



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #1  
Meeting Location: City Council Chambers  
Meeting Date: **Monday, January 10, 2011**  
Meeting Time: **7:00 pm**

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, January 10, 2011, at 7:04 p.m. in the City Council Chambers.

**A. ROLL CALL:** Present were Carolyn Mebert, Beth Setear, Robert McCrory, Doris Grady, Audra Lurvey and Matt Mayberry. Ken Appel 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, Pupil Personnel Services Director, Sandie Crosson, DTU President Debra Hackett, DMS teacher Carol Kennedy, DHS Foreign Language Academic Coordinator, Janis Hennessey, Erica Helm, Karen Berg, Katie Kemen, Health and Safety Council of Strafford, Foster's reporter and parents from the District.

A moment of silence was observed to remember victims of Arizona tragedy.

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

**C. CITIZENS' FORUM:** Amanda Russell, addressed the School Board offering conditional support of redistricting. She does not want to see larger class numbers. Nicholas Dandra, 6<sup>th</sup> grade student, addressed the Board on the 6<sup>th</sup> grade NYC trip. He asked the Board to approve the trip. Jordan Jones and Caitlin Morrison, 6<sup>th</sup> grade students, also spoke in support of the NYC trip. Danielle Holt, HSS PTG representative, addressed the Board, supporting redistricting, but also wanted to make sure class size would not increase. She appreciated the meeting that the principals and superintendent held addressing concerns of parents. Betsy Parker, HSS parent, supports redistricting only if Garrison will be renovated. If not, she asked that only half of the students besent to HSS.

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

1. NONPUBLIC SESSION #35, DECEMBER 13, 2010
2. REGULAR SESSION #12, DECEMBER 13, 2010

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

Matt Mayberry moved, Robert McCrory seconded to suspend the rules and bring M.1 Sixth Grade Enrichment Trip to NYC and M.2 Redistricting forward in the agenda. An oral **VOTE PASSED 6/0.**

**M. 1. SIXTH GRADE ENRICHMENT TRIP TO NYC:** DMS Co-Principal Christine Boston addressed the Board stating she had received the requested insurance verification from Fox Tours, the bus company that is providing transportation for the trip. Mr. Mayberry commented that even though it is too late for this year, maybe next year the trip can be looked at again to make it affordable for everyone. He suggested allowing one parent be responsible for more



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than one child, so that the expense of another person isn't needed. Ms. Boston responded that she would look into that and possibly find a way to provide scholarships for students next year. Dr. Mebert asked if there is any accommodation for students who are on free or reduced lunch. Ms. Boston responded that at this time, there are no accommodations for this.

Matt Mayberry moved, Audra Lurvey seconded to approve the Sixth Grade Enrichment Trip to NYC. A roll call **VOTE PASSED 5/1** (Mebert opposed).

### **M. 2. REDISTRICTING DISCUSSION—Dustin Gray**

Garrison School Principal and Chair of the Redistricting Committee, Dustin Gray, summarized the options regarding redistricting.

OPTION #1 - Leave as is

At GES - stays @ 550 students

- Out of compliance with State recommendation for adding Assistant Principal and Guidance (over 500 students).
- If State Building Aid moratorium is lifted and CIP goes forward with renovation funds – no flexibility at GES for moving classroom in the 2011-12 school year.

At HSS – stays @ 390 students

- HSS will need to have 19 classrooms for the 2011-12 (3 grade 4, 4 grade 3, 4 grade 2, 4 grade 1, 4 kindergarten) = 19.
- Has new space = 6 additional classrooms total of 7 rooms not needed for classroom teachers = 7 rooms ( 1 for Reading, 1 for SPED will leave 5 rooms not used/needed)
- Informational = Size classroom – See Map
- Oak Street area students now attending at GES (30-40 minutes bus ride)

OPTION #II – Proceed as Committee recommended

- Move 80-120 students from northeast section of Central Ave. Oak St. Cochecho (originally moved from HSS to GES in 2007)
- GES →students = 430 – 470
- HSS →students = 470 – 510
  
- In comparing the numbers however considerations include: not moving the dually impacted families 12 Families
- GES already has 15 families requesting to stay at GES and transport leaving the number of students potentially moving from GES to HSS at 80
- Making HSS approximately 470 students  
GES approximately 470 students

Classroom use in OPTION #II

- GES loses 4 classrooms and 4 classroom teachers



DOVER SCHOOL DISTRICT

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## GES

- 5 – Kindergarten
- 5 – 1<sup>st</sup> grades
- 5 – 2<sup>nd</sup> grades
- 4 – 3<sup>rd</sup> grades
- 4 – 4<sup>th</sup> grades

## HSS

- 5 – Kindergarten
- 5 – 1<sup>st</sup> grades
- 5 – 2<sup>nd</sup> grades
- 5 – 3<sup>rd</sup> grades
- 3 – 4<sup>th</sup> grades\*
- (1 teacher could float)

GES – 2 empty classrooms

HSS – 2 empty classrooms

80 students attended a neighborhood school (again) - bus ride approximately 10 – 15 minutes to HSS

- 50 students may choose to transport to GES (mostly in grades 3 and 4)
- Flexibility now at GES for potentially starting renovation in the 2011-12 school year
- No need for Assistant Principal or additional guidance – meet State Recommendation/Standard (no need for waiver)
- Never meant to be permanent
- HSS has renovated space
- GES is overcrowded now
  - No reading room
  - ½ SPED room
  - ½ SPED district program out of compliance
  - Out of compliance with State Standard on number of students

Dr. Mebert stated that one of the issues that was raised at the informational meeting held last week was if the District should go forward with redistricting if the Garrison School renovation doesn't take place next year.

Mr. Gray stated that students could be moved around at different times and not always at the beginning of the year, even if the timeframe for Garrison School renovation isn't known. Other issues discussed at the meeting were to make sure there was staffing equity at the schools and a plan B for redistricting a group of students from Woodman to Garrison. This would achieve a 500 student population at each of the elementary schools in five years. Key timeline dates are being checked regularly to make sure the numbers are consistent with projections. Another item that would be helpful is a way to project the pre-K population in the district.

Mrs. Grady had difficulty with the "ifs, buts and ands" in these options. She asked if we know where we stand with state building aid. Ms. Verville responded that we do not. Mrs. Grady feels there are many inconsistencies for young students and if we are not going to be able to start



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renovating Garrison this year, she would feel comfortable waiting for a year when the renovation does begin at Garrison. If we move 120 students to Horne and renovation does not begin at Garrison, all that will happen is we will switch numbers. There is no benefit to students by doing this. If the CIP goes through, there is \$600,000 in impact fees that could go toward preparing the school, studying, planning for renovation so that the building will be all set for 40-50 years. If this is what happens, she would prefer that it starts the next year.

Mr. Gray addressed her concerns by saying that 35 students have already requested to stay at Garrison, who are responsible for providing their own transportation.

