	5	2	0	4
Garrison School	0	0	No	No	Yes	Yes	Yes	Yes	0	0	0	0
Horne Street School	0	0	No	No	Yes	Yes	Yes	Yes	2	0	0	1
Woodman Park School	1	0	No	No	Yes	No	No	Yes	3	2	0	2


II.

The State’s Growth Target Report shows the percent of students meeting their growth target. This is part of the Department of Education’s emphasis on “Follow the Child.” For Dover the snapshot is as follows:

MAKING THEIR GROWTH TARGET

reading 2010 Report	math 2010 report
GRADES 3 and 4	
GES - 73.5%	GES - 77.1%
HSS - 69.0%	HSS - 77.0%
WPS - 68.0%	WPS - 67.2%
GRADES 5, 6, 7, and 8	
DMS – 74.6%	DMS – 72.7%
READING 2009 REPORT	
MATH 2009 REPORT	
GRADES 3 and 4	
GES - 74.7%	GES - 78.3%
HSS - 66.8%	HSS - 70.9%
WPS - 59.9%	WPS - 59.0%
GRADES 5, 6, 7, and 8	
DMS – 71.8%	DMS – 70.8%

In addition, the NECAP tests writing in grades 5, 8 and 11. An area of emphasis for the Dover School District continues to be increasing our numbers for proficient in writing. In the Fall 07 scores we had 54% of our 5th grades below proficient, compared to the state at 48%. Our 8th grades scored 50% below again this year compared to the state at 57% below proficient. Writing remains an area of concern statewide. Grade 11 students scored 58% below proficient,

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while the state average was 67% below proficient. In Dover, we are continuing our comprehensive writing assessment project this year to assist our students in “on demand” writing practice. This year the Writing Assessment was only reported for grade 11, as grades 5 and 8 are considered a “pilot” year. The 11th grade writing scores show 53% proficient and 46% below proficient. This shows a growth of 12% in writing.

Our science scores show 49% proficient in grade 4, 31% proficient in grade 8 and 23% proficient in grade 11. These scores are very close to the overall state scores in science.

III. Other current initiatives underway in our district include:

In addition to all the Dover’s Growing Readers (DGR) teacher training, there has also been targeted professional development in reading for special educators and regular educators this year to increase teachers’ proficiency in intervention strategies for reading:

- Leveled Literacy Intervention (LLI)
- Orton – Gillingham
- Foundations / Wilson Fluency

With our Title I/ARRA funds we have this year 4 full time Literacy Facilitators for grades K – 8, and a full time Math Coach grades K – 4 and a part time Math Coach grades 5 – 8.

We have also put Title I back into Dover Middle School for reading services grades 5 – 8.

IV.

Principals and staff are focused on conducting detailed analysis of assessment data within their school data teams. An analysis of the NECAP results by grade level and at the student level will yield identification of weak curriculum strands that warrant additional attention at the classroom level. Teachers will work together to make instructional changes to improve student performance. Currently the district is working with using the Performance Pathways State Program to access our NECAP results by student. This program, as part of the states’ “Follow the Child” initiative will allow teachers and administrators to track each student’s progress over time. Further professional development will be offered for teachers in data use; formative assessment that encourages differentiation in classroom instruction; and in encouraging teachers as collegial coaches.

The Dover School District remains committed to using data as a tool to sharpen our teaching skills and to deepen our students’ knowledge and understanding of essential learning.



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Ms. Briggs Badger also reviewed a five-year NECAP Results analysis in Reading, Math, Science, and Writing for the years 2005-06, 2006-07, 2007-08, 2008-09, and 2009-10, referencing areas of improvement and other areas where scores have fallen.

H: DISTRICT-WIDE TECHNOLOGY DRAFT PLAN REVIEW: Jean Briggs Badger introduced Linda Smart, Horne Street School Librarian, and thanked her for the role she has taken, of her own initiative, in the District's Technology Plan. Ms. Briggs Badger also thanked Ms. Smart for the tireless effort she expends for the District in other ways.

Linda Smart explained that an updated technology plan is due for submission to the state this year. She then presented the Board with an overview of the Dover School District Draft Technology Plan for 2010 through 2013.

Broad Goals for the plan were outlined:

- To ensure that all teachers and students have increased access to technology.
- To improve ICT literacy throughout the District.
- To improve the capacity for all teachers in the District to effectively integrate technology into curriculum and instruction.
- To provide professional development for teachers, staff, librarians and administrators to further the use of technology in the classroom.
- To use technology effectively to promote parental involvement and increase communication with parents.

