



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #2
Meeting Location: City Council Chambers
Meeting Date: **Monday, February 14, 2011**
Meeting Time: **7:15 pm**

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, February 14, 2011, at 7:30 p.m. in the City Council Chambers.

A. ROLL CALL: Present were Carolyn Mebert, Beth Setear, Robert McCrory, Doris Grady, Audra Lurvey and Ken Appel. Matt Mayberry 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, Technology Manager, Chris Roberge, Karen Berg, Foster's reporter, teachers and parents from the District.

B. PLEDGE OF ALLEGIANCE: Pledge done at Joint Fiscal Meeting prior to this meeting.

C. CITIZENS' FORUM: Dr. Mebert spoke at the beginning of Citizen's Forum, stating that the School Board is in agreement of the educational value of the trip to France. There were other issues that were of concern for the Board. Tom Allen, addressed the School Board in support of the trip to France. A graduate of DHS spoke in support of the France trip. Debra Cheney spoke on behalf of her three children in support of the France trip. John O'Mahoney, a senior at DHS, spoke in support of the France trip. Jessica Labrie, 2003 DHS graduate, spoke in support of France trip. Deb Hackett, DTU President spoke in support of the DTU Master Agreement. She stated that she would appreciate a unanimous vote in favor of the contract. Elaine Severson and Emma Goldberg, DHS juniors spoke in support of international trips. Fran Meffen, DMS School Counselor, spoke about the after school class offerings at DMS. There are ten different classes that students can take at no cost to the district. She also spoke about Teens for Jeans program. This program donates jeans to homeless shelter across the United States. Erica Scignuoli, a 2007 DHS graduate spoke in support of the trip. Michelle Loos, DHS parent spoke in support of the France trip. She had chaperoned international trips before and spoke of the experience. Sarah and Jocelyn, former DHS students spoke on the benefit of international trips. Becky Clerkin, parent, spoke in favor of international trips and supports paying for chaperones, doesn't think the concern for paying for substitutes is valid. Providing fundraising is not mandatory according to the policy, only recommended. Audrey McBride and Lesley Hocking, DHS English teachers spoke in support of the Columbia Scholastic Press Association convention in New York City.

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

1. NONPUBLIC SESSION #1, JANUARY 10, 2011
2. ORGANIZATIONAL #1, JANUARY 10, 2011
3. REGULAR SESSION #1, JANUARY 10, 2011
4. SPECIAL SESSION (RETREAT) #1, JANUARY 22, 2011
5. BUDGET WORKSHOP SESSION #1, JANUARY 24, 2011



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

Doris Grady moved, Audra Lurvey seconded, to remove items 2..a, 2.b., 5.a., 5.b., 5.c., 5.d. from the Consent Agenda for discussion and separate vote. An oral **VOTE PASSED 6/0.**

E. CONSENT AGENDA

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Elizabeth A. Lynch, DMS Science Teacher
 - b. Maria Faskianos, DMS Language Arts Teacher
3. **Leaves of Absence:** None
4. **Nominations:**

Sheet 1: Nomination and Election of Aides and other staff (Couture-Ziarnowski)
5. **Extended Travel (Student Trips):**
 - a. Preliminary Approval (Second Request) 2012 Field Trip to France (DHS French Students) Jan Hennessey, DHS
 - b. Request for Final Approval, April 16-19, 2011 Trip to Quebec, Ann Marie Staples and Katherine Spencer, DHS
 - c. Approval March 15 – March 18, 2011 Field Trip to Columbia University, New York City, DHS Journalism Students, Audrey McBride and Lesley Hocking
 - d. Approval April 19-April 20, 2011 DHS Varsity Baseball Trip to Cooperstown, NY

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

Mrs. Grady spoke on items 2.a. and 2.b. Resignations/Retirements. She made the following remarks. "This evening is one of sadness for the Dover School System as we will be losing two of the most prestigious, caring members of the educational staff. Both Beth Lynch and Maria Faskianos, have been long time, caring, enthusiastic teachers who care for the well-being of each and every student with whom they interact every day.

We, and the children of this city, have been so fortunate to have experienced their expertise. Both have worked tirelessly to keep the ship of change on course, as Maria would say. They have both been mentors to the young teachers entering the system and any of the skills they have shared from them will be remembered forever. I am sure. It is their teaching styles that new, entering teachers need to be exposed to. The teaching experience gained from these two women will be remembered forever by the students with whom they have interacted.



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Why am I doing this as a dual presentation? Because the qualities of these two teachers are equal and similar. Beth and Maria—you indicated that the students have made a difference in your life, well let it be known that you both have made a positive influence on the thousands of children with whom you have interacted.

It is an evening like this that one has the opportunity to understand the value of teaching skills that both of you have extended to the children of the system. Thank you for being you and thank you for all of the positive memories you have left as your legacy.

The members of the School Board wish you the very best in your new ventures that you may pursue and thank you so much again from everyone here at the table tonight and I am sure from the table of administrators in this room.”

Mrs. Grady spoke on items 5.a, 5.b, 5.c, 5.d. of the consent agenda, all dealing with extended travel. She stated that she is aware of how she is perceived when discussing travel. Her fifty years of education have all been about caring for kids. Extended travel is certainly good for every one of the students, regardless of information that has been given. She received emails that had inaccurate information and clarified her viewpoint on trips. She stated that there are directives that are given by the State of NH of policies that have to be followed and abided by. School policies also have to be followed. The School Board was concerned with two items. The minor item was that students would need to pay for the cost of the chaperones. The major concern for the France trip was that it did not follow the policy of the School District and the State. The other trips on the consent agenda did not have this issue. There was no animosity regarding the trip and no other trips were being considered in the same group. Mrs. Grady continued to say that she received some emails that were threatening and didn't appreciate them. She stated that when she was teaching, she always encouraged students to travel with their families, because they would learn more on a trip than in a classroom.

Mrs. Grady stated that all of the requests on the consent agenda follow the policy and she stated her vote tonight would be to approve all of the trips on the agenda. They will all come back better students. She thanked the audience for the opportunity to express her thoughts.

Doris Grady moved, Audra Lurvey seconded to approve consent agenda items, 5.a., 5.b., 5.c., 5.d. An oral **VOTE PASSED 6/0.**

Mr. McCrory stated that he was pleased to see how much the public cared about this issue. Items were brought up that he had not thought of and even though he had previously voted for the trip, these comments made him support it even more. He is impressed with the students that have spoken.

