



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #1
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, January 14, 2013**
Meeting Time: **7:00 pm**

Chairperson Rocky D’Andrea called a meeting of the Dover School Board to order on Monday, January 14, at 7:00 p.m. in the McConnell Center Media Center.

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

Also present were; Superintendent Jean Briggs Badger; DHS Principal Christine Boston, DMS Principal Kim Lyndes, Woodman Park Principal Patrick Boodey, Garrison School Principal Dustin Gray, HSS Principal Mike McKenney, DTU President Maybeth Anderson, Deb Hackett, DALC Executive Deanna Strand, CIA Director Paula Glynn, Math Facilitator Karen Berg, DMS Teacher David Latchaw and members of his 6th grade class, parents and teachers.

B. PLEDGE OF ALLEGIANCE: Amanda Russell led the Pledge of Allegiance.

Amanda Russell moved, Kathy Baker seconded moving up the “Learning Celebration” portion of the Superintendent’s Comments in the agenda. An oral **VOTE PASSED 7/0.**

Math Facilitator Karen Berg introduced Dover Middle School 6th Grade Teacher David Latchaw who discussed the progress of Math in Focus in his class. Four students from his class demonstrated fractions classroom and answered questions from the School Board. Ms. Russell and Mrs. Grady commended the students on their knowledge of fractions. Mrs. Grady asked what the progression from conceptual to a shorter process is. Mr. Latchaw responded that the students ease into a shorter process after the algorithm is understood. He continued to say that the students have not had much difficulty in the process and teachers continue to use multiple techniques in the teaching process.

C. CITIZENS’ FORUM: Rick and Mary Hebbard, 97 Spruce Lane, spoke on a topic that was not suitable for Citizen’s Forum. Chairperson D’Andrea stopped the commentary. Betsey Andrews Parker moved, Amanda Russell seconded to suspend the meeting for 15 minutes. An oral **VOTE PASSED 7/0.**

D. APPROVAL OF MINUTES

1. Nonpublic Session #36, December 10, 2012
2. Regular Session #12, December 10, 2012
3. Nonpublic Session #37, December 17, 2012

Betsey Andrews Parker moved, Kathy Baker seconded approval of the minutes. An oral **VOTE PASSED 6/0. (Ms. Russell was not in the room)**

E. CONSENT AGENDA

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Dustin Gray, Principal of Garrison School
3. **Leaves of Absence:** None



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4. Nominations:

Sheet 1: Nomination and Election of Aides and other Staff (Bergeron-Weingast)

5. Extended Travel (Student Trips): NONE

Betsey Andrews Parker moved, Ken Appel seconded to approve the consent agenda. An oral **VOTE PASSED 6/0. (Ms. Russell was not in the room)**

F. SUPERINTENDENT'S REPORT: Superintendent Briggs Badger spoke on the following items:

- Update on SEED fall grants-DHS teacher Heather Fabbri, DMS teacher Melissa Stein, DHS teacher Michele Mitnitsky
- District Security Review Committee formed to review safety procedures and protocol in the district
- WPS will host a Soup-er Bowl Potluck on January 30
- HSS began the annual Gunstock ski program on January 11
- HSS will have a basketball skills program for Grade 3 and 4 boys and girls
- Holiday Giving tree at HSS raised over \$1,500
- GES will be hosting author in residents Johanna Horowitz on January 16th, with a PTA meeting to follow
- 84 students will be participating in DMS ski program
- DMS students are able to attend the Feb 1 Celtics game
- Enrichment classes at DMS have begun with about 90 students taking advantage of the program
- Mid-terms at DHS are from January 22-25
- Congratulations to the DHS First Robotics Team Captains Elliot Codd and Dani Trainor
- Two new apprenticeships established in the DHS CTC: Kramer Fabrics and Retail Office Solutions. More students will be involved next year.
- Southern Maine Community College has accepted Biotech students as able to earn 4 college credits at SMCC
- DHS CTC Engineering program has been awarded a \$25,000 grant by the NHDOE. New high tech manufacturing equipment will be purchased with the money.
- The NH Board of Education approved the Regional and Career Technical education agreement for CTE Region 12. It will be valid for 10 years.
- The district has just been notified that the NJROTC program was upgraded from conditional approval to full approval for five years. This program is eligible for Perkins support and will be added to the list of state approved programs.
- Congratulations to Molly Wotton. She is Dover's first recipient of the Gatorade NH Volleyball Player of the year and was also chosen as a Manchester Union Leader Volleyball All-State first team selection and was named Manchester Union Leader player of the year for all divisions. She was named to the NH Volleyball coach's association All-State first team and was the volleyball coaches associations Division 1 player of the year.



