



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

Chairperson Rocky D'Andrea called a meeting of the Dover School Board to order on Monday, July 9, at 7:05 p.m. in the McConnell Center Media Center.

A. ROLL CALL: Present were Rocky D'Andrea, Amanda Russell, Doris Grady, Kathy Baker, Paul Butler and Ken Appel. Betsey Andrews Parker was absent.

Also present were; Superintendent Jean Briggs Badger; DMS Principal Kim Lyndes, Garrison Principal Dustin Gray, Woodman Park Principal Patrick Boodey, Horne Street Principal Mike McKenney, CTC Director Jim Amara, Technology Manager Chris Roberge, Dover Fire Chief Richard Driscoll, Strafford Learning Center Director Kevin Murphy, New Alternative School Director Jamie Carver, and a representative from Chartwells Food Service Vendor.

B. PLEDGE OF ALLEGIANCE: Ken Appel led the Pledge of Allegiance.

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

D. APPROVAL OF MINUTES

1. Nonpublic Student Discipline Session #19, June 6, 2012
2. Regular Session #6, June 11, 2012
3. Nonpublic Session #22, June 18, 2012
4. Special Session #8, June 18, 2012
5. Nonpublic Student Discipline Session #21, June 21, 2012

Amanda Russell moved, Ken Appel seconded approval of the minutes. An oral **VOTE PASSED 6/0.**

E. CONSENT AGENDA

1. **Correspondence:** NONE
2. **Resignations/Retirements:**
 - a. Mal Forsman, HSS Principal
 - b. Erica Johnson, DHS Math Teacher
3. **Leaves of Absence:** NONE
4. **Nominations:**

Sheet 1: Nomination and Election of Administrator (Isabelle)
Sheet 2: Nomination and Election of Teachers (Argiropolous-Schulten)
Sheet 3: Nomination and Election of Summer School Staff (Bennett-Zucaro)
5. **Extended Travel (Student Trips):** NONE

Amanda Russell moved, Doris Grady seconded approval of the consent agenda. An oral **VOTE PASSED 6/0.**

F. SUPERINTENDENT'S REPORT: Ms. Briggs Badger showed a brief video created by a DHS student that highlighted different areas of DHS and gave the following report:



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

District SCHOOL Updates

Dover High School/Career Tech Ctr.

Report cards and draft schedules were mailed home on June 22nd. Information regarding schedules including a Frequently Asked Question section can be found on the Dover High School website.

Dover Middle School

It was a great end to the school year. We wish all of our students and families a happy and healthy summer vacation.

Dover Middle School Brainwave Academy (Title 1 Summer School) will run from Monday, August 9th to Thursday, August 9th. Selected students will work on math and language arts skills.

Student placement letters and information for the 2012-2013 school year will be mailed home in late July or early August.

Horne St. School

The school year ended with many exciting events. Classroom teachers across the school invited families in for special end-of-year events. HSS was a busy place during the month of June!!

The fourth graders enjoyed traveling to The Works for a fun day sponsored by the PTG. They returned to a celebration in the café where they received their yearbooks. On the last day of school they participated in the 4th Grade Celebration with their families looking on.

The whole school enjoyed HSS's Annual Olympic Day activities the last Thursday of the school year. Students participated in many games and activities thanks to the effort and organizational skills of Mrs. Cimino. The events could not have occurred without the help of HSS's wonderful PTG volunteers. They did a great job.

HSS's volunteers were honored in the morning before Olympic day events. Mrs. Montecalvo organized the event which honored all of the volunteers who make the HSS community a wonderful place to be for our children. Thanks to the PTG for all the work they do in and around HSS.

Mrs. Nancy Wood, a retired Dover teacher, received HSS's Volunteer of the Year award. Throughout the year, Mrs. Wood was a tireless worker who could be seen in many places around the school. She could be seen in the Library sorting and organizing books for Mrs. Smart. Her bulletin boards displays could be seen throughout the school. She also could be found in many classrooms throughout the school doing whatever the classroom teachers requested. She is an asset to our school that will be hard to replace – should she REALLY decide to retire!!



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

Woodman Park School

Title I and Special Education Summer School starts on July 9th and will end on August 9th. The hours are 8:30 to 12:00 at Woodman Park School.

Garrison School

Camp Explore will run Monday through Thursday from 9-11:30 am the week of August 13th.

There will be a new student orientation on Tuesday, August 28th @ 1:30 for children and their families to come in and see the school and their classrooms.

Amanda Russell moved, Ken Appel seconded acceptance of the Superintendent Report. An oral **VOTE PASSED 6/0**.

G. STUDENT REPRESENTATIVE REPORT: Since school is out of session, there is currently no student representative.

H. COMMITTEE REPORTS:

There were no committee reports:

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

The following document summarizes the three policies below:

EHAA

- The section entitled “**Accessing SchoolNET**” has been updated to include policies regarding accessing the SchoolNET Secure and SchoolNET Public wireless networks.
- The section entitles “**Bring Your Own Technology (BYOT)**” was added to describe the District’s BYOT policy, which did not exist in 2008.
- The Section entitled “**The District Email System**” was updated to describe the manner in which District email can be accessed, which now includes Smartphone support.
- The section entitled “**24x7 Access to Resources**” was added to describe the District’s policy going forward of making information available to parents, students and teachers online 24x7.

EHAA-P (Personnel)

- Updated to include policies regarding accessing the SchoolNET Secure and SchoolNET Public wireless networks.
- Specific references to the blocking of Facebook.com, Youtube.com, etc... have been removed as these sites may contain educational value.
- The section describing “Behaviors that can result in restriction/revocation of access privileges” was removed as it was deemed repetitive.

EHAA-S (Students)



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, July 9, 2012**
 Meeting Time: **7:00 pm**

- Updated to reference each school’s policy on Mobile Devices, and to include information regarding access to SchoolNET Public.
- Redundant information removed for brevity.
- The section describing “Behaviors that can result in restriction/revocation of access privileges” was removed as it was deemed repetitive.

Dr. Butler asked if students are now able to bring their own technology to school. Mr. Roberge responded that it is up to each school and principal. Dr. Butler also asked if the technology would be for educational or social. Mr. Roberge responded that it would be for whatever is needed. There are policies which limit time. He added that there are only filters on the wireless network. Dr. Butler questioned the effect on learning with the extended use of technology. Ms. Briggs Badger clarified that students are only able to use phones during lunch time and in between classes.

a. EHAA-School Acceptable Use Policy

FIRST READING

SCHOOLNET ACCEPTABLE USE POLICY

PURPOSE: The purpose of this Acceptable Use Policy is to communicate the procedures, rules and guidelines for the use of the Dover School District’s Information System, collectively known as SchoolNET, and the Internet. The District has established this policy as a means to achieve the following goals:

- To provide for compliance with the Children’s Internet Protection Act (CIPA.)
- To describe the methods used to provide for the confidentiality, integrity and availability of all SchoolNET resources.
- To communicate the District’s limitation of liability concerning information systems.
- To define roles and responsibilities with regard to SchoolNET.

