



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #12  
Meeting Location: City Council Chambers  
Meeting Date: **Monday, December 13, 2010**  
Meeting Time: **7:00 pm**

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, December 13, 2010, at 7:03 p.m. in the City Council Chambers.

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

Also present were; Superintendent Jean Briggs Badger; Business Administrator, Laurie Verville; Woodman Park School Principal Patrick Boodey; DMS Co-Principal Christine Boston, GES Principal Dustin Gray, DTU President Deb Hackett, CAI Director Gary Tirone, DHS Freshman Dean Kim Stephens, Dover Coalition representative Vicki Hebert, DTU President Debra Hackett, WPS Teacher Sheila Madsen, DHS Librarian Maybeth Anderson, members of Dover Paraeducators' Association, and parents from the District.

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

**C. CITIZENS' FORUM:** Rocky D'Andrea, Jr. Past Governor for the Dover Moose #443, addressed the School Board about the presentation of a donation to Ms. Jessica Clark's sixth grade class at DMS. On behalf of the Moose Club, Mr. D'Andrea presented a check for \$2500 to Business Administrator, Laurie Verville, to be used for the purchase of a Smartboard for that class. Mr. D'Andrea encouraged other groups within the District who had a specific need, to contact the Moose Club. Their goal is to help the students and seniors of the community. The School Board and audience enthusiastically thanked Mr. D'Andrea for the generous donation.

Darlene Shanahan, Lead Negotiator for the Dover Paraprofessionals' Association addressed the Board regarding the DPA contract. She discussed the changes in the contract and thanked the District for their support.

Ben Schwartz, Garrison School parent, addressed the Board on redistricting. He suggested allowing current students to be grandfathered.

Kristi Thomas, Horne Street parent, addressed the Board on redistricting. She commented that the numbers are too high to be transferred from Garrison to Horne Street,

Lisa McCrea, Horne Street parent, addressed the Board on redistricting. She was hopeful that the Board might be able to think of other solutions before making a final decision.

Matt Mayberry moved, Audra Lurvey seconded to suspend the rules and bring N.1 Approve DPA Master Agreement forward in the agenda. An oral **VOTE PASSED 6/0.**



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**N. 1. APPROVE DPA MASTER AGREEMENT:** Dr. Mebert stated, that, as a negotiator for this contract, she feels that both sides worked hard and well together to come up with this contract. She appreciates the “give and take” that both sides showed. Mr. Mayberry gave his thanks to the negotiation teams on both sides and stated his appreciation for the work that the paraprofessionals do every day. He and the rest of the Board will do their best to educate City Council members on the role that they play each day.

Lorna Zucarro, President of the DPA, spoke briefly, giving her thanks to the School Board for their support and appreciation.

Audra Lurvey, Matt Mayberry seconded to approve the DPA Master Agreement. A roll call **VOTE PASSED 6/0.**

Audra Lurvey moved, Matt Mayberry seconded, to suspend the rules to bring item M.1., Redistricting Discussion, forward in the agenda. An oral **VOTE PASSED 6/0**

### **M. 1. REDISTRICTING DISCUSSION—Dustin Gray**

Garrison School Principal and Chair of the Redistricting Committee, Dustin Gray, summarized the committee’s recommendations and timeframe. The committee has met on 6 occasions from June to present to discuss the future needs of the Dover schools and the best manner in which to meet the needs of all students within the district. The committee is comprised of parents, staff, board members, and administration. The goals of the group were defined as noting:

1. That the geographic distance to school should be minimized whenever possible.
2. That the populations be equally dispersed by building capacity with similar demographics whenever possible.
3. That the changes will allow Garrison to pursue construction without major impact on the students.
4. That any new lines drawn will allow the flexibility to move fewer students between boundaries.

At this time, the committee is recommending the following streets to the Horne Street District: Atlantic Ave, Crest St, Cross St, Danbury Lane, Deer Creek Run, Dover St, Durrell St, East Concord St, East St, Ella St, Elmwood Ave, Essex St, Everett St, Fairview Ave, Fairway Dr, Flanders Ct, Florence St, Forest St, Freeman Ct, Gerry’s Lane, Granite St, Gulf Rd, Ham St, Hancock St, Hemlock Forest, Hill St, King’s Highway, Magnolia Dr, Mechanic St, New York St, Oak St (odd #'s), Park St, Pearl St, Pierce St, Portland Ave, Prebble St, Rogers St, Rose St, School St, Three Rivers Farm, Twombly St, Water St, Winter St, Wysteria Dr, Young St.

There are currently 99 students residing at the above street addresses that attend Garrison (19-3<sup>rd</sup> grade, 15-2<sup>nd</sup> grade, 34-1<sup>st</sup> grade, 31-Kindergarten) not including current 4<sup>th</sup> grade students (24 total) who will be enrolled at DMS at the time of redistricting. This calculation does not include the number of pre-k students living in the zone as we have no accurate way of monitoring that statistic. For the committee’s consideration, the number range of 25-30 was used to give the total number of children impacted at 124-129.



