



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #8
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, August 8, 2011**
Meeting Time: **7:00 pm**

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, August 8, 2011, at 7:08 p.m. in the McConnell Center Media Center.

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

Also present were; Superintendent Jean Briggs Badger; Woodman Park School Principal Patrick Boodey; DMS Co-Principals Mike McKenney and Kim Lyndes, CAI Director Gary Tirone, DHS Principal Christine Boston, Deb Hackett; DALC Director Deanna Strand, Unicco Representative Tim Knowles, Media Access Director Mike Gillis, Horne Street Principal Mal Forsman, Nick Skaltsis, Foster's reporter, and citizens and teachers of Dover.

B. PLEDGE OF ALLEGIANCE: Robert McCrory led the Pledge of Allegiance.

C. CITIZENS' FORUM: The following people addressed the Board:

Nick Skaltsis, 6 Erik Drive, spoke in support of the proposed DHS Media Access Center.

Fran Meffen, 16 Benjamin Way, spoke in support of after school programming, including collaboration with the PNSY to make underwater machines. She is looking for volunteers for afterschool offerings.

D. APPROVAL OF MINUTES: Prior to the vote, Dr. Mebert pulled non public minutes #1 and #3 since they had not been distributed to the School Board yet. Audra Lurvey, moved, Matt Mayberry seconded, to approve minutes (#2 and #4):

1. NONPUBLIC SESSION #17, JULY 11, 2011
2. REGULAR SESSION #7, JULY 11, 2011
3. NONPUBLIC SESSION #18, JULY 25, 2011
4. SPECIAL SESSION #5, JULY 25, 2011

An oral **VOTE PASSED 7/0.**

E. CONSENT AGENDA

1. **Correspondence: NONE**
2. **Resignations/Retirements: NONE**
3. **Leaves of Absence: NONE**
4. **Nominations:**
Sheet 1: Nomination of DHS Interim Dean of Students (Perez)
Sheet 2: Nomination of Change of Position for Federal Projects Director (Glynn)



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Sheet 3: Nomination and Election of Teachers (Badman – White)
Sheet 4: Nomination and Election of Aides (Macmillan)
Sheet 5: Nomination and Election of Summer Positions (Simko – Kelly)
Sheet 6: Nomination and Election of DALC Staff

5. **Extended Travel (Student Trips): NONE**

Audra Lurvey moved, Matt Mayberry seconded to accept the consent agenda. An oral **VOTE PASSED 7/0.**

F. SUPERINTENDENT'S REPORT: Ms. Briggs Badger addressed the following items: **RETIREMENT SHORTFALL FOR FY 12:**

Worst case scenario was \$856,000 shortfall if the district had to pay 100% of NH Retirement. FY12 Budget had anticipated us paying 65% originally. Of the \$856,000, the City Council gave us \$254,000 to cover the anticipated downshifting in the retirement (10% or 35% to 25% share). That left us with a shortfall of \$601,545. We cut \$300,000 last month additionally from our Budget using Edjobs' funds and additional 5% cuts in supplies and materials across the district - leaving a remaining balance of roughly \$300,000.

The Board of Trustees of the New Hampshire Retirement System approved recalculated employer contribution rates for Fiscal Years 2012 and 2013 at a special meeting on August 4th. House Bill 2 directed Trustees to recertify rates, as soon as possible following July 1, 2011. The new rates, which replace the rates approved by Trustees in September, 2010, are in effect for wages paid on or after August 1, 2011. The new rates decrease employer contributions for all member classifications (Employee, Teacher, Police, Fire).

It is important to note that House Bill 2 also eliminated the provision in RSA 100-A:16 for the State of New Hampshire's 35 percent cost share of political subdivision employers' NHRS contribution rates for their Teacher, Police, and Fire members. While the elimination of the State's share does not directly affect the employer contribution rates themselves, the elimination of the cost sharing has a direct impact on how much employers with Teacher, Police, and Fire members must pay to NHRS – 100 percent of the rate cost versus 65 percent.

