



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

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

Chairperson Carolyn Mebert called a meeting of the Dover School Board to order on Monday, December 12, at 7:00 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, CIA Director Gary Tirone, DHS Principal Christine Boston; Horne Street Principal Mal Forsman; CTC Director Jim Amara; Director of Pupil Personnel Services Sandie Crosson; Cmdr. William Tower; DTU President Deb Hackett; School Board-elect members Amanda Russell and Rocky D'Andrea, Citizens; Foster's reporter.

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

**C. CITIZENS' FORUM:** No one addressed the Board

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

1. Nonpublic Session #22, November 14, 2011
2. Regular Session #11, November 14, 2011
3. Special Session #10, November 28, 2011

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

**E. CONSENT AGENDA**

1. **Correspondence:** NONE
2. **Resignations/Retirements:** NONE
3. **Leaves of Absence:** NONE
4. **Nominations:**
  - Sheet 1: Nomination and Election of Aides and Reclassification of Secretary (Baboni – Laurie)
  - Sheet 2: Nomination and Election of Coaching Positions (Bennett)
  - Sheet 3: Nomination to Change Employment Status of Interim Positions (Boston - McKenney)
5. **Extended Travel (Student Trips):**
  - a. DHS Art Trip to the Massachusetts Museum of Contemporary Art, North Adams, MA (April 13<sup>th</sup> – April 15<sup>th</sup>)

Doris Grady moved, Audra Lurvey seconded to pull E. 4. Sheet 1. An oral **VOTE PASSED 6/0.**



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Mrs. Grady moved, Robert McCrory seconded tabling approval of the reclassification of the Alternative School Secretary from classification 2 to classification 4 for one month while a legal opinion is obtained. An oral **VOTE FAILED 1/5** (Mebert, Lurvey, Setear, Appel, McCrory opposed).

Audra Lurvey moved, Beth Setear seconded to approve the consent agenda items. An oral **VOTE PASSED 6/0**.

### **F. SUPERINTENDENT'S REPORT:**

Ms. Briggs Badger reported: "On behalf of the entire school district, I would like to thank the members of the School Board who will not be returning next year. They are Dr. Carolyn Mebert, Beth Setear, Audra Lurvey, Matt Mayberry and Robert McCrory. They have all served this city and our district well over the past years. I have had the honor and the privilege to work with these distinguished and dedicated individuals to improve the educational status for our students. Individually and collectively they have given unselfishly many, many hours of volunteer time to our community. Their talent, vision, compassion and integrity have been outstanding and they all leave very big shoes to fill. During the Budget discussion they spoke eloquently for the balance between tax payer rights and responsibility to Dover's children. They have toiled into the wee hours with the business of the district - contract negotiations, Budget deliberations, Board meetings and Committee work including the renovations of our buildings as members of the JBC. They have served as excellent stewards of our district, schools and community resources. Their efforts are greatly appreciated – THANK YOU!

As a small token of our deep gratitude we will be donating a book in their names to our school libraries. They have all asked for no gifts or recognition, but would rather see the money given back to our students. Another example of their unselfishness and outstanding service to our schools. Words cannot express our heartfelt gratitude to them for all their service."

### **SCHOOL Updates**

#### **Dover High School & Career Tech Center**

The DHS Giving Tree is up and running. There are ornaments on trees in both the Main Office and the Teacher's Room. Under the tree are specifics and we request donations be back to us by December 19th.

DHS under the organization of Donna Frank Berchulski provided 60 families with Thanksgiving dinners complete with a Turkey and all of the trimmings. Our thanks to all for working so hard to make sure all of our students had a warm holiday meal to share with their family.

On Sunday, Dec. 18<sup>th</sup> the DHS Chamber Singers will be performing in the Candlelight Stroll at Strawberry Banke from 4:15 – 5:45 pm.



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On Tuesday, Dec. 20th at 7pm DMS/DHS Holiday Collaboration which consists of the Dover Middle School 7/8th Grade and Dover High School Music and Art will perform in the Walker Auditorium at DHS.

DHS Psychology students from Beth Stone's class will be reading holiday stories on Thursday December 15<sup>th</sup> to elementary students. This is a student organized tradition at DHS

### **Athletics**

Congratulations to the following boys and girls soccer players for being selected to the New Hampshire Soccer Coaches Association Division 1 All-Scholastic Soccer Team: Junha Kim, Liam Lombard, Brian Lothrop, Duncan McGregor, Jacob Muscato, Jesse Schwartz, Harmanpreet Singh, Kristen Merritt, Lauren Morrison, Elaine Severson and Maddison Sullivan.

### **Dover Middle School**

The 5<sup>th</sup> and 6<sup>th</sup> grade band and chorus students put on a very festive holiday concert last Tuesday, Dec 6<sup>th</sup>. The students put on a fantastic performance.

The 7<sup>th</sup> and 8<sup>th</sup> graders will perform in a holiday concert on Tuesday, Dec 20<sup>th</sup> at 7:00 at DHS

The basketball teams have begun their seasons. You can find games or practices taking place every day after school.

