



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #5  
Meeting Location: City Council Chambers  
Meeting Date: **Monday, May 10, 2010**  
Meeting Time: **7:00 pm**

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, May 10, 2010, at 7:08 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; Kim Lyndes, Dover Middle School Co-principal; Debi Migneault, Dover High School Principal; Director of Pupil Personnel Services, Sandra Crosson; Director of Curriculum, Instruction, and Assessment, Jean Briggs Badger; Horne Street School Librarian, Linda Smart; Technical Support Services Manager, Chris Roberge; Title I Project Manager, Paula Glynn; Career Technical Center Director, James Amara; Music Director, Dave Tromba; Dover Fire Chief, Perry Plummer; Barrington Fire Chief, Rick Walker; Student Representative to the School Board, Olivia Loos, DTU President, Debra Hackett,

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

**C. CITIZENS' FORUM:**

1. Dover Fire Chief Perry Plummer, 48 Varney Road, Dover, spoke in support of the proposed Fire Fighter and EMT programs for the Career Technical Center. While acknowledging there are severe funding issues, Chief Plummer reiterated the many benefits the program would provide for the students and to the community. He asked the Board to try to find a way to fund both programs.

2. Barrington Fire Chief Rick Walker requested permission to address the Board.

Audra Lurvey moved, Ken Appel seconded, to suspend the rules to allow Barrington Fire Chief Walker to address the Board. An oral **VOTE PASSED 6/0.**

Chief Walker agreed with Chief Plummer about the firefighting and EMT program's many benefits. He also urged the Board to try to find a way to fund the programs.

Audra Lurvey moved, Doris Grady seconded, to suspend the rules to bring items L.1. to L.5., Resolutions of Recognition, forward in the agenda. An oral **VOTE PASSED 6/0.**

**L.1. Resolution of Appreciation to Garrison School Volunteer, Brandie Mackey.** Audra Lurvey read the resolution into the record.

RE: Brandie Mackey



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- WHEREAS Brandie has contributed countless volunteer hours at Garrison School in many different aspects including Friday copying for the entire school, students, and staff, and
- WHEREAS She worked tirelessly in both of her children's classrooms, assisted students with the wee deliver program, and volunteered to chaperone on various field trips, and
- WHEREAS She always helps out with a great big smile and a super attitude and we have come to rely on her because she is always on time and stays until the job is done, and
- WHEREAS Brandie is responsible for the timely distribution of the Garrison News and never questions or complains when we scramble to finish making copies and distribution, and
- WHEREAS Once she completes distribution of the Garrison News, she processes copy orders for teachers (which means she works for hours on many Fridays), and
- WHEREAS Garrison could not provide the services it does for our students without volunteers like Mrs. Mackey,
- NOW THEREFORE BE IT RESOLVED that the Dover School Board and the Dover School community acknowledge the contributions of Brandie Mackey and thank her for her many hours of dedicated service and devotion to the children and staff of Garrison Elementary School.

**L.2. Resolution of Appreciation to Horne Street School Volunteer, Vicky Martuscello.** Beth Setear read the resolution into the record

- RE: Horne Street School Parent Volunteer – Vicky Martuscello
- WHEREAS Mrs. Martuscello has provided an invaluable service to the students of Horne Street School, and
- WHEREAS Mrs. Martuscello has been a valuable member of the Horne Street School community in many capacities, and
- WHEREAS Mrs. Martuscello has been a driving force in creating, organizing, and implementing the classroom volunteer program at Horne Street School, and
- WHEREAS Mrs. Martuscello has served as the first Academic Volunteer Coordinator for Horne Street School, and



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WHEREAS Mrs. Martuscello has volunteered in classrooms during the regular school day, and

WHEREAS Mrs. Martuscello has offered her help on the spur-of-the-moment whenever a need has been identified, and

WHEREAS Mrs. Martuscello has worked tirelessly for all the Horne Street School students and staff members each year, and

WHEREAS Mrs. Martuscello's dedication and enthusiasm has provided a valuable service to the students and staff of Horne Street School,

NOW THEREFORE BE IT RESOLVED that the Dover School Board and the Dover school community acknowledge the contributions of Mrs. Vicky Martuscello for her many hours of dedicated service and devotion to the children and staff of Horne Street School.

**L.3. Resolution of Appreciation to Woodman Park School Volunteer, Sarah Huse.** Audra Lurvey read the resolution into the record.

RE: Sarah Huse

WHEREAS the PTO of Woodman Park School provides an invaluable service to its students, faculty, and parents, and

WHEREAS Sarah Huse has served as a very active member of the Woodman Park School PTO for six years, during which she was treasurer for one year and co-president for the last two years, and

WHEREAS she has helped organize and run ice cream socials, craft fairs, skate nights, family fun nights, dances, fun day, earth day clean ups, and staff appreciation days, and

WHEREAS Sarah has managed the Woodman Park school store and was vital in fundraising that enables the school to purchase items that enhance each child's education, and

WHEREAS she was instrumental in the Red Shoe Barn Race by securing sponsorships, promoting the race, and encouraging involvement. This resulted in shared proceeds from the race which was a huge benefit to Woodman Park School, and

WHEREAS she has always had the students' and teachers' best interest in mind as she worked diligently toward the betterment of Woodman Park School. Sarah has worked eagerly to make the Woodman Park School PTO a 501(c)(3) non-profit, tax-exempt corporation, and revised its by-laws, and



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WHEREAS Sarah's even keel approach and accessibility help shape the PTO. She's very determined in her efforts to improve Woodman Park School. Sarah demonstrates solid leadership skills that strike the perfect balance between accountability and delegation, and

NOW THEREFORE BE IT RESOLVED that the Dover School Board and the Dover School community acknowledge Sarah Huse for the hours and service put toward Woodman Park School. Her tireless energy and time has been greatly appreciated in each and every child and staff in this school.

**L.4. Resolution of Appreciation to Dover Middle School Volunteer, Melissa Cunio** . Audra Lurvey read the resolution into the record.

