



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #9
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, September 12, 2011**
Meeting Time: **7:00 pm**

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, September 12, 2011, at 7:10 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, DTU representative Maybeth Anderson; Horne Street Principal Mal Forsman; Garrison School Principal Dustin Gray; CTC Director Jim Amara; New Teacher Induction Coordinators Shannon Delello and Sue Vitko; Foster's reporter, and Horne Street School parents.

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

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

Betsy Andrews Parker, Dover, spoke in support of adding a 4th grade teacher to Horne Street School because of high enrollment.

Dave Landry, 130 Boxwood Lane, spoke in support of adding a 4th grade teacher to Horne Street school or adding classroom aides in order to reduce the effects of large class sizes.

Suzanne Weite, Dover, spoke in support of adding an additional 4th grade teacher to Horne Street School.

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

1. SPECIAL SESSION #6, AUGUST 8, 2011
2. REGULAR SESSION #8, AUGUST 8, 2011
3. SPECIAL SESSION #7, AUGUST 22, 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 and Election of Teachers (Vallee)



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Sheet 2: Nomination and Election of Coaching Positions (Roun-Williams)
Sheet 3: Nomination and Election of Aides, Secretaries, and Tutors
(Achilich-Wormstead)
Sheet 4: Nomination and Election of Staff (Allen-Wons)

5. Extended Travel (Student Trips):

a. Preliminary Request for Dover Middle School Washington DC Trip
May 29 – June 1, 2012

Doris Grady moved, Audra Lurvey seconded to pull Nominations 4. Sheet 2, 3, and 4 from the consent agenda. An oral **VOTE PASSED 7/0**.

Matt Mayberry moved, Audra Lurvey seconded to pull Sheet 5A from the consent agenda. An oral **VOTE PASSED 7/0**.

Audra Lurvey moved, Matt Mayberry seconded to accept the remainder of the consent agenda (Sheet 1). An oral **VOTE PASSED 7/0**.

Sheet 2: Mrs. Grady asked what athletic positions were still in existence (intramural and others) at Dover Middle School. She wanted to be sure that these positions were not being filled multiple times causing an increase to the budget. Ms. Lyndes addressed the Board describing the intramural program. Ms. Setear suggested that the nomination list be given to them in complete form so that it would be easier for the School Board to determine the costs for these programs. This list would include vacancies also. This would give them a better idea of what is being spent and what positions are open.

Mrs. Grady found this process difficult to understand, since positions and wages were frozen at the last negotiations

Ms. Briggs Badger clarified that the stipends for any positions have not changed since 2009. There have been no increases in pay for any of the positions.

Sheet 3: Mrs. Grady asked what the job of a Literacy Interventionist is. Ms. Briggs Badger responded that it someone who will intervene to provide extra support to students who are struggling in reading. Approximately 24 students a day are given this extra help in small group setting. Mrs. Grady asked if there are literacy interventionists at the elementary schools. Ms. Briggs Badger responded that they are in elementary schools and the middle school

Sheet 4: Mrs. Grady stated that many of these stipends do not follow the DTU Master Agreement. She requested clarification on the team leader position and felt the list was confusing since it was difficult to determine what school the position was from. Mrs. Grady felt that some of the stipends were not justified because they did not supervisor many staff members. Ms. Briggs Badger clarified the team leader positions stating they were made to replace curriculum advisors. They are the leadership team at the middle school. Academic



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Coordinators at the high school are paid a rate based on how many people they supervise. This nomination is similar to past year's nominations.

Mrs. Grady thought there could be positions that were not originally agreed upon and will end up costing us more money than budgeted

Mrs. Grady commented that she would prefer to spend the money on students. Dr. Mebert responded that these positions do affect students and have a positive impact on them.

Mr. Mayberry asked how much the total cost of all of the positions is. Mr. Limanni responded that it is approximately \$90,000. He commented that a better use of the money would be for a classroom teacher. He commented that teachers may take team leader positions naturally without a stipend in poor economic times. He feels that parents should have a say in the decision of whether an extracurricular advisor is needed more than a teacher.

Dr. Mebert added that she doesn't want people to get the idea that these positions are not necessary. All of these activities are intended to keep children engaged.

Ms. Briggs Badger commented that many of these positions receive a small stipend, but the advisors spend a great deal of time on the activity and ultimately end up with a very small hourly wage.

Dr. Mebert commented that these positions are all contractual obligations. Ms. Setear stated that the time to look at these positions would have been before the budget adoption. These people are already performing these tasks. She doesn't want these people think that their work isn't valued.

Dr. Appel asked if any of the positions are federally funded and received a response that the only federally funded position is the Equestrian Team Advisor position.

Ms. Briggs Badger stated that these positions can be reviewed again during the next budget cycle to see if any should be eliminated. There is nothing that can be done this year for these positions.

Dr. Mebert commented that it may be useful to find out what the effectiveness of team leaders and Academic Coordinators is. It would be interesting to find out how the schools would be affected without these positions. She also commented that research has shown that classrooms with up to 30 students work. The School Board will not exceed the guidelines for the classroom enrollment numbers.

Mr. Mayberry agreed that the Board will need to wait if they would like to make changes to the stipends. There is a focus now for a discussion in the future.

Ms. Briggs Badger explained the process for paying an academic coordinator and how it is determined.



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Mrs. Grady asked that it be made clearer next year so that the Board knows what they are voting for.

Audra Lurvey moved, Beth Setear seconded approving Consent Agenda sheets 2, 3, and 4. An oral **VOTE PASSED 5/2 (Mayberry, Grady opposed)**.

Sheet 5 a: Mr. Mayberry thanked the middle school for adding the message that all students were accommodated in regards to financial need last year. He also asked how that message would get out this year. Ms. Lurvey stated that her daughter went on the trip last year and there is an informational meeting that explains the process for applying for financial aid. The scholarship offered by the Faskianos family also helped students who were in financial need.

Audra Lurvey moved, Matt Mayberry seconded approval of Sheet 5.a. An oral **VOTE PASSED 7/0**.

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

Ms. Briggs Badger introduced and welcomed new student representative April Theth to the School Board and then asked Mr. Gray to provide an update on the re-districting process.

Mr. Gray updated the School Board on re-districting. He stated that a total of 94 students had moved from Garrison School to Horne Street. This consisted of 69 students in grades 1-4 and 25 kindergarten students. He continued to say that the district needs to do a better job of projecting incoming numbers. Kindergarten enrollment was much higher than anticipated with 319 students. They were 20% over projections. A NESDEC projection was for 263 kindergarten students.

Mr. Gray also stated that 30-35 additional students would be moving from Woodman Park to Garrison once the renovation of Garrison is complete.

Mrs. Grady noted that she had mentioned that a new development with several apartments would be adding to Horne Street’s enrollment. This could be part of the reason for additional students. She also added that she has all of the enrollment figures from 1999 to now and would be happy to share them with anyone.

Mr. Gray stated that it was a surprise that more students were expected at Garrison and not as many were expected to enroll at Woodman Park. He commented that they may try to register kindergarten students earlier in the year to help provide a more accurate estimate.