The Legislature did, however, authorize the state to spend \$3.5 million toward employer contributions for Teacher, Police and Fire members in Fiscal Year 2012. The law did not specify how this money will be allocated, but NHRS Trustees at the August 4 meeting approved a funding method that will take the actual Fiscal Year 2011 data reported to NHRS as the allocation based to determine the prorated portion of the \$3.5 million that will be paid out to each eligible employer. The one-time, lump sum amount will be calculated and is expected to be a paid within the next few months.

The good news is now we have a definitive answer to the retirement question. The impact is not as dire as it could have been and our recalculated rate is 11.3% as opposed to the



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budgeted 9.07%. This differential of roughly 2% means we had to cut \$504,000 total – which we have covered through the additional Council funds and recent cuts.

Two \$1,000 scholarships will be given by Dover Auto World Vocational Scholarship Fund to our CTC Automotive and Auto Collision students for the 2011-12 school year. They also awarded a \$1,000 to one of our 2011 graduates, Heather Tanner, who will be attending the NASCAR school in the fall. Congratulations Heather and thanks to Mr. Jim Amara.

Ms. Briggs Badger asked Mr. Wotton to address the Board regarding the intramural program within the Dover School District. He outlined the program at each of the schools. The most comprehensive programs are at Dover Middle School. Programs run in the fall and in the spring and include field hockey and volleyball.

The elementary schools programs are a little different. Programs are started when teachers offer their services after school. Garrison School runs a Boot Camp type of program, but it is difficult to find people to run these programs in the other schools. Horne Street has a program that is paid for by the Parent-Teacher group.

Mrs. Grady stated to Mr. Wotton that she felt that all students should have equal access to these after school programs. He responded that there are sometimes challenges to finding staff and they haven't been as aggressive as they should in finding people for these programs.

Mrs. Grady requested that Mr. Wotton meet with the administrators from the schools to see if something can be done so that they have equal programs.

Mr. Mayberry asked how many students participate in athletic programs. Mr. Wotton responded that at the Dover Middle School, there are approximately 150 students involved in intramural programs. Mr. Mayberry recommended contacting the president's council on physical fitness. He thought that there may be funds available to encourage activity. Mr. Wotton stated they have looked into the Pep grant in the past, but it is labor intensive and funds run out and the district would have to supplement. Mr. Mayberry suggested contact Senator Shaheen or Ayotte's office to help with the process.

Mr. McCrory asked how many Dover High students are participating in athletics. Mr. Wotton responded that there are approximately 400 students in the fall, 325 in the winter, and 325 in the spring.

Mr. Wotton also commented on the athletics that were cut in the budget process. He stated that it is somewhat of an unknown at this time, but they are trying not to eliminate teams that are viable. They will try to compress teams. More will be determined as they see how many students show up for fall sports.



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Mr. Mayberry asked if there is a concussion policy for athletes. Mr. Wotton stated they use impact tests. At the beginning of the season, they have a baseline test. When an injury occurs, they are tested again. The athletic department and the trainer are very cautious with injuries and do not take chances even if a parent authorizes a return to the sport for their student.

Mr. Mayberry asked about the status of lunches for the GED Options program. Ms. Briggs Badger responded that she had been in touch with Mr. Covell, the Food Service Director, and more information would be given at the next meeting.

Mr. McCrory asked for clarification on the NH Retirement information and Ms. Briggs Badger stated that we are in better shape than we could have been in and the good news is that the next year, the rates should remain the same with no additional increase.

Audra Lurvey moved, Matt Mayberry seconded approval of the Superintendent's report. An oral **VOTE PASSED 7/0.**

G. STUDENT REPRESENTATIVE REPORT: None

H. COMMITTEE REPORTS: None

I. POLICY -- CHANGES – PROPOSALS: (First Reading)

a. GBEBB Staff Conduct with Students

Mr. Tirone discussed the amended policy and changes that had been made since the last meeting. Changes included adding language, "*The adults in our schools are the key to securing a safe, responsive school environment. Educators, as part of their Code of Ethics and their professional responsibilities, must not only respond effectively, quickly, and consistently to incidents of bullying students, they must model the types of interactions that are appropriate.*" Also added was, "*Behavior that intentionally exposes a student to embarrassment, disparagement, intimidation or retaliation. Staff bullying violates the Code of Ethics of the Profession (NEA Code of Ethics: Statement 5, Principle 1).*"

This policy was reviewed and approved by the law firm of Drummond Woodsum and Todd DeMitchell, UNH professor, and uses similar language to other staff conduct policies.