Dr. Mebert thanked the teachers and citizens for supporting the trip.

Beth Setear moved, Audra Lurvey seconded to suspend the rules and bring N.3 DTU Master Agreement Approval. An oral **VOTE PASSED 6/0.**

N. 3. DTU MASTER AGREEMENT APPROVAL: Ms. Briggs Badger presented the DTU Master Agreement to the School Board. Mr. McCrory asked the cost of the 4-year contract. Ms.



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Briggs Badger responded that the year 1 and year 2 had no cost, year 3 would cost approximately \$118,099 and year 4 would cost \$247,537 for a total of \$365,636. The details of the changes in the contract are listed below.

Tentatively Agreed Upon Changes for the DTU Contract as of 1/27/11

Article I, Management Rights

A. Recognition

The Dover School Board recognizes the Dover Teachers' Union, NEA-New Hampshire, NEA, as the exclusive representative of all full- and part-time and job sharing teachers including classroom teachers, guidance, nurses, librarians, curriculum advisors, and federal projects personnel ~~full-time and job-sharing teachers including classroom teachers, counselors/social workers, nurses, librarians, curriculum advisors, and federal projects personnel assigned 100 percent to public school buildings, who hold an appropriate credential issued by the State Board of Education under its regulations governing the certification of school personnel, excluding the Superintendent, Assistant Superintendent, Business Administrator, High School Principals, Deans, Assistant High School Principals, Middle School Principals, Assistant Middle School Principals, Elementary School Principals, Curriculum Coordinators, Athletic Director, Vocational Director, Special Education Director, Supervisors, and Administrators, and other positions excluded by RSA 273-A.~~

B. Jurisdiction

The jurisdiction of the Union shall include those persons who perform on a full time basis the duties or functions of the categories of employees in the bargaining unit. ~~However,~~ The Union's jurisdiction shall not extend to child benefit personnel, substitutes, aides, or personnel in positions excluded by the Recognition provision above.

D. Definitions

The term "school" as used in this Agreement means any work location or functional division maintained by the School Department District.

The term "full-time" as used in this Agreement shall include any person who performs ~~fifty percent (50%)~~ seventy-five percent 75% or more of a normal teaching assignment excepting job-share positions. Teachers who perform less than 100% but 75% or more of a normal teaching assignment will receive full benefits. Teachers hired after July 1, 2009 who perform less than 75% of a normal teaching assignment, and teachers hired before July 1, 2009 who perform less than 50% of a normal teaching assignment, will have their benefits package (inc. health, dental, life, leave, course reimbursement, disability and any other fringe benefits not listed) pro-rated to the equivalent of their assigned teaching duties. Teachers hired before July 1, 2009 who perform less than 75% but 50% or more of a normal teaching assignment will receive full benefits.

Article III Grievance Procedure



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C. Arbitration

4. The arbitrator shall issue a decision no later than thirty (30) days from the date of the close of the hearings or, if oral hearings have been waived, then from the date of transmitting the final statements and proofs to the arbitrator. The decision shall be in writing and shall set forth the arbitrator's opinion and conclusion on the issue submitted. The decision of the arbitrator shall be final and binding—except that any decision of the arbitrator which requires the School Board to expend more than ~~one thousand dollars (\$1,000)~~ one thousand five hundred dollars (\$1,500) shall be advisory to the School Board which shall, in such cases, make a final decision within twenty (20) school days after receiving the arbitrator's decision.

Article IV, Working Conditions

B. School Day

2. Teachers may be required to be present in the school building for a maximum of twenty-five (25) minutes to be divided by the Principal before and after the instructional work day, but in no case....

C. Evaluation of Students

Teachers shall be prepared to substantiate the method and work used in determining grades that are understandable to most parents. ~~First grade-K-4~~ teachers shall establish an appropriate student evaluation process approved by elementary principals, and specialty area teachers shall establish an appropriate student evaluation in consultation with the curriculum advisor and approved by the building principal.

E. Preparation Periods

1. Elementary teachers may be excused from their classrooms during such time as classes are receiving instruction in art, music, or physical education. If the art, music, or physical education teacher is absent, the School Board will provide a substitute. There will be a daily forty (40) minute continuous preparation period at the elementary level for classroom teachers with student-instruction responsibilities, and those teachers shall also have an additional ten minutes of preparation time at the beginning or end of their lunch time.

~~3. The District and the Union shall form a committee to study the feasibility of extending elementary preparation periods to fifty (50) minutes daily, to recommend implementation steps, and to estimate the cost. This committee shall complete its work by the end of the 2007-08 school year.~~

M. Teacher Evaluation

3. When a supervisor enters the classroom of a teacher engaged in teaching, the teacher shall assume that the supervisor is there for the purpose of teacher evaluation ~~it will be assumed the teacher is being observed for purposes, which may include evaluation.~~

Article V. Compensation

A. Basic Salary Schedule



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Teachers shall notify the district in writing by February 15th if they anticipate earning a salary track change during the next contract year in the first or second semester of the next school year. Track changes shall be awarded either at the beginning of the contract year or on the first day of the third academic quarter. To receive the track change, the teacher must provide evidence of the completed course work (an official or unofficial record) one (1) week prior to the first day of the contract year or one (1) week prior to the first day of the third academic quarter. If an unofficial transcript or grade report is provided, an official transcript or grade report must be provided by the teacher within thirty (30) days of submitting the unofficial transcript or grade report. If evidence of a salary track change is not provided by one (1) week prior to the first day of the third academic quarter, teachers must re-submit notification by February 15 that they anticipate earning a salary track change during the next contract year.

D. Method and Time of Salary Placement

5. Teachers may have their paychecks directly deposited in their personal banks by submitting the appropriate direct deposit materials and authorizations to the school ~~department~~ district.

L. Band Director

Delete the section and move the band director to Appendix B, Category IV. (as to the textual movement of the “band director” reference, but not as to the DTU’s compensation proposal).

M. Severance Pay

Teachers must submit in writing, their intent to retire or resign, prior to February 15 or severance pay will be delayed one year for budgetary purposes.

Article VI Fringe Benefits

A. Health Insurance

3. The School Board agrees to submit retired teachers’ payments for the health insurance coverage at the school ~~department~~ district group rate until said retirees attain the age of sixty-five (65) per the conditions of form R-60.

G. Course Reimbursement

7. Graduate classes taken while on extended leave are not eligible for reimbursement but may be applied to advancement on the salary scale.