SCHOOL Updates



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Dover High School

- On Sept. 15 students from Heather Fabbri's class will continue planting and fall maintenance on the Japanese Style garden on the Dover Riverwalk. This project not only allows DHS to support our community but also allows students to practice planting and transplanting techniques.
- Our Freshman Orientation was a resounding success. Students participated in a variety of staff led activities and were able to walk through their schedules while meeting teachers and interacting with our upperclassmen "DHS Ambassadors". Feedback from this day has been overwhelmingly positive from parents, students and staff and we look forward to continuing the tradition next year!
- Dover High School invites parents to its Open House on Thursday, September 15, 2011. The evening begins at 6:00 pm with three concurrent Guidance-sponsored workshops in the auditorium geared to parents of 9th graders. Workshops will run at 6:00 pm and 6:30 pm and will include an overview of guidance services, resources for parents and students, and a sample presentation of guidance in the classroom. At 7:00 pm, after brief introductory remarks, parents will follow a mini schedule of their child's classes.
- Spirit Week will be held the week of September 19-23rd and will culminate with Alumni Homecoming showcasing various athletic events and DHS programs. Go Green Wave!

Athletics

- Our fall sports for dover middle school and dover high school are now under way. Our high school teams are in the competitive mix in most sports and our middle school sports will begin most of their game competitions this week.
- Congratulations to the dover high school boys and girls alpine ski teams and the girls gymnastics team who were recognized by the NHIAA for outstanding sportsmanship during the 2010-11 sports season. And congratulations to the Dover High School athletic department as a whole as the entire program finished in 4th place, out of 20 schools, in sportsmanship balloting for all of last year. Some of the teams who were recognized for outstanding sportsmanship were the football and volleyball teams who finished first and the boys cross country team who finished in third place in the fall sportsmanship balloting. In the winter the boys and girls ski teams finished tops in sportsmanship as did the gymnastic team and the boys indoor track team – the girls cheering team finished in third place in sportsmanship balloting for the winter season. And congratulations to the boys baseball team who finished first in sportsmanship balloting in the spring season.

Dover Middle School

- Dover Middle School had a great opening with over 1100 students enrolled.
- Principal Lyndes, Principal McKenney and Dean Patrick would like to thank all the teachers and office personnel for their tremendous efforts in preparing Dover Middle School for a great year.
- Dover Middle School Open House nights are Tuesday, September 13th for grades 5 and 6 and Wednesday, September 14th for grades 7 and 8. Both evenings will begin at 6:30 with related arts and community service displays. Classroom presentations will take



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place from 7:00-8:00. Parents are encouraged to attend to learn about their child's life at school. The book fair will also be open in the library.

- Picture day is Thursday, September 15th. Students are reminded to bring their smiles!

Garrison School

- A big thank you to PSNH and City of Dover Departments for getting the school back up and running by the first day of school.
- Our Open House went very well. Approximately 80 percent of the students had parent attend on their behalf. Parents who did not attend should be reminded that they will need to sign up for a parent conference to be held on November 3rd in the evening or on November 4th during the day.
- Our PTA Ice Cream Social will be on the evening of September 22nd @ 6:30.

Horne Street School

- Horne Street School had a very smooth opening. New and returning students did a great job getting into the school routines, lessons, and meeting expectations.
- On Thursday, September 1st, the PTG held its annual Welcome Back Picnic. The weather was beautiful and the turnout was tremendous. Every year the participation increases. Over 80 pizzas and many gallons of ice cream were enjoyed by many hundreds of HSS families.
- HSS's Open House held Wednesday, September 7th was also a huge success. An estimated 85% of students were joined by family members to show off their classrooms and the school. Children and families were all excited to participate in such a positive experience.
- School Pictures are scheduled for the 20th of September.

Woodman Park School

- WPS had a new parent breakfast on September 6th. Thank you Parent Outreach Coordinator Sandy Tremblay for organizing and running this successful event.
- WPS had an Open House on September 8th. We would like to thank the WPS PTO for their help in making the open house a smooth running event. Also, we would like to thank the community organizations from the Dover Kids Cabinet and the Daniel Webster Council that attended and set up tables for the benefit of our parents. DMS Guidance Counselor Fran Meffen was key to organizing and having the organizations attend the evening.



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- The honorary 9/11 Guest speaker to lead Woodman Park School in the Pledge of Allegiance was Chief Richard Driscoll. The visit by Chief Driscoll was much appreciated by our students and staff to help us remember the events of 9/11.
- Picture Day will be Tuesday the 13th. Retakes will be in November.
- Classroom teachers will be doing age appropriate activities on Constitution Day on September 16th.
- Please check out Woodman's web-site for any questions or up-coming events.

Mr. Mayberry asked for a report of the Dover High School library hours for the next school board meeting.

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

G. STUDENT REPRESENTATIVE REPORT: April Theth, the new School Board representative provided details on Dover High School Spirit Week. Monday is Color Day, Tuesday is Clash Day, Wednesday is Salad Dressing Day, Thursday is Green and White Day, and Friday is PJ Day. Mez decorating is September 20th, pep rally is September 22nd, homecoming is September 23rd, and the football game is September 24th.

H. COMMITTEE REPORTS:

Mrs. Grady provided the following reports:

Dover Adult Learning Center

The feeling of newness is at the Adult Learning Center as in the regular school system. Thanks in part, to Lonza Harvest Open Golf support, there are new computers on the third floor and also new lap tops in the classrooms allowing the teachers and students to have instant access to research.

As the Adult Learning Center is growing, there was a need for new classroom space and was found in room 220. There are new enrichment classes like Classical Mythology, Plumbing, home repair, and Vegetarian Cooking. A work readiness program for youth between the ages of 18 and 21 who are out of work called: My Turn.

Their new and improved college Pathways will guide the adult graduate to their next milestone. If you have been by recently, you will find a new look to the grounds thanks to volunteers from Timberland.

No matter what is now new, one thing remains the same. While the road to adult education success is often long and difficult with fits and starts, it is NEVER a lonely road when aided by the kindness, patience and understanding provided by teachers, staff and volunteers.

Dover Adult Learning Center is proud to celebrate 40 years of service to the community, transforming lives through education. You may call the center anytime for questions and



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answers and a new transition to success. Certainly a great addition to the educational community.

Horne Street Joint Building Committee

The committee met on Thursday, September 8 at the Horne Street School Conference room. The purpose of the meeting was to bring to an end some of the issues on last minute action items and we seem to be getting closer to the end. Dana Lynch gave an excellent presentation of the reconstruction of the upcoming new projects of improvement to the parking areas and tonight it will be noted that this repair is being considered in the CIP. There is still a problem with ventilation in the gym and the committee is working diligently to solve this and with the mechanical engineer, it appears that a solution will be in the near future. Presently our budget availability is \$226,007.81 some of which will be used in the parking lot project. Plans are being made for an open house during National Education Weeks where everyone can view where their tax dollars are going. The next meeting will be Tuesday, September 22, at 5:00 pm at the SAU Conference Room. A cost sheet will be presented by BPS so that they can realize a major payment.

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

a. IJOAA Extended Travel

Audra Lurvey moved, Matt Mayberry seconded to table the policy until the October 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-C in the amount of \$1,772,512.77 for FY12 and \$22,370.30 for FY11 for a total of \$1,794,883.07. The time period for payments was from 8/9/11 to 9/12/11. A roll call **VOTE PASSED 7/0.**

L. RESOLUTIONS:

RESOLUTION: #1

WHEREAS: Deputy Mayor Karen Weston has contributed her compensation to the city in the past;

WHEREAS: The Dover School Board is seeking to fund programs and services;

WHEREAS: The School Board has had to reduce funding for basic support at all schools;

WHEREAS: Private Donations to supplant the existing School budget are always welcome;

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



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The Dover School Board accepts the donation of \$1000.00 from Deputy Mayor Karen Weston which represents her compensation from the City for her work as City Council representative At-Large.