RE: Melissa Cunio

WHEREAS Melissa has served as an active member of the Dover Middle School PTA for five years, offering generous "behind the scenes" contributions of time and effort at numerous events which have been invaluable to the effective workings of the PTA, and

WHEREAS Melissa served as Dover Middle School Store Coordinator for the last five years, managing the volunteers and inventory, as well as working several shifts at the store, and

WHEREAS she managed the PTA's fundraising efforts for several years which raised approximately \$75,000 for the betterment of student activities, and

WHEREAS she has been a Reception Desk Volunteer for five years, cheerfully helping countless staff members, students, and parents, and

WHEREAS Melissa's thoughtful contributions to DMS have gone above and beyond all expectations - her special touch and her attention to detail is her hallmark! For just one example, Melissa filled "Welcome Back Bags" for 150 staff members and presented student volunteers with festive goodie bags that she personally provided. She always made sure fundraiser prize award ceremonies were fun-filled events, whether it was a limo ride to lunch or a few frantic minutes spent in a cash machine. Keeping the students happy is always Melissa's main goal.

NOW THEREFORE BE IT RESOLVED that the Dover School Board and the Dover School community acknowledge the contribution and thank Melissa Cunio for her many hours of dedicated service and devotion to the children and staff of Dover Middle School.



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**L.5. Resolution of Appreciation to Dover High School Volunteer, Anne Bean.** Robert McCrory read the resolution into the record:

RE: Anne Bean

WHEREAS Anne Bean has participated for the past two years as an active member in the Dover Parents' Music Boosters, which supports the music and guard programs at Dover High School, and

WHEREAS Anne Bean has served as the Uniform Organizer for the past two years for the Dover High School Marching Band, and

WHEREAS Anne Bean has served for the past two years as an active member of the Dover High School Parent Organization which primarily plans, organizes and oversees the drug and alcohol - free overnight trip for our graduates, known as Project Graduation, and

WHEREAS Anne Bean unofficially holds the title of "MOM" for the Class of 2012, helping with numerous events, running errands, transporting class officers, shopping, and performing whatever tasks are necessary to make the event successful, and

WHEREAS Anne Bean is involved in a variety of music and drama endeavors, and

WHEREAS Anne Bean has volunteered numerous hours as a member of the Scheduling Committee which helped to implement and continues to assess block scheduling at Dover High School, and

WHEREAS Anne Bean's dedication provides an enormous service to the staff and students of Dover High School

NOW THEREFORE BE IT RESOLVED that the Dover School Board and the Dover School community acknowledge the contributions of and thank Anne Bean for her many hours of dedicated service and devotion to the students and staff of Dover High School.

Audra Lurvey moved, Robert McCrory seconded, to suspend the rules to bring item N.1., Fire Safety Festival Report, forward in the agenda. An oral **VOTE PASSED 6/0**.

**N.1. FIRE SAFETY FESTIVAL REPORT:** Dover Fire Chief, Perry Plummer, presented School Board members with CD's, DVD's and t-shirts and provided an overview of the 2010 Dover Fire Safety Festival. Chief Plummer reported the 16<sup>th</sup> Annual Fire Safety Festival was a great success and thanked all School District staff for their support for the program.

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

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- a. **Nonpublic Session #13, April 12, 2010 (Personnel)**
- b. **Regular Session #4, April 12, 2010**
- c. **Nonpublic Session #14, April 14, 2010 (Grievance Hearing)**
- d. **Special Session #3, April 15, 2010 (Appoint Superintendent Search Committee)**
- e. **Nonpublic Session, #15, April 15, 2010 (Superintendent Application Review)**
- f. **Nonpublic Session #16, May 3, 2010 (Superintendent Candidates Review)**

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

### **E. CONSENT AGENDA**

1. **Correspondence:**
  - a. **Email dated April 28, 2010 from Ernie Clark re: DHS Homecoming Weekend Proposal**
  - b. **Letter received April 30, 2010 from M. Pentasuglia re: Busing Concerns at Ford's Landing**
2. **Resignations/Retirements:**
  - a. **Melissa Canaperi, Title I Coordinator, Dover Middle School**
  - b. **Diane Gormly, Reading Specialist, Dover Middle School**
  - c. **Mary McGary, Copier Aide, Dover High School**
  - d. **Thomas Kelley, Electrical Technology Instructor, Dover High School**
  - e. **Andrew Wallace, Dover High School, Social Studies**
3. **Leaves of Absence: None.**
4. **Nominations:**

**Sheet 1: Re-nomination of Administrators 2010/2011**  
**Sheet 2: Nomination and Election of Non-Union Personnel 2010/2011 (Baker to Weeks)**  
**Sheet 3: Re-nomination of Professionals Engaged in Teaching and Educators 2010/2011**  
**Sheet 4: Nomination and Election of Aides (Miles)**  
**Sheet 5: Nomination and Election of Coaching Positions (Meffen)**
5. **Extended Travel (Student Trips):**

**Preliminary Approval, Student Trip to Quebec, April 2011**

Doris Grady moved, Robert McCrory seconded, to remove item 4. Sheets 1, 2 and 3, Nominations, from the consent agenda for discussion. An oral **VOTE PASSED 6/0.**



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**4.1, 2, and 3, STAFF RE-NOMINATIONS FOR SCHOOL YEAR 2010/2011:** Ms. Grady moved, Robert McCrory seconded, to table re-nominations for the 2010/2011 school year until the City Council provided direction as to where the School District “budget stands.” She expressed concern that passing re-nominations this evening might mean cuts in other areas of the budget if the council does not fully fund the School Board budget. Ms. Grady suggested the Board consult with the City Manager or the Council for some idea of their plans. Ms. Grady further suggested the Board could then hold a Special Session prior to May 15<sup>th</sup>, the date required by law to notify teachers of their positions, once the consultation takes place. Ms. Grady added that a new superintendent may be chosen Thursday evening and the Board might want to wait for his or her input rather than place them in a financial bind.

Mr. McCrory agreed with Ms. Grady, adding his concern that once re-nominations are approved, it “takes away flexibility if additional funds are cut.” He agreed the board should ask to meet with City Council between now and May 15<sup>th</sup> before being “forced to chop music or other programs.” Mr. McCrory then articulated his concerns about automatically filling positions for resignations. Ms. Lurvey noted that re-nominating staff this evening would not mean the Board could not address future resignations on an individual basis. They could still decide whether to fill those positions or not. Ms. Lurvey added, “If there are economies to be made in staffing, it will be done. Nominating (this evening) does not mean those positions (if resignations or retirements are received later) would automatically be filled.”