8. If ten (10) or more teachers enroll for the same graduate-level course offered at a District location, the District will pay the course provider directly. Other requirements of this section shall continue to apply, and teachers who do not satisfy the “B or better grade” requirement shall be responsible for the cost of the course.

9. Course reimbursements under Article Article VI, G, in June, July and/or August in any year will be contingent upon the teacher returning to teach in Dover for the following school year, unless the teacher is on an approved leave of absence for the following year.



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H. Domestic Partners

The District shall grant to civil union partners of employees all benefits that are granted to spouses of employees. The employee and her/his partner must be in a relationship that is legally sanctioned by the State of New Hampshire

Article VII Leaves

D. FUNERAL LEAVE BEREAVEMENT LEAVE FOR DEATH

M. Other Leave Provisions

4. Teachers shall be granted the full amount of sick, personal and emergency leaves at the beginning of each year. Teachers shall be required to reimburse the District on a pro-rated basis if the Teacher leaves the District prior to working sufficient days to earn any leave taken.

Sick Leave Bank

1. Each covered employee under this Agreement may donate up to two (2) days of accumulated sick leave each year by September 30. The maximum number of days the Bank shall be allowed to carryover from year to year shall be the number of bargaining unit members, minus the number of new hires for the upcoming year.

The Bank shall be allowed to accumulate up to an amount equal to the number of members in the bargaining unit.

Article VIII, Exclusive Rights and Responsibilities

D. Mail Facilities and Mailboxes

The School Department District shall assume no responsibility for any communications transported via the interschool mail facilities.

H. The Dover School District Policy Manual

~~1. The School Board shall provide the Union with a current copy of the policy manual,~~
The School Board will place all policies online and make the Union aware of any changes, deletions or additions.

Article XII – Fair Practices

A. Fair Practices

2. The School Board and the Union agree and recognize that the Dover School Department District does not and will not discriminate against any teacher on the basis of race, creed, sex, sexual orientation, gender, national origin, marital status, domicile, age, disability or membership and activities in the Union and its affiliates with respect to hours, wages, or any terms or conditions of employment.
3. The Union will continue its policy of accepting into membership all eligible persons in the unit without regard to race, creed, sex, sexual orientation, national origin, marital status, domicile, age, or disability. The Union will represent equally all persons without regard to membership in, or association with, the activities of the Union.

Article XIII Miscellaneous Provisions

B. Notice



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Whenever any notice is required to be given by either of the parties to this Agreement to the other, pursuant to the provision(s) of this Agreement, either party shall do so by ~~telegram~~ email or registered letter at the following address:

Article XIV Duration

A. Duration

3. The parties agree to adhere to the bargaining schedules as outlined in RSA 273-A, specifically RSA 273-A:12, in order to afford the School Board the necessary time to prepare and submit the school ~~department~~ district budget.

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Delete Edline Memorandum of Understanding

Salary Proposal by Board

'09-10: 0% + step for those step-eligible

'10-11: 0% + step for those step-eligible

'11-12: 0% + step for those step-eligible; \$1,000.00 one-time (non-cumulative) stipend for those at top of scale

'12-13: 0% + step for those step-eligible; for those at top of scale, \$1,000.00 one-time (non-cumulative) stipend and \$1,000 base scale adjustment.

There will be approximately 101 numbers of teachers at the top step in FY2012 .

Mr. McCrory asked why the cost of year 4 is double from year 3. Ms. Briggs Badger explained the reason for the increase was that they would be getting a stipend and \$1,000 added to the top step. This would create an increase that was almost double.

Mrs. Grady asked for clarification on the numbers of employees on the top step. She noted that the increase for the top step teachers in FY13 would be approximately 4.8%. Ms. Briggs Badger noted that this is true, but this group of teachers has not had any increase in 2 years, while teachers still on steps received 3.2% each of the past two years.

Mrs. Grady stated that she feels there should be a clarification regarding the years of experience listed on the wage schedule. Currently, the wage scale includes numbers 1-17 and 17+ for any teacher on step 19. She feels that this could lead to problems when a teacher has been there for more than 17 years. This might not equate to step 19, causing the teacher to feel as though they should be moved up a step during the year as soon as they work for the district for more than 17 years. She is questioning this only for clarification. She thinks that it might be better if the contract is written as 18, instead of 17+.



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Mrs. Grady also commented that she feels the wording in the contract of "\$1,000 base scale adjustment" should be changed since she feels this statement would cover all steps in the contract. It should be "top scale" instead of "base scale". She continued that when a contract is signed by two agreeing parties, it needs to be agreed upon and signed by both parties. She wants to be sure that we are protected from grievances.

DTU President Deb Hackett addressed the Board stating that she had received an email from Robin LaFleur, HR Coordinator addressing this problem. She also stated that the Union would be agreeable to making a clarification on the wording of the contract. Mrs. Grady said a legal change would need to be agreed upon between the two parties. Mrs. Grady restated the issue that she felt could become a problem in year 3 of the contract. She estimated that this could affect 12-17 people and potentially cost the district \$40,000-\$50,000. Mrs. Grady would prefer that the motion is tabled and agreed upon again by the two parties to clarify the legality of the situation.

Ms. Hackett responded that currently, teachers can move up "tracks" on the teacher scale by sending a lettering anticipating the change by February 15 of the year prior to the year in question. This provision is only for moving up in "track" and not in "step". Ms. Setear commented that she was a member of the bargaining team for the teacher contract and she said the increase is only for people at the top step. Everyone at the bargaining table realized the intent of the increase was for step only and not years of service.

Ms. Setear asked if anyone ever moves up a step during the middle of a year, after a contract is signed. Ms. Hackett responded that only a lateral move can be made. Mrs. Grady reiterated that she felt we would be left wide open for problems. Ms. Briggs Badger commented that only step is in question. The contract is a binding document and will not change during the middle of the year. Mrs. Grady stated that she would prefer that an attorney advise us on the issue. Ms. Briggs Badger stated that there was an attorney on the district's bargaining team and advised on all legal issues.

Mrs. Grady asked if the attorney had been asked about people who have 17+ years of service. Ms. Setear responded that he had not been asked because the team was only looking at step placement and not years of service. Ms. Briggs Badger stated that Peter Miller, the NH NEA Uniserv Director confirmed to the district that this would not be grievable due to past practice. Mrs. Grady responded that he works for the Union as the teachers' negotiation and is not an attorney. She also noted that she would not be able to support the contract because of the two language issues. She thinks it is fine, but it is a legal document and wants to be sure.