BE IT FURTHER RESOLVED THAT:

The \$1000.00 be evenly divided amongst the three elementary schools for the purchase of miscellaneous classroom supplies.

SUBMITTED BY:

Carolyn J. Mebert, Chairperson

Audra Lurvey, Vice Chairperson

Beth Setear, Secretary

Doris F. Grady

Kenneth Appel

Matt Mayberry

Robert McCrory

Dr. Mebert read into record the above resolution, accepted the donation and thanked Ms. Weston for her generosity.

Audra Lurvey moved, Matt Mayberry seconded accepting the donation from Ms. Weston. An oral **VOTE PASSED 7/0.**

M. OLD BUSINESS: none

N. NEW BUSINESS:

1. New Teacher Induction program Update (S. Vitko & S. Delello)

Ms. Vitko and Ms. Delello gave a presentation on the New Teacher Induction program. They provided the information below to the Board with other information including following:

- 31 new classroom teachers
- Others added including, OT, Speech, PT, LNA
- 15 at DHS, 7 at DMS, and 9 at the Elementary school level
- 4th year of program
- Changed the start date to early August due to feedback from former participants.



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New Teacher Induction Program

Three Tiered Expectations

	New Teacher	Veteran (New to Dover)	Year 2/3
Monthly IC Meetings	New Teachers will attend every meeting.	Veteran teachers will attend specific meetings pertaining to Dover’s policies. The ICs will give you the topics in advance. September meetings are a must	Professional Development Workshops
Observations of other teachers	New teachers will observe another teacher once per month.	Veteran teachers will observe another teacher once per quarter.	Provided with opportunities per teacher’s request.
Observations by Sue and Shannon	Sue and Shannon will visit your classroom once every two weeks (2 times/month) for the school year.	Sue and Shannon will visit your classroom once every two weeks to begin. This schedule will continue as need persists	Observations provided per teacher request
Observations by mentor/IC	Two times during the school year	Two times during the school year	Per request
Informal talk with Jean Briggs-Badger	All new teachers expected to attend.	All veteran teachers expected to attend.	Welcome to attend-optional



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New Teacher Induction Program Survey

Grade Level (Elem, MS or HS) _____
New Teacher _____ Veteran Teacher/New to Dover _____

Circle the appropriate response for the following:

N/A	Strongly disagree	Disagree	Agree	Strongly Agree
0	1	2	3	4

The NTIP matched me up with an effective mentor. 0 1 2 3 4

- 12 fours, 2 threes and 1 one

My mentor was able to be helpful and accessible. 0 1 2 3 4

- 12 fours, 2 threes and 1 two

My mentor was located in close proximity to me. 0 1 2 3 4

- 12 fours, 2 threes and 1 two

I found the Q and A with Superintendent Briggs-Badger to be informative and useful. 0 1 2 3 4

- 3 fours, 5 threes, 2 twos, 1 one and 1 zero

Fill in the blank.

I had contact with my Induction Coordinator on a _____ basis.
(daily, weekly, bimonthly, monthly...)

- All answered daily, weekly and bi-monthly. Every person has felt supported by the ICs k-8. Two people at DHS felt they had not seen the Dean of Instruction nearly enough.

The majority of the contact between my Induction Coordinator and myself was made _____.
(in person, by email, in writing...)

- Most responses were in person and by email.

Answer the following questions.

Which topics from the monthly IC meetings were most useful?

Behavior/Classroom management, Discipline, Content Area, Encore, Curriculum ideas, Professional Development and how to fill out hours, Special Education, Time for questions and



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answers or time to vent, The Triangle of Rs (Relationships, Relevance and Rigor), Informal check ins to see how we were doing

Did you find the release time from your classroom to be useful? Name some of the activities you did during your substitute time.

Trainings related to my content area, observations of different schools, curriculum planning as well as team planning, I had model teachers come in and teach my students, I came back with a wealth of ideas, extremely useful time to review materials and technology available, developing materials for Sped students

Not enough flexibility and very last minute planning, I prefer to use my planning time to observe

What additions/changes/omissions do you believe would be helpful for the next year of the Induction Program? Please feel free to be completely honest. This will help us to make improvements to the program.

Monthly checklist needs to be revisited, better connection with mentor/mentee, more structured meetings, just discuss key parts to huge binder and revisit it at later meetings, make the roles of Sue/Shannon clearer, more team building among newbies, mentors on team with common planning time, more planned observations with more time to talk about them, cut down the release time from classrooms, cut meetings down to 30 minute but have two a month, pull all elementary teachers together in one induction group

Which trainings do you think should be added to the August workshop day?

Discipline, IEPs, 504s, using paras, working with case managers, more content area trainings, Benchmark training, Reading Records, more time with mentors, technology available, MMS, Tour the building, focus on the school rules that must be followed, MIF training, More take-aways projects in the trainings we can immediately use in our classroom

What were the toughest aspects of this first year in Dover for you? Any suggestions for how you could have been better supported?

Uncertainty of my job, complicated schedules with encore added in, more help with Sped students, getting used to a different grade level, I still do not have all my curriculum materials, starting October, mentor was not welcoming, large class sizes, inconsistent Sped aides, 504/IEP info, confused about who was the "Go To" person at DHS, clearer picture of how to excel at DHS

"Being overwhelmed with all of the planning for my curriculum and having administrative work (certification, lesson plans, sped) on top of it... I feel like I focused more on day to day and did not have much time left for the most important part of my job."

Of the books you were given in your "new teacher bag", which did you find most helpful? This will help us place our order for next year.



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- Discipline Survival Guide huge hit with DMS 7/8, Elementary loved First Six Weeks of School, some at DHS said they had no time to read

What did you find most useful about the classroom visits by Sue and Shannon? Do you have any suggestions on how we could have better served you in your classroom?

- They came in and not only observed, but helped, positive and professional feedback, they built me up, I never felt judged, they eased my stress, more planned and scheduled visits with time to talk immediately after

Mr. Mayberry asked Ms. Vitko and Ms. Delello what they got out of running the program and if there were any surprises. They responded that they discovered there was more to the program than just finding a mentor. They also agreed with Dr. Mebert that they discovered that the key to a student success is not always class size, but more importantly, teacher effectiveness.

Mrs. Grady commented that Ms. Vitko and Ms. Delello are two of the best resources of the school and well worth the money.

2. DHS 2nd Annual Homecoming Update (S. Vitko)

Ms. Vitko discussed the event and extended a personal invitation to the School Board. She asked them to consider themselves honorary hosts. If they are able to go, they should meet at 1:15 at Dunaway Field to act as a visible backdrop. The honorees for the presentations will be Arnold Falcione and Mary Murphy.

Mr. Mayberry asked if the directional signs could be clearer. Ms. Vitko said there would be more signage this year.

