



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #2
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, February 11, 2013**
Meeting Time: **7:00 pm**

Chairperson Rocky D'Andrea called a meeting of the Dover School Board to order on Monday, February 11, at 7:10 p.m. in the McConnell Center Media Center.

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

Also present were; Superintendent Jean Briggs Badger; DHS Principal Christine Boston, DMS Principal Kim Lyndes, Woodman Park Principal Patrick Boodey, HSS Principal Mike McKenney, DTU President Maybeth Anderson, DALC Executive Deanna Strand, CIA Director Paula Glynn, PPS Director Sandie Crosson, parents and teachers.

B. PLEDGE OF ALLEGIANCE: Kathy Baker led the Pledge of Allegiance.

Amanda Russell moved, Kathy Baker seconded moving items E.5 b. and N.1 prior to the Superintendent's Comments in the agenda. An oral **VOTE PASSED 6/0**.

C. CITIZENS' FORUM: None

D. APPROVAL OF MINUTES

1. Nonpublic Session #1, January 14, 2013
2. Organizational Session #1, January 14, 2013
3. Regular Session #1, January 14, 2013
4. Nonpublic Discipline Session #1, January 24, 2013

Amanda Russell moved, Ken Appel seconded approval of the minutes. An oral **VOTE PASSED 5/1 (Grady opposed)**.

E. CONSENT AGENDA

- 1. Correspondence:**
 - a. Request for Job Share Horvath/Friend-Gray, Dover Middle School
- 2. Resignations/Retirements:**
 - a. Sandra Crosson, Pupil Personnel Services Director
 - b. Elaine Marhefka, Garrison 4th Grade
 - c. Donna Ashman, Supt's Administrative Assistant
- 3. Leaves of Absence:**
 - a. Deborah Rockwell, Dover Middle School
 - b. Brooke Repucci, Dover High School
- 4. Nominations:**

Sheet 1: Nomination and Election of Staff (Gilbert-McQuade)
Sheet 2: Nomination and Election of Administrative Personnel (McKenney)
- 5. Extended Travel (Student Trips):**
 - a. Dover Winter Guard NESBA Competition, Plainfield, CT
 - b. Dover High Trip to France (April 17-April 26, 2014) Preliminary
 - c. Change to Request for DHS Art Trip to Europe (April 19 – April 27, 2013) Preliminary Request Approved at 9/10/12 SB Meeting



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Amanda Russell moved, Ken Appel seconded to approve the remaining consent agenda. An oral **VOTE PASSED 6/0.**

Chairperson D'Andrea explained that item E.5.b. was pulled for clarification. The documentation did not clearly state fundraising would occur as stipulated by the policy approved by the School Board. Ms. Hennessey confirmed that fundraising would be offered for all students if they chose to participate.

Amanda Russell moved, Ken Appel seconded to approve item E.5.b. on the consent agenda. An oral **VOTE PASSED 6/0.**

N.1 Dover Reads/Dover Listens Proposal—P.Glynn, M. Holt-Shannon-moved up in agenda

The Dover Reads Book this year, *Schools Can't Do It Alone*, by Jamie Vollmer is an adult read this year. While the project has been coordinated solely by the school district in the past, this year the project is being coordinated by the education committee of the Chamber of Commerce.

The Purpose of the Dover Reads Project this year is to use Jamie Vollmer's book as a springboard for initiating conversation that builds community awareness around:

1. The overwhelming tasks of the schools - all the additional tasks being asked of us. The book documents all the additional tasks that schools have been asked to take on since the early 1900's.
2. The need for schools not only to educate students on the 3 R's, but also educate them on the **new basics**, – technology, higher order thinking skills, collaboration and teamwork to name a few.
3. The need for the community to understand that in order for schools to provide a 21st century education the support of the community and its resources is needed - intellectual, financial, and emotional.