Mr. McCrory commented that he would be supporting the agreement, but is hopeful the district will be able to fund it from the existing budget and not through additional appropriations from the City Council or through user fees. He would like to look at positions that become vacant to see if they need to be replaced. He would prefer to fund this contract through those sources.

Audra Lurvey moved, Robert McCrory seconded to approve the DTU Master Agreement. A roll call **VOTE PASSED 5/1** (Grady opposed).



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Audra Lurvey moved, Robert McCrory seconded to suspend the rules and bring N.1 UNICCO Proposal/Continuation of Services FY12 & FY13. An oral **VOTE PASSED 6/0**.

N. 1. UNICCO Proposal/Continuation of Services FY 2012 & 2012—R. Ryan, B. Kennedy, T. Knowles, J. Correia, B. Ouelette)

Business Administrator, Laurie Verville introduced UNNICO directors to present contract the extension. Tim Knowles presented the summary of services to the School Board. John Correia discussed initiatives for the future.

RE: CONTINUATION OF SERVICES FY 2012 AND 2013

UGL Services has been proud to serve the Dover community by providing facilities services for the School District since July 2008. As we are nearing the end of our third year, we wish to thank the District Administration, the School Committee and the members of the school community. We made many improvements in the facilities during our initial term and want to emphasize we are not finished. There is so much more to do.

We would like to highlight some of the innovative, proactive steps we have taken during our tenure at the Dover School District and proposed incentives for the next two years.

PROMISES KEPT

- Cleaning specifications maintained and staffing levels maintained.
- Staff training including safety and job skills. Job descriptions developed. Annual performance reviews each July/August. Employ FT workers w/benefits at agreed upon hourly rates. School related OT provided and covered in base contract price.
- New major equipment provided – F350 truck w/plow and tow, athletic field striping machine, autoscrubbers w/echo technology, (2) newer econoline maintenance vans, and Cimex carpet cleaner.
- Use of green cleaning chemicals implemented. Green cleaning supplies including microfiber mops and rags added.
- Snow removal plan implemented efficiently.
- Computerized Maintenance Management System (CMMS) implemented, tasks defined, PM frequencies assigned, and always updated (including HSS new equipment).
- Project management oversight of capital maintenance projects.
- Energy control measures in place (more to go) including building automation management, boiler combustion analysis, and building scheduling reviewed for energy savings.
- Call back procedures in place with Dover Police Dispatch. Safety and Security – from power outage coverage (ice storm 12/2008, wind storm 2/2010) and catching perpetrators outside DMS gym, to nightly building doors/window checks.
- Coordinate periodic inspections (boiler, elevators, fire protection) and manage the deficiency process to completion.
- Gym floor refinishing w/low VOC compliant urethanes.



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- Summer and project cleaning performed with many compliments from staff.
- Grounds maintained at a high level with many compliments from the community. Athletic field maintenance plan w/regular fertilization/weed control apps, aerations, overseeding, sodding, mowing, and striping. Mulching, pruning, planting, hedge trimming, sand removal, parking lot striping maintained.
- UNI-Q custodial quality control program utilized with regular inspections.
- Positive staff interactions developed and maintained from top to bottom.

ABOVE AND BEYOND - Contract Requirements

- Sod on Fisk Field, recrowning (6) goal mouths and sod on Bellamy Fields. Finishing drainage repair on Bellamy #1 including backfilling trenches and seeding. Cut back severely encroaching overgrowth from fence lines across all athletic fields. In some cases 12' beyond the fence lines.
- Helped Dover Baseball League and DHS Baseball by donating material and labor to build a batting cage.
- Providing an additional painter in the evenings to catch up and keep up with deferred painting needs
- Purchased a combustion analyzer (\$4,000) to troubleshoot and adjust boiler combustion gases for maximum efficiency. Sent our maintenance mechanic to Toronto, Canada for 3 days of training of Reillo burners (both Horne Street and Woodman Park have these unique systems)
- Providing SAU services not in contract including labor and materials, filter changes, heating/cooling troubleshooting, carpet extractions, carpet repair, painting, and filling in for sick/vacation cleaning coverage.
- Reduced our annual increase in FY2011 by 1% while maintaining a 1% prepayment discount.

LOOKING AHEAD – Proposed Incentives for the Next 2 Years

Energy Assessment for DHS and Project Management DMS

UGL Services Energy Team will provide a full scope energy audit of Dover High School to help evaluate short term paybacks prior to renovation. Electrical equipment and systems, boiler/heating loops and associated equipment, vending machines, and building automation systems will be reviewed for potential savings with cost estimates and payback schedules. Dover Middle School has had an audit completed through PSNH and UGL Services Energy Team will assist Dover Public Schools by developing bid documents and assisting our UGL Services Account Manager in managing the project through completion. The added value of this scope is estimated at \$20,000 and is being offered at no cost to the District.

Sustainable/Green Athletic Field Program for DHS

UGL Services will upgrade the current fertilization/weed control program for the athletic fields to a green sustainable program thereby placing the Dover Schools on the cutting edge of field maintenance and providing safe and chemical free fields for the community. UGL Services' Field Solutions Group will provide guidance in program implementation. The added value of a



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project of this scope is estimated at \$10,000/year and will be incorporated in our existing fee at no additional cost.

Management Oversight of IAQ (Indoor Air Quality) Checklist

Indoor Air Quality (IAQ) checklist provided by the State of NH will be managed by UGL Services. UGL Services will not be expected to purchase new capital equipment that may be associated with IAQ Compliance.

Annual Escalations

Two year option pricing with no rate increase for FY12 and cap at 2% in FY13. Savings obtained by revised pricing format results in \$340,910.46 versus the original proposed 5% annual increase.

SUMMARY

Please accept our sincere appreciation for the honor of serving your school community. We value the partnership relationship with the City of Dover and pledge our continued effort to promote the best in class services to enhance the facilities performance, making members of the Dover community proud of their buildings and the safety of their children.

Ms. Setear commented that she is very pleased, as a Board member and as a parent, with the condition of the building and the courtesy and efficiency of the staff.

Mr. McCrory agreed, also adding that he is grateful for the extras that they provide such as batting cages.

Mrs. Grady also agreed, stating that UNNICO has provided everything that they said they would provide.

Dr. Mebert offered thanks for the conditions of the proposed contract.