DOVER HIGH SCHOOL 2nd ANNUAL HOMECOMING

SATURDAY, SEPTEMBER 24, 2011

DOORS OPEN 8:30 A.M. – 1:00 P.M. INDOOR ACTIVITIES @ DHS

10:00 A.M. - 4:30 P.M. OUTDOOR ATHLETIC EVENTS & ACTIVITIES ON DHS CAMPUS

Admission Sales 8:30 to 12:30 / \$5 Adults, \$3 Students & Seniors

info: www.dhs.homecoming@gmail.com

Sponsor opportunities contact: mike.casimiro@ipaper.com

DHS Student & Faculty Liaison: Peter Driscoll '82

SAU Administration & School Board Liaison: Sue Leighton Vitko '88

City Council Liaison: Bob Carrier '70

Executive Committee: Mike Casimiro '76, Cyndi (Gagnon) Budahn '79, Lee (Busching) Gentile '79



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Indoor Events

Auditorium: 8:30am to 1:00pm - Ongoing DHS Art and Music Dept. student entertainment

Library: 8:30am to 1:00pm – DHS History Displays & Musical Entertainment

Cafeteria: 8:30am to 1:00pm – Individual Graduating Class Registration Tables

Cafeteria: 8:30am to 1:00pm – DHS Clubs, Teams, Displays, Demos by Current Students

Cafeteria: 8:30am to 11:00am – Continental Breakfast & Musical Entertainment

School Store: 8:30am to 1:00pm – Student Managed and Operated / Sale of DHS merchandise

Cafeteria: 9:00am to 12:30pm – Student Council Guided Tours @ Student Store

Times: 9:00, 9:15, 9:30, 10:00, 10:15, 10:30, 11:00, 11:30, 12:00, 12:30 **all end at Gourmet Table**

Career Tech Ctr: 11:00 am to 1:00pm – (cash menu) **Lunch & Grab & Go at Gourmet Table** (far end main floor)

Indoor and Outdoor Events Athletic Events (*Separate Admission Charge) DHS Athletic Department

Ollie Adams Gym 10:00 am JV Volleyball Green Wave vs. Spaulding Red Raiders
Ollie Adams Gym 11:15 am Varsity Volleyball Green Wave vs. Spaulding Red Raiders

Judson Dunaway Field* 1:30 pm Military Salute & Homecoming Honoree Introductions
Judson Dunaway Field* 2:00 pm Varsity Football **Green Wave** vs. Spaulding High Red Raiders
Judson Dunaway Field* 2:45 pm Marching Band Halftime Show (admission w/ game admission)

Evening September 23, 2011: Independent Pre-Homecoming Activities

Comedy Night – Dover Ice Hockey Boosters – Tickets Required – Dover Elks - 8pm - www.greenwavehockey.org

Evening September 24, 2011: Independent Post-Homecoming Activities

Great Opportunity for Class Reunions - to be determined by individual classes

Informal (cash menu) - Kelley's Row, Dover - 5:30 continuing - live band, alumni discounts (Brian Kelley '88)

Informal (cash menu) - Roger's Pizza, Dover - 5:30 continuing (Mike Tsopas '83)

Dance (ticket \$10ea) - Dover Elks "**The Spectras**" - 8:00pm - 11:00pm www.thespectras.com

Sunday September 25, 2011: Independent Post-Homecoming Activities

Informal (cash menu) - Sumner's Country Family Rest. 425 Rt. 108 Somersworth, alumni discounts (Mike Davis '80)



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3. Preschool Tuition (S. Crosson)

Ms. Crosson gave a presentation on her proposal to charge tuition for non-disabled students. Dover is one of the only school districts who does not currently do this. Currently, there are 7 openings for typical students and she anticipates adding up to 5 more to ensure that each preschool has some typical students to serve as role models for students with disabilities. She is hoping to fill these positions by the end of the month. There should be a great deal of interest in the community for this program. The program will be limited to 15 students.

She recommends that Dover charge \$50/month for 2 half days a week, \$75/month for 3 half days a week, and \$100/month for 4 half days a week. The tuition will be paid in two installments this year due to October 15, 2011 and January 15, 2013. The October payment will be prorated since it is after the start of the school year.

All typical students currently enrolled in the Dover Preschool program will be “grandfathered” and not charged tuition this year.

A waiting list of interested parents will be maintained by the preschool. When an opening arises, parents will be contacted in order of their place on the list.

A comparison of neighboring communities showed that the rates that are being proposed are on the lower side.

Mr. Mayberry asked who benefits most from the preschool program. He doesn't want to add another burden to a struggling family. Would they be able to pay monthly?

Ms. Crosson stated that this program is much more reasonable than a private preschool. Their target family is one who can afford a preschool program. She thought it would be difficult to use a monthly payment plan since it can become an accounting nightmare.

Ms. Setear commented that the tuition proposed is a large reduction from private preschools.

Ms. Setear asked who would receive the money. Ms. Crosson responded that the money would go to general revenue.

Mrs. Grady was on the School Board when preschool was started and she feels there could be a problem when it becomes necessary to add paraprofessionals and teachers. She felt that the cost may override benefits.

Mrs. Grady also commented that this program could take away from private daycares. Ms. Crosson stated that she feels they are providing a service.

Ms. Crosson stated they would not be adding any staff, although she is hoping to grow the program. She would like to increase class size.



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Mrs. Grady thought that a more enlarged program may have to go back to the Board for a vote. She also noted that she has a conflict of interest.

Ms. Crosson noted that this preschool program is approved for six sessions and shouldn't need to go back for approval.

Ms. Briggs Badger stated that at this time 10 typical students are already attending at no cost. The only change is that they will be charged in the future.

Ms. Crosson stated she is trying to have all programs for Special education students. There should be a program that is as least restrictive as possible. The revenue will offset some of the costs.

Mrs. Grady stated that this is only the first presentation and would like it to be on another agency such as a policy.

Dr. Mebert responded that the only change is that they would like to charge for students.

Ms. Setear also noted that she is not sure that the Board can vote in a workshop session and the next meeting is too far away. Ms. Crosson stated that she would like to implement before the end of the month.

Beth Setear moved, Audra Lurvey seconded to approve the addition of tuition for typical students in preschool. An oral **VOTE PASSED 5/1(McCrory opposed, Grady recused)**.

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. Technology Update-Chris Roberge

Chris Roberge presented information in a Powerpoint presentation on the status of technology in the District.

- Infrastructure Services: generally, those things that go on “behind the walls.”
 - These are the services that help keep the underlying infrastructure stable and healthy.
 - They allow IT to better-provide the services described below.
- Access to Technology Services: generally, those things that are most-directly felt by the end-users of the District.
 - Represent “the state of technology” as perceived by end-users.