The District intends to enforce the rules set forth below and reserves the right to change these rules at any time.

Use of SchoolNET

The Dover School District is pleased to offer its students and personnel access to Dover School District’s information system, SchoolNET. SchoolNET allows students, faculty and staff access to local network resources, as well as the Internet, and to communicate and collaborate with other individuals and groups around the world, significantly expanding their available information base.

Successful operation of the network requires that all users conduct themselves in a responsible, decent, ethical, and polite manner while using the network. Each user is ultimately responsible for his or her own actions in accessing SchoolNET. Misuse of any aspect of the network, including school hardware, school software and peripherals will result in disciplinary actions.



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

SchoolNET, has a limited educational purpose. Activities that are acceptable on SchoolNET include classroom activities, career development, high-quality personal research and all activities that relate to the day-to-day ~~running~~ **business** of the Dover School District. All other use of SchoolNET or the Internet is prohibited. You may not use SchoolNET for entertainment purposes. SchoolNET is not a public access service, nor a public forum. You may not use SchoolNET for commercial purposes; this means you may not offer, provide, or purchase products or services through SchoolNET. You may use the system to communicate with elected representatives and to express your opinion on political issues, but not for political lobbying.

The Dover School District has the right to place reasonable restrictions on the material you access or post through the system. You are expected to follow the rules set forth in Dover School District's disciplinary code, and the law, in your use of SchoolNET.

Accessing SchoolNET

SchoolNET is physically accessible via three methods, as follows:

- **Wired Ethernet connections** are available in all schools and classrooms. ~~Wired connections are to be used for District-owned devices only, or, staff or faculty personal devices with~~ **Technical Support Services Department approval.**
- The **SchoolNET Secure Wireless Network** is available in all schools and classrooms. SchoolNET Secure is the wireless equivalent to SchoolNET and may only be connected to via District-owned devices only, or, Staff or Faculty personal devices with **Technical Support Services Department approval.**
- The **SchoolNET Public Wireless Network** is available in all schools and classrooms. This is an open network with Internet access available to students and staff, as well as the general the public while visiting our schools, with limited access to District resources.

"Users" are defined as all employees and students who have signed an Acceptable Use Form. All users (Faculty, Staff and Students) who wish to access SchoolNET **or SchoolNET Secure** must sign an Acceptable Use Form acknowledging the receipt of this AUP.

It is the responsibility of the user to become familiar with and abide by the rules of this policy and make appropriate use of the available resources. All users (or their parent or guardian) shall assume full liability – legal, financial, or otherwise – for their actions when using SchoolNET resources. All signed AUP's will be maintained in individual school building technology offices. Disciplinary issues will be dealt with by the appropriate district personnel.

Employees will be issued a user ID and password for access to SchoolNET **and SchoolNET Secure**. This password should not be shared with anyone else.

Students may access SchoolNET **and SchoolNET Secure** via a shared, generic guest account appropriate to their location (for example, a "WPSSstudent" account, or a "library" account.) This account will be provided to them by a teacher or librarian.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

~~It is the responsibility of the user to become familiar with and abide by the rules of this policy and make appropriate use of the available resources. All users (or their parent or guardian) shall assume full liability—legal, financial, or otherwise—for their actions when using SchoolNET resources. All executed user agreements will be maintained in individual school building technology offices. Disciplinary issues will be dealt with by the appropriate district personnel.~~

SchoolNET and SchoolNET Secure may only be accessed using District-purchased and/or District approved personal computers, laptops, wireless devices or other hardware. The computer systems, servers and software are owned by the District, and all messages or data composed, stored, sent, or received using the system are and remain the private property of the District.

Students of the Dover School District will be allowed access to SchoolNET resources during class time as well as during other periods designated as "open access," as follows:

- Grades K-4: will have limited use for specific projects by teacher request. Websites will be limited.
- Grades 5-6: use will be project-focused, adult-directed, and supervised. Websites will be limited.
- Grades 7-8: use will be adult-directed and monitored. Websites will not be limited, but student use will be monitored.
- Grades 9-12: students will have independent use, but on-line computers and website access will be monitored.

Let's just be sure teachers know this. Some may allow free ranging of search engines.

Bring Your Own Technology (BYOT)

"Bring Your Own Technology" (BYOT) is a model that allows teachers to use their personal devices such as laptops and iPads on the SchoolNET network while in their classrooms. Teachers who wish to BYOT are encouraged to do so, and should be aware of the following:

- You may connect your wireless device to the SchoolNET Public wireless network. While on this network you will have limited access to Internet-available District resources (27/7 resources) only. You will not have access to a printer.
- You may not connect your personal devices to SchoolNET via a wired Ethernet connection, nor by connecting to the SchoolNET Secure wireless network without the approval of the Technical Support Services Department.

Content Filtering And Internet Access

The Dover School District is in receipt of federal education funding and has installed Internet Content Filters on SchoolNET, in accordance with the Children's Internet Protection Act. Students and staff should self-monitor to determine appropriateness of material and activities. It is not our intent to curtail any academic freedom to use appropriate materials for educational



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

purposes; all staff should ~~evaluate be confident in evaluating~~ material accessed on the Internet for use in the classroom.

No automated or electronic means are in use to track individual staff or student internet activity. Student access is shared via generic "Student" accounts; therefore, staff will also monitor students for inappropriate use of the Network.

Use of ~~external proxy servers~~ **any technology used** to bypass content filters is expressly forbidden, and will result in disciplinary action. Students should notify staff immediately if they mistakenly access **material that does not comply with CIPA.** ~~prohibited material.~~

The Dover School District cannot monitor in accord with a multitude of different family values; therefore parents are encouraged to discuss values with their children.

Special authorization may be obtained from the School Administration or Librarian to allow exceptions to prohibited material in cases of legitimate research.

The District Email System

All district employees will be given an email address and mailbox. District policy does not call for active monitoring of user email with regard to appropriateness of content. All users are expected to exercise reasonable judgment, ~~however,~~ on what is sent and received via District email. Additionally, users should have no expectation of privacy in their e-mail. If a user is believed to be in violation of the guidelines stated in this policy, or in violation of the law, a system administrator or Administrator may need to gain access to private correspondence or files. E-mail messages, chat-room or Instant Message transcripts are subject to district review at any time. The computer and E-mail system is to be used for business purposes only. Personal business is unauthorized and should not be conducted on the system.