Dr. O’Connor noted there were two separate issues being discussed. One was Ms. Grady’s request to table because there is no firm commitment from the City Council on funding the budget. Dr. O’Connor noted he had been following the Council’s meetings and he had not heard there will be a cut to the budget. “I feel confident we can fill these (re-nominations).” He added that as far as cutting buses or music...if the Council did cut the budget, the Board’s decision could then be to cut programs or not fill positions that may retire or resign.

Ms. Setear added that Board members received their packets last Friday and, if there had been any concerns, they could have ‘polled’ City Councilors before this evening to not withhold nominations. Ms. Setear called for the vote (to table re-nominations).

An oral **VOTE FAILED 2/4 (Appel, Lurvey, Mebert, Setear opposed).**

Robert McCrory moved, Doris Grady seconded, to remove item 4, Re-nomination of Stacy Gagne. There was no discussion. An oral **VOTE FAILED 2/4 (Appel, Lurvey, Mebert, Setear opposed).**

Robert McCrory moved, Doris Grady seconded, to remove items 2.a. through 2.e., Resignations and Retirements. There was no discussion. An oral **VOTE FAILED 1/5 (Appel, Grady, Lurvey, Mebert, Setear opposed).**

Audra Lurvey moved, Beth Setear seconded, to approve the entire consent agenda. An oral **VOTE PASSED 5/1 (McCrory opposed).**



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

- Recognize five missing swim team members from last month's resolution of recognition: Taylor Avrett, Heather Beardsworth, Rachel Busby, Lindsay Carper, and Mandy Carper
- Thank You to David Paolini, Central Falls Realty – Donation of Zoll AED Plus defibrillator
- Combined Band Concert DHS Band and Annan Pipes & Drums & Trinity School, England Trip

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.

- Dr. O'Connor requested the Board provide direction to the administration regarding the elimination or retention of the fourth grade music program.

Mr. McCrory recalled the Superintendent previously reported he had "found a way" to retain instrumental music program at all levels by revising some of the music teacher positions. Because of that assurance, he had voted to accept the Superintendent's recommendation to reduce the music budget.

Mr. Appel noted he was all for retaining the instrumental music program at the fourth grade. He questioned, however, the actual cost incurred in "lost time" by having staff travel from school to school.

Ms. Grady recommended the Board wait to make decisions in scheduling until the new Superintendent is "on board" for him or her to take part in the discussion.

Audra Lurvey and Beth Setear both agreed the administrative staff should continue to work on retaining the fourth grade instrumental program.

Audra Lurvey moved, Robert McCrory seconded, to direct the Superintendent and his staff to continue on the path they are working to schedule fourth grade instrumental music. An oral **VOTE PASSED 6/0**.

Audra Lurvey moved, Beth Setear seconded, to accept the Superintendent's report. **An oral VOTE PASSED 6/0**.

**G. STUDENT REPRESENTATIVE REPORT:** Olivia Loos reported on current and upcoming end-of-year events at Dover High School

### H. COMMITTEE REPORTS:

**a. CURRICULUM PLANNING COUNCIL COMMITTEE – Ken Appel reporting:** Mr. Appel gave the following report on the Curriculum Planning Council Meeting held May 6, 2010:



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“Carol Castellan reported on the state of the art program. While the Art Department is meeting the needs of the students by using multiple intelligences and alternative assessments, working within the schools to promote the arts program and reaching out to the community through projects and exhibits, a lack of funds provides severe challenges. In particular, even though they added a staff member, they had to do so without an increased budget, they still need lab fees to run the department, and they are short on technology like smart boards and computers (the computers they have are donations). There are not enough art classrooms for the art classes so they must meet classes in the cafeteria and sometimes two classes in the same room with the consequent increased noise levels. Some students cannot afford the lab fees and the fee waivers are further drags on their budget.

Dave Tromba reported on the music program. He pointed out that music enrollment has increased by 110% this year and by next fall 30% of the high school students will be enrolled in music courses. He indicated that instruction could be improved by using a camera and recorder so that students could record their performances while the teacher taught the rest of the class and then the teachers could assess performance retrospectively instead of using class time to do this. He pointed out that \$160,000 is supplied to the music program by parents of students (including money for instrument rental). He would like to see more community involvement in the music program, including reporting of the concerts, parades, and nursing home visits of the music students.

The schedule for the curriculum planning six year cycle through 2015 was distributed and discussed. Current members of the Council were urged to continue their participation for the next school year.”

**b. AD-HOC FINANCIAL POLICY REVIEW COMMITTEE – Ken Appel reporting:** Mr. Appel gave the following report on the first two meetings of the Dover Ad-Hoc Financial Policy Committee:

“The very name of the Dover Ad-Hoc Financial Policy Committee is likely to start to put most listeners or readers to sleep so I will oversimplify a bit in the hopes of keeping you more or less awake.

First of all, why should the Dover School Board be so concerned about Dover financial policy? Well, in 2014, we are scheduled to either renovate or rebuild Dover High School for a cost estimated as at least 60 million dollars and it was recently discovered that we cannot do that by just cutting the 2014 curriculum budget in half. So, we would like to make sure that somehow we can actually find the money for the high school. Thus, whether it is fun or not, we have to understand something about financial policy.

Many Americans love the idea of buying what they want, when they want it, even if they don't have the case. They do this by putting it on a credit card and immediately get full enjoyment of their purchase. When the credit card bill comes, even if they pay the minimum due, it is often painful, and, if they miss a payment, the interest skyrockets. Soon, the situation becomes choosing between bankruptcy, or even worse, not buying everything you want for a while. The



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thought of actually putting off buying things and saving the money is a nice idea, but not really something people want to contemplate.