Audra Lurvey moved, Robert McCrory seconded continuation of UNNICO services. A roll call **VOTE PASSED 6/0.**

Audra Lurvey moved, Beth Setear seconded, to suspend the rules to bring item N. 2. Math in Focus K-6 Curriculum Adoption forward in the agenda. An oral **VOTE PASSED 6/0**

N.2. Math in Focus K-6 Curriculum Adoption

Gary Tirone, Director of Curriculum, Instruction, and Assessment presented information about the new Math in Focus curriculum. Karen Berg and Patty Driscoll have both been working on this program and have done a great job.

Mr. Tirone is asking for an adoption of this program tonight. They have spent a great deal of time assessing the program.

Karen Berg, Grade 5-8 math facilitator has been working with two 5th grade teachers who have been piloting the program. They love the program and the students are enthusiastic about it.



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The success of the program has been evident. The teachers love the depth of the program and are excited to have a consistent program for grades K-6. There is a great level of problem solving. Students in grade 5 are also looking at a problem that can also be looked at algebraically for 8th grade students.

Jennifer Krans, Garrison School 4th grade teacher spoke of the benefits of this program. She is excited to have the opportunity to pilot the program. It has made teaching math easier and provides opportunities for all learners to have challenges. The program follows developmental needs and it logical. It is an extremely rigorous program, but she is very supportive of the program.

Marie Duncan, parent of triplets in grade 1 and a DMS grade 8 student, spoke about the benefits of Math in Focus. She was never able to help students in math, but is now able to do math with her children. The older student has had success with the program and was recommended for geometry as a freshman at DHS. Everyday Math was a challenge for him in grade 5 and much prefers Math in Focus.

Patty Driscoll, Elementary Math Facilitator spoke about benefits of Math in Focus. She discussed the survey results that are noted below.

Mr. Tirone discussed the following highlights.

Highlights for recommending Math in Focus as a K-6 Program from a district perspective

Overarching Considerations to be addressed more specifically as part of the request for adopting Math in Focus:

- Work with 17 Pilot teachers representing K-6 grade levels over the course of the 2010-11 academic year has provided consistently positive feedback
- Survey results and locally collected data from teachers, students and parents supports the recommendation
- The Math in Focus Program is one of the few that was used in the development of the new Common Core State Standards; a measure for student achievement that all NH schools will need to meet beginning in 2014-15

District Considerations for Adoption Recommendations

NECAP Data

While we are pleased with the latest results overall for most grades there are still areas to be addressed and it is critical that we align our K-6 curriculum now so that it better addresses assessment indicators to have students meet a readiness level for the 7-12 curriculum. This is a critical factor when one considers the implementation of high school competencies and NHDOE initiatives impacting students 7-12. Our scores over the past 5 years indicate that:



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- Transitions – Student performance is inconsistent on NECAP results as they transition from grade 4 to grades 5 & 6, both in the District's performance and the gap between our results with the NH results. Moving to a K-6 program will improve vertical and transitional curriculum and instructional collaborations that should improve and make more consistent student performance.
- Expectations and benchmarks of Math in Focus will prepare more students for the increased demands of mathematics that will present themselves in the NECAP exams and ultimately the exams developed connected to the Common Core State Standards (2014-15)

K-12 Perspective

Our current math program is segmented to the degree that students' K-4 experience does connect programmatically with the 5/6 or 7/8 program. Gauging when students are algebra ready is not systematic. However, with the development of High School competencies, it is anticipated that the Math in Focus program will get a larger capacity of students to an algebra ready stage as they transition to the 7/8 math program. This will allow the math transition from grades 8 to 9 to be more personalized; starting a student at the point he or she is ready to best meet (Algebra1, Algebra2, Geometry, etc.).

Principals/Teachers/Central Office

- The program has been vetted through Central Office staff and principals along with the 17 teachers who have piloted the program with students over the course of the year.
- Principals have noted that parent support at home w/ EDM program has been limited due to inability to understand and therefore has not been able to help children with math lesson support.
- There is strong agreement that the Math in Focus program will best serve student achievement as well as enhance teacher efficacy for teaching math. Professional Development for teaching math and collaborating between grades will be better supported.

Updated Curriculum Adoption Methods

- Will allow us to have both a coherent program and focus beyond the program orientation to improvement in mathematics instruction regardless of program choice.
- The adoption meets the new lens that we are attempting to use for adopting new curriculum that balances the effectiveness of curriculum along with assurances the



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District can meet the professional development and technology needs to ensure its success.

Jeff Ruscitti, the Sales Representative from Houghton Mifflin Harcourt, discussed some key information about the program. He's been working with Dover for the past 16 months on the piloting of the program.

Math in Focus Program Information

- Grade K-6 core mathematics program
- Distributed in the US by Houghton Mifflin Harcourt exclusively
- Published by Marshall Cavendish Education, Singapore
- Authentic Singapore pedagogy
- Adapted for US classrooms
- Employs the philosophy of teaching to mastery
- Highly visual, focus on problem solving

Math in Focus Pedagogy

- Carefully sequenced, scaffolded instruction that focuses on fewer topics in greater depth
- Student reach mastery by the end of each chapter, with concepts appearing later but at a more advanced level
- Time for building foundations and student confidence, high focus on number and operations
- Consistent concrete-pictorial-abstract progression throughout concept development and problem solving
- Problems begin at a simple level and increase in complexity
- Distinct visual representation strategies used to solve simple/complex and routine/non-routine problems

Rationale for bringing Singapore math to US:

- TIMMS reporting—since 1995, Singapore has been a leading country in math and science performance
- National Math Advisory Panel report—US performance is lagging behind other nations, programs should be balanced, rigorous, and focused; streamline the curriculum
- Aligned with NCTM Focal Points—Call for a focused and coherent curriculum, depth over breadth, a key component of Math in Focus
- Common Core State Standards for Mathematics—Used Singapore curriculum as one of its foundational pieces
- National Governor's Association, the Council of Chief State School Officers, and Achieve: "World-class content standards cover a smaller number of topics in greater depth at every grade level, enabling teachers to spend more time on each topic so that all students learn it well before they advance to more difficult content"

Survey results:

Generalized data
Used as a baseline



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Parent survey (Dec. 2010) grades 2-5

No significant difference with regard to how parent view Math In Focus and current programs.

Parent perception of student enjoyment in math indicates that enjoyment diminishes each year.

Parent concern about transition to grade 5

Student survey (Jan. 2011) grades 2-5

In general, students in Dover like math. There is a little dip in grade 3.

Girls like math more than boys do.

Girls in MIF classrooms appear to like math more than girls in non-MIF programs, whereas for boys there is no real difference.