Mrs. Grady stated that she was not concerned with other districts, just for the students of Dover. She doesn't believe that "staff bullying violates the Code of Ethics" says anything. Dr. Mebert stated that she believes the new paragraph does cover bullying.

Mrs. Grady thinks that many of the sentences are vague and "watered down".

Mr. Mayberry asked why employment concerns are prohibitive. Ms. Briggs Badger stated that it is inappropriate for teachers to discuss terms or status of their employment with students.



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Dr. Mebert also heard through an email that this might be a violation of free speech.

Mrs. Grady's main concern is with the protection of the students. She doesn't want them bullied or embarrassed. Dr. Mebert feels that this was covered in the revised policy.

Mrs. Grady wants to make sure that the teachers all understand that bullying does not happen in the Dover School District. It is an emotional issue for her and has seen it happen before.

Ms. Briggs Badger stated the intent of the policy is to make sure bullying never happens. The original intent was also to add the social networking language into the policy.

Dr. Appel stated that if the sentence on page 2 is enforced, Mrs. Grady's concerns would be alleviated. The question for him is to how it would be implemented.

Matt Mayberry moved, Audra Lurvey seconded to table the policy until the September School Board meeting for a second reading. An oral **VOTE PASSED 7/0**.

J. POLICY ADOPTIONS: None

K. SUBMISSION AND PAYMENT OF BILLS: Audra Lurvey moved, Matt Mayberry moved to direct the payment of manifest #12-B in the amount of \$2,372,403.88 for FY12 and \$108,420.33 for FY11 for a total of \$2,480,824.21. The time period for payments was from 7/12/11 to 8/8/11. A roll call **VOTE PASSED 7/0**.

L. RESOLUTIONS:

1. DHS Media Center

WHEREAS: the Dover School District has considered a media center at Dover High School, and

WHEREAS: the City of Dover has and will collect a franchise fee for the purpose of constructing and equipping a media center at Dover High School, and

WHEREAS: the Dover City Council as the local legislative body has authority over the cash in the franchise fee account, and

WHEREAS: the City will build out and equip the media center at no cost to the Dover School District;

NOW, THEREFORE, BE IT RESOLVED THAT that the Dover School Board requests the Dover City Council appropriate the necessary funds to build out and equip a media center in what is currently the projection room above the High School Auditorium.

Dr. Mebert read into record the above resolution. Nick Skaltsis and Mike Gillis presented information regarding the proposed Dover High School Media Center.



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Mrs. Grady asked if impact fees are not a part of the media center. Mr. Skaltsis stated that they are not being considered for this resolution and the media center. There is no contract with Comcast that states that money will go to the school district. Comcast will provide “drops” for broadcast at City Hall, McConnell Center, and the DHS for a future media center. The construction is a city/school partnership, similar to the McConnell Center Media center. There is no obligation by the council to do this. \$250,000 is collected for producing programming for channels. Courses in programs could be potentially be started at the high school also.

Mr. Skaltsis stated there is no other contract of which he is aware. Ms. Lurvey agreed and stated that Comcast’s only obligation is to give the city the franchise fees. They are not obligated to build anything.

Mrs. Grady had thought that Comcast stated they would build three media centers. Mr. Skaltsis stated that there is the anticipation that the community will have two channels, one for government and the other for education. The development of these channels would require three “drops”. The relationship between the school district and the city is going to develop the media center.

The city had asked the school district to operate the cable business. The school district declined, causing the city to do it. A portion of the money should go to additional programming that the educational channel will provide. Money is coming in from Comcast uses from a fee. There is a potential for an additional CTC program. The franchise fee would not be able to be used for furniture for a classroom, only to outfit the room with wires, cables, etc.