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In their discussion, the committee recommends allowing families to apply for waivers to continue to attend Garrison as long as there is space available at GES and that the families provide transportation. Using the last redistricting model as a guide and from initial parent responses, there will be approximately 35% of families who wish to enact this provision. Families that have been dually impacted will have the opportunity to continue to attend Garrison with no change in the current arrangements. This will place the total predicted number at 81-84 students with the lower grades providing more of the enrollment increase.

The following timeline has been introduced to assist the transition:

January 4<sup>th</sup>—Meeting at Horne Street School with current families.  
January 10<sup>th</sup>—School Board Meeting  
January 19<sup>th</sup>—Meeting at Garrison School with the families residing in the identified area.  
Mid February (Date TBD)—Horne Street Support staff visits Garrison to meet with children.  
Early March (Date TBD)—Garrison students travel over to Horne Street for tour of building and lunch.  
Late March (Date TBD)—Horne Street open house for all redistricted families and children.  
April 1<sup>st</sup>—Deadline for families to submit requests to stay at Garrison.

Mr. Gray's presentation also included a letter that was sent home to all Garrison parents on December 10 (with report cards), Building maps for both schools, enrollment figures for all District schools, and slides from a Powerpoint presentation summarizing the committee's findings. He summarized that streets east of Oak Street would be involved in redistricting. Mr. Gray stressed that it's difficult to compare square footage of each school and a better option is to compare the number of classrooms in each building.

Mr. Mayberry thanked Mr. Gray for the presentation and asked him to re-state the need for redistricting for people hearing this presentation for the first time. Mr. Gray summarized that there is a much higher number of students at GES and with the renovation of HSS, there would be space for additional students. The redistricting that had happened a few years ago was a temporary solution. Mr. Mayberry also thanked Mr. Gray for holding community meeting. He inquired whether these documents could be added to our website and put on Channel 22. Mr. Gray responded that he would add them to the website, but was unsure about adding them to Channel 22. Ms. Lurvey suggested that Mr. Gray contact Mike Gillis about posting his Powerpoint presentation on Channel 22. Mr. Mayberry also asked about dual families and transportation. He thought there might be some confusion with busing and wanted to be sure this was addressed thoroughly. Mr. Gray responded that bus stops would be adjusted to allow for this.

Mrs. Grady stated that she understood that redistricting was being done now because Garrison was supposed to start renovation in the 2011-2012 school year. Since this doesn't look like this will happen now due to the change in CIP, why redistrict at this point? She continued that the children at Horne Street School have been in a state of upheaval for 2-2 1/2 years. "They need educational calmness". She stated, "It's not fair to the little ones to move them again". "We're just kind of switching numbers". It makes sense if we don't begin Garrison this year to review it



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in another year. It's too difficult for the students. She stated that redistricting is nothing new to Dover. Mr. Gray agreed saying that Dover has undergone 42 or 43 different changes over the years. He responded to Mrs. Grady's question by saying that if the District does redistrict, HSS will have 470-480 students and GES will have 475-485 students. Balance would be able to be achieved. Mrs. Grady stated that most of the students at HSS would be at the far end of the school. Administratively, for the children's sake would be beneficial to see how it will be to handle that many students at the opposite end of the building as the administrator.

Ms. Setear complimented Mr. Gray on his presentation and commented that as part of the committee, she knows that the committee struggled with the distribution of students and that understanding that not everyone will be going to HSS next year, makes it possible for both schools to be somewhat equal in numbers. She feels the committee came to the best decision that they could come to, knowing that redistricting is always a painful subject.

Dr. Mebert asked if the numbers are evenly distributed across the grades. Mr. Gray responded that if you take into account students that are going to be staying, it will be even from 3<sup>rd</sup> grade down. This shouldn't impact capacity limits due to the number of classrooms.

Mrs. Grady stated that the District has a policy that allows students to attend any elementary school, if there is enough space and they provide their own transportation. Mr. Gray agreed, saying that some of the students are already attending the elementary school to which they would be redistricted.

Audra Lurvey moved, Matt Mayberry seconded, to suspend the rules to bring item N.2., Approve Youth Risk Behavior Survey, forward in the agenda. An oral **VOTE PASSED 6/0**

### **N.2 APPROVE YOUTH RISK BEHAVIOR SURVERY (YRBS)—Kim Stephens**

DHS Freshman Dean, Kim Stephens and Coalition Coordinator, Vicki Hebert addressed the School Board on the 2011 NH Youth Risk Behavior Survey. This is a collaboration with the Dover Police Department, the School District and the Coalition. Ms. Hebert discussed the survey that would be administered. This voluntary survey will help schools provide students with information about behaviors that increase risk of health problems now or in the future. The Center for Disease Control creates the survey and is tested extensively for validity. It is sponsored by the New Hampshire Departments of Education and Health and Human Services. Questions on the survey are related to nutrition, physical activity, injuries, tobacco, alcohol, and other drug use. It also asks about sexual behaviors that cause AIDS, other sexually transmitted diseases, and pregnancy. The Youth Tobacco Survey is another survey that asks only about tobacco use, attitudes and perceptions of harm. Students randomly chosen by classroom will complete one or the other survey but not both. Participation in this survey is anonymous and answers are private. It is administered every other year and the last time it was administered was in 2009. The survey takes about 45 minutes to complete and will be given to students in grades 7-12. 59 high schools in New Hampshire, totally 39,000 students will participate in this survey, allowing data to be compared to other schools in the state. The state will provide a community level report with all of the answers and questions that represents data from the



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community. The school is just the vehicle to obtain responses. This might also help us to earn Grant funds. The NH Charitable Trust will cover the costs for implementing this survey at the Dover High School and the Dover Coalition for Youth will cover the cost for Dover Middle School.

