



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, October 3, 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, and Ken Appel. Matt Mayberry was absent.

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; Horne Street Principal Mal Forsman; CTC Director Jim Amara; Director of Pupil Personnel Services Sandie Crosson; Math Coordinators Patricia Driscoll and Karen Berg; and Foster's reporter.

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

C. CITIZENS' FORUM: No one addressed the Board

D. APPROVAL OF MINUTES: Audra Lurvey, moved, Beth Setear, to approve the following minutes:

1. Special Session #8, September 12, 2011
2. Regular Session #9, September 12, 2011
3. Special Session #9, September 21, 2011
4. Nonpublic Discipline Hearing #20, September 22, 2011
5. Nonpublic Discipline Hearing #21, September 28, 2011

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

E. CONSENT AGENDA

1. **Correspondence:**
 - a. ***Moms on the Run*** (Request for Waiver of 90 day policy and Rental Fee Waived) C. Faure, Facilities Recommendation attached
 - b. ***Dover Recreation Dept.-Dancing with the DOVER Stars*** (Request for Waiver of 90 day policy)
2. **Resignations/Retirements:**
 - a. Mary Angers, SPED Administrative Assistant
3. **Leaves of Absence: NONE**
4. **Nominations:**

Sheet 1: Nomination and Election of Staff (Bonello)
Sheet 2: Nomination and Election of Aides, Secretaries and Food Service Workers (Bassett-Tsai)
Sheet 3: Nomination and Election of Coaching Positions (Brown-Romps)



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

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

Doris Grady moved, Ken Appel seconded to approve the consent agenda items. An oral **VOTE PASSED 6/0.**

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

The second annual Dover High School Homecoming Day held on September 24th was a great success! Special thanks go to Ernie Clark and all his dedicated committee members for their ongoing efforts in making these events possible.

Reminder for parents with students in grades 3 – 8 and 11:

NECAP Testing will occur this month and we ask that parents make extra sure that their students are well rested and ready to go for testing. We know that a positive attitude and interest shown to the students by the parents/guardians will make a difference in how a student goes about taking the test.

SCHOOL Updates

Dover High School

The Dover High School Green Wave Marching Band took first place at the Old Orchard Beach competition on September 24th. Winning the highest score of the evening, four stars, which is also their highest starting score ever. Dover will host its 42nd annual Marching Band Show at DHS on October 15th.

The 2nd annual Dover School District Art Exhibition is now underway at the Superintendent's office in the McConnell Center! This yearlong exhibition is an opportunity to showcase the talents of our students and staff. Please stop by between 8-4:30 Monday-Friday.

Two DHS students have been named Semi-Finalists in the 2012 National Merit Scholarship competition:

Junha Kim
Joshua Bean

This honor is earned by being one of the top SAT scorers in all 50 states and students achieving this honor represent less than 1% of each state's high school seniors.

Congratulations and good luck!

Athletics

Dover High School is one of four schools in NH piloting a unified soccer team with NHIAA recognition. This team combines special education students with regular education students. They play their first game on Wed Oct 5th at 4pm vs. Spaulding. As a result of the Unified sports pilot DHS was given \$2,000 by the NHIAA and Project Unify to cover the costs



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

associated with the program. Faculty member MJ Hippern is to be commended for her efforts in this endeavor.

Dover Middle School

Math In Focus Night at DHS on Thursday, Oct 6th from 7:00 to 8:30, this program includes parents of 5th and 6th graders.

PTA meeting on Tuesday, October 11th at 7:00pm

Picture retake day is Oct. 24th

Garrison School

From Garrison, The school is getting laced up for our 2nd annual walk to school day. On October 5th, students will meet at three designated spots near Garrison and walk to school as a community. This event will be held rain or shine.

The annual Halloween parade will be on October 28th at 2:00. More information about the routes and activities are included in the monthly newsletter which can be found on the GES website.

Our 2011-2012 Residencies have been announced. The Artist In residency this year will be a science themed week in conjunction with the McAuliffe Shepherd Space center. Children will spend the week of October 31st- November 3rd learning about constellations, space exploration, and our immediate neighbor, the moon. Friday night will culminate with a visit to the UNH Observatory with multiple high power telescopes. Our Author in Residency will be in April as they welcome author/illustrator Chris Van Dusen to our school for two days. More details will follow as the date approaches.