DMS's next PTA meeting is Tuesday, December 13<sup>th</sup> at 7:00 in the DMS Library.

### **Garrison School**

At Garrison's PTA holiday breakfast families were treated to a warm breakfast which included holiday stories, craft activities and the holiday store. Thank you to all the volunteers for making this happen.

Garrison's holiday concert is tomorrow night at 7 pm.

Registrations for upcoming enrichments classes and Gunstocks student skiing program need to be turned in ASAP.

### **Horne Street School**

On November 17<sup>th</sup> the Horne Street School Joint Building Committee held the Ribbon Cutting Ceremony signifying the completion of the construction and renovation project. JBC members and other dignitaries from the City of Dover attended. Ms. Weston, the JBC Chairperson opened the activities thanking all who contributed to the project. City Council and JBC member Robert Carrier recalled his personal experience as a Horne Street School student. He expressed his pride in the completed project as he looked forward to another successful 50 years of education at his Alma Mater. Ms. Weston unveiled the new HSS Plaque honoring the city officials involved in the project. Mayor Trefethen then invited all current HSS students in attendance to



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join him as he cut the ribbon. Following the ceremony tours of the school were provided by current 4<sup>th</sup> grade students. It was a successful and exciting evening.

The 3<sup>rd</sup> grade students presented their Dover History Projects on Tuesday, November 22<sup>nd</sup>. Families were invited for this enjoyable learning experience.

Mrs. Smart held her annual Book Fair in November. It was a great success thank you to all the children and their families for their support.

The first trimester ended on Wednesday, November 30<sup>th</sup>, and report cards went home last Friday.

The PTG has been busy organizing and offering after school basketball which is again being run by Scott Kennedy. Fall enrichment activities have been a great success.

The 3<sup>rd</sup> graders will be traveling to the Krista McAuliffe Planetarium on December 20<sup>th</sup>. Thanks to Measured Progress for their annual support of this valuable activity.

The Horne Street School Chorus and Band will be performing on Thursday, December 15<sup>th</sup> at 7 pm.

### **Woodman Park School**

We would like to thank Liberty Mutual for the food baskets donated to Woodman's needy families – very much appreciated!

A factory in Dover recently was very generous in donating some of their sales to our school during a special coupon-holiday weekend sale. They are an example of the many local businesses that help our school on a regular basis.

On Wednesday, Dec.14th at 7:00 will be the WPS Holiday Concert in the Gymnasium.

On Thursday the 15th from 4:30 to 6:00 will be the Family Fun Night. Please see the school web-site or flyer in the students' backpacks for details.

The last day to drop off canned food items for the Dover Police Department Food Drive to the school will be Friday the 16th.

On the 19th of this month the WPS First Graders will be traveling on the Polar Express via the DownEaster train service to Exeter. Our friends at the Lincoln and Middle Street schools will be graciously hosting us again this year. We would like to send special thanks to Dover resident and Principal Keays for his hospitality, time, and effort. Thank you Principal Keays and the Exeter schools staff!



**DOVER SCHOOL  
DISTRICT**

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Meeting Type: Regular Meeting #12  
Meeting Location: Media Ctr. (Room 306) McConnell Center  
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The WPS PTO meeting will be on Monday, Dec. 19th at 6:30 in the library.

Finally, WPS would like to send a very special thank you to a local business that always goes above and beyond for our students and families. RELYCO in Dover is very quiet but extremely generous in their donations to our school's students and families. WPS sends a HUGE thank you to the staff of RELYCO.

Ms. Briggs Badger asked Mr. Limanni to provide an update to the Board regarding the CIP. He and Ms. Briggs Badger had discussed the CIP with the City Council the prior week and they requested an overall plan. A feasibility study, costing approximately \$250,000 will need to be completed to look at the three projects including DHS Auditorium, CTC renovation and DHS renovation. This brings the total CIP for fiscal year 2013 to \$2,355,000.

Mrs. Grady commented that she had sent four emails in September to the City Planning Dept. requesting proper use of impact fees according to the city charter with no response. Ms. Briggs Badger responded that Mr. Parker has thought he had responded to her at the time of her requests.

Mrs. Grady asked if Horne Street School would be able to use Impact Fees for the parking lot project. Ms. Briggs Badger responded that this project didn't qualify since the parking lot didn't grow. Ms. Briggs Badger read an email from Mr. Parker on proper use of impact fees.

Mrs. Grady commented that she was not happy that she was receiving this information so late, especially when the meeting is being held on Wednesday.

Mr. Limanni distributed a copy of the newly redesigned Impact Fee Expenditure Request Form

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

**G. STUDENT REPRESENTATIVE REPORT:** April Theth, the School Board representative stated that over 500 canned goods were collected during the Dover High School Food Drive. The Giving Tree also has been successful and most of the stars have been distributed. In response to Mr. Mayberry's request to add the information to the DHS website, Ms. Theth stated that it wasn't an option at this time. The project was still successful and they will try to post online during the next drive. The Sports Leadership Council will be sponsoring the annual Penguin Plunge in a few months. No date available at this time.

### **H. COMMITTEE REPORTS:**

Dr. Appel provided the following report on the Curriculum Planning Council meeting which was held on December 1st.