Mr. Mayberry asked if the tests would be kept in order, compromising anonymity of the students. He asked, "How do you help protect the student's anonymity?" Ms. Hebert responded that the students themselves, place the surveys in the envelope and the envelopes are unmarked. The state does everything to protect their anonymity. The surveys are mailed to a data collection site.

Dr. Mebert asked if the same survey would be given to all grade levels. Ms. Hebert responded that the only question that would change would be the name of the school.

Mrs. Grady asked what percentage of students Ms. Hebert thought "fibbed" on this survey. Ms. Hebert responded that there are many ways to screen for "fibbers" due to the questions asked. Dr. Mebert commented that it has been a very small number in the past, who have not been truthful in this survey.

Mr. Mayberry asked if the responses will be available to the Superintendent for review. Ms. Hebert responded that the raw data will be available to the School District.

Ms. Briggs Badger added that copies of the survey would be in each administrative office in case parents wanted to review the survey. If parents didn't want their student to participate in the survey, they can opt out of it.

Ms. Setear asked if the survey could be posted online beforehand so that parents can review it. Ms. Hebert stated that the survey should not be online because the students shouldn't have access to it prior to completing it. Ms. Setear asked about the possibility of the survey being posted on MMS for parent's access only. Ms. Hebert stated she is not familiar with that software. Ms. Stephens stated that she would discuss with the committee alternative ways for parent's to access the survey, without compromising it.

Dr. Mebert commented that the survey was most likely on the Center for Disease Control website.

Audra Lurvey moved, Matt Mayberry seconded, approving the Youth Risk Behavior Survey. An oral **VOTE PASSED 6/0**.

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

1. NONPUBLIC SESSION #32, NOVEMBER 4, 2010
2. NONPUBLIC SESSION #33, NOVEMBER 8, 2010



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3. REGULAR SESSION #11, NOVEMBER 8, 2010
4. NONPUBLIC SESSION #34, NOVEMBER 10, 2010

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

Matt Mayberry moved, Audra Lurvey seconded, to remove the items **E. 5. a. Sixth Grade Enrichment Trip to New York City - FYI** from the Consent Agenda for discussion and separate vote. An oral **VOTE PASSED 6/0**.

### **E. CONSENT AGENDA**

1. Correspondence:
  - a. NH Seacoast Juniors Volleyball (Waiver of 3 Month Restriction)
  - b. The Irish Show Inc. (Waiver of 3 Month Restriction)
  - c. DALC Request Waiver to Accept Credits from Online Courses
  - d. Loyal Order of the Moose - donation
2. Resignations/Retirements:
  - a. Cynthia Poulin, SPED Case Manager at DMS
3. Leaves of Absence:
  - a. Elaine Marhefka, Grade 4 Teacher at GES
4. Nominations:

Sheet 1: Nomination and Election of Aides, and other Staff (Gagne-LeClair)  
Sheet 2: Nomination and Election of Coaching Positions (Corcoran)
5. Extended Travel (Student Trips):
  - a. Sixth Grade Enrichment Trip to New York City - FYI

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

### **5. a Sixth Grade Enrichment Trip to New York City – FYI**

Mr. Mayberry asked if there was any provision for students who may not be able to afford the field trip and if, at the end of the year, the Superintendent could provide how much these trips cost on average. His fear is that there is a great deal of pressure for families to pay for these trips. Since a parent is required to attend with their child, the cost is almost \$200 for the trip. He commented that a more affordable option might be for one parent to supervise their child and possibly a friend, which could reduce the cost of this trip. DMS Co-Principal Christine Boston addressed the Board regarding the trip. She stated that the trip was not really a field trip, but an activity that was planned by the 6<sup>th</sup> grade teachers. They requested one adult per student since it is an out-of-state trip in New York City. It has run successfully for many years and is similar to the 5<sup>th</sup> grade ski trip.



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Mr. Mayberry stated his concern for the number of trips that are being organized and the costs of these trips. There is a lot of pressure on students to want to go with their friends. Even though it's not our concern, he would like to see financial aid for some of these trips.

Ms. Boston responded that for some of the larger trips, such as the 8<sup>th</sup> Grade Washington, DC trip, there are scholarships available for students unable to provide full payment. For this particular trip, there is no financial assistance because it's meant to be an enrichment trip and is not part of the curriculum. This trip was brought back due to requests from parents.

Mr. Mayberry asked if in the future, DMS could possibly partner with the Moose Club or another group, to reduce costs of the trip for students of need. Any donation would be helpful even if it were for a minimal amount.

Ms. Boston agreed that it would be a good plan to request assistance from the community and will recommend this to teachers.