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- Teacher/Student PC's, Laptops, Thin Clients, Printers fall within the financial stewardship of the IT Department.
- SMARTBoards, clickers, cameras, and projectors are purchased by the schools, PTO's etc...
- It is important to understand that Infrastructure Services, PC's, Laptops, Thin Clients and printers fall under the budget of the IT Department. SMARTBoards, projectors, clickers, cameras, etc, do not. There is simply not enough money in the budget to support all of this, unfortunately.
- in 2008 there was a "bubble" of money added to technology to support beefing-up the infrastructure. It was in 2008 and 2009 that the technology budget reached its highest point. During those years much was done to build up the infrastructure across all 5 schools, as well as to replace aging desktop technology. This bubble was seen as an important first step in bringing the district up to speed on technology. However, since that time we have lost money each year. This downward trend makes it very difficult to satisfy the technology needs of teachers and students in a 21st Century environment.
- During the 2007 – 2008 year, \$66,000 was spent on new PC's which were deployed equally among the elementary schools. This equates to approximately 120 PC's, or roughly 1/3 of the systems within each elementary school. This was also the year in which we began work beefing up the infrastructure. This is seen in the expenditure of \$12,348 on networking hardware and \$5,000 in the replacement of failing servers.
- In 2008 and 2009, the first of our two "bubble years," the District entered into a lease agreement that allowed us to acquire three wireless labs, two of which are which are still in use at DHS and one of which is still at DMS. In addition, we were able to bring 70 new PC's at DHS, 45 at DMS and new Laptops for the Administrative staff at the Elementary Schools, along with 75 new monitors. We were also able to invest \$37,000 in servers. We were able to put two high-capacity servers in each of the five schools, plus one in the SAU, to replace the PC's which were being used as servers. We were also able to upgrade network hardware across the District by spending \$28,500 on switches and other network hardware. It was in this year that we received 40 wireless access points, donated from WDH, as well.
- In 2009 and 2010 we began bringing thin clients into the District at DHS and DMS, as well as continue our lease of the mobile labs. 30 thin clients were brought into the High School, 60 into DMS and 30 into GES, along with the server hardware necessary to support them. HSS received a wireless lab of NetBooks while other elementary schools received laptops and projectors. It was in this year that we also purchased an additional 20 wireless access points for the expansion of our Wi-Fi environment.
- In the 2010 – 2011 year we upgraded our email system to Exchange 2010, upgraded our MMS system to Server 2008, deployed Citrix-based virtual servers to run our thin clients off, continued to expand wireless coverage and began to explore options for offering "public access" hot-spots to teachers and students. We also expanded our thin-client pilot tests to Woodman Park School, deploying 66 thin clients and supporting server hardware in that building. All this, despite a tightening budget and Desktop Technology cuts.
- 2011-2012--As the belt continues to tighten, the work that we do slows down. Initiatives for this year include: the replacement of thin clients and nComputing devices at the



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elementary schools with 160 new mini-tower PC's. Those thin clients will then be re-deployed at DHS/DMS. We have also spent an additional \$20,000 expanding our Wi-Fi environment and have begun allowing public access to our network. Another \$27,000 will be spent this year replacing failing units throughout the district, as well as on the purchase of a central SAN to provide secure storage of District data.

- In 2010 the Curriculum Department spent roughly \$54,000 bringing 15 SMARTBoards into DHS. Although the CTC was already outfitted with a number of these boards, this represented the first time that a concerted effort had been made to bring technology of this kind into the High Schools.
- At the Middle and Elementary levels, individual Administrators and/or PTO's have worked to bring in these types of technologies
- In 2010 the Curriculum Department spent roughly \$54,000 bringing 15 SMARTBoards into DHS. Although the CTC was already outfitted with a number of these boards, this represented the first time that a concerted effort had been made to bring technology of this kind into the High Schools.

Access to Technology Summaries

- **DHS**--700 PC's, Laptops, Thin Clients.
 - 30% are 5+ years old.
 - 5 wired labs, plus the Library.
 - 2 Mobile Labs.
- 15 SMARTBoards (Math and Social Studies.)
 - Each CTC classroom is also outfitted with one.
- **DMS**--400 PC's, Laptops, Thin Clients
- Wired and mobile labs, Music Labs, etc...
- 30% are 5+ years old.
- Money invested years ago in SMARTBoards
- 24 at DMS
- Some SMARTboards and other technologies were bought from PTA funds, local donations, classroom fundraisers, etc.
- PTA also bought our new Typing software.
- The Library used money in their budget to buy Nooks.
- iPads in SPED and music.
- Several digital cameras of various type.
- Kim Lyndes--A number of years ago, the Administration invested a good amount of money into SMARTboards. Their next goal is to expand the projectors into other teaching spaces (art rooms, etc.) Some SMARTboards and other technologies were bought from PTA funds, local donations, classroom fundraisers, etc. PTA also bought our new Typing software. The Library used money in their budget to buy Nooks. DMS also has some iPads in their SPED and Music departments.
- **GES**--130 PC's, Laptops, Thin Clients
- 50% are 5+ years old
- One wired thin-client lab, plus 1 PC per 1st grade class, 2-3 PC's Per 2nd grade and 3-4 PC's per 3rd and 4th grade class.
- SMARTBoards – 1 per 3rd and 4th grade class and 1 in two 2nd grade classes.
- SMARTResponders as well



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- A ceiling-mounted projector in every classroom.
- Various document cameras.
- Dustin Gray--The computer lab consists of 24 monitors and Weiss devices connected to a central server in the room along with supporting peripherals. The lab is back to its original intention as last year the space was shared with Reading Support due to space considerations. Each classroom has dedicated times to come down each week for 45 minute periods. This is the time in which the ICT standards are addressed in addition to typing skills, internet practices, and other installed/web hosted academic software. There are also extended opportunities to sign-up for multi-day projects that might run for 2-4 days (country report research, converting excel data to graphs, etc...)
- **Supporting Inventory:**
- The following materials have been infused into the building over the last 6 years. It has been reflective of an effort to put technology into the classroom and “hardwired” to be available at any time. Some materials have been bought to help support curriculum efforts and other have been acquired through teacher led grant writing projects. Other items have been purchased with savings recovered from our supply budgets and from community donations in kind.
- **WPS**--130 PC's, Laptops, Thin Clients
- 30% are 5+ years old
- 1 wired thin-client lab, plus thin clients in 3rd and 4th grades.
- SMARTBoards – 3 mounted and six mobile.
- Two laptops via Campbell's Soup labels.
- **HSS**--130 PC's, Laptops, Thin Clients
- 75% are 5+ years old
- One wired PC Lab, one mobile lab.
- PTO Purchases:
- \$10,000 worth of TVs, wall mounts, CD/DVD players, scan converters about 10 years ago.
- 1 SMART board and LCD projector, 30 Senteos - 3 years ago.
- BoxTop \$\$\$ (a PTG organized cooperative) and other PTG sponsored funds bought 5 digital cameras and 5 Dell Laptops and a cart 5 years ago (~\$4,500.)
- 2 flat screen monitors for the library a year ago.
- 2 more flat screens were donated by parents.
- One set of parents donated about \$2K to buy Macs.
- **General Infrastructure Summary**
- Much work and time has been spent this past Summer working on our wired and wireless networks. Each building is running on a Gigabit backbone, with 100 Mbps connections to the desktop. We have also worked to provide public wireless access to teachers, staff and presenters who wish to bring in their own technology. While in our schools, users will see the following two wireless networks:
- SchoolNET Secure: This is the wireless equivalent to plugging directly into the schools network and will allow users to access all network services. This is secured by username and password combo such that only District systems and users can connect to it.
- SchoolNET Public: Public internet access only.