Boys think that they are better at math than girls do.

Teacher survey: grades 2-5

Most MIF pilot teachers like MIF, and believe that this program is helping their students gain fluency with skills in mathematics.

With regard to non-MIF programs, most teachers either like their programs, or are neutral about them, while about 15% do not like their current program. Of the non-MIF classrooms, just under 1/3rd of the teachers strongly believe that their program is helping their students gain fluency with skills in mathematics, while over 1/3rd were neutral and just under 1/3rd responded that they did not believe their current program is helping their students gain fluency and skills in mathematics.

Numeracy Results: Numeracy Assessments were given to students in grades 2 – 5 in early September and then again at the end of January. The assessment was comprised of fact fluency and Number and Operations as related to the Core.

Snapshot in January:

In general, the kids in MIF classrooms have made significantly more growth than students in the non-MIF classrooms. These students were virtually identical in September.

In addition, randomly selected Special Education students in MIF classrooms appeared to also make more growth than randomly selected Special Education students in non-MIF classrooms.

Mr. McCrory asked what year Everyday Math began. Ms. Briggs Badger responded that Everyday Math began in 2003 and was piloted in grades K-2 and phased in to other grades.

Mr. McCrory inquired about the process that was used to obtain Everyday Math. He would like to know how that program was instituted in Dover. He is already impressed with Math in Focus. Everyone who he has spoken with, does not like Everyday Math and he is hopeful that we can adopt Math in Focus and then stay with it and not need another one.

Ms Briggs Badger stated that the intent was for Everyday Math to be used for K-6. She continued to say that she had inherited this program when she changed positions and needed to find a way to fix the implementation of the program which was being used through grade 4



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and students were transitioning to the middle school without a good solid program under their belt. It was a process since curriculum is reviewed every six years. Math was delayed last year because Dover Growing Readings used the majority of the funding for that time. She feels this is a chance to make it right and are fortunate to have found this program.

Mr. McCrory is hopeful that this will be the “right” program for Dover. He commented that the people who were in favor of Everyday Math must have felt it was “right” also.

Mrs. Grady commented that she has a great deal of information on the adoption of Everyday Math and will share the information to anyone who has interest in it. She stated that there were problems with the process.

Mrs. Grady stated she is impressed with the mastery based aspect of the program. She asked if it is better to phase in a program. Mr. Ruscitti responded that teachers are supported in the transition and the district would not want to phase in a program like this. There is support in place already for the district. Teachers also have a book to assist teachers with transition of students to next grade. There will be a transitional period in the beginning, but that would be true for any program. If the program were to be phased in, there would still be students who were using Everyday Math.

Mrs. Grady commented that it would be a major transition. She inquired how the district would get teachers to switch over from one curriculum to the other. Ms. Driscoll responded that they were initially concerned with this, but the results have still been impressive. Teachers would need to slow down a bit during the first two years. Mr. Tirone commented that if the program was phased in there would still be students using Everyday Math.

Mrs. Grady asked if this would be a two text book a year program. Ms. Driscoll responded that workbooks would need to be purchased each year, but other texts could be used each year.

Mrs. Grady stated that previously if a teacher didn’t like EDM, they didn’t have to teach it. Will there be something that says the teacher is obliged to teach it. Ms. Driscoll stated that this program is appealing to a lot of people because it is seen as the spine of the program.

Mrs. Grady asked what constituted foundation skills in the MIF system. Mr. Ruscitti responded that essentially building the base for students such as number sets, basic mathematics.

She also asked if it teaches adding, subtracting, etc. similar to EDM. Mr. Ruscitti responded that it does not and there are no lattices. Math in Focus uses various ways for students to solve the same type of problem. Standard algorithms are used, but students are taught to think about problems differently. This is the heart of the program.

Mr. McCrory would hope that once this program is implemented, the district keeps it for awhile. He isn’t a fan of fads and hopes that enough research has been done to ensure that it liked for many years.



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Ms. Driscoll responded to Mr. McCrory's inquiry about math facts that this program is appealing because there is number development. There will still need to be extra practicing on math facts at home or after school, but that is just the way it is. Extra work is always needed because the day is too short.

Mr. Tirone stated his previous school district used Everyday Math because many other New Hampshire districts used it. Research at the time showed that Everyday Math was a product that should be considered. Ultimately, we want all of our teachers to be better math teachers and not tied into a math program. We are bringing Math in Focus because it best supports better math instruction.

Mr. McCrory stated that he felt money had been wasted with Everyday Math, but hoped that damage was not done. Using another product because other schools use it, is not a good idea.

Ms. Briggs Badger thanked Mr. Tirone, Ms. Driscoll, Ms. Berg, and Mr. Ruscitti for their hard work. She feels good about the solid decision that has been recommended to the Board and she appreciates their efforts. Results are already astonishing.

Mrs. Grady asked when the Superintendent wanted the Board to make a decision as to whether or not to approve the program. Ms. Briggs Badger responded that she would like a vote taken tonight.

Mrs. Grady responded that she would like to delay the vote at least until the next meeting because the budget needs to be discussed and the School Board doesn't know if it will be able to afford the \$350,000 cost. If it is adopted now, \$350,000 is immediately added to the budget. She also commented that she would like to research the program and texts a bit more.

Mr. Tirone asked for a vote contingent on funding. He was hoping that he could start focusing on how to implement the program with all teachers.

Ms. Briggs Badger also noted that Mr. Tirone might want to use the Teacher Workshop Day on March 18th for this program so a vote contingent on funding could be helpful.

Mrs. Grady responded that she thinks the district is moving too fast on the adoption. She is not comfortable voting on something that costs \$350,000 on something that she has only heard a brief presentation and will be around for ten years. She would like time to research it.

Ms. Setear repeated the same concerns and since it was not part of the default budget, she doesn't feel it can be voted on at this time. We cannot commit to something when we don't know how we will fund it.

Mr. McCrory asked if it could be addressed and voted on at the Budget Workshop next week.

Mrs. Grady thought that the April meeting may be a more appropriate time, when we have a better idea of funding.



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Dr. Mebert agreed, stating that we don't have \$350,000 at this time. She stated that councilors are looking for a 0% increase or possibly 1.6%. Our default budget is already at 2.3%. She agreed that it looks like a great program.

Mr. Tirone commented that he didn't expect this to be approved if funding isn't available.

Dr. Mebert asked for a motion to support the program, without funding it at this time.