Ms. Setear asked if there are any legal concerns associated with this trip since it is not a school sponsored trip. She asked, "Is it a school-sponsored trip or not?" If not, is it just a chance for students to bond with teachers out of class. She is curious of our legal ramifications if we are just collecting money for buses. Ms. Setear also questioned the value of bonding with students out of class in March when there are only three months left of the school year.

Ms. Boston stated it used to be an annual trip, but the last time that ran was four years ago. Ms. Briggs Badger asked if the request came to the Board in past years. Ms. Boston stated that she did not believe so.

Ms. Setear stated her discomfort with the school sponsoring this trip. If parents want to privately go to New York, then they can do that on their own, but shouldn't ask the school to sanction it.

Mrs. Grady expressed her agreement with Ms. Setear. If it's a family trip, it isn't the School District's business and shouldn't be held accountable. There are already families being left out.

Mr. Mayberry asked if the request could be submitted next month as a school sponsored trip. Ms. Brigg Badger responded that they can do that if that is what the Board wants. She was under the impression that the School Board did not want to offer approval for this trip. It is a gray area and perhaps the Board should get legal counsel on it.

Dr. Mebert stated that the School Board can vote on it now, and they can resubmit the request as a field trip at a later date if they would like.

Ms. Lurvey stated that we normally have insurance for these types of trips and there is normally more to a packet when they receive a request.

Ms. Boston stated that more information wasn't submitted because it is not a field trip.



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Ms. Lurvey also asked if fingerprinting would need to be completed for parents attending this trip.

Ms. Boston stated that she doesn't believe that had been in the past since it is a parent with a student.

Ms. Hackett, a sixth grade teacher, approached the podium to discuss this trip that she chaperoned many times as a fourth grade teacher at Garrison School. At that time her job was to make sure that everyone boarded the bus and then the parents were in charge of their own student. The parents were directly responsible for their own child. Ms. Hackett continued that in the past the request had never gone to the School Board because it wasn't a field trip. It occurs on a Saturday and doesn't happen during the school day. Parents request every year that this trip be taken. It is a worthwhile event that is enrichment for each student who participates.

Ms. Boston stated that she would provide more information regarding legal issues related to this trip and determine that there is no liability to the District.

Matt Mayberry moved, Audra Lurvey seconded, to table the approval of the sixth grade trip to New York City. An oral **VOTE PASSED 6/0**.

### **F. SUPERINTENDENT'S REPORT:** Ms. Briggs Badger addressed the following items:

1. **STATE BUILDING AID UPDATE:** The much-anticipated Final Report of the Committee to Study the School Building Aid Grant Program was adopted at the Committee's last meeting on Nov. 18, 2010. The Committee met only three times since adopting their interim report last Dec. and the final report simply states that due to scheduling conflicts and time limitations, "the Committee was unable to propose meaningful findings and recommendations for legislation." Stay tuned for likely legislative proposals in the 2011 session. Moratorium in effect for the 2010-2011 school years.
2. Gary Bannon is working with the School Dept. and is obtaining quotes to repair the stained glass windows at the McConnell Center in the SAU offices.
3. PARENT AND TEACHER MATH K-5 SURVEY (Parents need to return to their child's teacher by Dec. 23<sup>rd</sup>).
4. **DHS LIBRARY STUDENT USAGE** – Number of students accessing DHS Library before school has almost doubled this fall. After school usage is down slightly from an average of 12 students coming in from (2:30-3:00pm) to an average 9 students this fall. Library closes at 2:40 pm this year.

### **SCHOOL Updates**

#### **5. GARRISON SCHOOL**



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- Last week we were able to provide every child in the building the opportunity to shop for their family with a wealth of generous donations provided by the parents.
- Our Holiday breakfast On December 4th drew over 400 attendees.
- The holiday food drive is currently underway.

### **6. HORNE STREET SCHOOL**

- The Office suite is scheduled to be open for business this week. Staff will be moving into the new space Wednesday (12/15). When the office area is open, the new front entrance will be reopened. The library, computer room, counselor's room and new ELL room will be ready for the new year. Other areas such as the new teachers' room and some storage areas will also be completed by the new calendar year.
- The PTG held the annual shopping spree in the new lobby last Wednesday, Thursday, and Friday. Children enjoyed purchasing gifts for family members.
- The PTG will be holding an informational evening event to discuss the redistricting proposal. Date and time to be determined. Notices will be sent home.
- The winter concert will be held in January this school year. The new gym floor mats are not due in until sometime in December. We do not want to set up chairs in the gym without some protection for the new wood floor.

### **7. WOODMAN PARK SCHOOL**

- WPS is having a canned food drive to help local families. Collections will run through this week.
- WPS first grade will be going on the Polar Express on the 21st. The students will be taking the Amtrak train and visiting our First Grade friends in Exeter.