Dr. Mebert noted that when the McConnell Center Media Access room was built, building aid was used. Mr. Skaltsis agreed that there would be no building aid for this project. The city would pay cash for the franchise fee.

Mrs. Grady asked how much money is available at this time. Mr. Skaltsis said that he is unsure of the amount since money is coming in at different times. There is money that is paying the McConnell Center, but the city advanced the money for the cost of construction.

Mr. Mayberry stated that he has some experience in this area and has knowledge of people who could offer assistance.

Mr. Gillis responded that he would be happy to accept any offer of help.

Mr. Mayberry stated that he would like to make sure that any technology put into the access center be current and with no chance of being obsolete.

Mr. Skaltsis stressed that this is a significant investment and is the first step in a process that could include auditorium renovations.

Matt Mayberry moved, Ken Appel seconded to approve the DHS Media Center resolution. An oral **VOTE PASSED 7/0.**



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M. OLD BUSINESS:

a. Budget Update

Business Administrator Michael Limanni discussed cuts that had been made at a previous School Board meeting. He provided a handout that outlined the changes that were needed to make up the \$27,267 previously cut. The cuts were from supply/equipment line items and were made throughout the school district. They ranged from \$8,447.00 at DHS to \$1,121,00 in technology. This is a work and progress and the additional \$5,000 will be found within the next few weeks.

This process has been a process that includes budget alignment.

N. NEW BUSINESS:

1. Discussion Accepting Rollinsford Students—M. Limanni

Mike Limanni discussed a request sent to Dover from Mark Joyce, New Hampshire School Board Association (NHSAA). The New Hampshire School Administrators Association (NHSAA) is presently conducting an investigation and analysis of the Rollinsford School District's middle and high school student options. They have inquired as to Dover's interest in accepting Rollinsford students in grades 6 – 12 under various tuition agreements and/or options.

Rollinsford demographic and enrollment data currently projects approximately 25 students per grade (6-12) level for the foreseeable future. This would equate to the placement of 175 students per year maximum. The Business Administrator projects the tuition cost between \$11,000 and \$14,000 per student.

The following options have been forwarded for your consideration and discussion:

1. Accept all eligible students on a guaranteed basis.
2. Accept some, but not all of the students on a guaranteed basis.
3. Accept some students each year, and if so how many?

The NHSAA is also currently exploring the interest level of surrounding districts as well and has asked us to get back to them as soon as practical with our decision. Their contract with Somersworth expires at the end of this year.

Mr. Limanni recommended Option #2 which states that the district can accept some, but not all of the students on a guaranteed basis. With this option, we will have flexibility to take some, but not all of the students.

Mrs. Grady stated that we were asked to be considered two years ago also and a complete packet of information was sent to Rollinsford, to which they did not respond. She also commented that the district needs to know if we are able to accommodate their students.



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Rollinsford has asked other neighboring districts including Oyster River, Marshwood, Noble, and Somersworth.

We would also need to determine how much space we have available for additional students.

Mr. Limanni stated we could receive \$1.9M to \$2.5M in revenue if we chose to do this, but we would also need to make it look attractive to Rollinsford.

Mr. Mayberry asked we would be required to accept the high cost identified students. Mr. Limanni responded that we would add a provision (that is the same for Nottingham and Barrington) stating they would pay the added costs if needed for care.

Option #2 mirrors the current Nottingham and Barrington agreements. This provides us choice to take most of the students, but maybe not all of them.

Rollinsford could opt to go with another district who will take all of their students, although Mr. Limanni doubted any district would take an option that would require them to take all students.

Mr. Mayberry asked if Barrington planned on doing something different, such as build a high school. It was mentioned that they would most likely not be building a new school right away since there is no building aid.

Mrs. Grady stated that this proposal needs a little more study and should be explored a great deal before a decision is made.

Ms. Briggs Badger responded that the district needs to notify Mr. Joyce about its decision sometime within the next week. She also stated that option #2 would allow the district to take high school students, but not middle school, if there is no space.

Mrs. Grady commented that Option #2 looks like it would be the only viable option.

Mr. Mayberry asked what Rollinsford is paying Somersworth. Ms. Briggs Badger stated that They pay \$10,990 for middle school students and \$11, 219 for high school students.