Ms. Setear recommended to Mr. Tirone adding this program to the Teacher Workshop Day, but having a Plan B, if it does not end up in the final budget.

Mr. Tirone accepted that it could be supported in premise and the actual vote on adoption would take place at a later meeting.

Mrs. Grady moved, Robert McCrory seconded tabling Math in Focus until such time as there has been an opportunity to review the budget. An oral **VOTE PASSED 6/0**.

Dr. Mebert affirmed that a vote cannot be taken at a workshop and questioned as to whether a straw vote could be taken at a workshop.

Ms. Briggs Badger clarified that Mr. Tirone is just looking for a guide as to whether the School Board likes the program and will support it if there is funding.

Mrs. Grady reiterated that she would like to spend a few weeks researching and studying the program. She wants to know exactly what she will be voting on before spending money on it.

Robert McCrory moved, Beth Setear seconded to accept Math in Focus at such time when a new math curriculum is adopted. An oral **VOTE PASSED 5/1** (Grady opposed).

Ms. Lurvey commented that as a teacher of Everyday Math to struggling learners, she is definitely interested in learning about the program

Dr. Mebert offered appreciation on behalf of the School Board for all of the work that has been involved in this new math curriculum.

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

- The first Community Coffee chat was held on Saturday, with over 45 people in attendance. We focused on the school district's budget request and had an informative conversation with parents and community members. All handouts from that meeting will be posted online at our website. Those attending expressed very positive reactions concerning



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the transparency and availability of budget information, and valued being part of the process.

- The first Poetry Out Loud competition was held today at Dover High School. Twenty students participated in the contest coordinated by the English Academic Coordinator, Ms. Marcia Goodnow. All did an outstanding job! The 1st place winner was senior Samantha Wallace – who now goes on to the state competition. 2nd place went to Willow Bergeron and 3rd place to Erin Bourque.
- Dave Witham from PRIMEX has completed his security audit and it went well at all our schools (some areas that need attention were lighting and parent pickup areas. His final report will be brought to the School Board in late March.

SCHOOL Updates

Dover High School

- DHS Class of 2012 is sponsoring the Prom Show at 7:00 on Wednesday, February 16th in the auditorium.
- DHS is holding its second Open House on Thursday, February 17 from 7:00 – 8:00 pm. Preceding Open House, the Guidance Department will present workshops in the auditorium on “Life after High School” primarily geared for the parents of juniors, but all are invited. After Open House, Chris Meyer, DPD Community Outreach Liaison Officer, will make brief presentations on topics impacting youth, including current drug trends, social networking and the media influence.

ATHLETICS

- Congratulations to all the participants who took part in the 3rd Annual High School Penguin Plunge on Saturday February 5th at Hampton Beach – after all totals were in for Saturday it appears DHS earned almost \$8,000 for Special Olympics. DHS was also awarded the Division 1 Award of Excellence for their participation in the Plunge – the award was presented to Dover for the amount of plungers and the amount of money raised. Dover High School sent about 25 Plungers to the frigid waters of Hampton Beach – all students and staff who participated jumped into balmy 41 degree water.
- Congratulations to the members of the Athletic Leadership Council who helped produce Dover High Schools submission to the NHIAA Sportsmanship Video contest. The video tied for First Place in the state with Salem High School. The sportsmanship video will air on WMUR’s Channel 9 on Thursday February 10th during the sports portion of the channels news broadcasts.



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- Today 35 Dover High Students were recognized by the New Hampshire Interscholastic Athletic Association (NHIAA) and the New Hampshire Athletic Directors Association (NHADA) at the Capital Center for the Arts in Concord. These student-athletes are being recognized for having a career Grade Point Average of a B+ or above and for actively participating in at least two Varsity interscholastic sports recognized by the NHIAA. This year Dover is sending 35 scholar-athletes to the awards ceremony. Governor John Lynch was in attendance. Morgan Wentworth Chalue sang the National Anthem at the event and did an outstanding job. Many felt he should have sung the song at last week's Super Bowl! Congrats to Megan Walcek who was selected as Division 1 Girls Scholar/ Athlete and received a \$500 scholarship. Her name now goes on to the NIAAA for a larger scholarship opportunity.

Christina Bean
Megan Bolduc
Jamie Boyatsis
Carrie Carville
Lindsey Cote, Sarah Coulstring
Melissa DePlanche
Crysta Dittmar
Jessica Frost
Alexis Gottlob
Laura Hambrook
Emma Johnson
Bridget Lynch
Kayla Lynch
Katelyn Malsbury
Sydney Martel
Alyssa Neslusan
Ivy Powers
Shelby Snow
Natasha Spinney
Megan Walcek
Samantha Weinstein
Jonathan Allen
Alec Carignan
Morgan Faustino
Eric Groleau
Allen Ma
Benjamin Marggraf
Colin Morrison



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John O'Mahoney
Ryan Page
Cameron Rafford
Dylan Stohrer
Kyle Wilson

CAREER TECH CENTER

- In February the evening Adult Pharmacy Technician Program will be taking place

Dover Middle School

- **Geography Bee (grades 5-8)**

Winner Jay Gallipo

Second Place - Jordan Schneider

Third Place - Paul Gregorakas

Thank you Mr. Leonard for organizing and running this event.

- **Spelling Bee**

In December, each grade held classroom spelling bees to determine three grade level spelling bee winners. These twelve winners, listed below, then competed against each other in the official Dover Middle Spelling Bee that was held on Thursday, February 3rd. Middle school students and the contestants' families watched this exciting event, and saw amazing efforts pay off, when during an intense moment, the final word was spelled correctly and the Dover Middle School Spelling Bee Champion was determined. **Emma Ciereszynski**, a seventh grader, spelled the words bereavement and seismologist correctly and continued her reign as spelling bee champion. Emma will now move on and compete in the regional spelling bee held at the Rochester Elks Lodge at 9 am on Saturday, March 5th.

- **Spirit Week will be taking place during the week of February 14th.**

Students will show school spirit and pride by dressing festively and participating in theme days. The week will culminate on Friday (Green and White Day) with a faculty-student basketball game. (We schedule this on the Friday before vacation so that the staff can recover the following week!)

Woodman Park School

- WPS Day 100 activities will be on February 11th. WPS will be doing class activities surrounding the 100 day of school. Our PTO is also involved and the staff appreciates their efforts.