The Initial Stages of this project have involved first reaching out to our own community of staff members and parents:

1. Purchased 100 plus books, posters and cd's with Dover Reads money.
2. Presented at all building staff meetings to elicit the support of staff. Staff members need to understand the role they can play in helping with this conversation:
 - o Sharing the many positive things happening in our schools



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- Reading the book and having informal conversations with parents
 - Getting involved in the project as it morphs into Dover Listens and participate in conversations and perhaps as facilitators in some cases.
3. All PTO meetings in the next few weeks will have been attended so that we can get parents to read the book and involved in the conversation.

Another Dover group was discovered that is essentially trying to do the same thing. This group hosts community conversations to explore the community's expectations and priorities for Dover's schools. It makes complete sense for the groups to work together on this project. Collaboration will occur in any way possible and will really allow this year's Dover Reads Project to morph into Dover listens. Ms. Glynn would still like to suggest that citizens read Jamie Vollmer's book because it is full of factual information that leads to good conversation. However, Dover Listens will coordinate the actual conversation piece as they are a neutral party.

Ms. Holt-Shannon discussed the Dover Listens portion of the project:

She, along with John Leggett are co-founders of the group which was formed a few years ago and are working to earn the trust of Dover as a neutral convener. This would be the first large conversation for them.

Dover Listens, with the help of a balanced steering committee comprised of community leaders, will host a city-wide conversation to identify, explore, and weigh Dover's views, expectations, and priorities for the city's schools and education system. The conversation will be designed, and participants will be recruited, to reflect a diversity of citizen backgrounds with wide-ranging opinions regarding the education of Dover's students.

Proposed Process

In roughly this order, Dover Listens will:

1. Recruit a balanced steering committee of rational leaders representing diverse constituencies (Winter 2013);
2. With the steering committee, design an in depth dialogue opportunity (proposed title is Dover School System Community Conversation) to fairly explore the needs, wants, and complexities of educating Dover's students (Winter/Spring 2013).
3. Raise the modest funding needed develop and host the Dover School System Community Conversation (Winter/Spring 2013).
4. Promote the Dover School System Community Conversation and recruit a wide range of participants (students, teachers, parents, community members) who represent all



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socio-economic groups and a diversity of opinions regarding Dover's education system (Early Fall 2013).

5. Hold the Community Conversation(s) (Early to mid-October 2013).
6. Summarize and distribute findings to city leaders and decision makers (December 2013).

Expected Project Outcome

City leaders and decision makers will receive an accurate and in-depth report that fully describes the depth of thinking Dover's residents presented regarding expectations, needs, wants, and priorities for Dover's school system and its students. City leaders will use this report to guide their decision making on behalf of Dover's people.

About Dover Listens

Dover Listens is a non-affiliated, diverse group of citizens whose sole purpose is to provide a safe and fair forum to get informed and discuss community issues that impact Dover and its residents. Our aim is to bring together people with different views to share ideas, get informed, and help shape the future of Dover. Ensuring and securing a range of perspectives for each project we pursue is critical to our mission.

How we work:

- Bring people together from all walks of life.
- Provide time for in-depth conversations in small groups.
- Respect differences and seek common ground.
- Create conversations among residents that are fair and lead to well-informed community solutions.

Dover Listens has no agenda beyond convening citizens for in-depth and meaningful community conversations. Our expectation is that community leaders can and will use the comprehensive input gleaned from citizen forums to set policy and make decisions that accurately reflect the will of Dover's people.

Ms. Holt-Shannon can be contacted through the Doverlistens.org website.

Ms. Briggs Badger thanked Ms. Holt-Shannon and Mr. Leggett for spearheading this program.

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

- President's Day will be observed on Monday, Feb. 25th and all district offices will be closed. Winter Recess is also that week, ending March 1.