Mrs. Grady stated the numbers wouldn't vary much and she is looking primarily at the adjustment for a group of kids who have had a tough two years. She would still prefer to not redistrict for a year. In her opinion, students will do well even with larger class sizes and test results have proven this.

Mr. Gray stated that recognizing resiliency of students is something that they are taking into account when planning this redistricting.

Mrs. Grady also wanted to make sure that all teachers know that their current assignments are not permanent. Their room or grade assignment may change, but in her opinion, "change makes a teacher grow."

Mr. Gray said that we want to be ready at the beginning of summer in case we are able to start renovations.

Superintendent Briggs Badger added that we are entering the final phase of renovating and expanding elementary schools. There was a promise made to students that they could return to Horne Street School if they desired. Also, there are classrooms in Horne Street that will be empty, if we don't progress with the redistricting. If the moratorium is lifted, we want to be able to move quickly. Garrison is only being renovated, there will be no classrooms added to the building. This final redistricting move should give each school 500 students and when enrollment figures are checked. By 2017, 1540 students are projected to be enrolled in the K-4 population.

Mrs. Grady is concerned that only 20-25 parents attended the redistricting meeting, when there might be almost 400 affected.

Mr. McCrory commented that the School Board will get most of the feedback after redistricting is approved and implemented. He asked if there was a smaller portion that could be moved until we know for sure some of the questions.

Mr. Gray responded that the 10-15 year master plan will allow students to be phased in appropriately over the next few years.



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Mr. McCrory asked how many students were affected in the 2007 redistricting plan from HSS to GES. How many would be affected if we just “undid” the last redistricting to uphold the promise to them.

Mr. Gray responded that the numbers would remain the same.

Mr. McCrory stated that he would like to minimize changes for students, but would like to keep the promise of a previous Board.

Mr. Gray commented that the committee will strive to keep the balance in the elementary schools in the future, although it won't be a standing committee.

Matt Mayberry moved, Audra Lurvey seconded, approving Option II (to redistrict). An oral **VOTE PASSED 5/1 (Grady opposed)**.

Dr. Mebert thanked all members of the redistricting committee and parents who attended the informational meeting.

Doris Grady moved, Matt Mayberry seconded, to suspend the rules to bring item E. Consent Agenda and N.2., Update/Math Grant with Tufts University Poincare Institute, forward in the agenda. An oral **VOTE PASSED 6/0**

Matt Mayberry moved, Audra Lurvey seconded, to remove items 1.a, 1. b., 1.c, and 5. a. from the Consent Agenda for discussion and separate vote. An oral **VOTE PASSED 5/1 (McCrory opposed)**

### **E. CONSENT AGENDA**

1. Correspondence:
  - a. Kim Faustino, DHS Boys Basketball Boosters (Granite State Poker Fundraising Approval)
  - b. Kim Faustino, DHS Boys Basketball Boosters (Moose Hall Fundraising Approval)
  - c. Amanda King, UNH (Survey Approval)
2. Resignations/Retirements: None
3. Leaves of Absence: None
4. Nominations:
  - Sheet 1: Nomination and Election of Teachers (Hookway)
  - Sheet 2: Nomination and Election of Aides, and other staff (Brooks-Buttrick)
  - Sheet 3: Nomination and Election of Coaching Positions (Santin)



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5. Extended Travel (Student Trips):
  - a. 2012 Field Trip to France (DHS French Students)

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

### **1.a and 1.b Kim Faustino, DHS Boys Basketball Boosters (Granite State Poker Fundraising and Moose Hall Approval)**

Ms. Lurvey commented that a similar request was approved in the fall for the Football boosters. Mr. Mayberry thanked Ms. Faustino for coming and asked her if there is a fee for the Booster Club for this fundraising event. She responded that there is a \$25 fee for a background check for each of two people and the only other stipulation is that a member of the Booster club would need to be present on the night of the fundraiser to receive the funds. Granite State Poker located in Plaistow, NH runs charity events for non-profit organizations and the Basketball Booster club could receive as much as \$1,000 over a 5-day period.

Ms. Faustino continued that the Booster clubs are required to help students more now with fundraising due to budget cuts that have reduced transportation and added fees.

Mr. Mayberry asked what the percentage of the winnings, do they get? Also, are promotional materials sent to Dover residents so that they are able to support the fundraiser? Is the percentage large enough to warrant their travel to Plaistow?

Ms. Faustino responded that she also looked for places in Dover to hold fundraising events and found it to be very difficult. There is a long list of others trying to do the same thing. She would prefer to be in Dover. There is nothing sent to Dover residents, they just earn a percentage of the money from whomever shows up.

Ms. Faustino also discussed the Meat Raffle. It is a similar event that held at the Moose Hall in Dover and winnings include meat from Janetos and the Meat House. The Booster Club will encourage residents to go to this event.

Mr. McCrory asked if the Booster Club paid the fee for the background checks and Ms. Faustino responded that they did.

Mrs. Grady commented that she has no issues with either fundraising event, especially since the School Board reduced funds for these groups and they have no choice. She also appreciates the efforts of Ms. Faustino and other members of the Booster Clubs to help all students participate in athletic events.

Mr. McCrory commended Ms. Faustino for her hard work with the Booster Clubs. She works tirelessly on behalf of the athletes in many different capacities. He recommends that other parents try to volunteer also and attend Basketball Booster meetings which are held on the first Monday of every month.



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Matt Mayberry moved, Audra Lurvey seconded, to approve Consent Agenda items 1.a and 1 b. An oral **VOTE PASSED 6/0**.

### **1.c Amanda King, UNH (Survey Approval)**

Dr. Mebert stated that this request for research to be conducted on bullying and diversity in New Hampshire Elementary school by Amanda King, a UNH student who is working on her senior honors thesis at UNH. Dr. Mebert continued that she feels Amanda should receive IRB approval before she can ask for School Board approval. The UNH IRB is the Institutional Review Board for Protection of Human Subjects. This Board reviews proposals for research and determines if it's agreeable and if risks and benefits are adequately identified. Ms. King has provided a letter to teachers, but no clear consent form or debriefing information was included. Ms. King was not available to respond.

Matt Mayberry moved, Audra Lurvey seconded motion to table the request until more information is received. An oral **VOTE PASSED 6/0**.

### **5.Extended Travel (Student Trips):**

#### **a. 2012 Field Trip to France (DHS French Students)**

Janis Hennessey, Foreign Language Academic Coordinator at Dover High School, addressed the School Board regarding the proposed trip to France in 2012. Mr. Mayberry asked how many academic days would be missed and if the chaperones are required to pay for this trip. Ms. Hennessey responded that the students and chaperones would miss one day and the chaperones would not have to pay for their trip, only incidentals that are not included in the cost of the trip. There would be one chaperone per six students. The teachers are on duty 24 hours a day and are responsible for the students at all times. This is a standard policy that most schools use.