**DOVER SCHOOL  
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## DOVER SCHOOL BOARD – MINUTES

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

The principal topic of the meeting of the CPC was the status of the music program in the Dover schools. Mr. Tromba explained that the use of Smart Music software made it possible for students to practice their playing at their home computers, have errors pointed out and correct them, and send their practice sessions to him over the web for evaluation. This helped to overcome problems of scheduling 75 students for performance preparation. His hope is that further use of technology will help to cope with the severe budget cuts that have been made to the budget of the music program. He pointed out that, in order to preserve the middle school music program as a feeder to an active high school music program and meet budget constraints the music program had to be cut back.

Various committee members pointed out the hardships that this cutback had caused at the high school level where many students at Dover High School who had expected to take music electives could not find courses to fill out the full schedules they desired. I was asked, as the School Board member of the committee to comment on how the Board might feel about this situation. I suggested that there was a need for more information to be provided, as early as possible in the budget preparation period about possible consequences of cuts in academic areas to students. This led to a long discussion of how important such information becomes to the evaluation of alternatives in the budget process and how best to make sure that all of us -- School Board, teachers, and parents -- fully understood the consequences of individual reductions in the budget.

Mrs. Grady provided the following report:

### **Horne Street Joint Building Committee**

The JBC and HSS PTG hosted an Open House at Horne Street School on November 17. It showcased the completed project and provided entertainment and tours to citizens, councilors and board members. Thank you to Dover Middle School for providing music and the HSS PTG for providing refreshments. There are just a few items to be completed before being issued a Certificate of Occupancy.

Audra Lurvey moved, Beth Setear seconded to accept the committee reports. An oral **VOTE PASSED 6/0.**

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

#### **a. IKA Grading System Grades 5-12**

## **FIRST READING GRADING SYSTEM GRADES 5 THROUGH 12**

The Superintendent and the building Principals will develop a grading system appropriate for the grade levels of the respective schools. The grading system will be approved by the Board and published in the Parent-Student Handbook. All grading decisions shall be made at the building level and the decision shall be final.



DOVER SCHOOL DISTRICT

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Meeting Type: Regular Meeting #12  
 Meeting Location: Media Ctr. (Room 306) McConnell Center  
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Below 60	Failure
60-62	D-
63-66	D
67-69	D+
70-72	C-
73-76	C
77-79	C+
80-82	B-
83-86	B
87-89	B+
90-92	A-
93-97	A
98-100	A+

Honors Levels: Grades 9 - 12

Honors: GPA of 3.0 and nothing under a “C”  
 High Honors: GPA of 3.7 and nothing under a “B”

No student will be eligible for either honor roll if they receive an “incomplete” or a “withdraw after deadline.” (high school only)

**ADDED:**

**Honors Levels: Grades 5 – 8**

**Honors: All grades of 83 and above**  
**Highest Honors: All grades of 93 and above**

***No student will be eligible for either Honor Roll if they receive an “Incomplete.”***

Mrs. Grady asked, “What does it mean to get 83 and above?” Ms. Lyndes responded that if an 83 is received for the term in any class, the student will not make the honor roll. She continued to say that the leadership committee wanted to set higher standards. They researched many different school policies and found that every school uses a different guideline.

Mrs. Grady commented that she believes a student in the situation where he/she was not making the honor roll because of one grade, would be discouraged and not want to try to make it.

Ms. Setear asked if the middle school grading policy should mimic the high school policy. She felt that it didn’t make sense for the middle school to have higher standards than the high school.

Mr. McCrory stated that the majority of comments he receives from constituents are toward the



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middle school. He feels that it shouldn't be more difficult for students at DMS to make the honor roll. He stated that it is, "More demoralizing and the wrong way of looking at it."

Dr. Mebert asked Ms. Lyndes what the percentage is of students who make the honor roll. Ms. Lyndes responded that the percentage is about 50% at this time.

Ms. Lurvey commented that she believes it is better to try and make it more rigorous and doesn't see anything wrong with doing so.

Mr. McCrory recommended adding a third category to address the issue.

Ms. Briggs Badger stated that this policy never specifically addressed the middle school. Information on the grading system was in the student handbook that was approved by the School Board in April and they just wanted to bring the policy into compliance.

Mrs. Grady stated she had received complaints from parents because there was not enough notification and a lack of communication. She added that the handbooks have too much information to read every page.

Ms. Lyndes addressed the concerns by saying that they have informed parents of the change and will try to maintain better communication in the future. She said that they are also reviewing the "highest honor wall" because of issues that have been caused. They are hoping to find an alternative to the wall.

Audra Lurvey moved, Ken Appel seconded tabling policy IKA until the January 9 School Board meeting. An oral **VOTE PASSED 5/1 (McCrory opposed)**.

### **J. POLICY ADOPTIONS: (Second Reading)**

#### **a. EBBA-1 Horne Street School Loss of Utility Power Policy**

##### **Horne Street School Loss of Utility Power Policy**

The School Board directs the Superintendent to have a procedure when there is a loss of utility power to the premises.