The electronic mail system may not be used to solicit or proselytize for commercial ventures, religious or political causes, outside organizations, or other non-job-related solicitations. Notwithstanding the District's right to retrieve and monitor any E-mail messages, such messages should be treated as confidential by other employees and accessed only by the intended recipient. Employees are not authorized to retrieve or read any E-mail that is not sent to them. Any exception to this policy must receive prior approval by the Superintendent.

Email may be accessed via the following:

- Online from within the District and on the Internet via Outlook Web App (OWA) at <http://mail.dover.k12.nh.us>.
- From within the District via Microsoft Outlook Client.
- On teacher/staff smartphones via Exchange ActiveSync.

The District Web Site and Edline



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

The District shall maintain an Internet Web Site (www.dover.k12.nh.us) for the purpose of publishing and disseminating District information to the general public. Each school shall maintain its own sub-section of this Web Site. The District shall also maintain an online tool used for communication of classroom activities, such as homework and grades (in a secured fashion,) between parents, teachers, students and principals.

Only information of a public nature will be made available online. At no time shall student information appear online on a district site, except in specific cases where parental permission to publish has been obtained. [Please contact your child's school for more information on policies regarding publishing of student information.](#)

All Web publications shall feature adequacy of research, proper spelling and grammar and appropriate material.

The District Web Site and Edline may not be used to publish opinion.

~~Edline may be used to publish information regarding extra-curricular activities or groups sponsored by the District, provided those publication adhere to the documented standards discussed above.~~

Teachers may elect to maintain a web presence on their Schools website. Such a web site is considered a SchoolNET resource and thus must comply with the restrictions set forth in this policy.

The District reserved the right to remove material, or links to material, that are not reasonably related to District activities.

Social Networking and other 3rd party-Web Sites

The School Board strongly discourages school district staff from socializing with students outside of school on social networking websites, including but not limited to MySpace and Facebook. All school district employees, faculty and staff who participate in social networking web sites, shall not post any school district data, documents, photographs or other district owned or created information on any website. Further, the posting of any private or confidential school district material on such websites is strictly prohibited.

School district employees are prohibited from engaging in any conduct on social networking web sites that violates the law, or school board policies. Employees who violate this policy may face discipline and/or termination, in line with other school board policies and/or collective bargaining agreements, if applicable. Access of social networking websites during work hours on school district equipment for personal use is prohibited.

The Dover School District web site, along with individual school web sites, is hosted by SchoolCenter and constitutes the only official online source for District or School information.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

District, School or employee information located on other 3rd party web sites such as Facebook and Twitter are not guaranteed to be accurate and do not fall under this policy.

Responsible Personnel

- The District Technical Support Services Manager is responsible for overall administration, security and monitoring of SchoolNET and the email system. Any decisions involving significant changes to the system will be made by this manager, together with the Superintendent. The Technical Support Services Manager will also act as webmaster, maintaining overall management of the Web Site, and Edline.
- The District's Building Technology Coordinators are responsible for day-to-day activities relating to the maintenance and upkeep of SchoolNET.
- Technical Support Para-professionals assist Building Technology Coordinators and perform troubleshooting and maintenance of SchoolNET.
- School Building Librarians are responsible for the maintenance of school building web pages. Material on all web pages sponsored by the district must be updated on a regular basis.
- ~~School secretaries are responsible for their school's Edline "home page."~~
- ~~Teachers given responsible for maintaining their own Edline web site content, as well as monitoring student online activities.~~
- Teachers are responsible for maintaining their own their own web site content.
- Teachers also bear responsibility for monitoring student use of SchoolNET while the students are under their aegis.

24/7 Access to Resources

The District believes that 24/7 Access to SchoolNET resources such as email, documents and courseware will be vital to 21st Century learning. Therefore, it is the policy of the Dover School District to make as much information as possible available to teachers while outside of the District. External access to District resources is generically known as "24/7 Access."

Examples include our email system, which is available from home via Outlook Web App (OWA.)

24/7 Access to Resources should comply with the following criteria:

- Access to Resources should be secured with a username/password combination.
- Access to Resources should be validated with an x.509 certificate wherever possible.
- Personal devices should not be used to store the only copy of any given piece of District information. In other words, personal devices may contain a synchronized or locally cached copy of District data such as email, web pages or files, but not the ONLY copy of that information.

Disciplinary Actions



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Regular Meeting #7
Meeting Location:	Media Ctr. (Room 306) McConnell Center
Meeting Date:	Monday, July 9, 2012
Meeting Time:	7:00 pm

When inappropriate use of the Internet is determined through due process the result may be the cancellation of those privileges. The Technical Support Services Manager, together with the Superintendent, will determine what “appropriate use” is and their decision is final. The Technical Support Services Manager may close or disable an account at any time as required. The administration, faculty, and staff may request the administrator to deny, revoke or suspend specific user accounts. Any student identified as a security risk may be denied access.

Limitation of Liability

The District makes no guarantee that the functions or the services provided by or through the District system will be error-free or without defect. The District will not be responsible for any damage users may suffer, including, but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising through the unauthorized use of the system. Parents may be held financially responsible for any harm to the system as a result of a student’s intentional misuse. Damage to a district system caused by willful misuse of the system is no different than any other damage caused by staff or students and is subject to the same discipline measures in school policies.

Legal References

RSA 194:3-d

47 USC Section 254, Childrens’ Internet Protection Act

Rules 306.08 (9) (1)

Kathy Baker moved, Amanda Russell seconded tabling this policy. An oral **VOTE PASSED 6/0.**

b. EHAA-P—Personnel Acceptable Use Form

FIRST READING

PERSONNEL ACCEPTABLE USE FORM

The Dover School District is pleased to offer its students and personnel access to Dover School District’s Network system: SchoolNET. SchoolNET allows students, faculty and staff to access the Internet, communicate and collaborate with other individuals and groups around the world, and significantly expand their available information base.

Successful operation of the network requires that all users conduct themselves in a responsible, decent, ethical, and polite manner while using **the** network. Each faculty and staff member is ultimately responsible for his or her own actions in accessing SchoolNET. Misuse of any aspect of the network, including school hardware, school software and peripherals will result in disciplinary actions.