Access to Technology

Goal 1-1: To continue to expand our wired network as needed, and to expand our Wi-Fi coverage.

Goal 1-2: To replace the existing email server.

Goal 1-3: To ensure that teachers and students have adequate access to desktop technologies.

Goal 1-4: To ensure teachers and students have adequate access to SMARTBoard or other Interactive whiteboard technology.

Goal 1-5: CTC Expansion

ICT Literacy

Goal 2-1: Curriculum Integration. The Curriculum Planning Council will look for opportunities to integrate technology into the curriculum wherever possible.

Goal 2-2: Elementary School Lab Standardization.

Goal 2-3: Implementing Student Portfolios.

Goal 2-4: Continue to make Distance Learning available to students.

Professional Development



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Goal 3-1: A Trained and Committed Faculty. To develop a faculty trained and committed to developing their own technology skills

Goal 3-2: Establish Technology Mentors. Teachers at the elementary levels are in need of an Education Technology mentor to enable them to more effectively use the technology in the building and to apply this knowledge to each curriculum area.

Parent Involvement

Goal 4-1 – To continue to provide an informative online environment for students, parents and the public at large.

Goal 4-2 – Explore options to enhance the online environment whenever possible.

Ms. Smart added that a budget narrative is also included with the Dover School District Technology Plan for 2010 through 2013 and will be submitted to the state as well. She then requested the Board approve the plan for submission.

Mr. McCrory asked if Ms. Smart was asking for any money this evening. Ms. Smart stated she was not. She explained that the budget included with the report is the current 2010 budget and a level funded 2012 budget estimate. Mr. McCrory then asked why the report was being sent to the state. Ms. Smart stated a technology plan must be on file in order for the District to apply for some Title I and ARRA Grant monies, as well as for E-Rate money.

Ms. Grady expressed her concern with the amount of professional development money included in the budget (\$98,447). She noted it would be interesting to find out how much money had already been spent on technology professional development training for the staff. She added that she still receives complaints from parents stating teachers are not communicating via technology. Ms. Grady added she was concerned about another \$300,000 proposed to be spent between 2010 and 2012.

Ms. Smart clarified that the figure of \$98,000 is the total professional development budget, not just for technology. She agreed that while there had been concerns with teachers' use of EdLine, the conversion to the MMS portal will provide many more options and the interface will be easier to use. The MMS portal will allow teachers to post assignments in one place and parents will have easier access. She ended by advising the Board that a new technology committee is being formed about which she is very excited. Ms. Smart indicated she is optimistic about moving forward with a plan in place to move the District in a positive direction.

Mr. Appel spoke about some of the issues of the past, using a complicated software program and asking teachers to master it, and stated his belief that moving to MMS will provide a much simpler interface.



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Audra Lurvey moved, Ken Appel seconded, to approve the submittal of the Technical Plan to the state. An oral **VOTE PASSED 6/0**.

I: TECHNOLOGY BIDS: Laurie Verville

- 1. FLAT SCREEN MONITORS:** Business Administrator, Laurie Verville, requested the Board award a bid for Flat Screen Monitors to One Second Computers of Dover (tied for low bid) in the amount of \$118.00 per unit for a total cost of \$11,800.00.

Audra Lurvey moved, Robert McCrory seconded, to award the bid for flat screen monitors to One Second Computers of Dover in the amount of \$118.00 per unit for a total cost of \$11,800.00. A roll call **VOTE PASSED 6/0**.

- 2. CISCO SWITCHING DEVICES:** Business Administrator, Laurie Verville, requested the Board award a bid for Cisco Switching Devices to the lowest bidder, HUB Technical Services, Inc in the amount of \$1,367.00 per unit for a total cost of \$6,885.00.


Audra Lurvey moved, Carolyn Mebert seconded, to award the bid for CISCO Switching Devices to HUB Technical Services, Inc in the amount of \$1,367.00 per unit for a total cost of \$6,885.00. A roll call **VOTE PASSED 6/0**.

- 3. HP PROLIANT SERVERS:** Business Administrator, Laurie Verville, requested the Board award a bid for HP Proliant Servers to Higgins Office Products of Portland, Maine, in the amount of \$3,995.00 per unit for a total cost of \$7,990.00.