The Horne Street School generator provides optional back-up power which supports the base building systems and equipment. Base building systems are limited to: the fire alarm control panel, intercom and security systems, rooftop HVAC units, boilers and circulator pumps, kitchen refrigeration equipment, and night light circuits. The purpose of the optional standby generator is only to maintain basic building systems and equipment.

#### **Power Outage Occurring During School Hours-**



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If Horne Street School experiences a power outage during school hours, 8:00am – 3:00pm M-F, a qualified person of the maintenance staff from the Facilities Office will be contacted immediately to evaluate the outage to determine if the outage is facility or utility related.

If determined a utility related outage (currently PSNH), the utility company will be contacted by the Facilities Office for the repair. If determined a facility related outage, the electrical contractor (currently RMS Electric) will be contacted by the Facilities Office for troubleshooting and possible repair. If the normal power (not generator supplied) is anticipated to be out for one hour or more between the hours of 8:00am-1:30 pm, whether the power outage is facility or utility related, evacuation measures will begin either by engaging an emergency early release of students to home with busses or to the designated offsite evacuation location. Should any repair be necessary the Electrical Inspector for the City of Dover shall be contacted within the Building Inspection Division at 516-6038.

The Facilities Manager or designee will apprise both the Superintendent and building Principal as to the expected response time and course of action required under the direction of the utility company and/or electrical contractor. The Superintendent/Principal will collaborate with Fire/Police in extenuating circumstances (extreme weather conditions for example) to determine the best and safest course of action if the school building needs to be closed and children sent home.

### **Power Outage Occurring During Non-School Hours-**

- 1) After 3:00pm – 8:00am during weekdays
- 2) Starting at 3:00pm Fridays and ending on Mondays at 8:00am for weekends
- 3) After 3:00pm prior to a holiday and ending at 8:00am the day of school,

Notifying a Facilities staff member that is currently in the building or after hour's emergency contact should be followed by calling Dover Dispatch at 742-4646. Facilities staff will communicate internally and Dover Dispatch will in turn communicate per emergency contact list provided (on-call Facilities staff comprised of maintenance and management). A qualified person from Facilities will assess the power outage. If the building is occupied and power cannot be restored immediately, all after school activities will end and everyone will be required to leave the building until power is restored and the required life safety systems are functional. This shall include, but not be limited to, the recharging of the required emergency lighting batteries throughout the building. The Facilities Manager or designee will apprise both the Superintendent and building Principal as to the expected response time and course of action required under the direction of the utility company and/or electrical contractor.

The generator does not supply all the required loads to the building to occupy the structure during a power outage. At no time shall this standby generator be used as an emergency generator unless the necessary alterations are performed and approved by all applicable agencies and authorities.

Audra Lurvey moved, Beth Setear seconded approval of policy EBBA-1. An oral **VOTE PASSED 6/0.**



DOVER SCHOOL DISTRICT

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**K. SUBMISSION AND PAYMENT OF BILLS:** Audra Lurvey moved, Beth Setear seconded to direct the payment of manifest #12-F in the amount of \$2,837.85 for FY11 and \$3,047,919.47 for FY12 for a total of \$3,050,757.32. The time period for payments was from 11/15//11 to 12/12/11. A roll call **VOTE PASSED 6/0.**

**L. RESOLUTIONS:** The following resolutions of appreciation were presented to outgoing School Board members.

## RESOLUTION OF APPRECIATION

**RE:** *Audra Lurvey*

**WHEREAS** *Audra Lurvey has served the children and represented the citizens of Dover for the past eight years, and*

**WHEREAS** *she has also served six years on the School Board as its Vice Chairperson and two years as Secretary, and*

**WHEREAS** *she has also served on the following committees: Cable Franchise Review Committee, City Council Liaison, Dover Educational Office Personnel Negotiation Committee, Dover Administrative Association Negotiation Committee, Dover High School 2014 Committee, Elementary Redistricting Committee for SY 2011-2012, Facilities Rental Review Ad-Hoc Committee, Joint Fiscal Committee, Professional Development Master Plan Committee, School District Joint Building Committee Media Access Center, and*

**WHEREAS** *her unselfish efforts and commitment to educational excellence have contributed to the enhancement of the Dover School District,*

**NOW, THEREFORE, BE IT RESOLVED** *by the Dover School Board that it go on record as thanking Audra Lurvey for her many hours of dedicated service to the children of Dover, the Dover School District, and the citizens of the Garrison City;*

**BE IT FURTHER RESOLVED** *that on behalf of the people of Dover, the School Board hereby presents to Audra Lurvey a small token of thanks and appreciation for her dedicated service to the city.*

**SUBMITTED BY:**

\_\_\_\_\_  
*Carolyn Mebert, Chairperson*

\_\_\_\_\_  
*Beth Setear, Secretary*

\_\_\_\_\_  
*Doris Grady*

\_\_\_\_\_  
*Kenneth Appel*



**DOVER SCHOOL DISTRICT**

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*Matt Mayberry*

\_\_\_\_\_  
*Robert McCrory*

### RESOLUTION OF APPRECIATION

**RE:** *Matt Mayberry*

**WHEREAS** *Matt Mayberry has served the children and represented the citizens of Dover for the past two years, and*

**WHEREAS** *he has also served on the following committees: Dover Vocational Trust, DEOP Negotiation Committee, Joint Fiscal Committee, and*