Horne Street School

School Picture day went well on the 20th of September. Pictures are scheduled to be delivered in mid-October.

The September PTG meeting was one of the best attended in recent history. About 50 parents attended to discuss the year's events. Patty Driscoll, Dover School Districts Math Coach, provided an explanation of the new Math in Focus curriculum. Parents asked great questions and expressed approval of the program based on Patty's information and their children's initial impressions.

Horne Street School's Greening of the Grounds committee continues to work on maintaining and grooming the new vegetation around the building. Children have been enjoying the opportunities of discovering interesting facts about how our food is grown in the vegetable garden. The PTG has supported the group with \$500 for replacement plants. Weekend cleanup activities are available for those who would like to help maintain the grounds and prepare the beds for the winter.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

Tomorrow, Tuesday, October 4th, weather permitting, a second Rain Garden will be installed along the Kindergarten classroom located on the street side of the school. Horne Street will be closed from to Roosevelt Street to Ash Street for purpose of connecting pipes from the garden to the street drainage system. Parents should be aware of the change of traffic patterns and access to the school.

Woodman Park School

WPS had a Bus Driver Breakfast on Friday September 30th.

The Dover Fire Department SAFE trailer is due to be at WPS this week for grades Kindergarten, first, and second. This trailer helps the students learn about fire safety and a family meeting place in case of a fire. The trailer is always a huge hit with the students and the time and effort given to the students by Dover Fire is greatly appreciated.

WPS will be participating in the National Walk to School Day on Wednesday October 5th. The WPS Safe Routes to School Committee is organizing the event. There will be two major walking school buses at two locations for the morning. I will be joining them at one of the walking school bus routes. All of the buses will be parking on the far side of the tennis courts so all students can participate. Dover High Athletes will be on hand to cheer on those that walk to school. A lot of planning and preparation has occurred for this event by Katy Cox, Jason Lucey, Matthew Cox, Fiona Cox, and the Dover Police Department. They all make walking to WPS a safe experience every day. Through their efforts sidewalks, crosswalks, speed enforcement, and educational outreach has occurred in the past two years in our school district. They have all made a significant positive impact for our community. **(If questions by the board = more info will go home by backpack/Friday Folders).**

There will be a Welcome Back to School Parent-Teacher event on Friday October 14th at 6:30 in the WPS Gym. Rumor has it that a staff volleyball game will occur.

WPS PTO Meeting will be on Monday, October 17th at 6:30 in the WPS Library.

Kindergarten Zoo-Phonics Night will be on October 18th from 6-7:30.

The WPS Harvest Parade will be on Friday October 28th at 1:30 on the flag pole hot top.

All of the above information can be found on Woodman's website or in Friday Folders from school.

Audra Lurvey moved, Doris Grady seconded approval of the Superintendent's report. An oral **VOTE PASSED 6/0.**



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

G. STUDENT REPRESENTATIVE REPORT: April Theth, the School Board representative stated that the Dover High School Student Council will be sponsoring a canned food drive within the next few weeks, but no date has been set yet.

H. COMMITTEE REPORTS:

Dr. Appel provided the following report on the Professional Development committee meeting which was held on September 21st.

The Professional Development and the District P. D. Master Plan Committees are both involved in planning the professional development of the District Staff, but the principal focus of the PDC is planning for the immediate future. Thus, the major discussion involved the schedule and topics to be considered on the early release days.

The district focus group structure which permits people with similar responsibilities to meet to create pedagogical goals and learn from one another's successful classroom activities is central to the PDC activity. Shannon Delello and Sue Vitko led the discussions and provided well thought out draft material that will provide a running start to the activities of these focus groups. The teachers on the PDC indicated a high level of enthusiasm in the entire district for the focus group activities and the ways in which they could enhance professional growth.

Mrs. Grady provided the following reports:

Dover Adult Learning Center

Several late fall classes started last week. The later start allowed time for teachers and counselors to identify and enroll appropriate candidates in these special opportunities.

Computer Literacy: This new class is an introduction to basic computer skills for adult students already enrolled in an Adult Basic Education class or English for Speakers of Other Languages class. They will learn word processing skills, set up an email account and begin searching on the internet. It is free to eligible students served under the ABE grant.