Mr. Mayberry asked what provisions were made for students who are not able to afford this trip. Ms. Hennessey responded that there are no provisions made for those who cannot afford to go. In the past, fundraising was done to make up a bit of the cost. However, so little was made and there were too many students, so they opted to book the trip earlier than in the past, allowing for a decrease in cost of the trip by approximately \$400.00.

Mr. Mayberry noted that approximately \$500.00 of the cost of each student's trip is to supplement the trip of a chaperone. He is concerned with the students who are excluded

Ms. Hennessey stated that in alternate years the trip is to Quebec which is less money, but still allows for an experience of traveling to another country.

Mr. Mayberry asked if there was a threshold on the number of students who can go on the trip. Ms. Hennessey responded that they always go, even if the number is low and must take at least two chaperones on each trip. The lowest number they had was eight students in 1998. She



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reiterated that the trip is planned over a year in advance, so that students and parents can plan for the cost of the trip.

Mr. Mayberry stated that he would be voting not to approve the trip because students shouldn't be supplementing the chaperone's trips.

Ms. Hennessey stated that this is a common policy and the teacher's do not have a choice and she feels the teacher's deserve it.

Mrs. Grady asked about the mission statement that is in the packet. The statements refers to students in grades 5-12. Mrs. Grady asked if all students in those grades are able to go on this trip. Ms. Hennessey responded that only students in grades 9-12 are able to attend. They are invited when they are in 8<sup>th</sup> grade, since they will be in 9<sup>th</sup> grade when the trip occurs. Ms. Hennessey stated that the mission statement is the one that was approved by the School Board when younger students took foreign languages. There are no 5<sup>th</sup>-7<sup>th</sup> grade students that are able to take this trip.

Mrs. Grady asked what the total cost for substitutes would be. Ms. Hennessey stated that there was only the need for a substitute for one day and the teachers would be taking a professional day for the one day off.

Mrs. Grady stated that the chaperones get the benefit of the trip at a cost to the District of over \$4,000. The students never receive the same growth when they have a substitute teacher.

Matt Mayberry moved, Audra Lurvey seconded to approve the DHS Trip to France in 2012. An oral **VOTE FAILED 2/4** (Mayberry, Lurvey, Grady, Mebert opposed).

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:  
**Dover Reads 2011 – One Thousand Tracings by Lita Judge**

This moving story is a granddaughter's tribute to her grandparents' organized relief effort to help suffering Europeans at the end of World War II, and is a powerful reminder of the importance of humanitarianism during wartime, and how hope and kindness can change lives.

**Kick-off is Friday, February 4<sup>th</sup>, 6:30-7:30 pm at Dover City Hall Auditorium.** Other events include:

- A multi-day author presentations in Dover schools
- A community-wide essay and drawing contest
- Dover Reads will team with Moore Mart organization to collect and pack supplies for our troops and the children of Afghanistan
- A gala USO-style final Celebration on Thursday, March 17 will feature performances by a swing band, the Dover Middle School band, swing dancers and much more!

### **Dover Emergency Response Plan**

Document Created by: Beth Setear  
Document Posted on: February 15, 2011

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Our district plan has been refined and updated through the efforts of Mr. Boodey. All administrators will receive copies of this resource tomorrow at our administrative meeting. We also have Mr. David Witham of Primex attending the meeting to describe an upcoming security audit of our schools as per our request.

### **Primex-CTC**

Primex has also awarded our Career Technical Center a \$250 grant to be used for incentives for future safety committee work.

### **Curriculum**

Gary Tirone, CIA Director has started and continues to be scheduled into each school to introduce faculty to a vision of 21<sup>st</sup> Century teaching and learning that are connected with the District's 5 year goals, mission and vision.

The Math in Focus pilot teachers continue to meet regularly and we expect to make a recommendation to the Board in February as to our Math Curriculum adoption.

Next Steps Learning and DGR has been a focus at the middle and elementary schools for the December and January Early Release days and teachers. The high school has been working on course competencies and assessments.

We continue to work with the City to improve the delivery of technology to schools and the network capacity has improved and will continue improve, especially at Dover High School.

## **SCHOOL Updates**

### **Garrison School**

Garrison 4<sup>th</sup> grade students are preparing to take the NAEP test this winter. The NAEP is also called the "Nation's report Card" which compares how students in the United States are doing in comparison to students from all over the world. Different schools are randomly selected for yearly screenings or for control groups over several years.

### **Horne Street School**

Construction and renovations are winding down. The library is in the process of being put back together by Mrs. Smart. We have a very bright cheerful Cafeteria after a half year of operating and sharing the space with the library. The Art and Music Rooms are being worked on in anticipation of moving in sometime next week.

The vinyl floor coverings for the new Gym floor have arrived. HSS's winter concert is tentatively scheduled February 10th. There will be two concerts, one for the school in the morning at 9:15 a.m., and an evening concert at 7:00 p.m.



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HSS's Grand Reopening is being organized by the PTG. Events are scheduled for the first week of February. Invitations will be sent out to city dignitaries when a date is set.

There will be a meeting of all interested HSS community members to review the Vision, Values, and Goals developed in the summer of 2009. We will be meeting Wednesday, January 19<sup>th</sup> at 7:00 pm.

The PTG welcomed Principal Gray and Superintendent Briggs Badger to HSS on January 4<sup>th</sup> to discuss the Redistricting Plan as presented by the redistricting committee. The meeting was well attended and many important questions were answered in anticipation of this evening's DSB decision. Thanks to DSB Chair Carolyn Mebert, and committee member Matt Mayberry for attending this meeting.

The next PTG meeting is tomorrow evening January 11<sup>th</sup> beginning at 6:30 p.m. in the HSS Cafeteria. Childcare is available.

HSS will host the Fourth Annual Literacy Night sponsored by the Strafford County Head Start program. This event welcomes Head Start, Early Head Start, and the Horne Street School families to enjoy an evening of storytelling and special guests, among other fun activities. This event is scheduled for January 27<sup>th</sup> at 5:00 p.m.

### **Woodman Park School**

A few members of the UNH Men's Hockey Team will be visiting some Kindergarten classrooms during the week of January 10<sup>th</sup>.

Early Release is Wednesday January 12<sup>th</sup>; please know that student dismissal will be a 12:45.

The Parent Teacher Organization will have its monthly meeting on Tuesday, January 18<sup>th</sup> at 6:30 in our library.

On Thursday, January 26<sup>th</sup> at 6:00 there will be a Literacy Night for our families that will start in the cafeteria. This is made possible through Paula Glynn, Sandy Tremblay, Wendy Nasberg, Renee Bennett, Laura Horan, various classroom teachers/staff and Title I funds. Information will be sent home soon.

A Parent Day will be held on January 28<sup>th</sup>. If you are interested in participating, please contact the school or the staff members on the flyer that will be sent home within the next two weeks.