DOVER SCHOOL
DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

Therefore, I hereby understand and agree to the following:

1. **Wired Ethernet connections** are available in all schools and classrooms for District-owned devices only, or, staff or faculty personal devices with Technical Support Services Department approval.
2. The **SchoolNET Secure Wireless Network** is available in all schools and classrooms. SchoolNET Secure is the wireless equivalent to SchoolNET and may only be connected to via District-owned devices only, or, Staff or Faculty personal devices with Technical Support Services Department approval.
3. The **SchoolNET Public Wireless Network** is available in all schools and classrooms. This is an open network with Internet access available to students and staff, as well as the general the public while visiting our schools, with limited access to District resources.
4. ~~The use of technology within the district is limited to district-owned devices and software. I may not connect any other network-ready device to the School network. This includes wireless devices such as Wireless Access Points (WAP's,) iPhones and wireless mp3 players.~~
5. I will not attempt to alter the configuration of ~~any district-owned device~~ **SchoolNET in any way**. This includes **adding, removing or modifying** hardware (such as PC's, network devices, printers, keyboards, mice, etc...) and software (such as operating system settings, desktop settings, software settings, etc...) unless I have been authorized to do so by the Technical Support Services Department.
6. ~~I will not attach an external storage device (such as a flash drive, mp3 player, external hard drive, etc...) to the SchoolNET.~~
7. I will use the technology equipment for educational or district purposes ONLY.
8. The Dover School District uses content filters to filter internet access by minors to visual depictions that are obscene, child pornography, or harmful to minors as defined in Sections 1460 and 2256 of Title 18, United States Code, and Miller v. California, 413 U.S. 15(1973).

I will not attempt to circumvent district-wide content filters.
9. I will not attempt to gain access to any information I have not been authorized to view, nor will I attempt to modify/damage/destroy any information, hardware device or application.
10. I will not install software of any kind onto district computers without the approval or assistance of the Technical Support Services Department.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

11. I will not use the network for any illegal purpose.
12. I will not change computer files that belong to others.
13. I will never create, transfer, or otherwise use any text, image, movies, or sound recording that contains pornography, profanity, obscenity, or language that offends or tends to degrade others.

Repetitive?

School Department personnel, in order to prevent any abuse of the system or to recover from disaster, reserve the authority to inspect any and all materials transferred by or stored on the Dover School Department Network. This inspection can occur at any time and without any cause.

The Dover School Department and all other organizations related to the Dover School Department Network makes no warranties of any kind, neither expressed nor implied, for the Internet access Dover is providing. The School Department will not be responsible for damages that may result from the use of the Dover School Department Network. In addition, personnel must accept full responsibility and liability for their actions with regard to using the Dover School Department Network.

For Faculty and Para-professionals: ~~Computer technology and Internet access is made available throughout the district to all students. This access can be via permanent, wired computer labs, wireless PC labs available upon request, library computers and computers in every classroom. At each grade level, technology and Internet access is often a critical part of the learning environment.~~

A number of technical measures have been put in place to prevent student misuse of this valuable resource; for example Internet access is filtered and all workstations are locked down.

However, today's tech-savvy student is becoming more and more familiar with methods for circumventing these measures. In addition, outright vandalism to systems (such as destroying keyboards) is a constant problem within the district. Upon entering the district, upon entering the Middle School and upon entering the High School, all students are required to sign an Acceptable Use Form that outlines specific activities that are to be avoided on the network, and are considered unacceptable use. However, misuse still occurs. It is the Districts belief that accountability is the most important measure in place to prevent such misuse.

To that end, *the district believes it is also the responsibility of all teachers and staff members to monitor student use of technology. Teachers who require their students have access to technology must assume a level of responsibility for that technology, and for the use of the technology while under their supervision.* Student activities should be monitored and access to filtered websites reported. Damage to systems should be reported immediately, and the students held accountable. In some cases, faculty and staff members may be held accountable for damage or misuse as well.



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, July 9, 2012**
 Meeting Time: **7:00 pm**

I hereby certify that I will abide by the conditions set forth in this document and the SchoolNET Acceptable Use Policy.

Signature: _____

Date _____

Authorized Staff Member Signature _____

Date _____

Reference: Policy EGA

Amanda Russell moved, Kathy Baker seconded tabling this policy. An oral **VOTE PASSED 6/0.**

c. EHA-S-Student Acceptable Use Form STUDENT ACCEPTABLE USE FORM

The Dover School District is pleased to offer its students and personnel access to Dover School District's Network system, SchoolNET. SchoolNET allows students, faculty and staff to access the Internet, communicate and collaborate with other individuals and groups around the world, and significantly expand their available information base.

Successful operation of the network requires that all users conduct themselves in a responsible, decent, ethical, and polite manner while using the network. Each student is ultimately responsible for his or her own actions in accessing SchoolNET. Misuse of any aspect of the network, including school hardware, school software and peripherals will result in disciplinary actions.

Therefore, I hereby understand and agree to the following:

~~14. I have read the Dover School District Acceptable Use Policy.~~

15. I will use my mobile device, smartphone or laptop in accordance with my school's policy, as described in my student handbook. I may connect my mobile device, smartphone or laptop to the **SchoolNET Public** Wireless Network.

a. Plugging my personal device such as a laptop or Mac Book directly into the School's network via an Ethernet Connection is expressly forbidden.

b. Connecting my mobile device, smart phone or laptop to the SchoolNET Secure wireless network is expressly forbidden.

~~16. The use of technology within the district is limited to district-owned devices and software. I may not connect a laptop or any other network-ready device to the School network. This includes wireless devices such as Wireless Access Points (WAP's,) iPhones and~~



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

wireless mp3 players.)

17. I understand the installation, or attempted installation, of software of any kind onto school computers is expressly forbidden, and will result in disciplinary actions.
18. I will not attempt to alter the configuration of any school-owned device. ~~This includes all hardware (such as PC's, network devices, printers, keyboards, mice, etc...) and software (such as operating system settings, desktop settings, software settings, etc...)~~
19. I will treat all district technology (PC's, mice, keyboards, monitors, etc...) with care. Vandalism will result in disciplinary actions.
20. I will use the Schools technology equipment for educational purposes ONLY. ~~Games, YouTube, adult-oriented sites, and social networking sites such as Facebook.com and MySpace.com are considered non-educational sites, and are expressly blocked by district-wide content filters.~~
21. ~~The Dover School District uses content filters (SonicWall devices) to filter internet access by minors to visual depictions that are obscene, child pornography, or harmful to minors as defined in Sections 1460 and 2256 of Title 18, United States Code, and Miller v. California, 413 U.S. 15(1973).~~

I will not attempt to circumvent district-wide content filters, through the use of external proxy servers, or by any other means.
22. When using school computers I will:
 - a. Be polite
 - b. Use appropriate language
 - c. Not look at or use anyone else's work without permission
23. I will not ~~use the network in such a way as to~~ disrupt the network, or any other users.
24. I will not attempt to gain access to any information I have not been authorized to view, ~~nor will I attempt to modify/damage/destroy any information, hardware device or application.~~
25. I will not install any software of any kind onto school computers.
26. I will not view/download/listen to music or video files that are not approved by a staff or faculty member.
27. I will not plagiarize; I will cite my sources.
28. The unauthorized copying of software is illegal and will not be tolerated.