**WHEREAS** *his unselfish efforts and commitment to educational excellence have contributed to the enhancement of the Dover School District,*

**NOW, THEREFORE, BE IT RESOLVED** *by the Dover School Board that it go on record as thanking Matt Mayberry for his many hours of dedicated service to the children of Dover, the Dover School District, and the citizens of the Garrison City;*

**BE IT FURTHER RESOLVED** *that on behalf of the people of Dover, the School Board hereby presents to Matt Mayberry a small token of thanks and appreciation for his dedicated service to the city.*

**SUBMITTED BY:**

\_\_\_\_\_  
*Carolyn Mebert, Chairperson*

\_\_\_\_\_  
*Audra Lurvey, Vice Chair*

\_\_\_\_\_  
*Beth Setear, Secretary*

\_\_\_\_\_  
*Kenneth Appel*

\_\_\_\_\_  
*Doris Grady*

\_\_\_\_\_  
*Robert McCrory*

### RESOLUTION OF APPRECIATION

**RE:** *Robert McCrory*



**DOVER SCHOOL DISTRICT**

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**WHEREAS** *Robert McCrory has served the children and represented the citizens of Dover for the past two years, and*

**WHEREAS** *he has also served on the following committees: Legislative Representative with NHSBA, Joint Fiscal Committee, and*

**WHEREAS** *his unselfish efforts and commitment to educational excellence have contributed to the enhancement of the Dover School District,*

**NOW, THEREFORE, BE IT RESOLVED** *by the Dover School Board that it go on record as thanking Robert McCrory for his many hours of dedicated service to the children of Dover, the Dover School District, and the citizens of the Garrison City;*

**BE IT FURTHER RESOLVED** *that on behalf of the people of Dover, the School Board hereby presents to Robert McCrory a small token of thanks and appreciation for his dedicated service to the city.*

**SUBMITTED BY:**

\_\_\_\_\_  
*Carolyn Mebert, Chairperson*

\_\_\_\_\_  
*Audra Lurvey, Vice Chair*

\_\_\_\_\_  
*Beth Setear, Secretary*

\_\_\_\_\_  
*Kenneth Appel*

\_\_\_\_\_  
*Doris Grady*

\_\_\_\_\_  
*Matt Mayberry*

### RESOLUTION OF APPRECIATION

**RE:** *Carolyn Mebert*

**WHEREAS** *Carolyn Mebert has served the children and represented the citizens of Dover for the past nine years, and*

**WHEREAS** *she has also served two years on the School Board as its Chairperson, and*

**WHEREAS** *she has also served on the following committees: Discipline Committee, Horne Street School Joint Building Committee, Dover Paraeducators' Association Negotiation Committee, Dover Administrative Association Negotiation Committee, Wellness Advisory Committee, Standards Policy (IKE) Review Committee, Dover High School 2014 Committee, Joint Fiscal Committee, Dover Vocational Trust, Curriculum Planning Committee, Joint Building Committee, Legislative Representative with NHSBA, Dover Teachers' Union Negotiation Committee, AFSCME Negotiation Committee, Facilities Rental Fee Committee, Program Evaluation Review Committee,*



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*Dover Education Improvement Program, Dover Student Survey Committee, Student DATA Review Committee, and*

**WHEREAS** *her unselfish efforts and commitment to educational excellence have contributed to the enhancement of the Dover School District,*

**NOW, THEREFORE, BE IT RESOLVED** *by the Dover School Board that it go on record as thanking Carolyn Mebert for her many hours of dedicated service to the children of Dover, the Dover School District, and the citizens of the Garrison City;*

**BE IT FURTHER RESOLVED** *that on behalf of the people of Dover, the School Board hereby presents to Carolyn Mebert a small token of thanks and appreciation for her dedicated service to the city.*

**SUBMITTED BY:**

\_\_\_\_\_  
*Audra Lurvey, Vice Chair*

\_\_\_\_\_  
*Beth Setear, Secretary*

\_\_\_\_\_  
*Doris Grady*

\_\_\_\_\_  
*Kenneth Appel*

\_\_\_\_\_  
*Matt Mayberry*

\_\_\_\_\_  
*Robert McCrory*

### RESOLUTION OF APPRECIATION

**RE:** *Beth Setear*

**WHEREAS** *Beth Setear has served the children and represented the citizens of Dover for the past six years, and*

**WHEREAS** *she has also served four years on the School Board as its Secretary, and*

**WHEREAS** *she has also served on the following committees: Discipline Committee, Dover Teachers' Union Negotiation Committee, Dover Educational Office Personnel Negotiation Committee, Dover Paraeducators' Association Negotiation Committee, Standards Policy (IKE) Review Committee, Dover High School 2014 Committee, Elementary Redistricting Committee for SY 2011/2012, Joint Fiscal Committee, and*