### **8. DOVER MIDDLE SCHOOL**

- Grade 5 Concert tonight
- Grade 6 Concert Tuesday 12/14 at 7pm at the DHS Auditorium
- Winter Basketball is well underway....Home games for Girls JV and Varsity tomorrow at 3:30 and 4:45  
Home game for Boys on Friday at 3:30 and 4:45
- Teams are preparing finalists for our participation in the Scripps National Spelling Bee in January.
- Q2 Progress Reports will be going home on Wednesday December 15th

### **9. CAREER TECH CENTER/DHS**

- Significant increase in CTC programs receiving Running Start and Articulation Agreements this year – they include:
  - a. Automotive Technology II – Running Start Credit with Manchester Community College
  - b. Animal Science III – Running Start Credit with Great Bay Community college
  - c. Building Technology II – Articulation with Manchester Community College



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d. Firefight Academy – Articulation with Lakes Region Community College and Southern Maine Community College (Fire Science Program)

- Solar Photovoltaic and Wind Turbine Trainer System that was purchased by the Department of Ed through grant funds (\$12,000) will be issued to DHS on Dec. 1<sup>st</sup>. This Trainer System will be utilized by our high school students in the Electrical CTC area and our Adult Evening Electrical Apprenticeship Program.

### 9. DOVER HIGH SCHOOL

- Congratulations to the following girl's soccer players for being selected to the New Hampshire Coaches Association All-Scholastic Team: Kayla Lynch, Kiley Fagen, Alexis Gottlob, Emma Johnson, Bridget Lynch, Casey Murphy and Courtney Williams. Great Job Ladies!
- Heather Fabbri, DHS Plant Science Teacher applied for a School Garden Grant Proposal and was approved and received \$250 from Annie's Organic Garden Grants. Funds will be used to purchase raised garden bed kits and some seeds.
- Student Council's annual canned food drive will run from December 13<sup>th</sup> – 17<sup>th</sup>.
- Quarter 2 Progress Reports will be issued on Dec. 16<sup>th</sup> during a homeroom period.
- Holiday Concert is scheduled for Thurs., Dec. 16<sup>th</sup> at 7 PM in the auditorium.
- Congratulations to DHS students Maria and Julia Boudreau, Morgan Chalue, Josh Bean and Matt Gregoire who were selected for the 2011 NH Music Educators' Association Music Festival. Morgan Chalue was also selected to the All-Eastern Chorus, made up of students from Maine to the District of Columbia and will travel to Baltimore in March.
- Last call for senior portraits for the Yearbook. Seniors who have not submitted a picture need to do so by the winter break.
- National Honor Society has put up two giving trees at the high school. Gifts are due back by December 13<sup>th</sup>.

Mr. Mayberry thanked Ms. Briggs Badger for attending the Veteran's Day concert and complimented Michele Boulanger, Morgan Chalue, and other DHS chorus members for performing songs from the play "Wicked" at Barnes and Noble where the author of "Wicked" was signing books. Mr. Mayberry commented that they did a great job and their efforts didn't go unnoticed.

Mr. Mayberry asked Ms. Briggs Badger if work shifts in the DHS Library could be scheduled so that the library could remain open for the extra 20 minutes on a daily basis. Ms. Briggs Badger responded that at this time we are locked into those times due to contractual guidelines of the teachers and paraprofessionals. She assured Mr. Mayberry that Ms. Migneault is investigating ways to keep the library open later. Last year, the library remained open until 3:00, but usually was open until 3:30 because there was a grant funded program that met in the library, allowing the students to stay in the library. Currently, the library closes at 2:40 each day.



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Mr. Mayberry asked if a volunteer could possibly be used to keep the library open for the additional twenty minutes. Ms. Briggs Badger responded that she would discuss with Ms. Migneault and report back to the Board.

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

**G. STUDENT REPRESENTATIVE REPORT:** The student representative to the School Board addressed the following items:

- Student Council has starting the annual canned food drive with the donations being dropped off in Dover, Barrington, and Nottingham on Monday, December 20.
- Student Council is sponsoring a yearly Christmas gift for someone within the school community.
- Class of 2012 is sponsoring Mr. DHS on January 13.
- The girl's basketball team collected \$250 in donations at the annual Christmas parade that will be donated to a charity.
- Club pictures for the yearbook will be Thursday.
- Christmas Concert at DHS is Thursday, December 16.
- The cast has been selected for the drama club production.
- The students are still concerned that the library is no longer open to students after 2:40. It was previously open until 3:00 pm and on many occasions until 3:30 pm. Student Council and National Honor Society members are finding it difficult to find places to tutor with the library closed.

### H. COMMITTEE REPORTS:

**1. HORNE STREET SCHOOL—JBC--Doris Grady Reporting:** Mrs. Grady gave the following report:

The most recent HSS JBC meeting was held on December 6 and was an emergency meeting to finalize a problem with the Fire Dept safety division. The next meeting is scheduled for January 6th. Most of the discussion is about closing details on the project, such as masons beginning to work on the last brick walls and heating questions on the former kindergarten wing. The nurse is now starting to move items into the new, larger area. Ceiling drops are being set up and Bonnette, Page, and Stone (BPS) is cleaning up the site since the trailers will be moved out next week. The final portion of the project will be working on the punch list.

Ms. Verville stated the budget availability balance is \$327,168. She also commented on state aid for the project. Under the State Building Aid program, the District will receive \$747,000 in revenue this year. The District has had 18 construction projects receive aid over the years. The HSS has a budget of \$6.3 Million dollars and qualifies for state aid. We will receive \$1.8 million over a twenty year period. This year, \$138,000 in revenue will be received for this project.