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, July 9, 2012**
 Meeting Time: **7:00 pm**

29. I will not bully, harass or otherwise threaten another student through the use of school computers.

Behaviors that can result in restriction/revocation of access privileges include, but are not limited to:

1. ~~Involvement in any activity prohibited by law.~~
2. ~~Using I will not use~~ profanity, vulgarities, or other language which tends to be inappropriate, offensive, or tends to degrade others
3. ~~Intentional use of invasive software such as “viruses” or “worms.”~~
4. ~~Viewing, storing, or transferring inappropriate or sexually explicit materials.~~
5. ~~Transferring, utilizing, or storing materials in violation of copyright laws or license agreements.~~
6. ~~Intentionally infringing upon the intellectual property rights of others in computer programs or electronic information, including plagiarism and/or unauthorized use or reproduction.~~
7. ~~Trespassing in another’s folders, work, or files.~~

Students: Additionally, I understand that the Dover School District monitors use of the SchoolNET, and access to it is a privilege, not a right. I understand the rules stated above and agree to abide by them. I understand that failure to follow the rules stated above will result in disciplinary actions and the possible suspension of my technology privileges.

Parents: I have discussed these rules with my children, and he/she agrees to follow them. This form will be held on file at the school.

Teachers: I have discussed these rules with my students because he/she will use school technology for individual work or in the context of another class.

Name of Student _____

Home Phone _____

School _____ Grade _____

I hereby certify that I will abide by the conditions set forth in this document, the Acceptable Use Procedures and the Code of Conduct.

Signature of Student _____

Signature of Parent/Guardian _____



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, July 9, 2012**
 Meeting Time: **7:00 pm**

Date _____

Date _____

Reference: Policy EGA

Amanda Russell moved, Kathy Baker seconded tabling this policy. An oral **VOTE PASSED 6/0.**

J. POLICY ADOPTION: None

K. SUBMISSION AND PAYMENT OF BILLS: Amanda Russell moved, Kathy Baker seconded to direct the payment of manifest #13-A in the amount of \$2,700,891.71 for FY12 and \$365,149.96 for FY13 for a total of \$3,066,041.67. The time period for payments was from 6/12/12 to 7/09/12. A roll call **VOTE PASSED 5/1 (Butler opposed).**

L. RESOLUTIONS:

1. Special Education Federal Funds

Ms. Russell read the resolution into record.

RESOLUTION #1

RE: Special Education Federal Funds

WHEREAS the IDEA Part B and IDEA Preschool allocations for next year have not been finalized, and

WHEREAS Dover expects to receive similar federal funds of \$807,937 for IDEA Part B, and \$13,721 for IDEA Preschool funds, and

WHEREAS the Pupil Personnel Services Director, after consultation with staff of both public and private schools, and with parent input at team meetings, recommends the following utilization of federal special education funds for FY 13:

Continued funding of previously established positions to include a part time reading specialist for Dover High School; a family services facilitator; a part time preschool teacher; three special education teachers providing special education coordination services; an elementary special educator; a high school special educator; tutors funded from the proportional share to provide special education and related services for students attending private schools;

WHEREAS it is recommended that funds continue to be utilized for contracted services from an Audiologist to assist teachers and related service providers on meeting the



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

needs of students with hearing loss or hearing impairments; contracted services from an ABA instructor and BCBA consultant to provide applied behavioral analysis and other methodology specific to student with autism disorders; consultation and evaluation of Assistive Technology needs of students with disabilities; contracted evaluations from specialists as part of initial eligibility determination and re-evaluation of eligibility for special education; contracted staff development and workshop fees for both public and private school staff in legal requirements in special education, programming for students with disabilities, transition, drop-out prevention; and the purchase of materials, computers, software, on-line data storage, and equipment related to the instruction of special needs students in both public and private schools; and

WHEREAS it is recommended that Preschool funds be used to fund a part time preschool teacher

NOW, THEREFORE, BE IT RESOLVED that the Dover School Board approve the utilization of federal IDEIA Part B and Preschool funds for FY13 as recommended above.

**SUBMITTED BY: Rocky D’Andrea, Chairperson
Dover School Board
BY REQUEST**

Mrs. Grady stated that she can’t vote since she has questions for Ms. Crosson for clarification. The amount of money is large and the funding hasn’t been finalized. She would like a breakdown of the paragraph that talks about many of versions of special education department. She also has questions on preschool funding. Dr. Butler agreed that he wouldn’t vote for it either since the funds have not been given yet by the federal government.

Ms. Briggs Badger stated that the funds may not be released until mid-August. The allocation for last year is used for an estimate. The funding should be similar for each year.

Ms. Baker added that in the past, estimates are given so that grants can be applied for. There needs to be a resolution approved by the School Board for this process to begin.

Ms. Russell asked if positions are dependent on actual funding being given to Dover. Ms. Briggs Badger stated that if the federal funds are not given, then local funds would need to be used since the services are mandated in IEP’s.

Mrs. Grady stated that Preschool has been growing (including “typical” students) and there are students in the system who are not in this program that have been neglected. She would rather have the money shared with other students.

Ms. Russell commented that it is difficult for a “typical” student to be accepted into the preschool program.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

Ms. Briggs Badger stated that this funding is only able to be used for special education programs and can't be used for other students or programs.

Mrs. Grady disagreed with Ms. Russell on the difficulty of being accepted into the preschool program. She has spoken with people who have had children accepted into the program who are "typical".

Ms. Briggs Badger stated that this resolution needs to be approved so that funds can be allocated in a timely basis. She hoped to have a final amount for the August meeting.

Amanda Russell moved, Ken Appel seconded approval of the Special Education Federal Funds. An oral **VOTE PASSED 4/2 (Grady, Butler opposed)**.

2. Next Era Seabrook

Ms. Russell summarized the resolution.