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- DHS students Matt Dow, Eric Wilson, Kyle Seawards were names to the NH Football Coaches Association All State first team. Eric Waddington and Cam Rewucki and Colin Shaughnessy were honorable mention selections. Matt Dow was also names to the Manchester Union Leaders Football All States First Team.
- The DHS Girls varsity soccer team was named as a National Coaches All-Academic Team-one of only 5 teams in the state to do in the 2011 season.

Amanda Russell moved, Kathy Baker seconded acceptance of the Superintendent Report. An oral **VOTE PASSED 7/0.**

G. STUDENT REPRESENTATIVE REPORT: Dover High School student representative Matthew Palczynski reported on the following items:

- Several students were selected for the Division I Winter Track state meet—Matt Dudley, Eric Waddington, Mike Shanahan, Brittney Sorbello, and Shane Perron
- Boys hockey team is doing well so far
- Many students are being honored in Concord to receive scholar athletic awards
- Robotics and Math teams both have competitions in January
- Granite State Challenge team was defeated in their first round of competition
- Latin Club will be competing at the Quiz bowl at Harvard in March
- NHS is planning for Locks of Love, “hair drive”
- Interact is planning a Book drive
- Key Club has volunteers working at Crossroads House soup kitchen in Portsmouth
- Key Club is open for other community service projects and can be contacted on Dover School District website (School Board student representative). Key Club has provided 93.5 man hours of service in December.
- Student council is sponsoring a food drive and “Matchmaker” service during Valentine’s Week.

H. COMMITTEE REPORTS:

Dr. Appel provided the following report on the Curriculum Council Committee Meeting held on January 10:

The Curriculum Council meeting of January 10, 2013 was devoted to reports from the CTC and the English Department.

On the positive side for the CTC, a pre-engineering unit on Aerospace Technology was added and a \$25,000 grant was received from the Department of Education to update the engineering program and equipment. The bad news is that the annual Federal grant through the Carl Perkins program is expected to be reduced by \$33,015 and this, along with a reduction of \$17,789.16 in State funding, will cause serious problems to the programs if not replaced by local funding. In the 2011-2012 school year over 100 students could not be accommodated into CTC



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programs and it has become necessary to charge students for some equipment that had previously been supplied by the programs.

The English program is shifting to the use of competencies. Competencies are being referenced in lesson plans as course goals and mid-term and final examinations are being aligned with course competencies and common core standards. The remaining problems include attaining consistency in using competencies to determine student proficiency and aligning assessments in all courses to the competencies and Common core standards. The department is collaborating with the Social Studies Department on writing assignments to ensure that they meet the standards of good writing. Future plans include similar collaboration with the Science Department.

The English Department plans to expand its technological offerings to support writing throughout the school. It also plans to revise the English electives and offer some courses on a yearly and some on a bi-yearly basis. Since these electives are restricted to seniors, only about half of the bi-yearly courses will be available to any particular graduating class and this will have to be taken into consideration in choosing the category to assign to each elective.

Mrs. Grady provided the following report on the Dover Adult Learning Center as provided to her by Executive Director Deanna Strand:

Annual NH Adult Educators Conference

On Saturday Oct. 20 adult educators met in Manchester for the annual Fall Conference. This year the title of the conference was "Walking the Tightrope: Living in the Present-Planning for the Future." The title and the themes of the workshops reflected the many changes facing adult education in the coming years: the current GED closeout, the new GED in 2014, the rollout of the Common Core State Standards, changing immigration laws and technology advancements among others. Eighteen teachers, teacher aides and other staff people from Dover Adult Education attended. Four of them were also presenters: Joyce Malley, ESOL Level 1 teacher presented "A Stepwise Approach to Pronunciation"; Kim Hanson, ABE/GED math teacher, Community Liaison and VERA Coordinator presented "Candy Statistics" and "Tangram Fun"; Denise Reddington, ABE teacher and NH mentor teacher presented "GED Math, Science and Social Studies for Tutors"; and Tiffany Brand, Technology Instructor presented "Integrated Technology Activities for Adult Education".

Spirit of NH Awards

We are very proud to have had one of our volunteers receive a Spirit of New Hampshire Service Award. In a lovely ceremony at the Capitol Center for the Arts, Barbara Trow, a volunteer two mornings a week in ESOL level 2 classroom was among about 65 volunteers honored. Barbara is a reliable and pleasant presence in our classrooms and hallways. Her knowledge of technology is very valuable and her willingness to jump in and do whatever is required is a great gift. It was a pleasure to see her honored by Volunteer NH and get to shake Governor Lynch's hand.

During the week of Oct. 22-26, NH Adult Education conducted a mock election. Kim Hanson and her evening ABE class created an informative and attractive polling place in our hallway.



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With photos of each of the presidential, gubernatorial and Congressional candidates, nonpartisan fact sheets, sample ballots and voter registrations forms from area towns and cities, our students were well informed and inspired to vote. Over one thousand adult education students votes state wide; 124 of them were DALC students.