In the early planning stages of the HSS project the JBC explored being a high performance school. The committee was committed early and applied for it. HSS will be the first ever green



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building that it has ever renovated. This is through the school high performance program called CHIPS, where points are earned, depending on recycling, use of natural light, premium HVAC systems, to name a few. The package is being prepared by the architects to send to the Dept of Education in late December. CHIPS points are an additional 3% on the \$6 million dollars or \$180,000.

Mrs. Grady asked if Concord has certified the fact that HSS does have the required amount of CHIP points. Ms. Verville stated the architect would submit all of the information and the Dept of Education will review it in January when we will get the confirmation of the points.

Dr. Mebert stated that it seemed like we should know by now since it is a simple process of just adding points. Ms. Verville responded that we should know soon since she is requiring the packet be sent prior to December 21, 2010 instead of waiting until March.

**2. PROFESSIONAL DEVELOPMENT COMMITTEE—Ken Appel Reporting:** Dr. Appel gave the following report:

Meeting held on November 18<sup>th</sup>, 2010

The Professional Development Committee discussion of plans for the teachers' workshop for March 18, 2011 brought to my attention questions that ought to be considered by the Board. Without trying to list individual comments, I will try to describe the discussion.

The teacher workshop is the single day during the school year that all Dover teachers and specialists (including librarians, guidance counselors, nurses) have the opportunity to participate in sessions aimed at professional development. The members of the committee, were asked by Gary Tirone and Sue Vitko to decide on the types of sessions they thought would be most helpful. Two important (non-conflicting) suggestions were expressed. The first was that teachers would profit immensely by learning more about what Dover teachers in the same subject areas at different grade levels were teaching and expecting of their students. The second was that teachers should have access to speakers who could describe approaches used at other institutions to address important pedagogical areas. The consensus at the end of the meeting was a decision to set up a schedule that would permit each teacher to participate in sessions on both of these topics.

The discussion illustrated the conflict between clearly worthwhile goals. I would like to make it clear that the remainder of this report will be my interpretation of the situation and does not necessarily represent the comments of participants.

1. The teachers on the committee feel that each of the two suggestions would improve the abilities of teachers to do their jobs of educating students.

2. The community reasonably expects teachers to be in their classes on as many days of school year as possible.

3. Teachers reasonably expect that the days the time that they spend on their duties will be compensated. These duties include attending meetings like teachers' workshops and in-



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building meetings to discuss important topics with administrators and one another. (Such meetings are largely held on early release days.)

4. Many teachers feel that professional development through attending out of district meetings and workshops would improve their ability to help their students. Although teachers are given the opportunity to take the time to attend such meetings, the expenses of attending such meetings are significant and not compensated.

5. The Board, in past decisions, has taken positions that reflect the difficulties of providing the best possible education on a limited budget. The view that education is best served by having teachers in their classrooms for as much time as possible during the school year has led to a schedule that has comparatively few paid hours for teachers to meet within the district to discuss pedagogy and, if they attend external meetings, to be compensated for them. I think that the problem of finding the most appropriate ways to balance the views and expectations described above in order to provide the best possible education is a very difficult one. But I do think that it is important for the Board to realize that among our duties is to keep the need for an appropriate such balance in mind.

Matt Mayberry moved, Doris Grady seconded, to approve committee reports. An oral **VOTE PASSED 6/0.**

### **I. POLICY CHANGES - PROPOSALS: none**

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

#### **a. JICK & JICK-E Pupil Safety and Violence Prevention Policy (Bullying & Cyberbullying):**

Mr. Mayberry asked why there is no reference to contacting the Police Department on acts of bullying under the Safe School Act. His opinion is that stronger language should be added to replace "tolerated" with "prohibited". In section I, he would like to see "conduct constituting bullying or harassment will not be tolerated and is prohibited by this policy" added back into the policy. In section V, he would like to see language added in, "Should any act of bullying or cyberbullying be deemed by principal as egregious, then that act in reporting shall be reported for consultation under the safe schools provision." Mr. Mayberry continued that he is disappointed in the deletion of Remediation and Discipline section and would like to see it added back into the policy. He also would like to see the Annual Report to the NH Dept of Education made available to the Dover Police Department and the Dover School District,

Dr. Appel wondered how the Superintendent would interpret the words, "and others as deemed appropriate." It seems to him that if she interpreted it as including the police then that would take care of the situation. Ms. Briggs Badger responded that it is not explicitly written, but the District would not hesitate to contact the police and there is an SRO at the high school. The administration works very closely with the police on these types of matters. She also pointed out that "Conduct constituting bullying and/or cyberbullying will not be tolerated, and is



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prohibited” is now at the end of the first paragraph on the revised policy. It has just been moved from the third paragraph.

Ms. Briggs Badger stated that this policy has followed the model of the Department of Education and the School Board Association and was also reviewed by attorneys.

Ms. Boston commented that the Remediation and Discipline section was moved to Section III, last paragraph.

Ms. Boston stated that she also added Section VIII, Immunity, based on a recommendation by Dr. Appel at the last School Board meeting.

Mr. Mayberry asked when the Police Department is typically made aware of incidents. Ms. Boston responded that it could be the first time and it is immediate, if it is a severe enough incident. It depends on the circumstance and contact with the Police Department is on a case by case basis.