General Studies: Now in its third year, General Studies allows students to earn high school credit while building skills necessary for the GED. It allows them to keep the option open to earn either high school credential. The class is flexible and responsive to individual needs and has helped a number of students keep the goal of finishing high school in the traditional way alive. This class is free to adult diploma candidates and Dover residents due to adult high school grant funds.

Pathways English and Pathways Math: Two new college preparatory classes for recent graduates of adult education or those who have been out of school for several years. In the classes, students gain skills necessary to advance to post-secondary educational experiences. These are tuition based classes with scholarships available.



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

Horne Street Joint Building Committee

The HSS JBC met on September 27 to discuss closing details of the project. There are plans for an Open House in the works, with a possible date being in National Education Week (Week ending November 19). The committee is waiting for a certificate of occupancy. There is currently an available fund balance of approximately \$200,000.

I. POLICY -- CHANGES – PROPOSALS: (First Reading) None

J. POLICY ADOPTIONS: (Second Reading)

a. IJOAA Extended Travel

SECOND READING

EXTENDED TRAVEL

In-state, overnight school funded trips are exempt from this policy. However, they must comply with policy IJOA – Field Trips and Excursions. Clubs and other school-approved organizations that engage in in-state, overnight activities are also exempt from this policy but must also comply with policy IJOA.

Foreign or domestic overnight travel with significant educational value is permitted following approval of the Building Principal, Superintendent, and School Board.

Approval by the School Board shall consist of preliminary approval (permission to plan and to commit funds) and final approval (permission to proceed). Except to determine interest/feasibility, no substantive discussions of foreign travel can be conducted with students until preliminary approval is granted by the School Board. Requests for final approval should be scheduled for the regular School Board meeting approximately one month prior to departure. The School Board may rescind final approval in the event the government issues a travel advisory for any areas on the itinerary or if the safety and well-being of the students may be jeopardized by acts of terrorism or government instability.

Overnight trips shall, to the extent possible, be scheduled during school vacation periods. If the trip extends into the school days, a waiver request must be approved by the superintendent and the School Board.

Costs of such trips must be the responsibility of the participating students and their parent/guardian. ~~The sponsoring organization is encouraged to ensure availability of financial assistance to those students otherwise qualifying, but for whom the economic strain is too severe.~~ ***The sponsoring organization is required to arrange fundraising opportunities to minimize the financial burden to participants and to ensure availability of financial***



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

assistance to those students otherwise qualifying, but for whom the economic strain is too severe.

Requests for preliminary approval submitted to the School Board shall include:

1. Statements of the educational value of the proposed extended travel and the relationship to current program or course offerings.
2. If a travel agency is utilized, evidence of a performance bond or other security for deposits from the agency is required.
3. Inclusive dates of trip.
4. General itinerary.
5. Cost per student.
6. Statement of academic eligibility or other limiting rules of participation established by the trip director.
7. Permission forms to be reviewed with and signed by parents.
8. Statement of source and nature of insurance coverage.
9. Decision and opinion of the Principal and Superintendent.
10. Release from duty of any staff member by the Superintendent.
11. Financial benefit to trip leader and chaperones must be disclosed (eg: plane fare, accommodations, future awards or credits for travel, bonus points, cash or gift awards, etc.)
12. Cost to the District.

Requests for final approval submitted to the School Board shall include:

1. Names and addresses of all students and chaperones. (Note: All chaperones must complete a criminal background check, at District expense, at least one month prior to departure.)
2. The only adults allowed to travel with the students will be those assigned as chaperones.
3. Adult/Student ratio.
4. Confirmation permission forms, student code of conduct contract which will include Standards for Behavior, and telephone contact notification submitted to the principal.

A copy of this policy and release shall be provided to pupils and parents along with materials distributed on extended trips. Pupils and parents are to be advised that baggage may be searched by chaperones or advisors prior to departure and at any time during the trip.