A dozen or more prospective UNH interns will be visiting our school over the next few months to determine classroom placements for next year. Ultimately, a handful of UNH interns will be working with selected teachers at WPS next school year in a yearlong internship. WPS and GES have been selected as two of the several schools in NH to be able to host UNH interns during the year long internship at the elementary level. The interns' enthusiasm, energy, and



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recent knowledge enrich our students and staff. Some are even hired as staff at the end of the internships.

### **Dover Middle School**

Six students for DMS were chosen to be recognized by Foster's Seacoast Showcase for their writings and art work.

Grades 7 and 8 had their Winter Concert last week and it was a huge success!

### **Dover High School**

The online course selection process has begun for students in grades 9-11. Students gathered teacher recommendations last week and are now able to access the online site. Instructions for selecting courses along with a Program of Studies booklet, transcript and second semester classes were handed to students during a homeroom period last Wednesday. The Program of Studies and the online instructions can also be found on the school's website. Course selection will end on Monday, January 17<sup>th</sup>. Counselors will schedule appointments once their students complete the online selection process.

Barring any snow days between now and then, semester one assessments are scheduled for Thursday and Friday, January 20 & 21 from 7:40 – 12:00 noon. Students will have time to pick up a quick lunch before boarding the busses. Busses (First Student, Dale, and COAST) will pick up students at the normal times in the morning. At 12:15 on both days, First Student and Dale busses (no COAST busses) will depart from the high school. There will be NO bus transportation at 2:30 on both days.

A few upcoming student activities:

- Mr. DHS at 7:00 PM on Thursday, January 13<sup>th</sup>
- Art Department's annual Film Festival at 7:00 PM on Friday, January 21
- Class of 2013 is sponsoring Movie Night on Thursday, January 27 at 7:00 PM
- DHS will once again field a team of brave students and staff members to "take the High School Plunge" to benefit Special Olympics on Saturday, February 5 at 12:00 noon at Hampton Beach.
- NJROTC annual inspection is scheduled for Wednesday, February 9
- Music students will be participating in the Solo and Ensemble Festival at UNH on Saturday, February 12

On Thursday, January 13<sup>th</sup>, 22 teachers attended a training session on effectively using SMART Board technology in the classrooms.

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



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

- Youth to Youth Students in grades 6-12 are putting together presentations for the Dare parents program. They are also hosting a media training day on how to create public service announcements. This will be held on Martin Luther King Day.
- Drama Club is rehearsing for the play "Into the Woods" to be presented on the February 13<sup>th</sup> weekend.
- Student Council is sponsoring the Penguin Plunge. The money will go toward Special Olympics.
- The Art club is sponsoring a film festival at DHS
- Mr. DHS is another upcoming event at DHS.

Mr. Mayberry asked Olivia if she would be participating in the Penguin Plunge. She responded that she wouldn't, but would be supporting many friends in their efforts.

### **N.2. UPDATE/MATH GRANT W/TUFTS UNIVERSITY POINCARÉ INSTITUTE**

Gary Tirone, Director of Curriculum, Instruction, and Assessment, introduced Karen Berg, Math Facilitator, and Marry Caddle, Tufts University representative. They had an initial meeting with people from Tufts. Mr. Tirone summarized the program by saying that it supports the District goals in many ways including its use of technology and its emphasis on collaboration among teachers. It comes at a time, when key things are being done with math. This program is designed to bring teachers in grades 5-9 to a better place where teaching math is concerned.

Ms. Berg described the program saying that the first cohort of teachers traveled to Tufts University for the kickoff of the first round of classes that they will take over the next five years. There will be three cohorts of teachers who will take classes over the next five years. Hopefully, all teachers in grades 5 through 9 will have the opportunity to take part in the Poincaré Institute which is three courses. It should improve their mathematics education and their ability to be better mathematics educators. Ms. Berg continued that it is run by the Mathematics and Education departments at Tufts, so it is a program that will increase both areas. Teachers participating in cohort one are Kathy Spencer, Jackie Blalock from Grade 9, Patty Mulqueen, Carol Marino and Deb Rockwell from Grade 8, and David Latchaw from Grade 6. Ms. Berg stated that research shows that students are developing their attitudes regarding math during these years of development, which is why this program is particularly beneficial. She is hopeful that by instituting this program, student's attitudes about math will become more favorable. Technology has been provided at no cost to the District. Another huge piece of the grant is the encouragement of weekly discussions in this area. In addition to the six cohort teachers, there will be an additional six teachers participating in these discussions. These discussions are not just focused on the program, but also on issues that are specific to Dover. Teachers can bring their concerns to the group, and ideas can be shared.

Mr. Mayberry thanked Ms. Caddle, from Poincaré Institute at Tufts, for working with the District on this program.



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Mrs. Grady asked which teachers would be included and how did it work. Ms. Caddle responded that they wanted all teachers included so they would have a baseline. Teachers would not be measured so that they would be penalized. This is more of a measurement of the program than the teacher.

Mrs. Grady asked if information should be collected from everyone so that a true picture is received. The information document had stated that information would only be collected from teachers who give their consent. She didn't feel a good analysis could be done if information was only received from some of the teachers. A true picture might not be seen if information is only from teachers who like math. A better result might be received if from all

Ms. Caddle responded that she hopes that the majority of teachers will consent to participate, but the institute is obliged to ask for consent. Tufts has an institutional review board and it is part of the code of conducting research and guidelines must be followed.

Mrs. Grady asked what happens if the attitude is developed prior to grade 5. She had seen data that shows the attitude is formed prior to grade 3. She asked how they can undo an attitude that is formed earlier.

Ms. Caddle responded that for now, they had to select specific grade levels. She knows of other studies being conducted that highlight younger ages. In the future, the grade levels of this specific study may change.

Mrs. Grady had a question about starting the program with grades 8 and 9 and seemed to be moving backwards. She felt the program should start with younger grades. Development of math understanding in students can't begin until they understand the language itself. She noted that in her past experience, students hate math in younger grades. Maybe interest can be started in grades 4 through 6. She appreciated the program and thanked Ms. Caddle for her assistance.

### **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 January 6 to discuss closing issues of the project. They will be meeting again on January 14 to assure that they have a satisfactory building to turnover to the city. The approximate budget balance is \$342,000.

**2. MEDIA CENTER JBC—Audra Lurvey Reporting:** Ms. Lurvey gave the following report:

Furniture has been ordered and construction has wrapped up. It should be complete by the end of February and the March School Board meeting should be held in the new Media Center in the McConnell Center.



DOVER SCHOOL DISTRICT

# DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #1  
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## I. POLICY CHANGES - PROPOSALS:

### a. JKAA Use of Physical Restraint

#### FIRST READING

#### POLICY ON THE USE OF PHYSICAL RESTRAINT

In accordance with RSA 126-U the Dover School District shall follow this policy for the use of physical restraint.