Cities have similar problems. The same Americans described in the previous paragraph are also taxpayers, and their idea about how cities should operate is similar. If you borrow money to buy things then you don't immediately have to pay for them with tax money and you can lower taxes. But borrowing for any moderately large expense turns out not only to be expensive, but not having reasonable reserves makes borrowing much more expensive. And when you want to build a high school for at least 60 million dollars, that extra expense can be measured in millions of dollars. This, it is the job of the Ad-Hoc Financial Policy Committee to adopt rules to make it possible for the city to borrow for such monster expenses as cheaply as possible. To do so, the committee must make recommendations that everyone will hate and that people will insist that the City Council ignore, lest taxes actually be raised more than if money that was not available was always borrowed.

So, the function of the Committee is to make a good set of rules and avoid having anyone know the names of the committee members so that they are not actually tarred and feathered.

If any readers of this report are actually willing to keep awake long enough to want to read more precise details, an appendix to this report will be created and supplied."

**c. HORNE STREET SCHOOL JOINT BUILDING COMMITTEE - Doris Grady reporting:** Ms. Grady gave the following report on the last HSS JBC Meeting.

"Most of the meeting was devoted to working toward a CHPS Certification and tonight, many policies will come before you to prepare for that including Policy KF, Community Use of Facilities; Policy ECFB – Fossil Fuels; Policy EEAB - No Idling Policy and Resolution L.7., to establish Horne Street Elementary School as a High Performance School Facility." Ms. Grady also reported on the progress of work currently being performed at the site and noted the next meeting will be held on May 20, 2010.

Ms. Grady then asked Business Administrator, Laurie Verville, to provide the most recent budget availability information for the project and Ms. Verville reported the budget availability is \$839,333.

**d. DOVER ADULT LEARNING CENTER - Doris Grady reporting:** Ms. Grady gave the following report:

"The Dover Adult Learning Center graduation is set for June 22, 2010, at 7:00 P.M. at the Dover High School Auditorium. This year, Dover Adult Learning Center is on-target to graduate nearly 250 people with their GED's and high school diplomas. We have a record number completing adult high school diplomas with 37 projected graduates. Our partnerships with Dover High School and other area high schools have been successful in helping teens who might otherwise have dropped-out to stay in school and complete their high school education. Over the course of the year, we have served nearly 150 sixteen and seventeen year-olds with counseling services,



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in our adult basic education and adult high school classrooms, and by providing GED testing services. While there are many moving success stories, this one is exceptional. One student who had been working on her GED for three years finally passed her GED with a strong math score, after several attempts. She has also been unemployed for a year and a half. She was hired at a new job the same day she earned her GED. She is the very first member of her family to ever graduate from high school. I hope all the School Board members will be able to join to celebrate these and so many other success stories at our graduation ceremony. Invitations will be mailed soon.”

Ms. Grady then encouraged Board members to attend the graduation, which she has done many times over the past years, and she described it as one of the most enjoyable events of the year.

**e. SCHOOL DISTRICT JOINT BUILDING COMMITTEE MEDIA ACCESS CENTER: Audra Lurvey reporting:** Ms. Lurvey reported she attended the first organizational meeting of the School District JBC Media Access Center held on April 26<sup>th</sup>. The next meeting will be held on May 17<sup>th</sup>.

Audra Lurvey moved, Beth Setear seconded, to accept committee meeting reports. An oral **VOTE PASSED 6/0.**

### **I. POLICY CHANGES - PROPOSALS:**

**a. NEW POLICY ECFB – FOSSIL FUEL:** Laurie Verville reviewed the policy with the Board. Ms. Verville explained this policy is required per RSA 198:15, NE CHPs, the specified standard to be used for New Hampshire Schools, to establish Horne Street Elementary School as a high performance school facility. Qualifying as a high performance school facility will enable the District to apply to The New Hampshire Dept of Education – Office of Building Aid for an additional three percent in state aid for schools that can successfully implement CHPs requirements and provide documentation thereof. A resolution is being presented for approval later in the evening.

Mr. McCrory asked Ms. Verville to provide an example of an “indoor mobile fossil fuel burning piece of equipment” referenced in the policy. Ms. Verville stated one example would be a floor polisher or buffer.

Audra Lurvey moved, Beth Setear seconded, to table the policy for a second reading at the June 14th Board meeting. An oral **VOTE PASSED 6/0.**

**b. NEW POLICY EEAB – NO IDLING POLICY:** Ms. Verville explained this new policy is also required for the District to qualify for an additional three percent in state aid for schools that can successfully implement CHPs requirements and provide documentation.

Audra Lurvey moved, Beth Setear seconded, to table the policy for a second reading at the June 14th Board meeting. An oral **VOTE PASSED 6/0.**



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**c. POLICY JICI – DANGEROUS ITEMS AND WEAPONS ON SCHOOL PROPERTY:** Dr. O'Connor explained this policy change was proposed by the NHSBA to incorporate the most up-to-date language of the law and the latest references.

Board member Appel noted in paragraph 2., the terms, "swords, canes, pistol canes..." should read "sword canes, pistol canes..." (**RECORD NOTE:** NHSBA confirmed there was a typographical error and Mr. Appel is correct. The language will be changed in the second reading.)

Audra Lurvey moved, Beth Setear seconded, to table the policy for a second reading at the June 14th Board meeting. An oral **VOTE PASSED 6/0.**

**d. POLICY JLF – REPORTING SUSPECTED CHILD ABUSE OR NEGLECT:** Dr. O'Connor explained the only changes to the policy were to add the word "Neglect" to the title and the reference to the NHDOE Guidelines located on their website.

Mr. McCrory referenced a sentence in the third paragraph of the policy, "...the identity of the person suspected of being responsible for such neglect or abuse," and questioned if it would be reasonable for a person to give the name of someone "suspected" of neglect or abuse. It was noted the language was taken from the law (RSA 169-C) cited as a reference at the bottom of the policy and that the pertinent sections of that law would be forwarded to Mr. McCrory by the Superintendent's staff. (**RECORD NOTE:** RSA 169-C and ED 510:01(b) Duty to Report were emailed to Board members on Tuesday, May 11, 2010.)