Ms. Briggs Badger commented that the School District partners with the Dover Police Department on training for teachers and parents on cyberbullying. Mr. Mayberry stated the Police Department was very complimentary of the School administration and their handling of incidents.

Mrs. Grady stated she was concerned at the First Reading about adult versus student cyberbullying, as well as student to student. She requested that the Superintendent send her a copy of that policy. Ms. Briggs Badger said that this policy is for student to student only, but would send her a copy of the Harassment policy which covered adult to student. She added that this policy should be amended to include cyberbullying since it was adopted many years ago.

Dr. Mebert commented that there is some research that shows up to 60% of what students report, including being “shunned” as cyberbully is being ignored. Ms. Boston agreed that it would be difficult to handle and she has spoken to counterparts about this, trying to find a suitable way to deal with it. Especially at the middle school age, these peer relationships are so important to students.

Mr. Mayberry asked if he wanted to bring forward an amendment at a later date, could he do that. Ms. Lurvey responded that they could do that at any time, as long as there is a First and Second Reading.

Dr. Mebert recommended checking other policies and the new state law that went into effect in July resulting in this policy.

Audra Lurvey moved, Matt Mayberry seconded, to adopt the policy JICK & JICK-E Pupil Safety and Violence Prevention Policy (Bullying & Cyberbullying). An oral **VOTE PASSED 6/0**.



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### **b. EBBD Indoor Air Quality**

Audra Lurvey moved, Matt Mayberry seconded, to adopt the policy EBBD Indoor Air Quality. An oral **VOTE PASSED 6/0.**

**K. SUBMISSION AND PAYMENT OF BILLS:** Audra Lurvey moved, Matt Mayberry seconded to direct the Business Administrator to pay manifest #11-F in the amount of \$4,317,117.57. A roll call **VOTE PASSED 6/0.**

**L. RESOLUTIONS: none**

**M. OLD BUSINESS: none**

### **1. REDISTRICTING DISCUSSION-MOVED UP**

### **2. APPROVAL OF RE-DRAFTED 2011-2012 SCHOOL CALENDAR**

Ms. Briggs Badger presented the revised calendar for 2011-2012 school year. She stated that she had confirmed with Rochester and Somersworth so that vacation periods are aligned. The February and April vacation were changed to a week later than the earlier version. She also noted that this calendar follows the model shown by the NH Department of Education.

Audra Lurvey moved, Matt Mayberry seconded, to adopt the 2011-2012 school calendar. An oral **VOTE PASSED 6/0.**

### **3. APPROVAL OF AMENDED CIP SCHEDULE**

Business Administrator distributed a follow-up document to the presentation of the Capital Improvement Proposal given to the School Board at the August 9 School Board meeting. Per an earlier communication, regarding the Garrison School CIP project and State Building Aid, the recommended course of action will be to leave 2012 as zero and move the project out in years 2013, 2014, and 2015. In her handout, Ms. Verville showed the District's recommended plan totaling \$46,900,000.00, plus the use of \$600,000.00 in School Impact Fees for the next six years.

Garrison and Dover High School: State Building Aid amounting to 30% of renovation and new construction cost is reimbursed on the principal payment portion over the bonding period. Current moratorium on State Aide is in effect until June 30, 2011.

Dover High School Regional Technical Center: State Building Aid funding specifically for the CTC becomes available in 2016 and is reimbursable up to 75% of the cost of construction.

So that we may proceed with a submittal to the City Manager's Office, it is requested that the



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School Board formally approve the total Capital Improvement schedule for years 2012 through 2017 in the amount of \$46,900,000.00 plus the use of \$600,000.00 in School Impact Fees.

Mrs. Grady asked Ms. Verville if there is a guarantee that the School District will get the \$600,000 in School Impact Fees. Ms. Verville responded that the \$600,000 is the balance of the School Impact Fees on the City ledgers and it is used specifically for renovation and improving the school's building infrastructure. By putting in our proposal, they know we want to use the \$600,000.00. It clearly exists, but the fees are time limited. The District has 5 years in which to use the funds or they revert back to the builders.

Dr. Mebert asked that by pushing the Garrison project back a year, are we jeopardizing the project? Ms. Verville stated that with a public plan for the use of the money, the project is secure.

Ms. Briggs Badger noted that if the moratorium is lifted, the Garrison project can be done as scheduled.

Mrs. Grady asked if the \$600,000.00 could be used the first year to form a design committee so that a mistake isn't made, and problems caused for JBC. If it can be used the first year, the committee will be aware of what they are responsible for with the project.

Ms. Briggs Badger responded that Mrs. Grady was correct and that was the plan.

Dr. Appel asked if the District received any information from the legislature about how realistic the District's assumption is that the moratorium will end. Ms. Briggs Badger stated that she had spoken with Senator Lou D'Allesandro, one of the primary sponsors of Bill 486 and he assured her that Building Aid had been around since 1955 and that it would return in the future. He had not seen specific legislation, but was optimistic that it would be there. New legislation will be coming within the next few weeks and hopefully, the moratorium will be lifted in June and the District will be able to proceed as planned with Garrison renovations.