The Dover School District authorizes staff members to use physical restraints in limited situations and only as a last resort to prevent harm. Physical restraint may be used only under the following conditions:

1. Staff is trained in de-escalation and physical management; Non-Violent Crisis Intervention, through the Crisis Prevention Institute (CPI®), is the current training program adopted by Dover School District.
2. Physical action of a student creates a substantial risk of harm to self or others;
3. Other positive interventions have failed, or the level of immediate risk prohibits exhausting other means.
4. Conforms to the requirements of **Ed 1113.06 Use of Aversive Behavioral Interventions** of the New Hampshire Rules for the Education of Children with Disabilities.

The following scenarios are NOT considered a restraint for the purposes of this document:

1. Holding a child to calm or comfort, holding a child's hand or arm to escort the child safely from one area to another, or intervening in an ongoing assault or fight;
2. Brief periods of physical restriction by person-to-person contract without the aid of medication or mechanical restraints, accomplished with minimal force and designed either to prevent a child from completing an act that potentially would result in physical harm to himself or herself or to another person, or to remove a disruptive child who is unwilling to leave an area voluntarily;
3. Physical devices or other physical holding when necessary for routine physical examinations or when used to provide support for the achievement of functional body position or proper balance or to protect a person from falling, or to permit a child to participate in activities without the risk of physical harm;
4. The use of seat belts, safety belts, or similar passenger restraints during transportation of a child in a motor vehicle.
5. The use of force by a person to defend himself or herself or a third person from what the actor reasonably believes to be the imminent use of unlawful force by a child, when the



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actor uses a degree of force that he or she reasonably believes to be necessary for such purpose.

Physical restraint is appropriate only when a student is displaying physical behavior that presents substantial risk to the student or others, and considered when, in the opinion of the supervising adult, the threat is imminent. Persons implementing a restraint will use extreme caution and the least amount of physical strength necessary to protect the student. The use of physical intervention should not exceed that necessary to avoid injury. The degree of physical restriction employed **must** be in proportion to the circumstances of the incident and the potential consequences.

A physical restraint of a student should be conducted in a manner consistent with the techniques prescribed in the District approved training program. The purpose of the restraint should be to assist the student to regain emotional and behavioral stability. It should last only as long as is necessary to accomplish this. To the extent possible, it should be conducted in such a way as to preserve the confidentiality and dignity of all involved.

Restraint should be carried out by trained persons authorized by the Superintendent, Special Education Administrator, Principal, Director or his/her designee. Untrained staff is limited to physically intervening by using the minimal amount of physical contact with the student to protect the student and ensure the safety of others until trained staff is available. Untrained staff should request assistance from trained staff as soon as possible.

School staff shall not use or threaten to use restraint as a punishment or consequence.

All employees shall follow the procedures as outlined in the document titled: "Procedures for Use of Restraint in the Dover School District"

### **Definitions**

1. **Physical restraint** occurs whenever a staff member physically restricts a child's movement against his or her will. Physical restraint is a temporary measure to be used only when necessary to facilitate care, welfare, safety, and security for all.
2. **Substantial risk** is the serious, imminent threat of bodily harm where there is the ability to enact such harm. Substantial risk shall exist only if other less restrictive alternatives to diffuse the situation have been exhausted and have failed, or the level of risk prohibits exhausting other means.
3. **Trained Staff** are those individuals who successfully complete and stay current in a training program that results in acquisition of skills in verbal de-escalation, preventing restraints, evaluating risk of harm in an individual situation, use of approved techniques and monitoring the effect of the restraint.
4. **District/facility** shall mean the Dover School District.



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5. **Parent** shall mean the student's parent, legal guardian, surrogate parent or student over the age of 18.
6. **Mechanical Restraint.** When a physical device or devices are used to restrict the movement of a child or the movement or normal function of a portion of his or her body. Prohibited as per RSA 126-U:6.

7. **Medication Restraint.** When a child is given medication involuntarily for the purpose of immediate control of the child's behavior. Prohibited as per RSA 126-U:6.

Ms Briggs Badger commended Erica Helm, Family Services Facilitator, Michael Russo, Alt School Director, and Stephanie Paine, WPS Behavior Specialist, for their hours of work on this policy.

Ms. Helm addressed the Board stating that legislation had been passed during the summer requiring school boards to adopt a policy on Use of Physical Restraint in the School District. They had begun developing documents five years ago, but the policy hadn't been approved at that time. This gave them a base to work with for the new document.

Mr. McCrory asked about one of the procedures that had been stricken in the document. Ms. Helm responded that it had been listed on another location on the document and was repetitive.

Audra Lurvey moved, Beth Setear seconded, to table policy JKAA Use of Physical Restraint until next School Board meeting. An oral **VOTE PASSED 6/0**.

### **J. POLICY ADOPTIONS: None**

**K. SUBMISSION AND PAYMENT OF BILLS:** Audra Lurvey moved, Beth Setear seconded to direct the Business Administrator to pay manifest #11-G in the amount of \$2,185,441.65. A roll call **VOTE PASSED 6/0**.

### **L. RESOLUTIONS: none**

### **M. OLD BUSINESS:**

1. **SIXTH GRADE ENRICHMENT TRIP TO NYC-MOVED UP**
2. **REDISTRICING-MOVED UP**

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

#### **1. ANNUAL ELECTION OF SCHOOL BOARD OFFICERS**

Dr. Mebert announced the officers of the School Board who had been elected at an organizational meeting that had been held earlier in the evening. The officers will remain the



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same. Carolyn Mebert, Chairperson, Audra Lurvey Vice Chairperson, and Beth Setear, Secretary. Congratulations to the officers.

### **2. UPDATE/MATH GRANT W/TUFTS UNIVERSITY-MOVED UP**

#### **3. SPED Study Issue Discussion**

Sandie Crosson, Director of Pupil Personnel Services, addressed the Board regarding a possible Special Education Program Study. She gave background information on the program and the company that is currently being hired by the Rochester School District to do a similar study on their Special Education Services. She presented an outline of what an evaluation of the Special Education Department would entail. The purpose of the evaluation would be to do a cost-benefit analysis through interviews, data, how money is spent, looking at the culture and climate in the buildings. Dover practices would be compared to Best Practices in surrounding areas and nationally. Ms. Crosson stated that she is excited for this opportunity and not threatened by a Special Education study. She feels that she may be too close to the problem to give an unbiased review and an outside company could give insight as to issues and possible changes. She would like to see if we can do this better.

Rochester just awarded the bid to the company in question, however, the Portland, Maine School District completed their study about a year ago. They used the same company that Dover would like to use (American Educational Consultants) and were very satisfied with results. Their district saved approximately \$3 million in Special Education costs with the cost of the survey being about 1%.

Gary Tirone addressed the School Board, stating an evaluation like this would be similar to a NEASC evaluation. They will look at data that is already available with the state and through our own resources. They will also look at personnel and out of district costs.

Portland is considerably larger than Dover, but savings in Dover could still be significant. Portland created a five year plan, and the savings would be distributed over that period of time.