Audra Lurvey moved, Beth Setear seconded, to table the policy for a second reading at the June 14th Board meeting. An oral **VOTE PASSED 6/0.**

### **J. POLICY ADOPTIONS:**

**a. POLICY EEAEC – TRANSPORTATION:** Dr. Mebert noted the changes to the Transportation policy were to add language about kindergarten students at bus pick-up and drop off locations:

"4. Parents of kindergarten aged children (or other person as designated below) are required to be waiting at the child's afternoon bus stop or the child will not be released from the bus. The bus driver will return the child to his or her school until a parent can be contacted to pick up the child.

A parent may submit a request to waive this policy to the school's principal. Other appropriate arrangements may be made for the child's safe travel to their home or afterschool care (e.g., walk with older siblings, babysitter, or other responsible adult). An approved waiver must be on file with the school, the bus company, and the bus driver or the child will not be released."

Also, line 6 was added to paragraph D, under "Once on the Bus, Students Should":



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“6. Not bring toys onto the bus”

Robert McCrory asked the Superintendent to provide information about the number of additional students who would ride middle school buses if the walker distance was revised to one mile from the school instead of one and one-half miles for grades 6 through 8 as currently dictated by policy. The Superintendent advised that First Student indicated that would increase ridership by 40 to 50 students.

Robert McCrory moved, Doris Grady seconded, to amend the transportation policy to transport all Dover Middle School students living one or more miles from school. An oral **VOTE FAILED 1/5 (Appel, Grady, Lurvey, Mebert, Setear opposed)**.

Audra Lurvey moved, Beth Setear seconded, to adopt the policy “as is” in its second reading. An oral **VOTE PASSED 6/0**.

**b. POLICY KF – COMMUNITY USE OF SCHOOL FACILITIES:** Ms. Verville explained changes to language of the policy were made to be in compliance with the requirements to qualify as a high performance school facility that will enable the District to apply to The New Hampshire Dept of Education – Office of Building Aid for an additional three percent in state aid for schools that can successfully implement CHPs requirements and provide documentation.

Audra Lurvey moved, Beth Setear seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 6/0**.

**c. NEW POLICY ECFA – ENERGY STAR POLICY:** Ms. Verville explained that this new policy is necessary for the District to be in compliance with the requirements to qualify as a high performance school facility that will enable the District to apply to The New Hampshire Dept of Education – Office of Building Aid for an additional three percent in state aid for schools that can successfully implement CHPs requirements and provide documentation.

Audra Lurvey moved, Robert McCrory seconded, to adopt the policy in its second reading. An oral **VOTE PASSED 6/0**.

**K. SUBMISSION AND PAYMENT OF BILLS:** Audra Lurvey moved, Beth Setear seconded, to direct the Business Manager to pay manifest #10-K in the amount of \$3,155,126.47. A roll call **VOTE PASSED 6/0**.

### L. RESOLUTIONS:

**1. THROUGH 5. RESOLUTIONS OF RECOGNITION:** See Above.

**6. DOVER ADULT LEARNING CENTER FUNDING 2010-2011:** Carolyn Mebert read the resolution into the record:

### RESOLUTION #6



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MAY 10, 2010

RE: Dover Adult Learning Center of Strafford County Education  
Funding 2010-2011

WHEREAS the Dover Adult Learning Center Director, after consultation with staff, recommends the following utilization of federal adult education funding for FY 11:

Adult Learner Services (formerly Adult Tutorial Program)  
Adult Basic Education Program  
Adult Basic Education Program/Health & Human Services  
Citizenship Education Program  
Adult Diploma Program  
Transition to Higher Education

in such amounts as designated by the Bureau of Adult Education or as required for anticipated programming in 2010-2011

NOW, THEREFORE, BE IT RESOLVED that the Dover School Board authorize the Superintendent or his designee to apply for 2010-2011 adult literacy program funding from the Bureau of Adult Education, New Hampshire Department of Education, for FY11 in support of the programs listed above.

SUBMITTED BY: Carolyn Mebert, Chairperson  
Dover School Board

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

### **7. ESTABLISH HORNE STREET SCHOOL AS A HIGH PERFORMANCE SCHOOL**

**FACILITY:** Carolyn Mebert read the resolution into the record:

ESTABLISH HORNE STREET ELEMENTARY SCHOOL AS A  
HIGH PERFORMANCE SCHOOL FACILITY

WHEREAS: A comprehensive program exists through the Northeast Energy Efficiency Partnership (NEEP) called Northeast Collaborative for High performance Schools (NE CHPs); and

WHEREAS: Per RSA 198:15, NE CHPs is the specified standard to be used for New Hampshire Schools; and



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- WHEREAS: The New Hampshire Dept of Education – Office of Building Aid will provide an additional three percent in state aid for schools that can successfully implement CHPs requirements and provide documentation thereof; and
- WHEREAS: The Joint Building Committee has committed approximately \$96,000.00 towards design fees, building upgrades, and energy enhancements to qualify for NE CHPs certification; and
- WHEREAS: Successful completion and documentation of NE CHPs requirements will immediately improve the energy efficiency and bring in approximately \$150,000.00 more in state revenue to the District over the life of the Horne Street School project bond; and
- WHEREAS: The Dover School District notified the NH Department of Education in November 2009, that it intends to pursue this particular building certification; and
- WHEREAS: A six-member Joint Building Committee for the Horne Street Elementary School addition and renovation has been in existence since March 2009; and
- WHEREAS: The Joint Building Committee has established itself as the Design Advisory Committee for the project; and
- WHEREAS: The architect, Dennis Mires, PA, is being compensated as the projects’ design and energy consultant until the Joint Building Committee determines that the project is complete; and

NOW THEREFORE, BE IT RESOLVED BY THE DOVER SCHOOL BOARD THAT:

It acknowledges and endorses the decision of the Joint Building Committee to pursue and incorporate the Northeast Collaborative for High Performance now and in the future at the Horne Street Elementary School.