License Agreement

Between

NextEra Energy Seabrook, City of Dover, NH, and Dover School Administrative Unit 11

This License Agreement (Agreement) is between the City of Dover, New Hampshire (City of Dover), Dover School Administrative Unit 11 (SAU 11) and NextEra Energy Seabrook, LLC, 626 Lafayette Road, Seabrook, New Hampshire 03874, acting as an agent for the Seabrook Joint Owners (Seabrook Station). The Seabrook Joint Owners are NextEra Energy Resources, LLC, the Massachusetts Municipal Wholesale Electric Company, Hudson Light & Power Department, and Taunton Municipal Lighting Plant. Each of Seabrook Station, City of Dover and SAU 11 is referred to jointly as "Parties" and individually as the "Party."

I. Purpose of Agreement: City of Dover and Seabrook Station shall establish and maintain a cooperative relationship among and between their representatives in the location and maintenance of two trailers – one containing shower facilities for decontamination and the other containing vehicle monitoring equipment - and associated equipment for monitoring and decontamination of Seabrook Station personnel during emergency conditions (the Trailers). If an Alert, Site Area Emergency or General Emergency is declared at Seabrook Station, non-essential Seabrook Station personnel (personnel not assigned to an emergency response role) will be instructed to leave the Seabrook Station site. In the event of specified radiological and meteorological conditions that create the potential for radiological contamination of personnel and/or personal vehicles, these personnel would be instructed to report to the Trailers in a designated location to be monitored for potential radiological contamination and to be decontaminated if necessary.

II. Agreement:



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

1. The City of Dover and SAU 11 agree to license Seabrook Station personnel at the location designated in this Agreement for monitoring and decontamination if warranted by emergency conditions.
2. The City of Dover will allow NextEra Energy Seabrook to locate and maintain at the South End Fire Station at 25 Durham Road two trailers – one containing shower facilities for decontamination and the other containing vehicle monitoring equipment - and associated equipment for monitoring and decontamination of Seabrook Station personnel during emergency conditions.
3. The City of Dover and SAU 11 will allow NextEra Energy Seabrook to set up the trailers upon execution of this Agreement, and to operate a monitoring and decontamination station during emergency conditions on the paved parking area located immediately behind the South End Fire Station on Dover Middle School property.
4. The City of Dover will allow NextEra Energy Seabrook personnel access to the South End Fire Station property periodically (but no less than quarterly) to maintain the trailers and associated equipment stored there.
5. The City of Dover and SAU 11 will allow NextEra Energy Seabrook personnel to access the Dover Middle School property periodically, upon notification to designated City of Dover and SAU 11 officials, to train and drill NextEra Seabrook personnel on the operation of the monitoring and decontamination station.
6. Dover Fire Department personnel will assist NextEra Energy Seabrook personnel in moving equipment as needed from the rear of the South End Fire Station to the Dover Middle School parking lot using Dover Fire Department vehicles upon notification of an emergency by NextEra Energy Seabrook or for training purposes, as requested by NextEra Energy Seabrook.
7. NextEra Energy Seabrook personnel will be solely responsible for operation of the monitoring and decontamination station during an emergency at the location specified in this Agreement.
8. NextEra Energy Seabrook will be responsible for the inventory and maintenance of the trailer and associated equipment stored at the South End Fire Station for the purpose of operating the monitoring and decontamination station.
9. In the event of an actual emergency that requires operation of the monitoring and decontamination station, NextEra Energy Seabrook will be responsible for restoring the site of the monitoring and decontamination station to its pre-emergency condition following its use as a monitoring and decontamination station.
10. In the event of an actual emergency that requires operation of the monitoring and decontamination station, NextEra Energy Seabrook will take custody of and be



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, July 9, 2012**
 Meeting Time: **7:00 pm**

responsible for any contaminated materials resulting from the operation of the monitoring and decontamination station.

11. In consideration of the above, NextEra Energy Seabrook will allow the Dover Fire Department to use the shower trailer and associated equipment stored at the Dover South End Fire Station during a response to hazardous materials incidents in the City of Dover and for training and drills associated with response to hazardous materials incidents. Dover Fire Department will provide notification to NextEra Energy Seabrook prior to any use of the trailers and/or associated equipment for training and drills, and as soon as possible after use in response to hazardous materials incidents.

III. *Liability*

Neither Party shall be considered the agent of the other under this Agreement. Each Party shall be responsible for the negligent acts or omissions of its own officers, employees, and agents to the extent required by law.

IV. *Terms of Agreement*

1. This License Agreement shall commence as of the last date affixed below and shall remain in effect for a period of ten (10) years from that date, unless terminated earlier.
2. At least 60 days prior to the termination of the Agreement period, the Parties may agree to renew this Agreement for an additional mutually agreed upon term.
3. Any modifications to this Agreement shall be in writing and signed by each Party.

Agreed to this date by the undersigned representing NextEra Energy Seabrook, LLC, the City of Dover, New Hampshire, and School Administrative Unit (SAU)11.

 Kevin Walsh
 Site Vice President
 Seabrook Station

Date

 Michael Joyal
 City Manager
 City of Dover, New Hampshire

Date

 Representative
 SAU 11

Date

Ms. Briggs Badger summarized the resolution. Ms. Russell asked if parking spots would be taken. Chief Driscoll stated that the parking lot would only be used during an emergency so there would not be cars there anyway. The two portable units would be stored at the South Fire Station unless they were needed for an emergency. This resolution only allows the use of the parking lot. The schools are already used for an emergency.

Amanda Russell moved, Kathy Baker seconded approval of the Next Era Seabrook resolution. . An oral **VOTE PASSED 6/0.**



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, July 9, 2012**
 Meeting Time: **7:00 pm**

3. Request for the Creation of Capital Reserve Funds

Ms. Russell summarized the resolution.

RESOLUTION

RE: REQUEST FOR THE CREATION OF CAPITAL RESERVE FUNDS

WHEREAS: The Dover School Department requires large capital investments for the maintenance and development of its Career Technical Center (CTC) educational program; and

WHEREAS: The Dover School Department has a well-established administrative team to advise the School Board and business office regarding the planned capital purchases for the CTC program; and

WHEREAS: The City Council has requested that Dover School Department utilize capital reserve funds to provide savings opportunities and budget related security associated with long term planning of capital improvements.

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 creation of a CTC capital reserve fund to be used by the Dover School Department for the program’s capital purchases.

SUBMITTED BY:

Rocky D’Andrea, Chairperson

Amanda Russell, Vice Chairperson

Betsey Andrews Parker, Secretary

Dr. Paul Butler

Kathy Baker

Ken Appel



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: Monday, July 9, 2012
Meeting Time: 7:00 pm

Doris Grady

July 9, 2012

BACKGROUND FOR RESOLUTION

What is a Capital Reserve Fund?