US Citizenship

Dolly Bisual, DALC student went to the very top of Mount Washington to be sworn in as a new US citizen. On September 6, 2012, Dolly and 19 other applicants for US citizenship boarded the Cog Railway train in Sargent's Purchase, NH, to reach the 6,288 feet summit, the highest peak in the Northeast. New Hampshire Chief US District Court Judge Joseph Laplante officiated the first-of-its-kind naturalization ceremony under clouds that let the sun shine through as the 20 new citizens took the oath of allegiance. Dolly was excited to stand on top of Mount Washington—she was even more excited to stand there as a US citizen.

During the spring of 2011, Dover resident Don McCullough enrolled in an advanced writing class facilitated by Sue Wheeler at Dover Adult Learning Center. He had a manuscript in the works for a story he'd been carrying with him since he was 12 years old. A forced period of inactivity following a motorcycle accident on Father's day of 2010 had him typing away at his laptop, turning his story into a written memoir. The working title for the manuscript was The Boy and it was never meant for publication but as a sort of cathartic exercise for McCullough who doesn't consider himself a trained writer. His daily scope of writing involves policy writing, e-mailing and inspection paperwork in his job as fire prevention captain at the Rochester Fire Department, along with the occasional love letter to his wife Kristin. Each week during the 12 week long class he would share excerpts of the manuscript up to 20 pages in length and the class would give its feedback."

The final result, "Danny Boy a Memoir, is the first book by Don McCullough. Told through the eyes of 12 year old Danny growing up in the late 60's in rural north Texas this could be anyone's childhood story with memories of bikes with banana seats, bazooka bubble gum trades, bossy older sisters and a long anticipated Boy Scout camping trip until all of that changes."

"On Thursday, [Jan. 3] the couple received their first royalty check [for \$135] from Amazon book sales, which they donated to Dover Adult Learning Center as a scholarship for writing students. "If the program can help another aspiring writer, I want to support that." McCullough said."

Don and Kristin dropped by last week to present the check, drop of a copy of the book for Sue Wheeler and take a photo with me. Look for the press release in Foster's and on our website.

One of our teachers, Pam Shore has been selected by the Bureau of Adult Education to be a mentor teacher in the area of Career and College Transitions. Mentor teachers are responsible for Professional Development of all NH adult educators. Pam piloted our Career and College Transitions program 3 years ago and has served as its coordinator, advisor and teacher in that time. Hundreds of adult students have received one to one career and college counseling, explored career options, built academic, technical and personal skills for college and career training and been accepted into colleges and career training programs.



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Second, The NH Bureau of Adult Education just published its latest edition of Student Stories. Two DALC students were featured in the publication, Dolly Bisual and Beata Umugwangwali. (A copy will be archived with these minutes)

The average annual cost to educate an adult learner in NH is \$867.

I. POLICY -- CHANGES – PROPOSALS: None

J. POLICY ADOPTION:

a. IHBG Home Education Instruction

Amanda Russell moved, Ken Appel seconded approving Policy IHBG. An oral **VOTE PASSED 7/0.**

K. SUBMISSION AND PAYMENT OF BILLS: Betsey Andrews Parker moved, Amanda Russell seconded to direct the payment of manifest #13-G in the amount of \$25,727.73 for FY12 and \$2,913,555.29 for FY13 for a total of \$2,939,283.02. The time period for payments was from 12/11/12 to 1/14/13. A roll call **VOTE PASSED 7/0.**

RESOLUTIONS: None

M. OLD BUSINESS: None

N. NEW BUSINESS:

1. Annual Election of School Board Officers

Officers were elected in an Organizational Meeting prior to the regular School Board meeting. There were no changes in the officers for 2013. Chairperson—Rocky D’Andrea, Vice Chairperson—Betsey Andrews Parker, Secretary—Amanda Russell

2. NESDEC Enrollment Projection Presentation—Donald Kennedy

Mr. Kennedy presented information on enrollment projections for Dover school district. He commented that enrollment should stay the same for the next few years and then will be a slight increase. He said that there is more accuracy for projecting in the near future. It is much more difficult to make projections for the distant future. A difficult part of the process is estimating when children will be born. There are fewer students being added to 9th grade from 8th grade. There is a smaller increase going into high school because of a decrease in students from surrounding communities.

He recommended that the district obtain information from realtors about developments. When new students move to the area, they are most often elementary since parents are less apt to



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move a child to a different school when they are in middle or high school. The breakdown for new students is 70% for elementary, 20% for middle school and 10% for high school.

As the economy increases, more students go to private schools as opposed as public schools.

Dover is an attractive school district because of businesses such as Liberty Mutual and may grow a bit faster than other communities.

UNH completed a demographic study that shows differences in trends based on location.