Administrative Guidelines on Alcohol, Drugs, and Body Art – Standards of Behavior:

1. Students will not consume, purchase, or ship to home, alcohol while on a school sanctioned trip
2. Students will not consume, purchase, or ship to home, drugs while on a school sanctioned trip
3. Students will not purchase body art or piercing services while on a school sanctioned trip



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, October 3, 2011**
 Meeting Time: **7:00 pm**

4. Adult chaperones on all trips will adhere to the same standards of behavior as defined for student participants

PERMISSION/RELEASE STATEMENTS FOR FOREIGN OR EXTENDED TRAVEL

The undersigned _____,
 hereby grants permission for _____ to travel to
 _____ with _____ as chaperones, as part
 of a Dover School District extended travel program. The scheduled departure date is
 _____ and the scheduled return date is _____.

1. The undersigned hereby agrees to indemnify and save harmless the Dover School District, its officials and agents, from any act, default, injury (including death), loss, expense, damage, deviation, delay, curtailment, or inconvenience caused to or suffered by any person, or their property, howsoever arising, which may occur or be incurred by any organization or person, even though such act, default, injury, loss, expense, damage, deviation, delay, curtailment, or inconvenience may have been caused or contributed to by the actions, negligence or default of the chaperones and/or the Dover School District, its officials or agents.
2. The parent/guardian and student acknowledge that they and their personal property, to include baggage, are at all times solely at their own risk. The district strongly recommends the students be adequately insured in respect to illness, injury, or death for the duration of the trip and to insure fully against loss, or damage to their property. The chaperones or the Dover School District shall not, in any circumstances whatever, be liable in respect of any personal injury, illness, or death or in respect of any damage to or loss of property even if the same arises from their negligent actions. The undersigned will accept the authority and decisions of the chaperones during the trip.
3. The chaperones are authorized by the signers of this document to arrange for any medical services deemed appropriate for the student named above by medical personnel while on the trip.
4. It is also agreed that the District reserves the right to remove a student from this program for failure to maintain program standards or if it deems his or her acts of conduct detrimental to or incompatible with the interest of the program. If a student's participation is terminated, only the funds not actually used will be returned and he or she will be sent home at the parent(s)/guardian or student's expense.
5. The undersigned represent that they are parents or guardians of the named student and are authorized to execute this agreement.

IN WITNESS WHEREOF, the parties have signed this agreement on the

_____ day of _____, 20____

Parent/Guardian Signature



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

Parent/Guardian Signature

Student Signature

Dr. Appel asked if the District would be at risk of possible lawsuits by approving this policy. His concern is that who would decide which students have “severe economic strain”. He feels the policy is reasonable, but just wanted clarification.

Dr. Mebert responded that the policy states that it will minimize the financial burden. The difference in the versions is the word “required” as opposed to “encouraged”.

Ms. Briggs Badger added that in the prior policy fundraising was just a recommendation. In the new policy, it’s a requirement.

Dr. Mebert commented that from a past experience with another request, parents contacted the advisor, recommending possible fundraising ideas.

Mrs. Grady asked if something should be included in the policy to say what will be used to determine “severe strain”.

Dr. Mebert stated that the policy just needs to be clear that there are fundraising opportunities included with all requests. She added that after looking at other districts, this policy is lenient.

Mrs. Grady suggested shortening the sentence, removing the words, “and to ensure availability of financial assistance to those students otherwise qualifying, but for whom the economic strain is too severe.”

Ms. Setear asked why this is being questioned at this time. The part that is being questioned has been in the policy in the past.

Dr. Appel responded that an imperative that was added that was not in the previous policy. Without the imperative, there is no chance of an issue.

Mrs. Grady responded to Ms. Setear’s question by saying that is the point of reviewing policies. They can be updated or revised at any time.

Ms. Lurvey agreed with shortening the sentence and add the word “all” before the word “participants”.

Ms. Setear commented that a family can decide if they would like to participate depending on if they need assistance. Her concern with removing the end of the sentence is that if a student works very hard fundraising, but still doesn’t have enough money for the trip, the student will not be able to go.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

Ms. Lurvey didn't believe the intent was to make sure every student could attend if they didn't have enough funds after fundraising.

Ms. Briggs Badger commented that costs are only defrayed. The entire amount isn't offered to students, with the exception of the new Faskianos scholarship. She continued to say that one of the purposes of this policy is to make sure that groups are thinking of ways to fundraise so that everyone will have an opportunity to reduce their costs.

She asked if everyone would benefit from fundraising or if it would only be the students with financial need.