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- Penguin Plunge took place on February 2 and DHS raised over \$7,800 for Special Olympics.
- DMS PTA will meet on 2/12 at 7 pm in DMS library.
- DMS 7/8 grade dance has been changed from Feb 8th to March 8th.
- DMS Drama Club Pancake breakfast has been rescheduled for February 16th.
- DMS parents were mailed NECAP scores last week,
- 8th grade parents received an informational letter regarding DHS course selection process.
- The Second Semester Open House at DHS scheduled for February 21st is being postponed until March and will change to a parent conference format. More information will be sent to parents in the upcoming week about the specific date and how to schedule conferences with teachers.
- Congratulations to Matthew Palczynski for being named a finalist in the National Merit Scholarship Program. Winners will be notified in March.
- Congratulations to Rose Clemons, Alex Roemer and Matt Palczynski on being selected for the 2013 All-New England Jazz Festival at Plymouth State University on March 12.
- The annual Poetry Out Loud performance will once again be held on Valentine's Day. About 20 of our classroom winners will be competing for the school title and the chance to participate in regional Poetry Out Loud competition in early March. Additionally, we will be displaying the art work of the Scholastic Art achievers, and featuring musical interludes by students from our outstanding ensembles. Our thanks to Mrs. Marcia Goodnow for her efforts in providing such a great experience for our students.
- The Dover High Drama Club will be presenting the musical "The Pajama Game" the weekend of February 15-17.
- Elliot Codd is a Latin IV honors student who has just earned first place in New Hampshire in the Classical Association of New England's yearly essay contest! His essay now advances to compete against all the top essays from the New England states.
- Elizabeth Malia was one of the few to be nominated by Commissioner Barry for consideration of the US Presidential Scholars Program and has been named a candidate by the U.S. Department of Education. Scholars will be announced at the beginning of May.
- In the 2013 Scholastic Art Awards of NH, Dover High had 23 Individual Works of Art and 5 Portfolios recognized and awarded honors in this year's competition.
- Recent contributions to the CTC include a 2003 Ford truck valued at \$9,000, Greenly Hydraulic Pipe Bender valued at \$10,000, a large three gang commercial 200amp meter and associated electrical supplies valued at \$1,500 all donated by an Electrical Contractor from Hebron NH. Also donated were 4 Amatrol Programmable Logic Controllers with a value of \$10,000-\$12,000 to be used in electrical motor controls and robotic advanced manufacturing environments. Dover Chevrolet-Dover Honda donated a Chief G16 Automobile Frame Straitening System and the accompanying Computer Laser Genesis Measuring device with



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supporting tools and supplies. Total value of equipment is estimated at \$10,500.

- Building Construction Technology Department-Community Project
Construction department students are presently working on two community projects. Project #1: Construction of two curved bridges to span Berry Brook as part of the towns walking path. Materials for the project were donated by UNH. Project#2: Three sheds are being constructed –One for the Horticulture/Community Garden Project, one for the Soccer Boosters and one for the Dover Middle School.
- The Aquaculture Department-Community Project Working with the New Hampshire Fish and Game department and Trout Unlimited students are raising trout from eggs to fry for spring release.
- Thirty-five senior student-athletes recognized at the 2013 NHADA/NHIAA Male and Female Scholar-Athlete Awards Ceremony held on Monday February 4th at the Capitol Center for the Arts in Concord. The recipients of this award MUST have a minimum of a B+ (3.33) G.P.A and be active in at least two NHIAA sanctioned Sports. Additionally the students must all be positive role models within and outside the school setting. We are very proud of these individuals.
- Congratulations goes out to the Dover High School girls swim team who won the NHIAA Division 1 Girls State Swim Championships yesterday at UNH's Swazey Pool. The Green Wave girls finished the meet with 225 points and ran (or swam) away with the title as the second place team finished the meet with 177 points – an almost 50 point difference. This is the Green Wave girls 6th state title in the last 8 years. The boys' team also had a nice showing finishing in 8th place on the boys side of the meet.
- 2/13 WPS PTO will be meeting at 6:30 in the Library.
- 2/21 Story teller Shawn Middleton will be performing at WPS starting at 6:30. Thank you to Title I funds and the WPS PTO.
- February 15th will be movie night at HSS. This event is sponsored by the Parent Teacher Group.
- February 19th will be the HSS monthly PTG meeting. The guest speaker will be Paula Glynn. She will be discussing the Jamie Vollmer book; Schools Cannot Do It Alone.
- At HSS, February 20th will be the Young Inventors Fair in the Gym. There will be daytime presentations with judging taking place and a night time presentation for families. Award presentation will take place at the night time event.
- HSS 3rd and 4th grade girls and boys basketball program is winding down. The last sessions will be the week prior to February vacation.
- February 20th – GES PTA meeting
- February 22nd is Garrison's Spirit Day – dress like a hero