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

**8. REQUEST TO REPROGRAM CIP FUNDS FROM DHS ROOF PROJECT TO DHS ADDITION MASONRY REPLACEMENT:** Carolyn Mebert read the resolution into the record:

RESOLUTION #8  
RE: REQUEST TO REPROGRAM CIP FUNDS FROM HIGH SCHOOL ROOF PROJECT TO HIGH SCHOOL ADDITION MASONRY REPLACEMENT



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WHEREAS: In the fall of 2002, the District entered into a design/build agreement with Whitcher Builders to construct an eight-room classroom addition at the Dover High School, and

WHEREAS: In subsequent years, periodic evidence of water leaking through the structure was found; and

WHEREAS: The District has been working with Whitcher Builders and its sub-contractors on a continuous basis to remedy the water leaks and at no cost to the District; and

WHEREAS: Because the structure was still experiencing water issues in November 2009, the School Board hired Building Envelope Consultants, a forensic architect, to determine the exact cause of the water issues, to provide solutions, and estimated repair costs; and

WHEREAS: It is estimated the overall cost to repair the facility will be in excess of \$300,000.00; and

WHEREAS: Whitcher Builders, Inc. has quoted a price of \$100,000.00 to \$120,000.00 to replace the structural steel angle supports, replace all defective windows, and install a new brick veneer; and

WHEREAS: A savings was generated from the High School roof replacement project that was successfully completed in the summer of 2008; and

WHEREAS: A request for an appropriation in the amount of \$120,000.00 reprogrammed from the High School Roof Replacement Project to the High School Masonry Replacement.

NOW THEREFORE, BE IT RESOLVED THAT HEREIN IS A FORMAL REQUEST FROM THE DOVER SCHOOL BOARD TO THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council approves reprogramming an amount not to exceed \$120,000.00 from the High School Roof Replacement Project to the High School Addition Masonry Replacement.

Audra Lurvey moved, Beth Setear seconded, to adopt the resolution. A roll call **VOTE PASSED 6/0.**

**M. OLD BUSINESS:**

**1. HAZARDOUS STREETS UPDATE:** Dr. O'Connor reminded Board members this item has been on the past two School Board agendas and stated he has received approximately six



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inquiries from parents subsequent to sending three notices home to those who will be affected by changes from bus to walker if the revised street list is passed by the Board.

Dr. O'Connor recommended this item be tabled until the June 14<sup>th</sup> Board meeting to allow time to notify two Day Care Centers on Back River Road who may be affected by the changes to the bus route.

A motion was made and seconded, to table this item until the June meeting to allow the Superintendent's office to contact Day Care Centers that will be affected by these changes. An oral **VOTE PASSED 6/0**.

**2. DOVER MIDDLE SCHOOL HANDBOOK UPDATE:** Dover Middle School Co-Principal Lyndes presented the following additional proposed changes to the middle School handbook:

RE: Additional DMS Student Handbook Changes

Page 11: **Homework:** Change insure to ensure

Page 11: **Homework:** Delete: ~~(School Board Policy IKB page 28 and 29)~~

Page 12: **Homework:**

Delete: ~~Homework that is turned in the day after it was originally due will receive no more than 90 percent of its original intended value. Homework turned in two days after its original due date will receive no more than 80 percent of its intended value. Assignments turned in after this time will receive no credit.~~

Replace with: Homework that is one day late will receive a 10% reduction from the grade. Homework that is two days late will receive a 20% reduction from the grade. Homework turned in three days late will receive a 30% reduction from the grade. On day four and beyond, homework will receive no more than 50% credit at the teacher's discretion.

Page 12: **Homework:**

Delete: ~~A full copy of the district's homework policy can be found on Edline.~~

Replace with: The complete School Board Policy (IKB) pertaining to homework can be located on the district web site [www.dover.k12.nh.us](http://www.dover.k12.nh.us) under the Dover School Board tab.

Page 21: **Bullying Policy:**

Delete: ~~Such forms shall be available in the principal's office in each building and from the Superintendent's Office.~~

Replace with: The district will make available forms for reporting incidents of bullying and shall encourage the use of these forms by posting on Edline and sending to parents at the start of the school year. Forms are also available in the principal's office in each building and from the Superintendent's Office.

Mr. McCrory asked whether the administrators had considered a suggestion to load homework onto EdLine for "accessibility" to parents and students as that would eliminate the "I left my



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homework at school,” excuse. Ms. Lyndes explained teachers are not required to upload the homework. They are only required to post it on Edline (according to the teacher rubric).

Ms. Grady indicated she had originally asked that the homework policy be added to the student handbook. However, once she had been advised of the additional cost for printing those pages in the student agendas, she agreed it would be sufficient to send a hard-copy of the policy home with students each September. That would ensure those without internet access could have the policy in-hand.

Audra Lurvey moved, Beth Setear seconded, to accept the changes to the Dover Middle School Handbook. An oral **VOTE PASSED 6/0**.

**3. ELEMENTARY SCHOOL REDISTRICTING COMMITTEE:** Dr. O'Connor asked for two Board members to participate on an Elementary School Redistricting Committee for September of School Year 2011.

He outlined what he felt was an appropriate projected committee timeline: They should begin meeting in September 2010 and make a recommendation to the Board in January of 2011 to implement elementary school district changes the following September. In addition to two Board members and the elementary school principals, the Superintendent recommended the committee should solicit parents from the community to participate on the committee.

Audra Lurvey and Beth Setear volunteered to participate as the School Board members on the Elementary School Redistricting Committee. Dr. O'Connor will instruct the administrators to solicit volunteers for the committee and develop a meeting schedule.

**4. BARRINGTON INITIATIVES FOR TUITION STUDENTS ENTERING DOVER HIGH SCHOOL:** Ms. Migneault provided information to the Board regarding initiatives established for students entering Dover High School from sending districts:

**November** – DHS representatives (Dean of Freshman Academy and Academic Coordinator of Guidance) attend an evening high school fair, which also includes staff from Coe-Brown, St. Thomas, CATA, Berwick Academy, at Barrington Middle School.

**November** – DHS holds an Information Night for 8th graders at DHS. The evening begins with a presentation in the auditorium for parents and students. Academic Coordinators, faculty, students, advisors and coaches staff tables in the cafeteria to discuss curriculum or extracurricular activities.

**January** - Evening presentations at Nottingham, Barrington and DMS. The Dean of Instruction, the Dean of the Freshman Academy and the Academic Coordinator of Guidance attend evening presentations and answer questions about transition at Nottingham, Barrington and Dover Middle Schools.