A fund reserved for long-term capital investment projects and/or other large anticipated capital expenses that will be incurred in the future. Contributions to this fund can be made from general fund related government subsidies, donated funds, and/or from all, or a portion of, funds collected from the municipality’s regular revenue-generating operations. Once assigned, these funds can only be spent on the capital expenditures projects for which they were initially intended, excluding any unforeseen circumstances.

<http://www.investopedia.com/terms/c/capitalreserve> & see the attached RSA)

How and why are these funds used?

EXAMPLE: Let’s setup a capital reserve fund for use with our capital related technology purchases. For the current fiscal year we may budget \$108K for the replacement of tech equipment. In the following year we might budget this same \$108K (if we are on a consistent program for replacing old equipment), but we may also need \$10K to replace a server (new and additional tech equipment), and \$25K to replace laser printers at the High School. If this were the case, we would see a 30% jump in the budget from Year 1 to Year 2. More importantly, we would have no cushion to handle an emergency equipment failure. The following shows a hypothetical example of how a capital reserve would work:

Fiscal Year	Budgeted Transfers To Reserve	Actual Capital Expenditures out of Reserve	Ending Reserve Balance
2013	\$135,000	\$110,500	\$24,500
2014	\$135,000	\$105,500	\$54,000
2015	\$135,000	\$120,500	\$68,500
2016	\$135,000	\$180,500	\$23,000
2017	\$135,000	\$90,500	\$67,500
2018	\$135,000	\$124,500	\$78,000
2019	\$135,000	\$130,500	\$82,500
2020	\$135,000	\$210,500	\$7,000
2021	\$135,000	\$75,500	\$66,500
2022	\$135,000	\$162,500	\$39,000
2023	\$135,000	\$172,500	\$1,500

By creating a capital reserve for these costs, we are accomplishing several things:

1. Show the community that we have a planned multi-year strategy for program related capital improvements.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

2. Spread the cost over multiple years as a fixed payment into a planned program that won't have a surprising effect on the budget in any individual year.
3. Create a small savings so that the district is prepared for an emergency.
4. The current tax cap language allows an exemption for the transfer of funds into a capital reserve. Once approved, subsidies from the general fund used to support the capital reserves may exceed the tax levy proposed by the tax cap language, protecting the multi-year capital plan from extreme changes in the consumer price index.

Mrs. Grady commented that she is in favor of Capital Reserve Funds, but she believes the City is currently working on a change on how these funds are being used. They are proposing a waiting period of possibly 3 years.

Mr. Limanni stated that he spoke with City Manager Mike Joyal and he heard there was a possibility for a one-year waiting period, but this resolution is just for creating the funds, not for funding or appropriating. He wanted this resolution to be with the other 3 funds, but it may never be used.

Mrs. Grady stated that the background information makes it confusing. She would rather look at just the simple resolution and see what happens with the City Council.

Mr. Limanni responded that he wanted to have some flexibility for long term planning and create some consistency in the budget.

Mrs. Grady reiterated that she would like to see the creation of the capital funds. It is a cushion for the school department that she is in favor of. Mr. Limanni stated that this money is seen in the general fund budget. The City Council could cut the capital fund transfer since it is part of the general fund budget.

Dr. Butler stated that he believes that this is a way to get around the tax cap. Mr. Limanni responded that it is not going around the language, but it offers flexibility in the budget. It utilizes the current language.

Ms. Briggs Badger added that the school district would be following the city's model. Mr. D'Andrea asked that at the January budget workshop, there is a run-through on how the capital reserves work. He would like to see this before the budget season begins and on a more in-depth basis.

Mr. Limanni added that capital purchases are made each year and should be made publically. Appropriations to these funds are another issue and can be discussed after these funds are established.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

Mrs. Grady wanted to clarify that she doesn't want it seem like it's the School Board versus the City Council. Mr. D'Andrea agreed that they just want to be doing the same thing.

Dr. Butler asked for clarification on the resolution and what the vote was specifically on. He then asked if a resolution could be made which would state that there is not a run around the tax cap. Mr. D'Andrea responded that they first needed to vote on the current motion.

Mr. Limanni stated that the language in the background information is the law and not his own language. He added that the money for the funds is transferred from the general fund. The tax cap is exceeded by that amount of money being transferred because the law allows it, although they are not obligated to do so.

Amanda Russell moved, Kathy Baker seconded approval of the creation of Capital Reserve Funds. An oral call **VOTE PASSED 5/1 (Butler opposed)**.

M. NEW BUSINESS:

1. Alternative School Update

Kevin Murphy, Executive Director of Strafford Learning Center, introduced Jamie Carver who will be the Alternative School Director. There were 15 applicants and 4 interviews. Included in the interview committee was Sandie Crosson, 3 teachers of the Alt School, and Richard Boardman of SLP. Finalists went to the Alt School and met all staff members. The last step was a meeting with Kevin, who took all input into consideration. The decision to select Mr. Carver was unanimous. He has a Master's Degree in Educational Leadership and has previously worked for Easter Seals in the Youth Transition Services Program. He has a varied background and also has a strong background in outdoor education. He is also an accomplished musician. Mr. Murphy commended the Alt School staff saying they have been very helpful and everyone is eager to get started. He also added that they were able to stay within the budget that was estimated early in the process.

Mr. Carver will be getting to know the staff and resources in the next few weeks and would be happy to also meet with any Board members also. He hopes that after a year, the Board will have heard positive news from the Alternative School.

Mrs. Grady asked how the approach of SLC differ from what has been done already. Mr. Murphy stated the three pillars: Alternative, personalized learning strategies for students, showing results and creating positive school culture. There are 18 days set aside, when consultants from different areas will meet to help revamp the program.

Mr. Carver will begin work on August 13.