Ms. Lurvey responded that only students who participated in the fundraiser would receive the benefit of the fundraiser.

Mrs. Grady recommended other language that would include a group of 4 staff members who would determine if there is a severe economic need.

Ms. Lurvey stated that fundraising should not be limited to need-based.

Ms. Setear asked Ms. Briggs Badger to talk with people who have been involved with extended trips to see what past practice has been.

Dr. Mebert also suggested requiring all students who want to participate in an extended trip to participate in the fundraising opportunities.

Audra Lurvey moved, Beth Setear seconded to table the policy until language has been agreed upon. An oral **VOTE PASSED 6/0**.

K. SUBMISSION AND PAYMENT OF BILLS: Audra Lurvey moved, Beth Setear seconded to direct the payment of manifest #12-D in the amount of \$1,669,600.61 for FY12 and \$23,245.22 for FY11 for a total of \$1,692,845.83. The time period for payments was from 9/13/11 to 10/03/11. A roll call **VOTE PASSED 6/0**.

L. RESOLUTIONS:

RESOLUTION #1

RE: **REQUEST TO FUND CTC AUTOMOTIVE EQUIPMENT USING IMPACT FEES**

WHEREAS: The Dover Career Technical Center has seen a 6% reduction in federal funding; and

WHEREAS: Since the program continues to receive increased participation; and



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: Monday, October 3, 2011
Meeting Time: 7:00 pm

WHEREAS: The impact of modern community development should be considered to maintain the program’s competitive edge; and

WHEREAS: The amount of \$38,137.59 is requested for equipment that will provide for both increased automotive program capabilities, and increased program capacity for student participation.

NOW THEREFORE, BE IT RESOLVED THAT HEREIN IS A FORMAL REQUEST FROM THE DOVER SCHOOL BOARD TO THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council approves the purchase of a Cartek SBA Express Computer Aligner, and Rotary YA 12 drive-on alignment rack with \$38,137.59 in Impact Fees.

SUBMITTED BY:

Carolyn Mebert, Chairperson

Audra Lurvey, Vice Chairperson

Beth Setear, Secretary

Robert McCrory

Matt Mayberry

Ken Appel

Doris Grady

BACKGROUND FOR RESOLUTION

Presently, the Automotive Technology department is utilizing a “chain lift” that was part of the original equipment when the Career Technical Center opened in 196 . The present “chain lift” is our oldest lift and need of replacement. Furthermore, the automotive technology department has not been able to conduct wheel alignments of vehicles that are brought in for service. The new “scissors lift” complemented by the computerized four wheel alignment system will be located in our automotive technology department. This training station will have a dual function, in that it will serve both our automotive and auto-collision students for maximum use



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

and educational instruction. The curriculum for both technologies requires students to understand the principles and process of performing wheel alignments on vehicles; the program to date has not been able to support this training because our other lifts including the older chain lift were not compatible with the current computer four wheel alignment machines and systems.

Therefore, I am requesting that alignment rack and computer aligner be approved for the purpose of updating our curriculum and student competencies for our automotive and auto collision students.

Dr. Mebert read into record the above resolution. She stated she remembered that this item was eliminated from the budget. She feels it is necessary equipment because the automotive students will not be able to learn automotive skills without this equipment.

Mrs. Grady agrees with the purchase of the equipment, but would like to know if impact fees can be used for this.

Mr. Limanni responded that he spoke with City Planner Chris Parker about this and he felt this was a qualified use of impact fees since the program is growing.

Mr. McCrory asked what type of items can be purchased with impact fees. Mr. Limanni gave examples including HSS parking Lot, DHS auditorium and anything else that shows a toll taken from increase enrollment.

Mrs. Grady stated that she would vote for it, but she requested that Mr. Limanni obtain something in writing that outlines polices for use of impact fees. She believes that impact fees are to be used for increase of population in the school or system. This is why the district can use these fees at HSS or WPS.

Ms. Briggs Badger added that \$350,000 was used to complete the renovation of WPS. There is a limited amount of time when they can be used and the district needs to think carefully about where the money should be used.

Mr. McCrory asked for some other examples of past uses for impact fees and the approximate current value of the impact fees.

Ms. Briggs Badger commented that there is approximately \$640,000 in the impact fee fund, but it changes from year to year.