Audra Lurvey moved, Robert McCrory seconded, to award the bid for HP Proliant Servers to Higgins Office Products of Portland, Maine, in the amount of \$3,995.00 per unit for a total cost of \$7,990.00. A roll call **VOTE PASSED 6/0**.

- 4. PERSONAL COMPUTERS:** Business Administrator, Laurie Verville, requested the Board award a bid for personal computers to Zt Group International in the amount of \$469.00 per unit for a total cost of \$37,880.00.

Robert McCrory asked for clarification why we were not going with the lowest bidder. Ms. Verville stated the low bidder bid

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on refurbished computers. Zt Group bid's was for new computers.

Carolyn Mebert noted companies like Dell Computer offer an education rate for hardware and asked if that had been looked into. Ms. Verville stated those companies had been reviewed for better prices.

Ms. Grady noted there was a wide-range of bid prices between companies and asked Ms. Verville if she knew why. Ms. Verville indicated that specifications are provided with each bid, and although she is not sure why there are such large differences, she noted there is quite a range.

Audra Lurvey moved, Carolyn Mebert seconded, to award the bid for personal computers to Zt Group International in the amount of \$469.00 per unit for a total cost of \$37,880.00. A roll call **VOTE PASSED 6/0.**

5. **LAPTOP COMPUTER SYSTEMS:** Business Administrator, Laurie Verville, requested the Board award a bid for laptop computer systems to Lyme Computer Systems of Lyme NH, for \$660.00 per unit at a total cost of \$6,600.00.

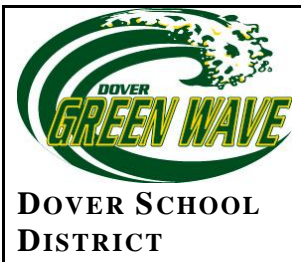
Audra Lurvey moved, Doris Grady seconded, to award the bid for laptop computers to Lyme Computer Systems of Lyme NH, for \$660.00 per unit at a total cost of \$6,600.00. A roll call **VOTE PASSED 6/0.**

6. **WYSE V10L UNITS:** Business Administrator, Laurie Verville, requested the Board award a bid for WYSE V10L Units to Higgins Office Products, Inc of So. Portland, Maine, for a total cost of \$18,300.00.

Audra Lurvey moved, Beth Setear seconded, to award the bid for WYSE V10L Units to Higgins Office Products, Inc of So. Portland, Maine, for a total cost of \$18,300.00. A roll call **VOTE PASSED 6/0.**

J: SCHOOL BOARD MATTERS OF INTEREST: Dr. O'Connor stated there were two additional items he wanted to discuss with the Board.

1. **Firefighting/EMT Program:** Dr. O'Connor noted that although there is currently no money budgeted for this program, he recommends the Board allow Mr. Amara to proceed as if the program is funded. The



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Special Session #4
Meeting Location: City Council Chambers
Meeting Date: **Monday, May 24, 2010**
Meeting Time: **6:30 pm**

Superintendent stated he is confident the funds can be found within the Career Technical Center budget itself through “economies” that will be made. Dr. O’Connor then recommended the landscape/hardscape program be deferred for one year.

Robert McCrory moved, Doris Grady seconded, to allow the Superintendent to direct the CTC Director to proceed with incorporation of the Firefighting/EMT Program into the CTC. An oral **VOTE PASSED 6/0**.

- 2. Curriculum, Assessment, and Instruction (CAI) Director Position:**
Superintendent O’Connor recommended the CAI Director duties be revised to reassign all Title duties to the Title I Project Manager. This would mean the Title I position would be changed to year-round. He added his belief that this change would enable the CIA Director to “focus on those three areas” (Curriculum, Instruction, and Assessment).

Doris Grady stated it was nearing the end of the evening’s meeting when the Superintendent was presenting an item of major decision to the Board. She asked the Superintendent to provide more information and suggested any decision wait until the next meeting. Dr. O’Connor indicated that although there is a timeline associated with the hiring of the new individual (CAI Director), he will get together financial information for the Board for them to make a decision at the June 14th Board meeting.

Lastly, the Superintendent asked for two Board member volunteers to participate on the CAI Search Committee. He noted that applications are due by June 4, 2010. Ken Appel and Carolyn Mebert volunteered to be the Board representatives for the CAI Search Committee.

K. ADJOURNMENT: At 8:35 p.m., Audra Lurvey moved, Doris Grady seconded, a motion to adjourn. An oral **VOTE PASSED 6/0**.

Respectfully submitted,
Beth Setear, Secretary