Mr. Tirone and Ms. Crosson checked references on American Educational Consultants and they were both favorable.

Dr. Mebert asked when Portland's survey was complete. Mr. Tirone responded that they are in their first year of the post survey evaluation. The changes recommended by the company included changes and shifts in personnel and reviewing educational philosophy. They also looked at out of district students and how they could be moved back into the school district, creating a savings.

Dr. Mebert asked about the number of Special Education students in the Portland School District. Ms. Crosson responded that they have approximately 1,000 identified students, a large ESL population, and three high schools, making them larger than Dover. Ms. Crosson was



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impressed with the savings and what they looked at in the evaluation. It is not just about saving money, but providing a higher level of services for students.

Ms. Crosson stated that because this company will be working with Rochester, we will be able to “piggyback” with them allowing us to save money by sharing travel costs and New Hampshire data that would be useful for both districts. This evaluation would not cost the district money, because it could be paid for with DINI (District in Need of Improvement) Funds.

Mr. MrCroy asked what RTI was. Ms. Crosson responded that it is Response to Intervention. This means intervening early to students who aren’t making progress early, before they are identified. He also asked the cost of the program, which Ms. Crosson stated would be approximately \$37,000.

Mrs. Grady asked how much on site time would they be spending in Dover. Ms. Crosson responded that they would be here for two days initially, and then return for another two days to meet with administrators. This would be over and eight week period.

Mrs. Grady stated she was under the impression that the evaluators would spend more than four days in the District. Ms. Crosson responded that the company already has templates that they can use for their analysis. Mrs. Grady felt that this cost was high considering they would be analyzing the data that we provide from their desks. She also felt that the resumes of their evaluation team might not be suitable for our needs. They have more of a law background than an education background. Ms. Crosson noted that they have a great deal of education in Special Education.

Ms. Briggs Badger added that Rochester went out to bid and found that this company was about \$10,000 less than any of the other four companies that submitted bids. She continued that the DINI money is available for this type of expense. We are not seeing gains on the NECAP tests and are trying to find a way to raise these scores. Currently, we spend \$10 million per year on 540 special education students, but are not seeing the gains. The local budget will not be impacted for this evaluation. Ms. Briggs Badger gave credit to Ms. Crosson for being open to this analysis. The other option would be to spend this money on more professional development for the teachers. The uses are somewhat limited for these funds, but it has been verified with the state that this is a justifiable expense for this money.

Mrs. Grady is a proponent for helping to raise our Special Education scores so that we are no longer a District in Need Of Improvement, but she also commented that we have a qualified statistician already in Dr. Mebert. She also believes that you get what you pay for and since this company was \$10,000 less than the others, is Rochester get \$10,000 less in services?

Mrs. Grady does not think we will get sufficient results from an eight week analysis done at an outside location with data that we have supplied to them. Her excitement of this program has diminished since learning more about it.



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Ms. Briggs Badger responded that the reason the calls were made to Portland, Maine and Rochester was to see if they were satisfied with the results of the analysis.

Mr. McCrory commented that he liked that a top priority was being investigated and particularly liked the process that is being used. Piggybacking with Rochester seems to be a good way to save time and money. He appreciates the boldness of Ms. Crosson and her willingness to find ways to do things better.

Ms. Setear commented that she will probably vote to approve this analysis, but thinks that some of these questions could possibly be answered by people within our district. This would take a great amount of time and understands why an outside company should do this.

Ms. Crosson agreed with Ms. Setear saying that initially, she thought she could provide much of the information herself. She then realized the time commitment would be too great. She, and other administrators will direct the company as to what information the District is specifically interested in.

Dr. Mebert stated that with Focus Monitoring, we know some of the questions. Ms. Crosson stated that we would provide this information so that they will have it for background information.

Ms. Briggs Badger stated that we will be given recommendations for actions from this company.

#### **4. APPROVE TO EXPEND FOR SPED PROGRAM STUDY**

Business Administrator, Laurie Verville, addressed the School Board with information regarding the request to approve the expense of a Special Education Program Study. There are enough remaining funds in the District In Need of Improvement funds to be used for a study of our Special Education Program. American Educational Consultants, from Beachwood, Ohio will be used for this study. This firm was selected through the bidding process by Rochester School District last fall. Their bid was \$38,350.00. The Dover School District's Bidding Requirement Policy, Code DJI, allows the School Board to waive competitive bidding requirements in the event of an unusual circumstance.

Matt Mayberry moved, Audra Lurvey seconded, to approve to Expend for Special Education Program Study. A roll call **VOTE PASSED 5/1 (Grady opposed)**.

#### **5. APPROVE MOU BETWEEN CITY OF DOVER AND DMS**

**MEMORANDUM OF UNDERSTANDING  
between  
City of Dover, New Hampshire  
and  
Dover Middle School**

##### **I. Purpose**

Document Created by: Beth Setear  
Document Posted on: February 15, 2011

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## DOVER SCHOOL BOARD – MINUTES

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The purpose of this agreement is to establish a cooperative agreement between City of Dover, New Hampshire (DOVER), as a member of the Strafford County Public Health Network, and the Dover Middle School (DMS) to establish a Point of Dispensing, Alternate Care Site, and/or Neighborhood Emergency Help Center site.

DOVER and the DMS agree to the terms, conditions, and responsibilities expressed in this memorandum of understanding.

### **II. Definitions**

**Emergency** - a natural or technological event such as flooding or large-scale industrial accident that results in the urgent need for immediate action by DOVER.

**Public Health Emergency** – refers to any event, natural or manmade, that requires immediate public health inventory.

**Alternate Care Site** – An alternate care site (ACS) is an in-patient facility established to provide medical care in a community-base location. ACSs are community-based surge facilities that provide limited care to patients that would normally require admission to an acute care hospital. ACSs are ideally located in buildings of opportunity in close proximity to an acute care hospital. ACSs will not manage critical care patients, such as victims requiring artificial ventilation.

**Neighborhood Emergency Help Center** – Primarily, the Neighborhood Emergency Help Center (NEHC) can be thought of as an out-patient center. NEHC is intended to:

- Triage large numbers of people seeking care, especially to identify those that require inpatient care and to ensure that they are stabilized for evacuation to either an ACS or hospital, depending on the patient's level of acuity
- Provide self-help information, instructions (e.g. home care, medical follow-up), resources, and discharge planning.

**Point of Dispensing** – A Point of Dispensing (POD) facility is set up to dispense and distribute medications from local supplies or from the Strategic National Stockpile. The goal of the POD is to quickly dispense pills or administer shots to relatively healthy individuals and decrease the numbers of individuals who may get ill.

**Medical Command and Control** – Medical command and control (MCC) will be assumed by a single hospital within an affected area. The purpose of the MCC is to provide medical command and control, administrative assistance, technical supervision, and consultation services in support of health and medical response operations during times of emergency conditions.