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- On Tuesday February 15th, the Dover K9 Unit will visit our first grade. There has been a lot of discussion surrounding these working dogs since the dogs have recently helped track down people that robbed local stores. Thank you Officer Keefe and the Dover Police Department. Donated items for the dogs are appreciated.
- A Student/Parent Fitness Fun Night will be held on Thursday, February 17th from 4:30-6:30. Flyers will be sent home in student backpacks. This is another parent program that is possible due to Title I funding.
- The Health and Safety Council of Strafford County will hold a mock disaster drill at WPS during February Vacation. WPS is a secondary safety site in the event of large scale emergency. The students will not be impacted. This drill ensures that in an actual large scale local emergency, all responders are better prepared to handle the event.
- There is no school from February 21st through the 25th due to February Vacation.
- The next WPS PTO Meeting is March 7th at 6:30 in our library.

Ms. Migneault introduced DHS teachers Audrey McBride and Francine Kontos, and student Elaine Severson to discuss a request of the School Board. Ms. Severson stated that she represents the journalism club and portfolio students in her request. The groups of students are creating a video and sending to Oprah Winfrey in hopes to make it more 21st century and fix some of the issues. They feel the building is limiting students. Tiles fall on students, there is only one elevator, etc. The group will be doing sending a great deal of information about Dover High School, also noting budgeting information. This will give the students experience on interviewing, videographing and adding items to their portfolios. This will not cost the district anything. They would like Board approval so that they can start the process and hopefully receive a response prior to the end of the school year.

Mrs. Grady likes the idea, but advised the students to contact the City Manager, Principal and Superintendent to make sure the information is accurate. She also advises that the video is reviewed prior to sending it to Oprah. They should protect themselves when videoing the school and make sure that there are no issues when the school is being video-taped.

The School Board unanimously approved their request.

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



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Audra Lurvey moved, Beth Setear seconded to suspend the rules and allow the meeting to continue until the agenda has been completed. An oral **VOTE PASSED 6/0.**

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

Ms. Loos was proud and impressed by the students and teachers who spoke on behalf of the France trip. She and all students appreciate the work of the teachers and chaperones on these trips. The drama club will be performing the musical Into the Woods during the weekend of March 4-March 6. There will be a winterguard/percussion ensemble show hosted by Dover on March 13th.

H. COMMITTEE REPORTS:

1. MEDIA CENTER JBC—Audra Lurvey Reporting: Ms. Lurvey gave the following report: The committee met to finish discussing additional equipment. There is \$73,283.00 left for the project. It is about 98% complete. She left early because of another meeting conflict and did not hear of the date for the next meeting. Recording Note: There is no date scheduled for the next meeting.

2. SURVEY COMMITTEE—Carolyn Mebert Reporting: Dr. Mebert gave the following report:

The Youth Risk Behavior Surveillance survey for grades 7-12 will be on March 9. Parents may opt out if they do not want their child taking the survey.

I. POLICY CHANGES - PROPOSALS: None

J. POLICY ADOPTIONS:

a. JKAA Use of Physical Restraint (Second Reading)

Audra Lurvey moved, Beth Setear seconded, to approve policy JKAA Use of Physical Restraint. An oral **VOTE PASSED 6/0.**

K. SUBMISSION AND PAYMENT OF BILLS: Audra Lurvey moved, Robert McCrory seconded to direct the Business Administrator to pay manifest #11-H in the amount of \$2,485,681.60. A roll call **VOTE PASSED 6/0.**

L. RESOLUTIONS: None

M. OLD BUSINESS:

1. Amanda King UNH (Survey Approval)

Dr Mebert stated that Ms.King has provided everything that was requested at the last School Board meeting. This is a bullying survey completed by teachers. Audra Lurvey moved, Beth Setear seconded, to approve the request by Ms. King. An oral **VOTE PASSED 6/0.**



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N. NEW BUSINESS:

1. UNICCO Proposal/continuation of Services--Moved Up

2. Math in Focus K-6 Curriculum Adoption—Moved Up

3. DTU Master Agreement Approval—Moved Up

4. Approve Safety Request for Auto Collision Technology—Welding Technology CTC (J. Amara)

Mr. Amara explained the poor ventilation issue in the Welding area of the Auto Collision Technology program. He brought forth two options. The first option would be a permanent change which would mean providing a new exhaust system through the roof. The total cost for this option would be approximately \$20,000. The second option would include wall mounted welding fume extractor system. This self contained option would not require any outside ventilation or roof penetration and would cost approximately \$11,682. These units would be portable which would be better if the welding area needed to be moved. Ms. Verville and Mr. Amara recommend option two. Funding would come from the Electrical and Plumbing apprenticeship program facility rental funds.

Audra Lurvey moved, Robert McCrory seconded, to approve the request for Wall Mounted Welding Fume Extractor system. A roll call **VOTE PASSED 6/0**

5. Approve Alternative School Out of District Tuition Increase: (M. Russo)

Mike Russo, Alternative School Director requested a tuition increase for our of district special education students attending the Dover Alternative Program. Currently the tuition is \$31,875 per year. The proposed tuition increase would be to \$38,500 annually.

Ms. Lurvey asked if this would cover costs for educating students. Mr. Russo responded that it would. Ms. Verville commented that this would be the tuition to what other areas of charging.

Mr. McCrory asked who pays tuition. Mr. Russo responded that a portion of the Alternative School students are transient and the numbers change on a daily basis. Ultimately, it is the sending school who pays the tuition.

Audra Lurvey moved, Robert McCrory seconded, to approve tuition increase of the Dover Alternative School. A roll call **VOTE PASSED 6/0**.

6. AWARD BID-Symantic Antivirus: Business Administrator, Laurie Verville requested the Board award the bid to Higgins Office Products for \$11,960.00. She stated that they stand by their products and are the low bidder.

Audra Lurvey moved, Beth Setear seconded, to award the bid to the low bidder Higgins Office Products for \$11,960.00. A roll call **VOTE PASSED 6/0**.



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7. BUDGET DISCUSSION: Ms. Briggs Badger discussed briefly the budget. She provided a list of consolidated requests with a total budget increase of 4.9%. This included the default budget and top ten requests. Dr. Mebert stated that the Board should start thinking about where to trim the budget and discuss again at the February 28 Budget workshop.

O. SCHOOL BOARD MATTERS OF INTEREST: None

P. ADJOURNMENT: Audra Lurvey moved, Beth Setear seconded, to adjourn at 10:25 P.M. An oral **VOTE PASSED 6/0.**

Respectfully Submitted,
Beth Setear, Secretary
BS/ral