There are a majority of districts in certain areas that are losing enrollment,

Mr. D'Andrea commented that the news is positive and the district is growing. Mr. Kennedy responded that this is true and families are much more knowledgeable about moving to new communities due to the internet, google, etc. This is much of the reason for the growth in Dover.

Ms. Briggs Badger thanked Mr. Kennedy and noted that this information is important when thinking about building a new high school.

Mr. Kennedy stated that this study is updated each year, but he is happy to answer any questions throughout the year.

Mr. Limanni asked what factors affected the decision that the enrollment for 8th to 9th grade would be stabilizing. Mr. Kennedy responded that the surrounding communities are sending fewer students. Mr. Limanni wasn't sure that he could see the stabilization would be happening anytime soon. Mr. Kennedy suggested they discuss this specific situation separately.

Ms. Andrews Parker asked where birth data is received from. She questioned whether the births for Dover residents were from all NH hospitals. Mr. Kennedy responded that they use the State Department of Public Health official numbers along with city clerk numbers. All Dover resident births are counted.

3. 2013 Youth Risk Behavior Survey—V. Hebert & K. Stephens

Ms. Hebert and Ms. Stevens presented results from the survey given in March of 2012. Data was collected from 1,662 students in grades 7-12. High school data included information from Barrington and Nottingham students, even though it is a community survey. Success and challenges determined from the survey are for the community and not just the school.

Data will be shared with the community. The middle and high school are using this data in focus groups.

In March 2013, the Youth Risk Behavior Survey will be used. The Dover Survey and YRBS survey are used in alternate years. The YRBS is useful because over 60 high schools totally



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30,000 take the YRBS. This allows the district to compare data with the state, region, and nation.

For 2013, the middle school survey will be different from the high school. Fewer questions will be asked and literacy issues will be addressed.

The middle school will be able to be compared with other middle schools in Strafford County,. This information can be used to help earn grants. The cost of the surveys is covered by the NH Charitable Foundation and the Dover Coalition for Youth. There is no cost to the school district.

All results from the survey are archived with these minutes.

Ms. Russell asked if these surveys are electronic yet. Ms. Hebert responded that they are still paper based at this point, but hope to change in the future.

Ms. Baker congratulated Ms. Hebert for the efforts of the coalition with this survey. She commented that it highlights issues in the community that need to be addressed.

Ms. Baker questioned the number of students who were bringing weapons to school. She asked if students were just anonymously reporting that they had brought weapons to school. Ms. Stephens confirmed that this was an accurate statement. Ms. Hebert confirmed that guns that may have been brought to school were other types of guns and she can provide other information as to what type of guns was referenced. Ms. Baker stated she hadn't been aware of any incidences of guns being brought to school.

Ms. Andrews Parker is happy with the alternating schedule of surveys and feels that DARE has worked to communicate information to parents. She also appreciates this national tool as a way for Dover to receive grants. She is also happy with the positive messages and that the information is "spun" around to show good behavior by most students.

Ms. Andrews Parker commented that the Dover Youth to Youth program is almost a nationally recognized program and they deserve credit and a public thank you for their work. This program will be nationally replicated.

Amanda Russell moved, Kathy Baker seconded approval of the 2013 Youth Risk Behavior Survey. An oral **VOTE PASSED 7/0.**

4. DHS Program of Approval

Christine Boston presented changes in the DHS Program of Studies. For the most part, the changes are formatting and making it user-friendly. It is electronic only and therefore, saves \$6,000-\$7,000 per year. Another advantage to not being in print form is that changes can be made in real time.



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Ms. Briggs Badger commented that depending what happens with the budget, all classes may not be offered.

Betsey Andrews Parker moved, Ken Appel seconded to approve the DHS Program of Studies. An oral **VOTE PASSED 7/0**.

5. Award Bid for CNC Milling Machine

Mr. Limanni stated that there was only one response to the bid.

Kathy Baker moved, Amanda Russell seconded approval of the bid for a CNC Milling Machine in the amount of \$11,529.52 to Tormach LLC. A roll call **VOTE PASSED 7/0**.

6. Month of December 2012 Condition of Accounts—M. Limanni

Mr. Limanni presented the condition of accounts for December. The benefits line item has a large balance due to the SchoolCare premium holiday (\$385,000). There is a loss of revenue so these numbers will offset for the most part. There are still some payroll items being encumbered, so there will be a closer estimate of the condition of accounts in late February or early March.

O. SCHOOL BOARD MATTERS OF INTEREST:

P. ADJOURNMENT: Amanda Russell moved, Kathy Baker seconded, to adjourn at 8:44 P.M. An oral **VOTE PASSED 7/0**.

Superintendent Briggs Badger and other's handouts have been archived with these Minutes.

Respectfully Submitted,
Betsey Andrews Parker, Secretary
BAP/ral