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### **III. Point of Dispensing Site, ACS, NEHC**

The Dover Middle School located at 16 Daley Drive, Dover, New Hampshire hereby acknowledges the intent to serve as a POD site and alternate ACS and NEHC sites and in making this acknowledgement, agrees to the following:

Upon request of DOVER/Strafford County Public Health Network and the State of New Hampshire, DMS will permit, to the extent of ability, the use of physical facilities and equipment for the POD.

- Equipment provided by the DMS shall include (if available), but not limited to:
  - Office equipment, including telephones, copy machines, computers, fax machines
  - Tables, chairs, desk, wheelchairs
  - Refrigeration
  - Back-up generators
  - Parking areas
- If it is available to do so, DMS will be made available to DOVER within 12 hours of the request and for the time period being requested.
- DMS will designate an Administrator who will serve as the primary point of contact. This person shall have authority to open the building.
- DMS agrees to allow site visits at appropriate and mutually agreeable times by DOVER and the NH Department of Homeland Security and Emergency Management for the development and maintenance of the POD site.
- Prior to releasing the DMS to DOVER for use, the DMS shall evaluate the premises and secure valuable property not required for the POD activities, to the extent reasonably possible.
- DMS agrees to indemnify and hold harmless DOVER and its directors, trustees, officers, and/or employees from any and all claims and liabilities caused by the negligent acts or omissions of DMS arising under this agreement.
- DMS represents and warrants that it has liability insurance to cover the use of the facility specified in this agreement.

As part of this agreement, DOVER agrees to the following:



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- DOVER agrees to provide a point of contact to answer questions regarding the above-referenced arrangements.
- It is the responsibility of DOVER to establish, maintain, and dismantle the operations of the POD site. Upon termination of use as a POD site, DOVER agrees to leave DMS in its original condition.
- DOVER agrees to indemnify and hold harmless DMS and its directors, trustees, officers, and/or employees from any and all claims and liabilities caused by the negligent acts or omissions arising under this agreement.
- DOVER represents and warrants that it has liability insurance to cover the provision of services specified in this agreement.

### **V. Staffing**

DMS will make available the nursing, janitorial, and cafeteria staff to the best of their ability to assist with the medical staffing demanding, building maintenance needs, and food service requirements during the operation of a POD, emergency shelter, ACC, and/or NEHC.

DMS will assume responsibility for hourly wages and employee insurance. DOVER will collect the financial data from DMS and submit it for federal reimbursement in the case of declared disasters.

### **VI. Duration of Memorandum of Understanding**

This memorandum of understanding (MOU) shall remain in place unless otherwise agreed to by both parties. This MOU may be terminated at any time, with sixty (60) days advanced written notification by either party.

### **VII. Amendments**

This MOU may be amended by written agreement of both parties or by their respective designee.

### **VIII. Authority to Enter into MOU**

The persons executing this MOU on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this MOU on behalf of the entity for which they sign.



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

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For City of Dover, NH:

For Dover Middle School:

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Ms. Verville, along with Katie Kemen, the Emergency Preparedness Coordinator, presented this Memorandum of Understanding that establishes the Dover Middle School as a site in the event of an emergency. This document has been reviewed by the City Attorney.

Audra Lurvey moved, Matt Mayberry seconded, to approve the MOU between the City of Dover and Dover Middle School. An oral VOTE PASSED 6/0.

6. APPROVE MOU BETWEEN CITY AND WPS:

MEMORANDUM OF UNDERSTANDING
between
The Health and Safety Council of Strafford County
and
Woodman Park Elementary School

I. Purpose

The purpose of this agreement is to establish a cooperative agreement between the Health and Safety Council of Strafford County (HSCSC) located at 652F Central Avenue, Dover, NH, in its capacity as the coordinating entity for the Strafford County Public Health Network, and Woodman Park Elementary School (WPES) located at 11 Towle Rd., Dover, NH to establish an Alternate Care Site or medical shelter in the event of an emergency.

HSCSC and the WPES agree to the terms, conditions, and responsibilities expressed in this memorandum of understanding.

II. Definitions

Emergency - a natural or technological event such as flooding or large-scale industrial accident that results in the urgent need for immediate action by HSCSC.

Public Health Emergency – refers to any event, natural or manmade, that requires immediate public health inventory.



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**Alternate Care Site**– An alternate care site (ACS) is an in-patient facility established to provide medical care in a community-base location. ACSs are community-based surge facilities that provide limited care to patients that would normally require admission to an acute care hospital. ACSs are ideally located in buildings of opportunity in close proximity to an acute care hospital. ACSs will not manage critical care patients, such as victims requiring artificial ventilation.

**Medical Command and Control** – Medical command and control (MCC) will be assumed by a single hospital within an affected area. The purpose of the MCC is to provide medical command and control, administrative assistance, technical supervision, and consultation services in support of health and medical response operations during times of emergency conditions.

### **III. Alternate Care Site and Emergency Medical Shelter**

WPES hereby acknowledges the intent to serve as an Alternate Care Site and Emergency Medical Shelter and in making this acknowledgement, agrees to the following:

Upon request of HSCSC and the State of New Hampshire, WPES will permit, to the extent of ability, the use of physical facilities and equipment for the ACS/ medical shelter.

- Equipment provided by the WPES shall include (if available), but not limited to:
  - Office equipment, including telephones, copy machines, computers, fax machines
  - Tables, chairs, desk, wheelchairs
  - Refrigeration and Kitchen Facilities
  - Back-up generators
  - Parking areas
- If it is available to do so, WPES will be made available to HSCSC within 12 hours of the request and for the time period being requested.
- WPES will designate an Administrator who will serve as the primary point of contact. This person shall have authority to open the building.
- WPES agrees to allow site visits at appropriate and mutually agreeable times by HSCSC and the NH Department of Health and Human Services for the development and maintenance of the ACS site.
- Prior to releasing the WPES to HSCSC for use, the WPES shall evaluate the premises and secure valuable property not required for the ACS activities, to the extent reasonably possible.



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- WPES agrees to indemnify and hold harmless HSCSC and its directors, trustees, officers, and/or employees from any and all claims and liabilities caused by the negligent acts or omissions of WPES arising under this agreement.
- WPES represents and warrants that it has liability insurance to cover the use of the facility specified in this agreement.

As part of this agreement, HSCSC agrees to the following:

- HSCSC agrees to provide a point of contact to answer questions regarding the above-referenced arrangements.
- It is the responsibility of HSCSC to establish, maintain, and dismantle the operations of the ACS site. Upon termination of use as an ACS site, HSCSC agrees to leave WPES in its original condition.
- HSCSC agrees to indemnify and hold harmless WPES and its directors, trustees, officers, and/or employees from any and all claims and liabilities caused by the negligent acts or omissions arising under this agreement.
- HSCSC represents and warrants that it has liability insurance to cover the provision of services specified in this agreement.