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



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G. STUDENT REPRESENTATIVE REPORT: Dover High School student representative Matthew Palczynski was unable to attend the meeting. Substitute representative Elliot Codd reported on the following items:

- School musical, Pajama Game will be presented February 15-17 at DHS
- Poetry Out Loud national competition will take place on February 14 at DHS
- Winter Track participated in state meet. Congratulations to all participants and winners
- First Robotics team competed in January and February and performed well
- Student Council is sponsoring a canned goods drive all week
- National Honor Society will be running a Pantene “Beautiful Lengths” hair drive in May
- Student Council is also sponsoring a Matchmaker fundraiser for Valentine’s Day

H. COMMITTEE REPORTS:

Ms. Russell provided the following report on the Safety Review Committee meeting:

She commented that there is a diverse group of people including representatives from all major groups in the city as well as all of the schools. Primex and parents are also represented on this committee. Ms. Briggs Badger facilitated the meeting. A Primex Safety Review report was reviewed. Areas of completion of safety improvements were notated, as well as items that still needed to be completed. Many of the items hadn’t been accomplished due to budget limitations. The committee also discussed ways to improve communication between schools for improved safety of students. The possibility of Homeland Security grants was also discussed. More information of this subject will follow. The next meeting is February 21st at DMS.

Dr. Appel provided the following report on the Curriculum Planning Council Meeting held on February 7:

The Curriculum Planning Council meeting of February 7 began with a description of the Social Studies curriculum by Peter Driscoll. The freshman economics course benefits greatly by the replacement of a fourteen year old textbook by a brand new up to date text. At the sophomore level there was a considerable cost saving in having the publisher customize the material in an expensive textbook to what was actually used in Dover in an updated text which was used in conjunction with online material. He demonstrated how useful the new Ipad cart containing 30 Ipads could be in dealing with questions about American government (the sample he chose was elections in recent history).

A common theme that was discussed by Mr. Driscoll and the committee was the necessity of making sure that the language of the assigned material be appropriate to the reading level of the students or that the material be preceded by an introduction to the more difficult vocabulary. This led back to the collaboration between the English and Social Studies departments to make sure that the reading and writing levels of students taking social studies courses were appropriate to demands made in those courses.



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Meeting Type: Regular Meeting #2
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Paula Glynn indicated that an important continuing task of the council is to "re-visit common thread among curriculum needs and the wisdom of establishing district level practices/strategies that will help teachers and students respond to the demand of the common core". She circulated material that would help it to focus on that task and provide background for future discussions.

Ms. Andrews Parker asked Mr. Appel if he knew how teachers felt about the ipad carts. Mr. Appel responded that Mr. Driscoll commented that the teachers were very enthusiastic about them. Ms. Andrews Parker agreed that they were a great purchase by the District.

Mrs. Grady provided the following GED Completion Proclamation from Executive Director Deanna Strand:

This information is important since changes will be made on January 1, 2014

Local GED® Completion Proclamation

Whereas earning a New Hampshire certificate of High School Equivalency qualifies adults for many jobs and postsecondary education options, and

Whereas GED candidates must demonstrate skills equal to or better than sixty percent of graduating high school seniors in a national sample, and

Whereas more than 2,262 people have passed GED Tests® and earned the New Hampshire Certificate of High School Equivalency at Dover Adult Learning Center during the past decade, and

Whereas there are many adults who have passed some sections of the current GED Tests® but not yet completed and passed the entire testing battery, and

Whereas the GED Tests® are scheduled to change on January 1, 2014, and test-takers who have not completed and passed all sections will have to start over with a new high school equivalency test, and

Whereas Dover Adult Learning Center is available to help adults of all ages improve their educational skills and prepare for GED Tests®,

Now, therefore, be it resolved that residents eighteen years of age and older who lack a high school credential are urged to complete and pass GED Tests® during 2013.