Audra Lurvey moved, Beth Setear seconded requesting Impact Fees for CTC Automotive equipment. An oral **VOTE PASSED 6/0**.

M. OLD BUSINESS: none

N. NEW BUSINESS:



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

1. Math in Focus Update—Patricia Driscoll

Patricia Driscoll updated the Board on the progress of the new Math in Focus curriculum.

- Successful summer professional development
- Over 90% participation of classroom teachers and special educators participated in instructional strategies/orientation workshop and grade level Math in Focus workshop
- Also conducted training for special education paraprofessionals and other support staff training.
- Partnered with Scarborough, Maine district that is also using Math in Focus. They trained our teachers this summer in calendar math and some of our teachers helped them this summer in other areas.
- Looking forward to Math in Focus experts coming in late October/early November and to Web Ex. This will be held on early release date in December and again in March.

Initial Excitement:

- Topics are organized within and across grades
- Idea of mastery is very appealing
- Deeper levels of understanding
- Problem solving is embedded throughout
- “Cleaner” for Special Education Students
- Online component for students, staff, and parents
- Pilot teachers taking leadership roles within grade levels at each school

Initial Challenges:

- Lesson management—differentiation and “going back”-pacing and concept of mastery
- Manipulatives are back ordered
- Kindergarten books are back ordered
- Grade 6 books were late to come

There is a parent night scheduled for K-6 parents that will be held Thursday, October 6 at DHS. Also, grade level specific plans are being planned.

Math Improvement Team will include teachers in grades K-12. The purpose of this group is to provide better communication between school, especially the transition between middle and high school. They are creating a three-year plan for Dover for math. They need to tweak report cards since changes will be needed. This group may be separated into smaller cohorts depending on needs.

Mrs. Grady asked what the cost of the summer training program was. Ms. Driscoll responded that there were four dates that were at no cost and four dates that were \$2,500 each. The professional development date coming up will be approximately \$2,500 for the first day and \$2,000 for the second day.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, October 3, 2011**
 Meeting Time: **7:00 pm**

Mrs. Grady also asked if there would be a challenge with record keeping. Ms. Driscoll responded that they are looking at ways to evaluate what is working. They want to make sure they are not teaching to a program and are currently trying to determine what the best information is to access. If not, there will be too many days of assessment. The goal is 80% mastery from 80% of the students.

Mrs. Grady asked if any decisions have been made on how to address students who do not complete the two workbooks before advancing a grade. She believes this could lead to a reconfiguration of classes. Ms. Driscoll stated that this would be in their 3-year plan.

Ms. Driscoll stated they have been trying to determine how to handle this problem in addition to the problem of students finishing the workbooks too quickly. They are looking at the “must-knows” and critical pieces that should be focused on in this program.

Dr. Appel asked what happens when a student doesn’t make progress because of poor reading ability. Ms. Driscoll responded that an appealing part of this program is that it relies a great deal on pictures and much less text on a page so it is not as difficult for struggling readers.

Dr. Mebert asked if they are still doing common exams. Ms. Driscoll responded that they are doing them in grades 7 and 8, but stopped in grades 2-6 because the questions couldn’t be fit in a different sequence. It didn’t work because it is like comparing apples to oranges.

2. Approve 2012-2013 Budget Adoption Schedule (Draft)

2012-2013 BUDGET ADOPTION SCHEDULE

DATE	DESCRIPTION
September 27th	Instructions provided to Administrators/Staff how to enter data in BudgetSense
October 3rd	School Board to approve the 2012-2013 Budget Adoption Schedule
October 25 th	Administrator’s to have remotely entered proposed budget data in BudgetSense
Oct. 26 th – Nov. 18th	SAU staff to work on remaining budget documents
Nov. 22 nd	Business Administrator to provide budget to Superintendent
Nov. 30 th	Review budget documents with Business Administrator
Dec. 5 th – Dec. 16 th	Superintendent to review budget(s) with Administration
January 15 th	CPI to be released based upon a 12-month average
January 23 rd	Superintendent to present Proposed Budget to School Board publicly
February 6 th	Budget Workshop
February 13 th	School Board Meeting / Budget Workshop
March 5 th	School Board Budget Workshop
March 12 th	School Board Meeting to Adopt Budget
March 15th	School Budget due to City Manager

Audra Lurvey moved, Beth Setear seconded to accept the budget adoption schedule for FY13.
 An oral **VOTE PASSED 6/0.**



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, October 3, 2011**
Meeting Time: **7:00 pm**

3. Approve Barrington Tuition Rates for FY 2011-2012

Below are the tuition rates for Barrington students who will attend the Dover School System during the 2011-2012 school year. Elementary and middle school rates are calculated on an adjusted per pupil cost, while the high school student rate is based upon the net percentage increase in general fund appropriations from fiscal year 2011 to 2012 of 2.24%.