### **V. Staffing**

WPES will make available the nursing, janitorial, and cafeteria staff to the best of their ability to assist with the medical staff demand, building maintenance needs, and food service requirements during the operation of an ACS.

WPES will assume responsibility for hourly wages and employee insurance. HSCSC will collect the financial data from WPES and submit it for federal reimbursement in the case of declared disasters.

### **VI. Duration of Memorandum of Understanding**

This memorandum of understanding (MOU) shall remain in place unless otherwise agreed to by both parties. This MOU may be terminated at any time with sixty (60) days advanced written notification by either party.

### **VII. Amendments**



DOVER SCHOOL DISTRICT

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This MOU may be amended by written agreement of both parties or by their respective designee.

### VIII. Authority to Enter into MOU

The persons executing this MOU on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this MOU on behalf of the entity for which they sign.

**For Health and Safety Council  
of Strafford County**

**For Woodman Park Elementary School**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

This is a similar MOU, but does not have as many services and is not a Point of Dispensing site.

Matt Mayberry moved, Audra Lurvey seconded, to approve the MOU between the City of Dover and Woodman Park School. An oral **VOTE PASSED 6/0**.

These forms will be signed by Ms. Briggs Badger and given to Ms. Kemen.

**7. AWARD BID-LASER ENGRAVING SYSTEM FOR CTC:** Business Administrator, Laurie Verville requested the Board award the bid to Bright Star Lasers, of Shawnee, Kansas for a laser engraving system for the Career Technical Center. There bid was \$9,995.00 and they were the low bidder. There were two other bids and the highest bidder was approximately \$10,000 more that the lowest bidder for the same specifications.

Ms. Verville assured the Board that this was for the same item.

Audra Lurvey moved, Matt Mayberry seconded, to award the bid to the low bidder Bright Star Lasers for \$9,995.00. A roll call **VOTE PASSED 6/0**.

### **8. APPROVE PURCHASE OF RENEWABLE ENERGY CREDITS FOR HORNES STREET:**

Business Administrator, Laurie Verville requested the School Board to approve and endorse the purchase the purchase of Renewable Energy Credits (RECS).



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 Meeting Time: **7:00 pm**

One of the requirements for the Horne Street Construction Project to qualify for CHPs points (Collaborative for High Performance School) certification is for the District to purchase from Public Service of NH Renewable Energy Credits (RECs). RECs are a source of revenue for renewable energy developers and aid in the development of renewable energy sources in New England. Sources of RECs include biomass, wind, hydro, and solar energy sources. In addition, some of the REC funds are deposited with the State of New Hampshire's Renewable Energy Fund.

RECs are part of PSNH's EarthSmart Green Rate and are available to all residential and commercial PSNH customers. The Horne School project has been renovated with high performance upgrades. The savings from the upgrades in the building are expected to comfortably offset the cost of purchasing RECs. In order to qualify for the CHPs points, the District must commit to no less than 24 months purchasing the credits and must purchase all of its energy supply through PSNH.

The Horne Project requires a total of three (3) CHPs points to be devoted to renewable energy. The threshold premium to earn two (2) CHPs points is equivalent to .883 per monthly kilowatts used. The additional one (1) point is if REC's are used within a 200 mile radius of the school site or the entire state of New Hampshire.

Using previous Horne Street School consumption data, the purchase of REC's will appear on our monthly electric bill as a line item number and the annual cost would look similar to the following:

**PSNH EarthSmart Green Rate  
Dover School Dept. 8000618-10**

Billing Period	KWH Used	25% Option = .883 X KWH used
May-10	25,080	\$ 221.46
Apr-10	25,960	\$229.23
Mar-10	25,280	\$223.22
Feb-10	30,960	\$273.38
Jan-10	27,480	\$242.65
Dec-09	25,400	\$224.28
Nov-09	24,960	\$220.40
Oct-09	26,520	\$234.17
Sep-09	15,200	\$134.22
Aug-09	9,240	\$81.59
Jul-09	13,600	\$120.09
Jun-09	20,160	\$178.01
<b>12-Month Total</b>	<b>269,840</b>	<b>\$ 2,382.69 = Annual Expense</b>



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #1  
Meeting Location: City Council Chambers  
Meeting Date: **Monday, January 10, 2011**  
Meeting Time: **7:00 pm**

Ms. Verville estimates that the total cost to the District for a two-year period will be approximately \$5,000.00. It is a small monthly investment, the cost of which is expected to be offset by having a school building that functions as a high performance facility, and is tied directly to the District receiving an additional \$180,000.00 in state building aid.

Ms. Verville met with a representative from PSNH representative and was told that we may not have to commit to 24 months to purchase these renewable credits. We may only need to commit to 12 months. PSNH is excited because we are the first commercial company to be a part of this program.

Mr. Mayberry asked why we are paying a higher rate to subsidize others. Ms. Verville responded that we need to earn a minimum of 30 points to receive 3% state building aid or the equivalent of \$180,000.

Mrs. Grady stated that in order to arrive at the \$180,000, the JBC needed to spend additional money on extra items. These items would give us extra points, so we are not really receiving \$180,000. We are spending money to get money. She asked if the three points are a part of what was already figured into the 27. Ms. Verville responded that this would bring us to 30 points.

Mrs. Grady also noted that the \$180,000 is an estimation of what we could receive.

Dr. Mebert pointed out that the \$180,000 won't be coming to the District as a check. It is not immediate, but we will get it over the life of the building. If we make it high performance and energy efficient, we should make the money over the life of the building.

Audra Lurvey moved, Matt Mayberry seconded, to approve Renewable Energy Credits for Horne Street School. A roll call **VOTE PASSED 4/2 (Grady, McCrory opposed)**.

**O. SCHOOL BOARD MATTERS OF INTEREST:** Mr. McCrory would prefer that he be the one to tell his student that they are unable to participate in a trip, rather than have the School Board make the decision to not approve a trip. All school trips should have the same provisions. The School Board should not start questioning all trips and approval should not be random. Can a standard approach be made in determining if a trip is approved or will it be case by case?

Dr. Mebert stated that some trips have a provision for financial aid. This can be discussed at the next School Board retreat.

Mr. McCrory doesn't like it whenever opportunities are limited simply because some families might not be able to afford them. He also wondered if other groups, such as Dover's charter school (CATA) or homeschooled students could participate.

Ms. Briggs Badger stated that she felt a sense of loss for the students who would not be able to go on the France trip and is hopeful that something might be able to be worked out. A possibility would be for the chaperones to pay for a portion of the trip.



**DOVER SCHOOL  
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Mr. Mayberry stated that even if the trip is reconsidered, he would always vote against it if there is not financial aid or fundraising involved.

**P. ADJOURNMENT:** Doris Grady moved, Matt Mayberry seconded, to adjourn at 9:35 P.M. An oral **VOTE PASSED 6/0.**

Respectfully Submitted,  
Beth Setear, Secretary  
BS/ral