I. POLICY -- CHANGES – PROPOSALS: None

J. POLICY ADOPTION: None

K. SUBMISSION AND PAYMENT OF BILLS: Betsey Andrews Parker moved, Amanda Russell seconded to direct the payment of manifest #13-H in the amount of \$7,367.26 for FY12 and \$2,236,346.28 for FY13 for a total of \$2,243,713.54. The time period for payments was from 1/15/13 to 2/11/13. A roll call **VOTE PASSED 6/0.**

L. RESOLUTIONS: Horne Street School JBC Final Acceptance



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Mrs. Grady stated that the HSS project was one of the longest in years and is happy that it has been completed. She continued to say that it was difficult, but they have a finished product that is comfortable and Principal McKenney will be overseeing it as of now.

Betsey Andrews Parker moved, Amanda Russell seconded to approve HSS JBC Final Acceptance. A roll call **VOTE PASSED 6/0.**

M. OLD BUSINESS: Budget Discussion

Mr. D'Andrea noted that the Board still needs to find \$946,895 to cut from the budget.

Ms. Andrews Parker commended administration for doing an amazing job on the budget. All areas have been researched to find savings. Her priority would be to save personnel in the budget. She, and other Board members have tried to think creatively of how to save funds.

Ms. Russell has found this year to be more frustrating than last year and is not sure where to find savings this year since so many reductions were made last year. The City cannot afford to have fewer personnel teaching students this year.

Each item below was discussed:

Facilities Coordinator: Ms. Andrews Parker would like to change funding from 50% local/50% facilities funding. Ms. Briggs Badger stated that there will hopefully be more revenue through rentals which could help pay for this position.

Courier: Ms. Andrews Parker recommended eliminating this position. She suggested looking into the busses as possible ways to transport materials within the school district. More research would need to be made into this. Ms. Russell agreed with this reduction.

Track Changes: Ms. Andrews Parker recommended reducing track changes.

Parking Lot Aide: Ms. Andrews Parker also recommended looking into a reduction of a parking lot aide at DHS. Mr. Limanni discussed the duties of this position which is not paid from the general fund. Ms. Boston stated that the person in this position watches for incidents of vandalism, and also ensures that students are parking in the appropriate places. The people who are in these parking lot positions also help with cafeteria duty and other duties within the school.

Ms. Baker asked about the school nurse item listed in the budget document. Mr. Limanni responded that this number is just the cost of the nurses within the district and does not represent a reduction in the budget. He listed the total cost of programs in his budget document for the Board to reference.

Ms. Baker also questioned DHS guidance. There are currently more counselors than what is required by the state. Ms. Briggs Badger responded that the CTC guidance position is among



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DOVER SCHOOL BOARD – MINUTES

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Meeting Time: **7:00 pm**

the 21 potential positions considered at this time. Ms. Russell referenced this position at a cost of approximately \$94,387 which was listed on a previous document.

Mrs. Grady clarified the “purple” sheet so everyone would have a clear idea of its format. She questioned the total cost of special education and asked its % of the total budget. Mr. Limanni responded that it was approximately 17% of the general fund.

Mr. D’Andrea recapped the conversation and stated that the Board is agreeable with most reductions, but would like to reduce the personnel reductions.

Ms. Russell stated that important items for her would be maintaining a 26 credit diploma at DHS and keeping class size low within the schools. She feels that reducing the diploma and increasing class size are not the right thing to do for the district and the city. She added that she “is at a loss” for finding areas to reduce. Mr. D’Andrea agreed that this budget seems more difficult than last year.