**WHEREAS** *her unselfish efforts and commitment to educational excellence have contributed to the enhancement of the Dover School District,*



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*NOW, THEREFORE, BE IT RESOLVED by the Dover School Board that it go on record as thanking Beth Setear for her many hours of dedicated service to the children of Dover, the Dover School District, and the citizens of the Garrison City;*

*BE IT FURTHER RESOLVED that on behalf of the people of Dover, the School Board hereby presents to Beth Setear a small token of thanks and appreciation for her dedicated service to the city.*

**SUBMITTED BY:**

\_\_\_\_\_  
*Carolyn Mebert, Chairperson*

\_\_\_\_\_  
*Audra Lurvey, Vice Chair*

\_\_\_\_\_  
*Robert McCrory*

\_\_\_\_\_  
*Kenneth Appel*

\_\_\_\_\_  
*Doris Grady*

\_\_\_\_\_  
*Matt Mayberry*

**M. OLD BUSINESS: none**

**N. NEW BUSINESS:**

**1. Primex Recommendation Update—T. Knowles**

The following items were recommended as changes by Primex. Also noted are the actions taken by Unicco and the School District.

1. DW-Entrance—visitor signage—Complete
2. DW-Identify all entry/exit doors—Complete
3. DW-Repair exterior lighting fixtures—Complete—DHS and GES had some exterior fixtures
4. Consider fencing for play areas—no action planned—GES is the only consideration
5. Develop ID system for staff—Complete—Each school has a different system
6. Develop ID system for visitors—Complete—Each school has a different system
7. Develop/enforce policy prohibiting propping of exterior doors—Complete—Building Security outline under “Safety Program”
8. Determine whether alarm system can be used to ID propped doors—Funder consideration—Design with major renovation or access control
9. Consider policy requiring classroom doors to be locked when empty—Complete—“Building Security” outline under “Safety Program”
10. Develop Inventory Control System—Planned for Summer 2012—Have software and reviewing radio ID tagging



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

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

11. DHS—Improve security at main entrance—Funding consideration—Design with major renovation
12. DHS—Restrict roof access from second floor windows—Complete—Added restrictive hardware to limit the swing
13. DHS—Examine more formal access to CTC restaurant—Complete—Cameras and door control installed
14. DHS—Develop inspection checklist for exterior doors—Planned—Kiosk and Parking attendants to report propped doors
15. Alt School—Improved building access control at main entrance—Complete—Electric door strike added to secure front door
16. Alt School—Formalize off-site tracking system—Planned—Jim Amara to review with Mike Russo
17. Alt School—Add security lighting at rear of building—No action planned—Site currently has wall pack units around the building
18. DMS—Give annual consideration to funding SRO position—No action planned-Funding issue
19. DMS—Install security camera near band equipment storage area—No action planned—Funding issue
20. DMS—Enable staff members to operate roll down doors in café—Complete-Mike McKenney and Bruce Patrick trained
21. DMS—Re-examine use of folding gates—Complete—Used for major events in gym area
22. DMS—Formalize off-site tracking system—Planned-Kim Lyndes to review
23. HSS—Remove items that allow roof access—Complete—Storage containers removed, shed relocated
24. HSS—Consider relocation of dumpsters—Planned summer 2012—Included in parking lot renovation project
25. HSS—Add additional security cameras—No action planned—Funding consideration
26. HSS—Consider additional lighting on south side of building—No action planned—JBC is evaluating the cost to include in building project
27. GES—Fence/shroud gas pipe—Planned—AAA Fence has PO. Dig safe complete
28. GES—Eliminate use of sliding glass doors—No action planned—Renovation consideration
29. GES—Add additional security cameras/upgrade receiver—Planned—Draft RFP is complete. Awaiting digital copy
30. GES—Consider fencing along wood line—Funding consideration—Identified as a need
31. GES—Organize items in interior hallways—Complete
32. GES—Add security lighting at rear of building—Complete
33. GES—Install barriers at parent drop-off loop—Planned for summer 2012—UGL to fund project
34. WPS—Improve visitor access—No action planned
35. WPS—Add exterior security camera—Planned for winter 2012—UGL to fund project

Ms. Briggs Badger thanked Mr. Limanni, Ms. Faure and Mr. Knowles for following through with these recommendations.



**DOVER SCHOOL  
DISTRICT**

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### **2. DHS Fall 2011 Staff Perceptions Survey Results—C. Boston**

Dover High School Principal Christine Boston presented results from the DHS School Staff Perception Survey that was given in November. Approximately 100 teachers completed the survey. She stated that responses to this survey will help the leadership team determine what to focus on. It was determined that the response of “neutral” may have been used incorrectly because there was no “not applicable” response. They decided that key items to implement would be press releases to media outlets, the development of a newsletter that will be distributed to Board members and parents. A calendar of events would be included with this newsletter. The high school is somewhat at a disadvantage because there is no Parent-Teacher organization to help with communication. They would like to develop ways to improve communication with the City Council and the School Board. On December 19, staff will meet with specific concerns. Ms. Boston commented that she is encouraged that staff members think that administration is visible, but she wants to ensure that all staff feel comfortable with her. The leadership team is considering modifying questions in the spring and giving to all staff.