**January-February** – Two or three counselors visit sending schools for a presentation to students about transition, including course selection, curriculum, and activities. A Question &



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Answer session for students is included. In addition, the Dean of the Freshman Academy visits individual teams on designated days.

**February-March** - Tours of Dover High School for sending school students are led by DHS Student Ambassadors. Students gather in the auditorium where the Dean of Freshmen makes opening remarks.

**May-June** - DHS counselors attend 504 meetings for sending school 8th graders to meet parents and students. The Academic Coordinator of Student Services also attends IEP meetings for identified 8<sup>th</sup> graders.

**July - August** – DHS Counselors are available by appointment to meet with incoming 9th graders and their parents.

**September** – The Guidance Department holds an evening presentation for 9th grade parents - workshops include an overview of the Guidance Department, Resources for Parents and Students, and A Sample of a Guidance Classroom Lesson.

DHS Principal Migneault has had a couple of opportunities to meet with Barrington Middle School Principal Michael Tursi, most recently on Friday, April 30<sup>th</sup>. At the meeting, various topics related to curriculum were discussed among Mrs. Jean Briggs-Badger, Curriculum Director, Principal Migneault, Principal Tursi and Mrs. Ann Davis, Curriculum Director in the Barrington School District.

Similar contacts are made with the Nottingham students. In addition, several 8<sup>th</sup> grade teachers from Nottingham joined Dover teachers to discuss curriculum across the disciplines during the early release program on March 31. On March 18<sup>th</sup>, two DHS Science teachers were invited to judge a K-8 Science Fair at Nottingham.

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

**1. FIRE SAFETY FESTIVAL REPORT:** See above.

**2. ALUMNI ASSOCIATION HOMECOMING PROPOSAL:** Dr. O'Connor referred Board members to the Consent Agenda item 1.a., a proposal submitted by Mr. Ernie Clark requesting permission to conduct a Dover High School homecoming weekend in October 2010. He asked Board members to give Mr. Clark and his alumni group direction to "proceed with caution" to work with the high school Athletic Director and Administrators to see if this would be possible. Ms. Grady indicated she reviewed the proposal and thinks it "could be a fun day!" and is interested in working with the alumni on their proposal. Ms. Grady added there is a meeting scheduled for May 22, 2010 for alumni and other to discuss the details and she will "attend and bring back information" to the Board.

Audra Lurvey moved, Kenneth Appel seconded, to approve the request with a cautionary note – Mr. Clark and the alumni must continue to work with school administration and the athletic



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director to determine the feasibility of holding a homecoming weekend in October 2010. An oral **VOTE PASSED 6/0.**

**3. APPROVE PARENT PORTAL AND ELECTRONIC GRADING REDESIGN:** Principal Deb Migneault, and Technical Support Services Manager, Chris Roberge, presented a proposal to replace EdLine with an MMS Parent Portal in the Spring of 2010. This change was precipitated by the change to block scheduling at Dover High School and the fact that Grade Quick does not have a set-up to support that change. The presentation follows:

- ▶ The District currently uses an array of products to manage grade data from K-12 and publish that data to parents.
  - Elementary Schools use Excel spreadsheets.
  - DHS/DMS use Grade Quick to enter grade information, and multiple synchronization tools to sync that data from Grade Quick to Edline and MMS.
  - MMS provides DHS/DMS grade repository, attendance, discipline.
- ▶ The District uses multiple products to publish information to the Internet.
  - SchoolCenter provides District and School web pages.
  - Edline provides teacher content and grades.
- ▶ The Goal: The “Finished Product” would simply number of tools used, simplify support and save money without reducing the features available parents, staff and students.

Currently, parents and students in the District can go online and access:

- ▶ Edline:
  - Grades – DHS/DMS only
  - Attendance – DHS/DMS only
  - Discipline – DHS/DMS only
  - Report Cards – DHS/DMS
  - Web Lockers – DHS/DMS
  - Course Registration – DHS only
  - Homework assignments
  - Course content
- ▶ SchoolCenter
  - District Web Pages
- ▶ “Two” products,
  - Edline
  - SchoolCenter.

Currently, teachers within the District can:

- ▶ Log into Edline to post class content, homework assignments, etc...
- ▶ Log into Grade Quick to enter grades (DHS/DMS)
  - Then periodically manually post grades to Edline.
  - This process is prone to errors.



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- Requires extra software.
- ▶ Enter grades into Excel Spreadsheet at the Elementary level.
- ▶ Log into MMS to post attendance (DHS/DMS)

The new product will include online access to:

- ▶ MMS:
  - Grades *at all levels*.
  - Attendance *at all levels*
    - *to the class level at DHS/DMS.*
  - Discipline *at all levels*.
  - Report Cards *at all levels*.
  - Schedules at DHS/DMS.
  - Course registration at DHS.
  - Transcripts at DHS.
  - Guidance Counselor/Case Mgr.
  - Biographical information
- ▶ SchoolCenter:
  - Course content at all levels.
  - District Web Pages
- ▶ Two products
  - MMS
  - SchoolCenter

With the finished product, all teachers would:

- ▶ Log into School Center to post class content.
- ▶ Log into MMS web interface to enter:
  - Grades.
  - Assignments.
  - Attendance.
- ▶ Note: All are available to parents immediately.

Also note:

We would be \*losing\* Edline File Lockers, and suitable replacement would need to be researched.

Also, where the “Edline” login currently gives parents access to homework assignments and course content, these things would be delivered via School Center along with the District Web Pages.

The benefits:

- ▶ More features for parents!
- ▶ Cheaper



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- Currently - \$27,000
- Finished product - \$17,000
- ▶ Elementary grades in MMS Database

### The Plan:

- ▶ Order and build the server (Summer, 2010)
- ▶ Retraining of all teachers (Fall, 2010)
  - Teachers would need to know how to enter grades in MMS.
    - 4 hours, possibly using a Train the Trainer model
  - Teachers would need to know to create web pages and post homework files in SchoolCenter
    - Librarians are already “local experts.”
    - SchoolCenter has a lot of documentation and will be releasing online videos.
- ▶ Parents will need to be made aware of the changes, and where to go for information.
  - Summer, 2010 Mailing

Ms. Grady noted her concern that a lot of money had been spent training staff to use EdLine and Grade Quick. She felt this change would mean that money had been wasted and she is concerned that it will cost more to re-train the staff. Ms. Grady then asked how much it will cost to buy the new MMS parent portal. Mr. Roberge stated the cost is \$9,000.00. Ms. Grady asked why, when it took ten years and spending all the money to train the staff, they should get rid of EdLine and Grade Quick, and, “you don’t want to discuss it?”