Attached are supporting documents demonstrating how the rate(s) were calculated. These figures have been thoroughly reviewed by me and my accounting staff, and are accurate.

FY: 2011-2012	Elementary	Middle	High School
Barrington Tuition	\$10,225.18	\$9,681.96	\$10,966.85
Per Diem Rate	\$56.81	\$53.79	\$60.93

Audra Lurvey moved, Ken Appel seconded to accept the Barrington Tuition rates for 2011-2012. An oral **VOTE PASSED 6/0**.

4. Approve Nottingham Tuition Rates for FY 2011-2012

Below are the tuition rates for Nottingham students who will attend the Dover School System during the 2011-2012 school year. Elementary and middle school rates are calculated on an adjusted per pupil cost, while the high school student rate is based upon a combination of calculations.

Attached are supporting documents demonstrating how the rate(s) were calculated. These figures have been thoroughly reviewed by me and my accounting staff, and are accurate.

	Elementary	Middle	High School
Nottingham Tuition	\$10,225.18	\$9,681.96	\$10,946.92
Per Diem Rate	\$56.81	\$53.79	\$60.82

Audra Lurvey moved, Ken Appel seconded to accept the Nottingham Tuition rates for 2011-2012. An oral **VOTE PASSED 6/0**.

5. Approve Tuition Rates for FY 2011-2012

For your approval, listed below are the final tuition rates for school districts in New Hampshire and Maine who send their students through the Dover School System. The rates exclude Barrington and Nottingham School Districts because each District has their own separate contract. An attachment is also included that demonstrates how these rates were calculated.



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #10
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, October 3, 2011**
 Meeting Time: **7:00 pm**

	Elementary	Middle	High
*Per Pupil Cost-6/30/11DOE25	\$9,600.68	\$9,097.92	\$10,790.41
Other NH and Maine Districts	\$15,121.72	\$12,792.07	\$13,398.91
Vocational Tuition			\$10,790.41
District Per diem Rate	\$84.01	\$71.07	\$74.44

***Pending final approval of the Department of Education Form DOE-25**

Mr. Limanni clarified that the Vocational Tuition rate is for NH students only. Students from other states will be paying the tuition rate of \$13,398.91 for Vocational tuition.

Audra Lurvey moved, Robert McCrory seconded approval of Tuition Rates for FY 2011-2012. An oral **VOTE PASSED 6/0**.

O. SCHOOL BOARD MATTERS OF INTEREST: Mr. McCrory asked if funds were available to add a 4th grade teacher at Horne Street School since enrollment numbers had increased to 30, 26, and 29.

Ms. Briggs Badger responded that a teacher could cost \$75,000 which includes benefits. At this time, there are no funds in the budget to add a teacher. He asked about the cost of hiring a younger teacher. Ms. Briggs Badger added that the District doesn't select teachers based on cost, but on who is best qualified for the position.

Mrs. Grady stated that it looks like a few students have been moved classes. She wondered if students could move from the class of 30 to the class of 26. Dr. Forsman responded that the teachers would prefer to keep all of their students at this time, since communities have formed already in the classrooms.

There is currently a full day paraprofessional in the class of 29, and a half day paraprofessional in the class of 30. They are designated for special education students, but are still in the classroom. The numbers are changing frequently in the classrooms.

Dr. Forsman stated that the teacher of the class with 30 students is experienced and doing a great job and would like to keep all of her students.

P. ADJOURNMENT: Audra Lurvey moved, Robert McCrory seconded, to adjourn at 8:17 P.M. An oral **VOTE PASSED 6/0**.

Respectfully Submitted,
Beth Setear, Secretary
BS/ral