Ms. Briggs Badger stressed that this is just the beginning of the process and a decision is just needed to determine if we want to be included in the group of schools asked to respond.

Mrs. Grady asked that the decision be based on the available space in the district. Ms. Briggs Badger responded that is why Option #2 is probably the preference.

Mr. Mayberry responded that the he also saw benefits with Option #1. With this decision, students could continue to attend Dover schools regardless of space. He thought that they might not want to send students to the middle school, but then find out that there is no space at the high school.



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Mr. Limanni stated that option #2 would give them flexibility to determine if they do not want to attend Dover schools. With option #1, they would have to attend Dover schools.

Mr. Mayberry stated that by asking many questions at this point, the district would be better off.

Mr. McCrory agreed that it looked like Dover Middle School would not have space for Rollinsford students.

Mrs. Grady asked if there is an agreement with Nottingham and Barrington that says the total number of students at the high school would not exceed a certain number and if so, would this bring us over the cap. She believed the maximum number of students is 1700.

Ms. Briggs Badger commented that the number of Barrington and Nottingham students have been steadily decreasing over the past few years.

Dr. Mebert stated that this agreement would need to be worked into the Barrington and Nottingham contracts so that the percentages would be doable. Currently, Barrington is guaranteed 66.6% of available seats. Mr. Limanni agreed.

Mrs. Grady commented that it looked like there would be approximately 110 students available for FY12. Mr. Limanni stated there would probably be 115-120 students.

Ms. Briggs Badger stated that at this time, 261 Barrington and 129 Nottingham students are projected to attend DHS in the fall.

Matt Mayberry moved, Audra Lurvey seconded to authorize the business administrator to begin discussion on Option #2 to accept some, but not all students, on a guaranteed basis from Rollinsford. An oral **VOTE PASSED 7/0**.

Mr. Limanni assured Mrs. Grady that space would be studied before making a final decision.

Mrs. Grady states the information is based on a few weak spots.

1. Rollinsford didn't respond to the last proposal.
2. There is no room at Dover Middle School.
3. More research is needed.

Dr. Mebert reminded the Board that the district is just exploring the option and not obligated to anything.

2. DALC Handbook Changes—Deanna Strand

DALC Executive Director Deanna Strand discussed changes to the DALC handbook. The changes that are requested are because the language is obsolete.



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Mr. McCrory asked why the credit requirements were changed to say “current”. Ms. Strand responded that is because the word “adult” was added. The credits remain the same.

Audra Lurvey moved, Matt Mayberry seconded to accept the changes to the DALC Handbook. An oral **VOTE PASSED 7/0**.

3. DALC Contract for Driver Education Services

Ms. Strand presented information regarding Pale Rider Driver Education Services.

Mr. Mayberry asked if these services went out to bid. Ms. Strand that they did last year and had an option to renew after one year. The changes in the contract were initiated because of changes in the state budget.

Matt Mayberry moved, Audra Lurvey seconded to approve Pale Rider Driver Education Services. An oral **VOTE PASSED 7/0**.

4. ALT School Parking Lot Bid Review

Tim Knowles presented information on a bid for the Alt School parking lot repaving bid. The parking lot failed in April and has various hazards and should be a priority. The district consulted with Civilworks who provided a design which was put out to bid. Seven companies responded and the low bid was for Jeffers Excavation for \$104,000. References were positive, qualifications were met and they are ready to begin the project within a few days and will be complete by August 29th.

Tar is being removed and the company will be going to the new base. There will be an under drain system with crushed stone and will include striping. There is no guarantee for a completion date and a general one year warranty on the work.

Audra Lurvey moved, Matt Mayberry seconded to award the bid to Jeffers Excavation for \$104,795. A roll call **VOTE PASSED 7/0**.

O. SCHOOL BOARD MATTERS OF INTEREST: None

P. ADJOURNMENT: Matt Mayberry moved, Robert McCrory seconded, to adjourn at 8:45 P.M. An oral **VOTE PASSED 7/0**.

Respectfully Submitted,
Beth Setear, Secretary
BS/ral