Mr. McCrory noted that the lowest score was in access to supplies and tools. This shows that teachers are noticing the small cuts being made in the budget. He also commented that it is interesting that the City Council and School Board support is considered low. The Dover School Lunch Program goal is to improve and maintain child health in the school community by providing nutritionally adequate meals through our quality food service. It has been proven that a well-fed student is a better student and more alert to learning and comprehending material.

Ms. Briggs Badger stated that there will be a comparison in results in the spring after the survey is given again. Dr. Mebert commented that she doesn't feel that the survey should be changed. If the survey is different, it will be impossible to accurately compare results.

### **3. Approve NJROTC Memorandum of Agreement Between Dover and Portsmouth—J. Amara**

Mr. Amara presented the memorandum below between Dover and Portsmouth regarding NJROTC partnership.

This memorandum of Agreement between the Dover School District and the Portsmouth School district is not a legal document and not enforceable in court. This MOU is designed to describe previously agreed upon arrangements for cooperation, collaboration, and mutual support of a proposed partnership between Portsmouth and Dover with regards to the NJROTC program for 2011-2012 and 2012-2013 school years. This MOU of agreement may be terminated by either party at any time during the 2011-2012 and 2012-2013 school years by giving reasonable notice to either party as to not to disturb or interrupt the educational process of students enrolled in the NJROTC program.

#### **Dover High School Responsibilities:**

1. Will coordinate with the Principal, CTE Director and Guidance Department of Portsmouth High School to develop a collaborative seacoast partnership with regards to the current



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

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

NJROTC program that is currently housed at Dover High School and Regional Career Technical Center. The primary focus of the NJROTC program will focus on developing leadership, citizenship and community involvement amongst both groups of participating students.

2. Will supply all instructional personnel, supplies, uniforms and field trip experiences at no cost to students or the entity of Portsmouth High School and will be responsibility of the Dover NJROTC program.

3. Will provide all transportation costs associated with the program and will be the responsibility of the Dover High School NJROTC program.

4. Will provide all and any associated grades, credits, attendance records, discipline referrals, curriculum documentation and other requirements as deemed necessary by Portsmouth High School and will be met by the NJROTC instructor to insure full and applicable credit for students. A class size maximum of 25 students will be set for NJROTC I and II.

5. Will coordinate with Portsmouth High School on any non-instructional days. These include snow days, teacher workshop days, field trips, school cancellations, etc.

### **Portsmouth High School Responsibilities:**

1. Will actively inform students, parents and other interested parties of the Dover-Portsmouth NJROTC partnership and its mission of leadership, citizenship and community involvement of students participating in the NJROTC program.

2. Will secure a classroom facility for any instruction that may take place on-site at Portsmouth High School for Portsmouth students enrolled in the NJROTC program.

3. Will work with Dover High School and Regional Career Technical Center to notify Dover High School of any "space available" career and technical programs that Dover High students may participate in at no cost. Portsmouth reserves the right to interview students prior to any acceptance; any Dover High students must abide by all rules and regulations set forth by the administration and Portsmouth School Department. Transportation will be the responsibility of the student.

4. Will provide administrative and guidance support and needed student records to the NJROTC instructor if on-site at Portsmouth High School applicable to the operation of the program to fulfill its documentation requirements

5. Will be part of an on-going and end of year evaluation of the NJROTC program. Suggestions for improvements, recommendations, changes etc. will be brought forth in writing to NJROTC instructor and CTC Directors to be discussed with their respective administrative staff and NJROTC instructor(s).



DOVER SCHOOL DISTRICT

# DOVER SCHOOL BOARD – MINUTES

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

Note: This memorandum of understanding is predicated on the principles proposed in the November 1, 2011 memo to Superintendents, School Boards, Principals and CTC Directors.

I have read the above and agree in with the terms of this MOU.

Date\_\_\_\_\_ Name of Person/Title\_\_\_\_\_ School District

Date\_\_\_\_\_ Name of Person/Title\_\_\_\_\_ School District

Date\_\_\_\_\_ Name of Person/Title\_\_\_\_\_ School District

Date\_\_\_\_\_ Name of Person/Title\_\_\_\_\_ School District

Dr. Mebert asked what the cost would be for this. Mr. Amara responded that the cost would be \$30,000-\$40,000 for an additional instructor and \$15,000-\$20,000 for transportation of Portsmouth students. He also noted that either party can withdraw from the agreement at any time. In addition, if enrollment isn't at the required level in October, there will be no program. Mr. Amara commented that there is strong interest in Portsmouth because of their strong naval history and the Shipyard. He would like this to be the beginning of the sharing of resources. Mr. McCrory commented that he is in favor of this program because of the collaborative nature between Dover and Portsmouth. He would like to see more of that in the future.