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- Each school has a fast and reliable network infrastructure within each building (100 Mbps.)
- However, schools are still connected to each other via slower DSL connections (2 – 4 Mbps.)
- This affects MMS and Email access at Elementary Schools.
- Prevents us from fully centralizing IT Services.
Mr. Roberge commented that this should save us \$20,000-\$30,000 in phone bills.
- Servers: there are a number of network servers throughout the District that are in need of replacement. (Already purchased)
- Some servers require upgrade/replacement.
- We need to better-leverage our imaging software.
- We are investigating more-efficient backup solutions.
- We are looking into automated infrastructure management software.
- We are looking into adding greater redundancy to critical systems
- MMS and Email.
- DMS Generator-the server room should be put on a generator so that email can be accessed when power is down.
- **The Plan--Infrastructure Goals.**
- LAN/WAN/Internet.
- Wi-Fi.
- Servers and storage.
- A more helpful helpdesk.
- **A to T Goals.**
- Elementary School Labs.
- The Desktop Rotation.
- iPads and Tablets.
- 24/7 Access.
- Networks within the buildings are strong.
- Networks that connect the buildings and connect to the Internet needs to be stronger.
- The new phone system will solve this.
- VOIP-based solution.
- Requires fiber-optic connections between the buildings and to the Internet.
- Wi-fi is being rolled out in full force this fall. It was hoped that we'd have things up and running by September 1st, but the work involved was much more than we'd anticipated. Our hope is now to have the work completed by the end of October.
- **Goals--Continue to expand our Citrix environment.**
- This will make the thin-client labs run faster and with greater resiliency.
- Deploy our SAN (EMC VNXe 3100).
- This will allow us to centralize a lot of District data and back it up more consistently.
- Replace aging servers.
- We have them already, just need to get to it.
- **Goals for the Help Desk--**The IT Department has devoted a LOT of time and effort this year to re-aligning themselves, their duties and their tools. One important change is the new help desk. Although functionally it's similar to the old one, we have made a number



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of changes within the software and within our department that will allow us to use it far more efficiently. We will also make it a far more useful tool to the teachers.

- New helpdesk will allow us to:
- Better track what kinds of problems teachers are having.
- Create FAQ's for teachers.
- Track Professional Development needs.
- Based on ITIL Standard.
- Also, realignment within the Department.
- **Goals—Elementary School**
- Think of all three schools as one.
- 160 PC's to be deployed in labs and classrooms.
- Almost 50% of the systems will be up-to-date.
- Thin clients are problematic at this level.
- Currently, the three school labs are vastly different environments. HSS has a lot of older, CD-based software, whereas GES and WPS use newer, yet different, programs. Some classrooms have PC's, some thin clients, some nComputing devices. One of our goals for this year is to begin to standardize all three schools. An important first step is to bring in 160 new PC's to replace all three labs and as many thin-clients as we can. From there, the District may wish to think about standardizing the software used at all three schools, investigating the use of open-source software wherever possible.
- The Desktop Technology line currently stands at \$100,000. At approximately \$600 per (decent) system, that allows us to buy 166 systems per year. The IT Department currently supports about 1500 systems across the District. Replacing 166 of these systems every year means we can replace the entire inventory once every 9 years. Average PC lifespan is 3 – 5 years. This means that the District is now (and always has been) set up such that we will NEVER have a completely usable inventory of systems on our network. We will ALWAYS have old desktop technology (barring the introduction of a \$100 device that replaces PC's and laptops.)
- The only way to solve this to either reduce the number of computers in our schools, or, increase the amount of money we are spending to replace them.

Dr. Mebert asked if we can get more since the cost of laptops is decreasing. Mr. Roberge commented that they are not going down as much as we think.

Dr. Mebert asked about using refurbished computers. Mr. Roberge responded that the district has not used refurbished at this point, but we are getting some computers that are not as powerful to try and save money.

- Ideally, the Desktop Technology line funded at \$225,000 puts us in a position to do this.
- Proposed alternatives:
- In lieu of receiving a system, Teachers and Staff may bring in their own Laptop/Mac.
- Home systems will connect to **SchoolNET Public** with limited services.
- File access: See File Management section coming up.
- Principals may prefer "shared resources" such as Mobile Lab?
- Mac support will offered by the IT Department.



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- **Important questions:**
- What do we want to focus our resources on?
- What do we want classrooms to look like?
- The Technology Committee can look at this
- Consumerization of IT
- iPad's and Tablets: including, but not limited to, iPads, Android Tablets, Windows Tablets, etc...
- SPED Student-specific iPad apps for kids.
- App-driven market.
- IT can currently support iPad connectivity.
- iPad's and Tablet goals, 2011
- Expand support for these devices as resources allows.
- **24x7 Access:** refers to the ability to access District information (documents, email, calendars, tasks lists, grades, etc...) from anywhere on the Internet at any time of day or night with "platform independence."
- Our email system, OWA, already has much of this, with the exception of document sharing.
- Ideally, it would create a space in which teachers and students can communicate, collaborate and work together online, day or night.
- **Possible 24x7 solutions include:**
- Google Docs.
- Microsoft Live @ EDU.
- Microsoft SharePoint Services.
- Many solutions are free, but still require investment in Infrastructure and Access to Technology to make them useful to the District.
- **24x7 Access goals, 2011**
- Explore and Pilot 24x7 technologies.
- **Conclusion**--The District Infrastructure is generally fast and reliable at this point, but there is still room for improvement.
- Much of what needs improving requires financial investment.
- However, much of what needs doing simply requires time/manpower.
- Access to Technology is where the District focus now needs to shift to.
- Computer rotation cycle **MUST** be maintained.
- The way must be paved for iPad's, Androids, Tablets, etc...
- 24x7 Access must be realized.

Mrs. Grady stated this is a starting position for the people in the community to know what the money is being spent on. It is a great educational opportunity for people to understand what is being done in the Dover schools. She thanked Mr. Roberge for his work on this project.

5. FY 2013-2018 School Capital Improvement Plan (M. Limanni)

Ms. Briggs Badger and Mr. Limanni presented the plan for school CIP. Ms. Briggs Badger started the presentation by offering background.



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“Dover is growing as a community and has been listed as the fastest growing city in the state as well as one of the top places to live in the country. When looking forward to the future there are two factors that have the greatest effect upon future enrollments: Birth rate and migration. Dover averages 332 births per year expected to climb to 350-375 in the next few years.

Another less obvious factor in gauging enrollment is the number of students enrolling in non-public schools. In difficult economic times, larger numbers of residents remain in, or return to public schools.

In the past decade, we have grown from 3837 students in 2000-2001 to 4044 student in 2010-2011 or an overall growth of 5.4% in our schools. According to the NESDEQ report, Dover High School is projected to grow to 1730 students in 2020-2021 for an increase of approximately 278 students in 8 years.

As we considered the Capital Improvement Projects timeline, we wrestled with the loss of Building Aid and the need to move our students forward into the 21st Century in buildings equipped to meet their needs. The CIP timeline includes all projects intended for the next 6 years, regardless of the funding pot.

By utilizing cable franchise fees we are able to create a state of the art media center at Dover High School. This will afford incoming generations of students the opportunity to explore, create and apply the latest in media production, making Dover High School a magnet to other communities to tuition students.

In tandem with the creation of a media center at DHS, we are recommending a total conversion of the auditorium. This venue is now original to the 1967 building and would benefit from a complete conversion to a state of the art school and community multi-purpose auditorium. We have passed this idea by the City Planning Director for his approval to use some impact fees for this conversion.

After the HSS paving project, there is approximately \$435,000 in impact fees available. (These funds are time-sensitive and must be used in a 6 year time frame or returned to the developers).

The auditorium project is necessary and will create a community asset for many Dover generations to come. How we fund it is up to the School Board and the City Council. The choice is to use the combination of impact fees and bonding or to bond the entire project. Our community is growing and the demand for a functional energy efficient and state of the art multi use auditorium is growing as well.”