Mrs. Grady stated she read an article that showed a study of a revision of State Aid so that it won't be exactly the same and eligibility will be narrowed down with more restrictions.

Audra Lurvey moved, Matt Mayberry seconded, to approve the amended CIP Schedule. An oral **VOTE PASSED 6/0**.

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

- 1. APPROVE DPA MASTER AGREEMENT-MOVED UP**
- 2. YOUTH RISK BEHAVIOR SURVEY (yrbs)-MOVED UP**
- 3. SCHOOL CARE RENEWAL**



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Business Administrator, Laurie Verville, presented the SchoolCare health insurance rates for the time period beginning July 1, 2011 through June 30, 2012. Ms. Verville and Ms. Briggs Badger were pleased that the rate increases were below nationwide averages. The increase is 2.7% for an HMO plan and 2.8% for POS plan.

Mr. Mayberry asked if this would impact the FY12 budget and offer a savings. Ms. Verville responded that the budget would be impacted, but there would be no savings since there have been so many additions to the School District's health insurance. There will be an increased cost of approximately \$296,000.

Audra Lurvey moved, Matt Mayberry seconded, to approve the SchoolCare renewal rates. An oral **VOTE PASSED 6/0**.

### **3.a. DENTAL RENEWAL COVERAGE**

Dental rates for the District for July 1, 2011 through June 30, 2012 are increasing by 4.5%.

Audra Lurvey moved, Matt Mayberry seconded, to approve the dental renewal coverage. An oral **VOTE PASSED 6/0**.

**4. STATE AND FEDERAL FUNDING UPDATE (POLICY DD):** Business Administrator, Laurie Verville distributed presented the Projected Activity Report for 2010-2011 Federal Projects as of September 30, 2010. For federal grants, the District has total obligations and disbursements of \$647,030. 21% of the funds have been obligated and disbursed with 79% remaining. ARRA grant monies totaling \$1.8 million have been awarded. \$1,123,906.00 have been or 61% has been obligated and disbursed, with 39% remaining.

Dr. Mebert asked if this is consistent with previous years and are there any concerns. Ms. Verville responded that this is consistent with past years.

Ms. Briggs Badger commented that we have until August 31, 2011 to expend ARRA funds and they are being monitored so that they are all expended by the deadline.

**5. SPECIAL FUNDS UPDATE (POLICY DFC):** Business Administrator, Laurie Verville distributed a document updating Special Funds. The Food Service Fund has a balance of \$109,298.

Dr. Mebert asked how we stand compared with last year. Ms. Verville stated that because we had a large fund balance, we are in good shape. Food Service Director, Mark Covell, is providing better offerings and partnering with chefs from local restaurants. He's trying to enhance the program nutritionally for students.

The Alternative School Fund balance was 96,118.92 as of June 30, 2010. The estimated Fund Balance for June 30, 2011 is \$311,600.22. This is assuming modest spending.

The Facilities fund is comprised of Field User Fees, Facilities, Athletics, and Parking Lots. The total Fund Balance as of September 30, 2010 was \$134,314.24.



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Dr. Mebert asked if we charged Athletic fees this year. Ms. Verville stated that we did, but they are not included in these funds. They are being used to offset the General Fund expenditures.

Ms. Verville stated that she might be coming to the Board with public bids for cafeteria tables and chairs for HSS in a few months.

**6. APPROVE TO ACCEPT FUNDING ED JOBS ADDITIONAL AID:** Superintendent Ms. Briggs Badger stated the NH Dept of Education notified Districts in the state that the Education Jobs Fund (Ed Jobs) is a federal grant program that will provide \$41 million in NH Local Education Agencies (LEA's) for the purpose of retaining and creating jobs. One-half of the funding will be distributed as part of the January 1<sup>st</sup> Adequacy Grant or Charter Tuition payment. The other half represents additional aid for LEA's. Funds will be available for the LEA to expend this school year, 2010-2011, and/or next school year, 2011-2012.

Dover will be receiving \$272,222.88 as its allocation. This money will help to offset expenses in the budget and is desperately needed. Ms. Briggs Badger is proposing a Math Facilitator position at the elementary level since there will be new math curriculum in the fall. The Title I funds for Dover Middle School are gone after this year. This money would help to keep this literacy position at DMS, as well as Title I tutor positions that had previously been funded with ARRA funds.

Mr. Mayberry asked if this money might be able to be used to settle the Teacher Contract. Ms. Briggs Badger responded that possibly for bonus or merit pay could be a use, but this money is supplemental and is meant to help the ease of losing ARRA funding.

Dr. Mebert stated that the positions that have been proposed are time-limited and so this money would be put to good use for them, since they are not a regular part of our budget.

Audra Lurvey moved, Matt Mayberry seconded, to approve accepting funding Ed Jobs additional aid. A roll call **VOTE PASSED 6/0**.

**O. SCHOOL BOARD MATTERS OF INTEREST:** None

**P. ADJOURNMENT:** Audra Lurvey moved, Matt Mayberry seconded, to adjourn at 9:05 P.M. An oral **VOTE PASSED 6/0**.

Respectfully Submitted,  
Beth Setear, Secretary  
BS/ral