Mr. Roberge stated he would be happy to discuss it, but noted it will delay the new implementation from starting this fall. He added, “Our environment has evolved over the past 10-years and Grade Quick has not kept up to meet our needs. It does not support block scheduling.”

Kenneth Appel moved, Audra Lurvey seconded, to approve the recommendation to approve the new parent portal and electronic grading redesign. An oral **VOTE PASSED 5/1 (Grady opposed)**.

#### **4. APPROVE MEMORANDUM OF UNDERSTANDING WITH SEYMOUR OSMON**

**COMMUNITY CENTER:** Business Administrator, Laurie Verville, requested the Board approve a three-year (June 1, 2010 through June 30, 2013) Memorandum of Understanding between the Seymour Osmon Community Center and the Dover School District .

Audra Lurvey moved, Beth Setear seconded, approval of a three-year Memorandum of Understanding with the Seymour Osmon Community Center. An oral **VOTE PASSED 6/0**.

**5. APPROVE ELEMENTARY HANDBOOK CHANGES:** Robert McCrory asked if bullying forms were distributed to all elementary students. Principal Boodey stated a copy is sent home at the start of school and the policy, with forms, is included in the student handbooks as well. Mr.



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McCrory suggested principals might also consider sending the bullying forms home with students at mid-year.

Audra Lurvey moved, Beth Setear seconded, to approve elementary school handbook changes. An oral **VOTE PASSED 6/0**.

### **6. 2010/2011 SCHOOL BOARD PROPOSED BUDGET PRIORITIZING TAX CAP**

**REDUCTIONS:** Beth Setear moved, Audra Lurvey seconded, to table this item until Special Session on May 24, 2010. An oral **VOTE PASSED 6/0**.

**7. REQUEST TO TELEVISION CO- AND EXTRA-CURRICULAR ACTIVITIES:** Dr. O'Connor introduced David Flood, of DoverNH.tv who was asking permission from the Board to cover events at Dover High School.

Mr. Flood explained that his idea for DoverNH.tv came about when he moved to Dover from Rochester and realized there was no Public Cable Access as a part of Channel 22 in Dover. He expressed an interest in covering stories for a news section at the school and some sporting events as a way to provide awareness and report "good" news to the community.

At 10:00 p.m., Ken Appel moved, Audra Lurvey seconded, to suspend the rules to continue the meeting beyond 10:00 p.m. An oral **VOTE PASSED 6/0**.

Mr. Flood noted that his intent over time will be to sell advertising to generate income to sustain programming. There was some discussion by board members as to the appropriateness of allowing the Dover students to participate in a venue promoted by outside advertisers. The Board's policies as relate to advertisement in schools must be considered. Questions were also raised about legal issues relating to allowing students to be televised without parental permission. Audra Lurvey also noted the District is currently building a television studio with a channel to provide educational programming only and questioned whether it would be appropriate to give educational programming access to a commercially funded television station.

Beth Setear recommended that a committee be created to "flesh out ideas and provide parameters" prior to approval of this request. Dr. O'Connor agreed and noted there were issues that need to be addressed more fully, including the advertising stream and financial relationship with the District. He stated the committee will be chaired by the CTC Director James Amara and recommended the City News Media Coordinator, Mike Gillis participate as well.

Audra Lurvey volunteered to participate on the committee as the Board representative. Dr. O'Connor indicated he will have Mr. Amara coordinate with Mr. Flood to review this issue with the committee and report back to the Board.

**8. AARP FUNDING UPDATE:** Beth Setear moved, Audra Lurvey seconded, to table this item until Special Session on May 24, 2010. An oral **VOTE PASSED 6/0**.



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**9. NECAP ANALYSIS:** Beth Setear moved, Audra Lurvey seconded, to table this item until Special Session on May 24, 2010. An oral **VOTE PASSED 6/0.**

**10. DISTRICT-WIDE 2010-2013 TECHNOLOGY DRAFT PLAN REVIEW** Beth Setear moved, Audra Lurvey seconded, to table this item until Special Session on May 24, 2010. An oral **VOTE PASSED 6/0.**

**11. STATE AND FEDERAL QUARTERLY UPDATE:** Business Administrator, Laurie Verville, reported Project Activity for 2009-2010 Federal Projects as of March 31, 2010 total obligations and disbursements were \$2,194,688.45 with 32% of funds remaining. The Project Activity for 2009-2010 ARRA Projects as of March 31, 2010 total obligations and disbursements are \$1,020,029.95 with 45% of funds remaining.

**12. AWARD BIDS FOR BREAD AND MILK:** Business Administrator, Laurie Verville, requested the Board to award the Cafeteria bid for bread for 2010/2011 to Frihofer Sales Company, Inc., and the Cafeteria bid for 2010/2011 milk to HP Hood, Inc.

Audra Lurvey moved, Beth Setear seconded, to award the Cafeteria Bids for Bread and Milk to Frihofer Sales Company, Inc. and HP Hood, Inc. respectively.

A roll call **VOTE PASSED 6/0.**

### **O. SCHOOL BOARD MATTERS OF INTEREST:**

School Board member Robert McCrory commended Dover Middle School 7th grade Science Teacher, Mr. Stampone, noting that he had successfully engaged his daughter's interest in science and became her favorite teacher.

Chair Carolyn Mebert reminded listeners there will be a public forum on Thursday, May 13, 2010 from 7:00 to 9:00 p.m. in City Council Chambers where members of the public may meet the two candidates for the Superintendent's position. Dr. Mebert invited all to attend.

**P. ADJOURNMENT:** Audra Lurvey moved, Beth Setear seconded, to adjourn at 10:15 P.M. An oral **VOTE PASSED 6/0.**

Respectfully Submitted,  
Beth Setear, Secretary  
BS/kgb