During the past seven years, the District’s Capital Improvement Plan has successfully addressed the complete restoration and capacity needs of the Woodman Park and Horne Street Elementary Schools.



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Mr. Limanni offered this memorandum to members of the School Board with plans for the CIP with the District's recommendation for a plan for the next six years.

"Ending this Fiscal year, the Garrison Elementary School's original footprint, consisting of 47,178 square feet, will be 50 years old. The project has been divided into two fiscal years with funding slated for 2014 and 2015. This approach is intended to minimize the tax impact. Using a multi-phased approach, we have scheduled the building for a full-scope renovation program that will address all systems to include electrical, plumbing, ventilation, windows, and hazardous materials. In December 2009, the District applied for and received Preliminary Approval from the NH Department of Education for state building aid. However, a funding moratorium has been placed on all statewide school projects through June 30, 2013. Despite the moratorium, it is appropriate for the School Board to continue with the capital improvement process.

Ending fiscal year 2013, will be the completion of the Horne Street Project. Due to the timing, we will be paving the upper and lower parking lots in the spring of 2012 using the remaining funds allocated to the project along with \$125,000 that we will be requesting from the impact fees to be used for the upper lot.

Starting in the Summer of Fiscal Year 2013, we plan to begin the first stage in improving in the total High School facility. Phase one will create a Media Center in the HS Auditorium projector room that will be equipped from \$60,000-\$80,000 in Comcast cable franchise fees. Running in tandem with this project will be a complete conversion of the HS Auditorium space. Approximately \$435,000 of the \$1.9M required will be funded from the impact fees as the converted space will add between two and four new classrooms while still maintaining its ability to provide for the performing arts and other broader application needs of the community.

In the second phase, the Dover High School and Regional Career Technical Center will require a plan extended over three years and broken up into two specific projects. The first project will focus on the structure's original 210,000 square foot footprint. The 45 year old school building needs all major building components brought up to date; health and safety issues in both sections of the building have been placed as a top priority. The second project will consist of an expansion and renovation of the existing Regional Career Technical Center (CTC). The CTC becomes eligible for building aid at 75% reimbursement in fiscal year 2016 which could deflect as much as \$9M of the \$12M estimated cost. Of the \$20.5M slated to renovate the high school and Dunaway field, as much as \$6.15M may be eligible for building aid with the remaining \$14.35M coming from debt financing.

Finally, we reserved \$16,000 for fiscal year 2014 to be paid out of capital funds for the upgrade needed to maintain the City/School Libraries software collaboration. The total cost (\$32,000) will be split with the city and is necessary to update the 10 year old technology platform.



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Dr. Appel asked if the district was looking into reducing the number of students from other communities due to increasing enrollment.

Ms. Briggs Badger responded that the district would be interested in adding students in order to increase revenue. She also added that she doesn't believe that Barrington will be building a high school in the near future due to the poor economy."

The following table represents the District's recommended plan totaling \$41,521,000.00 for the next six years:

Project Description	Funding	Fiscal Year						TOTAL
		2013	2014	2015	2016	2017	2018	
*Garrison Elementary	Debt		\$3,300,000	\$3,600,000				\$6,900,000
Horne Street – Upper Parking Lot	Reserve Funds (Impact Fees)	\$125,000						\$125,000
Library Automation System Upgrade	Local Funds		\$16,000					\$16,000
*(Note) Media Center, Auditorium	Reserve Funds (Impact Fees)/Debt	\$1,900,000						\$1,900,000
Media Center Equipment	Reserve Funds (Franchise Fees)	\$80,000						\$80,000
**Regional Career Technical Center	Debt				\$8,000,000	\$4,000,000		\$12,000,000
*Dover High School Renovation & Dunaway Field Renovation	Debt				\$4,000,000	\$8,000,000	\$8,500,000	\$20,500,000
Total:		\$2,105,000	\$3,316,000	\$3,600,000	\$12,000,000	\$12,000,000	\$8,500,000	\$41,521,000

(Note) It is estimated that \$435,000 of the full \$1.9M requested will be funded from impact fees. Thus only \$1.465M will require debt financing.

** State Building Aid amounting to 30% of renovation and new construction cost is reimbursed on the principal payment portion over the bonding period. Current moratorium on State Aid is in effect until June 30, 2013, thus any projects voted prior to July 1, 2013 will not be eligible for building aid.*

*** The Regional Career Technical Center (27,000 square feet) becomes eligible in fiscal year 2016 for 75% reimbursement for the cost of construction.*



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The City Manager asked that all projects be listed regardless of funding sources for this plan.

In February, 2008, the Dover School District retained the services of Habeeb & Associates Architects, Inc. to prepare a Capital Asset Assessment of Garrison Elementary School, Horne Street Elementary School and Dover High School.

The purpose of the assessment was to develop a budget for repairs and upgrades to be carried out within a ten-year period. The work noted will improve the overall physical condition of the buildings and sites. This document created the framework for the renovation costs and outlined the necessary improvements and associated expenses, as now requested in our CIP proposal.

In August, 2011, the Dover School Board approved a resolution to explore the design of a Media Center with the help of MetroCast Franchise Fees at Dover High School.

This led to a detailed walkthrough of the high school auditorium with Gary L. Goudreau, LEED AP from Davis Goudreau Architects, Inc. Faced with program expansion and an aging performing arts complex, Gary's advice and initial cost estimates helped tailor the 3 staged project approach to renovating and expanding the program capabilities of the High School in this CIP request.

Ending fiscal year 2013, will be the completion of the Horne Street capital project. The Horne Street School Joint Building Committee has allocated funds to redesign the lower parking lot, therefore we are requesting \$125,000 in impact fees to complete the upper parking lot. Horne St. School has experienced an increase of approximately 130 students due to redistricting and new families moving into Dover.

\$16,000 for fiscal year 2014 is requested from local funds for the upgrade needed to maintain the City/School software collaboration.

The total cost (\$32,000) will be split with the city, and is necessary to update their 10 year old technology platform.

State Building Aid amounting to 30% of renovation and new construction cost is reimbursed on the principal payment portion over the bonding period. Current moratorium on State Aid is in effect until June 30, 2013, thus any projects voted prior to July 1, 2013 will not be eligible for building aid.

Ms. Briggs Badger described available funding without tax implications, including cable franchise fees and impact fees (from growth).

The first project would be the Horne Street Upper Parking Lot project. The JBC has put aside money already for the lower parking lot. The request is for \$125,000 for the upper parking lot. Mr. Limanni added that there would be a cost savings if both parking lots could be completed at the same time.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #9
Meeting Location: Media Ctr. (Room 306) McConnell Center
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The second project would be for the cost of the automated library system that connects the public and school's libraries. The cost is for \$32,000, but only \$16,000 would be asked for since the city would be paying half of the cost. Mr. Limanni noted that this money may not be used, but the city asked that it be included.

The third project is the Garrison School Renovation. The moratorium is still in effect until 2013. This request would be for 2014 and 2015 for a total of \$6.9M. Mr. Limanni stated this project would most likely need to be done with or without financial aid.

Garrison School Renovation History

- The two kindergarten classrooms were built in 1998.
- The media center, four classrooms, gymnasium and administrative areas were completed in two phases between 2004 and 2006.
- Sprinkler systems were installed in the complete building envelope.