N. NEW BUSINESS:

1. Dover Middle School Schedule Update



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, July 9, 2012**
 Meeting Time: **7:00 pm**

2012-2013 DMS Master Schedule

Grade 5	Grade 6	Grade 7	Grade 8
Homeroom 7:30-7:38	Homeroom 7:30-7:38	Homeroom 7:30-7:38	Homeroom 7:30-7:38
Class 1 7:40-8:40	Class 1 7:40-8:40	Class 1 7:40-8:40	Related Arts Class 1 7:40-8:40
Class 2 8:42-9:42	Class 2 8:42-9:42	Related Arts Class 2 8:42-9:42	Class 2 8:42-9:42
9:42-9:55	9:42-9:55	9:42-9:55	9:42-9:55
Related Arts Class 3 9:57-10:57	Class 3 9:57-10:57	Class 3 9:57-10:57	Class 3 9:57-10:57
Lunch 4A 11:00-11:30	ENCORE 4A 11:00-11:30	Class 4 11:00-12:00	Class 4 11:00-12:00
ENCORE 4B 11:35-12:05	Lunch 4B 11:35-12:05		
Class 5 12:10-1:10	Class 5 12:10-1:10	Lunch 5A 12:05-12:35	ENCORE 5A 12:05-12:35
		ENCORE 5B 12:40-1:10	Lunch 5B 12:40-1:10
Class 6 1:15-2:20	Related Arts Class 6 1:15-2:20	Class 6 1:15-2:20	Class 6 1:15-2:20

Highlights:

- Longer instructional time
- All grades aligned
- Easy to read and follow
- Intervention block for each grade



DOVER SCHOOL DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
 Meeting Location: Media Ctr. (Room 306) McConnell Center
 Meeting Date: **Monday, July 9, 2012**
 Meeting Time: **7:00 pm**

Opportunity to share limited resources (multi age groupings)

Grade level planning

Teaming model is flexible

6 day rotation, no dropped classes

All students receive all related arts offerings

No split classes

Same schedule can be used for multiple years

Instructional Minutes:

Ed 306.18 School

Year

"(2) the school district shall maintain in each middle school and high school, a school year of at least 990 hours of instructional time..."

5.78 hours of instruction per day x177 days= 1,023 hours of instruction

305 class minutes

30 ENCORE

minutes

12 Rev It Up

minutes

Total=347 minutes or 5.78 hours

Related Arts Offerings:

Grade 5	Grade 6	Grade 7	Grade 8
Wellness	Wellness	Wellness	Wellness
(health+PE)	(health+PE)	(health+PE)	(health+PE)
Music (gen/chor/inst)	Music (gen/chor/inst)	Music (gen/chor/inst)	Music (gen/chor/inst)
Art	Art	Art	Art
Tech Ed	Tech Ed	Tech Ed	Tech Ed
Library	Library	Library	Library
Guidance	Guidance	Guidance	Guidance
Study Skills	Study Skills	Computer Skills	Computer Skills
Creative Writing	Public Speaking	World Language	World Language



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

ENCORE:

Title 1 Reading
Math Intervention
NSL Lessons
Band
Chorus
Additional Instruction

DMS Principal Kim Lyndes presented the new schedule to the Board. Schedules over the past few years have been difficult and confusing and the administration is excited to have a new schedule. There is a 6 period day with an increase of instructional time. All grade levels will have related arts/planning time at the same time.

Mrs. Grady asked how Rev It Up (Robust Vocabulary) would work. Ms. Lyndes responded that it is the same period of time each day when everyone will teach vocabulary. Teachers are all invested in it and enjoy it. Ms. Briggs Badger added that tests have shown that this program works.

Mrs. Grady questioned the time needed for Encore. There are too many items for the limited time period. Ms. Lyndes clarified that the students make a choice about what items they would like to do. Band rehearsals are during encore and music instruction will be in related arts. Related arts would meet 1 time every 6 days.

Wellness-59 sessions/year
Music-29.5 sessions/year
Art-29.5 sessions/year
Everything else is rotational by quarter
Tech Ed and others- 14.5 sessions/year
Library and guidance are split quarters 7.38/year

Ms. Russell stated this is more appealing than a previous schedule that had been discussed. She understands that one of the biggest barriers is the under staffing of related arts.

Ms. Russell asked about possible professional development and about the effect on 10 year old students. Ms. Lyndes responded that the teachers have more of an elementary background and they are on 2-person teams.

Mrs. Grady would prefer the original five subject areas which have separate English and Reading instead of a combined language arts. She would prefer shorter classes, but with English returned to the schedule. She believes that students are lacking in these skills when they go to college.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

Ms. Briggs Badger commended Principals Lyndes and McKenney for their hard work and efforts on this schedule. Ms. Lyndes added that many others were involved in the schedule as well.

2. NJROTC Update

Mr. Amara stated that he has not heard anything additional from the Navy regarding a decision for the program to remain open or close for FY14. Combined enrollment from Dover and Portsmouth should be over 100. Ms. Briggs Badger stated a letter has been sent to the congressional delegation asking for the program to remain open. Mrs. Grady added that she has contacted many people also asking for support of the Dover program. She has heard that the defense budget may be cut by the federal government and non-essential programs may be cut or eliminated in the future. Mrs. Grady also contacted parents, VFW, Legion, etc.

Ms. Baker asked about enrollment of Dover students in Portsmouth programs. Mr. Amara responded that there are no openings in welding, TV production was dropped by Portsmouth, and there are no Dover students who would like to take architecture, although it is still open.

Mr. Amara added that if Dover students would like to take programs such as culinary arts and Dover is full, they may be able to take in Portsmouth.

3. Food Service Bid Update

Business Administrator Mike Limanni presented the following memo to the Board.

The District received 3 responses including The Abbey Food Service Group, Chartwell's Dining Services (Compass Group PLC), and Fresh Picks Café (Café Services). These proposals will be available for your review in the Superintendent's conference room, and business office through the remainder of the month of July. A recommendation from the business office will be made for School Board approval for the meeting scheduled for August 13th, 2012. If the School Board would like these vendors to present before the August 13th meeting, the business office will make the necessary arrangements.

Ms. Russell thought it would be best if the companies made presentations at a School Board workshop. It was agreed that the workshop or special session would be Monday, July 23 at 6:30. Each company will have 30 minutes to make their presentation and then discussion after the meeting. The vote will take place on August 13.

Mr. Limanni recommended that School Board members review all three proposals at the Superintendent's office before the next meeting.

O. SCHOOL BOARD MATTERS OF INTEREST:

As a Horne Street parent, Ms. Russell thanked Malcolm Forsman for all of his hard work and accomplishments as principal of Horne Street School. She appreciated his "Seal of Approval" program and all of the things that he did to encourage respectful behavior from the students.

She also welcomed Mike McKenney as the new principal of Horne Street School.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #7
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, July 9, 2012**
Meeting Time: **7:00 pm**

Dr. Appel asked to get a better reading on the new private school transfer of money that was just passed by the state. He thought it would be important to review before the budget process.

Ms. Briggs Badger stated they would be watching closely over time.

P. ADJOURNMENT: Amanda Russell moved, Kathy Baker seconded, to adjourn the meeting at 8:55 P.M. An oral **VOTE PASSED 6/0.**

Respectfully Submitted,
Amanda L. Russell, Vice Chairperson
ALR/ral

DRAFT