Audra Lurvey moved, Robert McCrory seconded approval of NJROTC Memorandum Between Dover and Portsmouth. An oral **VOTE PASSED 6/0.**

#### 4. Approve Draft 2012-2013 School Calendar

Audra Lurvey moved, Robert McCrory seconded to approve the Draft 2012-2013 School Calendar. An oral **VOTE PASSED 6/0.**

#### 5. Award Bid for Snow Removal

Tim Knowles presented the bid for snow removal to the School Board. Technically, Dover pays for the service and then sends an invoice to UGL-Unicco. They reimburse the School District for this expense.

Audra Lurvey moved, Robert McCrory seconded awarding the bid for snow removal to Marshall Rental Center. A roll call **VOTE PASSED 6/0.**

#### O. SCHOOL BOARD MATTERS OF INTEREST:

Dr. Mebert made closing remarks to School Board and to the public. She commented that she is impressed with the work of Superintendent Jean Briggs Badger and all administrators including Jim Amara, Laurie Verville, Mike Limanni, and Patrick Boodey. She is proud of progress made in Dover schools including reduction of the dropout rate, increased numbers of students going on to college, and the Dover Growing Readers program. Dr. Mebert continued



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

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Meeting Date: **Monday, December 12, 2011**  
Meeting Time: **7:00 pm**

to say that NECAP reading scores over the past few years have grown dramatically and she is hopeful the new math curriculum will do the same for math scores. In response to a previous comment that the district budget has never been cut, she stated that there has been an increase and much of it has gone toward great expansion in programming, increased special education costs, and we are now paying rent at the McConnell Center. She would like to recommend that the next school board evaluates the curriculum cycle and cautions them not to neglect professional development.

In closing, Dr. Mebert stated that it has been an honor and privilege to serve on the Dover School Board. She also thanked her colleagues for their time and commitment and wished them well.

Mrs. Grady made the comments following comments on outgoing members of the School Board:

“This evening is one of mixed emotion for me as I have not ever had to say good-bye to five members with whom I have worked during my tenure here on the Board.

The resolutions of appreciation this evening indicate the many committees on which each and every one of you have served on as your part in volunteerism for the Citizens of this City. It is not just sitting here at the table twice a month discussing the issues of the day—it is the accumulation of results that take place within a community because of all of your hard efforts.

Just to refresh your memories, Carolyn, Beth, Robert, Matt and Audra, you have left positive marks throughout the whole educational system of the City of Dover. Let’s think about some of them: I am sure that that you realize the many hoops you had to jump through and the bridges you had to cross to achieve what all of you have accomplished.

During the past 9 years of service, this City has experienced great improvement in the educational system of this city serving our 4000 students very well. Among them are: the renovation and addition to Woodman Park School, the completion of the first phase of Garrison school, the ribbon cutting of the new addition and renovation of Horne Street School. While accomplishing this, you have had to face all kinds of challenges.

You have been the responsible parties in allowing the improvements to be made to our Career Tech program involving courses that now allow students to gain college credits before graduation. Bio Tech, improvements in Culinary Arts, the LNA program, the new barn and Equine Science program just to name a few.

With the requirement that 19 year olds must remain in school, you also have been a part of establishing a relationship with the adult education program in order to lower the dropout rate and have young people find their way in this life ahead of them.

Just think, you can now add outsourcing of facilities to this list, redistricting, negotiations, changes in grading systems, and the fight to keep JROTC a part of our curriculum, the improvements in our technology department, and changes in administration directions



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

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throughout the city and the most recent change in the mathematics program to Math in Focus. I am sure I have forgotten many more!

There are some even larger accomplishments that are part of your legacy such as: All Day Kindergarten being implemented, the renovation of the McConnell Center School Dept. Office and a media Center of our own located right at the SAU.

Some decisions may have made you feel comfortable and sometimes might make one feel uncomfortable but after hearing of the above accomplishments, then you should feel great as you leave knowing what a positive affect you have made on the children of this City. You have sacrificed your time for this to happen and everyone surrounding you is very thankful that you have made every attempt to do what you thought was best.

Take time to reminisce about these statements and you will understand the valuable person you have been. As each of you move on in careers and some may probably come back and occupy a seat again, we, the educational system, the City and the Council Thank You and wish you well. These results should be heartwarming to new members coming in also as they realize all of the real accomplishments made by you retiring members. Again, it is not just sitting at the table a couple times a month. The overall picture tells the real story of your efforts.

Audra, as you pursue that new star in education, it is hopeful that you achieve your new goals in education. Beth, your contributions as Secretary and the knowledgeable person that you are, in the special education field have been such a strong contribution. Matt, it appears that you are moving on to a new career and may it continue to be a success and lucrative for you. Carolyn, you always will remain in education as you continue to work with the students at UNH so in essence, you are not leaving the educational development of students at all. And Robert, accomplishing the rank of retired Lt. Colonel in the Air Force at the age of 37 is an amazing accomplishment and interacting with exchange students indicate that improvement in young people's lives remain a direction for you.

We thank all of you, we appreciate all you have done, the time you have sacrificed and let's say, and the City appreciates YOU.

**P. ADJOURNMENT:** Audra Lurvey moved, Ken Appel seconded, to adjourn at 8:51 P.M. An oral **VOTE PASSED 6/0.**

Respectfully Submitted,  
Beth Setear, Secretary  
BS/ral