Garrison Renovation Areas

- Mechanical and ventilation systems, plumbing and electrical upgrades
- Roof and insulation
- Window replacement
- Cafeteria
- Kitchen
- Replacement and expansion of bathrooms
- Remodeling and enlarging of twenty-five classrooms to NH state standards
- Stage Area

Garrison Renovation Goals

- Upgrade of obsolete mechanical, plumbing, electrical and ventilation systems.
- Meet and/or exceed all handicap accessibility requirements.
- Removal of all hazardous materials within the building.
- Improve parking and bus access.
- Wiring and equipping the building for 21st Century technology.
- Renovating the building using "Green" technology.
- Capitalize on natural lighting that the building offers.

Ms. Briggs Badger agreed with Mr. Limanni stating that these buildings will need to be maintained even if no aid is received.

Mr. Mayberry asked if future needs are being reviewed. He would not like to see a building become obsolete immediately after it has been renovated.

Dr. Mebert responded that this is being done now. This is the reason that 6 classrooms were added in the HSS project.



DOVER SCHOOL DISTRICT

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The Dover High Auditorium/media center conversion project was discussed with a possible start date of 2013.

The Career Tech Center is eligible for 75% of reimbursement costs in 2016. They amount requested for this project is \$12M.

There is also a proposal for the high school and Dunaway Field Renovation. The cost of this would be \$8.5M.

Dover High Renovation History

● Vocational Technical Center constructed, FY88	\$ 521,800
● Windows and mirror glazing, FY00	\$ 398,000
● Track repair, resurface and relining, FY00, FY05	\$ 245,000
● Parking Lot, FY01	\$ 100,000
● Renovation to Student Services, FY03	\$ 335,000
● Air condition in guidance offices, FY02	\$ 11,200
● Boilers replaced, FY03, FY04	\$ 560,000
● Freshman Academy, FY03	\$1,739,000
● Bleacher equipment and installation, FY04	\$ 119,000
● Transformer replacement, FY04	\$ 150,000
● Stage rigging in auditorium, FY04	\$ 11,600
● Sod replacement to Dunaway Field, FY04	\$ 10,000
● Locker replacement, FY05	\$ 102,000
● Refinished tennis courts, FY05	\$ 8,000
● Ansul fire suppressant system, FY05	\$ 4,000
● Stair tread replacement, FY05	\$ 15,000
● Retrofit of auditorium lighting, FY05	\$ 10,000
● Weight room flooring, FY05	\$ 6,000
● Repairs to portico columns, FY08	\$ 15,000
● Chemistry lab plumbing and ventilation, FY06	\$ 27,000
● Greenhouse repair/replacement of motors/glass, FY08	\$ 30,000
● Roof, roof drains and insulation replacement, FY08	\$1,200,000
● Garage door replacement in CTC, FY11	\$ 13,000
Total: \$5,630,600	

Estimated for the complete conversion of the auditorium to a multi-media, multi-purpose venue, suitable for the expansion of the high school's increasing demands with the addition of 2 to 4 new classrooms while improving its ability to provide for the growing needs of the community.



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Mr. Mayberry asked why the CTC renovation wasn't moved up to 2013. Mr. Limanni stated that it's because of the funding. The reimbursement gives us a great opportunity for renovating the program.

Mr. Amara spoke with the architect about expansion. They would like to make it possible to attract students from other districts and make new programs available.

Mrs. Grady agreed that the architectural plan was a necessity so that Dover is not placed at the end of the list. Mrs. Grady asked if the \$12M is Dover's share. Mr. Limanni stated that it is the total cost, because we don't have funding yet and cannot assume that it is there. She asked how much the other districts ask for. Mr. Amara responded that other districts ask for more if they would like. There is a finite amount that the state will add to the project.

Mr. Limanni believes that we have asked for the most that we can receive as a reimbursement.

Mrs. Grady wanted to be assured that the plan can be changed. Mr. Amara stated that the needs of the program are over \$12M.

Mrs. Grady asked if it is true that the 75% reimbursement is only good for the renovation of the existing building. Mr. Limanni and Mr. Amara did not know the answer to the question. This is something that they will verify the guidelines.

Mrs. Grady stated that the project could move up if another school ahead in the queue didn't complete their project. From past experience, she feels that you can really only count on 2013. The rest of it changes when the next CIP is completed.

Mr. Limanni responded that the district should only have one engineering cost for all projects. Ms. Briggs Badger stated that these are placeholders only and there are a lot of unknowns. There needs to be a six year plan though.

Matt Mayberry moved, Ken Appel seconded to suspend rules to complete agenda. An oral **VOTE PASSED 7/0.**

Ms. Briggs Badger stated the preliminary cost of the auditorium conversion is \$1.9M and will benefit the entire community.

Mrs. Grady stated that she feels there could be a problem with this project because it is not directly related to enrollment. She feels that the Board should discuss figures with City Planning Director Chris Parker. There is no an increase in enrollment at DHS, so the district may not be able to use impact fees. She would like more information on this project

Dr. Mebert asked what decision is needed at this point.



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Ms. Briggs Badger stated that the timeline for the CIP needs to be voted on.

Ms. Setear stated this is just a plan for a renovation without details.

Ms. Briggs Badger stated there will be a design team who will provide more details.

Mrs. Grady asked what would be said to the City Council in order for them to spend \$1.9M on the auditorium renovation. The money for the media center is already approved.

Ms. Briggs Badger responded that she would explain to them the benefits of the new auditorium to the entire community. The money could all be bonded or can request the use of impact fees (\$500,000) that would not have tax implications through bonding.

Dr. Appel asked what would happen if the CTC project is moved up. Ms. Briggs Badger responded that the timeline would be revised.

Mr. Limanni added that this plan is meant to be flexible. He stated that he and the superintendent had met with Chris Parker to determine if this was possible.

Mr. Briggs Badger concluded that the request of \$6.9 million for Garrison Elementary School, \$125,000 for the Horne Street parking lot, \$16,000 for the District Libraries, and \$34.5 million for the Dover High School will be utilized to restore our schools to levels of quality and efficiency necessary to be 21st Century educational learning facilities

Matt Mayberry moved, Audra Lurvey seconded to adopt the CIP as a timeline as presented. An oral **VOTE PASSED 5/2 (McCrary, Grady opposed)**.

6. Policy DFC—Special Funds Update

Food Service Fund #2800, Alternative School Fund #3825, Facilities Fund #3830 updates were presented by Mr. Limanni.

Matt Mayberry moved, Audra Lurvey seconded accepting the Special Funds report. An oral **VOTE PASSED 7/0**.

7. Policy DD—Federal & State Funding Update

Mr. Mayberry asked if these funds are subject to a year-end audit. Mr. Limanni responded that it was subject to an audit.

Audra Lurvey moved, Matt Mayberry seconded accepting the Federal & State Update. An oral **VOTE PASSED 7/0**.



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O. SCHOOL BOARD MATTERS OF INTEREST: Mrs. Grady stated that Superintendent Briggs Badger did not receive any additional compensation for this school year and her pay check is probably less this year than last year. It was reported that the City Manager received a pay increase and she wanted to make this clarification.

Mr. Mayberry recognized the passing of Caren Curti Pelosi this week. She was an active member of the community and will be missed.

P. ADJOURNMENT: Beth Setear moved, Matt Mayberry seconded, to adjourn at 10:15 P.M. An oral **VOTE PASSED 7/0.**

Respectfully Submitted,
Beth Setear, Secretary
BS/ral

DRAFT