Ms. Andrews Parker brought up ideas including reducing school year and adding minutes to the day. She also wanted to try to determine which items on the reduction suggestion list would be “untouchable”. For her, replacing RN’s with LPN’s is a safety issue and would not support it if it were proposed. She would even prefer to add nurses if funding was available.

Mr. D’Andrea agreed that he would prefer not to touch most of the “Possible Budget Cuts” from the “purple” sheet. If we take any of those items away, the district would be going in the wrong direction.

Ms. Andrews Parker stated that the Revenue Committee met and asked the Booster clubs and parent groups how much they raised each year. It was determined that they raise almost \$1 million in a year to support and provide for the students. If additional fees are added, it needs to be remembered how much parents already contribute.

Mr. D’Andrea recommended taking a straw vote on items listed so that focus could be made on other reductions at future workshops.

Mrs. Grady preferred to take some time to review items and vote at a future Budget Workshop. It was agreed that an informal vote would be taken at this meeting and a final vote would be taken at a later date.

Informal Vote on “Possible Budget Cuts”

Mrs. Grady opted to abstain since we are not in attendance at the last meeting.

LPN’s vs RN’s	all agreed to keep
Behavior Specialists	Keep 5/0 (Grady abstain)
Reading Specialists	Keep 5/0 (Grady abstain)
Literacy Interventionists	Keep 5/0 (Grady abstain)



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DOVER SCHOOL BOARD – MINUTES

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Meeting Time: **7:00 pm**

Facilitator Coordinator	Change funding to 100% Facilities Fund 4/1 (Baker opposed, Grady abstain) (Baker would like to eliminate position)
HS Transportation	Keep 5/0 (Grady abstain)
Courier	Keep 0/5 (all opposed, Grady abstain)
Track Change Reduction	5/0 (Grady abstain)
Parking Lot attendant	Keep 3/2 (Russell, Andrews Parker opposed, Grady abstain)

Ms. Russell asked if the staff could be surveyed anonymously for their input on the budget and for revenue ideas. Ms. Briggs Badger stated that she would have a survey created on Survey Monkey and it would be sent to all staff members.

Mrs. Grady recommended generating a community survey as well.

It was agreed that citizens would be asked to send their input to the School Board via their email accounts. Ms. Andrews Parkers preferred email since input should not be anonymous.

Ms. Andrews Parker asked Mr. Limanni if he added anything to revenue from ideas submitted to him, including adding tuition to preschool. He stated that he would pass on the information to the Revenue Committee. Ms. Andrews Parker stated they had been discussed already.

Mr. Limanni responded that he reviewed the idea of raising tuition for preschool, but the addition of higher tuition would not help the cause and may possibly hurt. Interest has been greatly reduced in the preschool since tuition was added.

Mr. Limanni added that he is looking into facilities fees and other areas where revenue could increase for the district. Any revenue earned from parking or facilities would not go to the general fund, although it would help for improvements to facilities during the year.

Increase in gate fees would also go to facilities. Some sports are not able to charge fees since attendance is low.

Mr. Limanni continued to say that fees have not been charged to students for clubs at this point but he will examine this further. It can get tricky since there may be a much reduced participation in these clubs and sports if fees are charged.

Ms. Andrews Parker added that a profit cannot be made from an extra-curricular activity.

She added that the Board is looking at all items even if they seem minimal. If reductions are not able to be made, the Board would need to ask the City Council for an override and she believes this would not be granted.

Ms. Andrews Parker is not in favor of reducing athletics and activities, but also does not want to reduce kindergarten. She suggested possibly adding a minimum number of students participating in an activity for it to occur.



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DISTRICT**

DOVER SCHOOL BOARD – MINUTES

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It was determined that another budget workshop should be added. The School Board will meet on Monday, February 18th at 6:30 to discuss the budget.

Ms. Briggs Badger reminded that there would be a Budget Chat on Feb. 21 from 6-8 pm at DHS (previously scheduled for DMS). In addition, she and Mr. Limanni will be on WTSN on Monday, Feb. 18 from 11-12 am to discuss the budget.

N. NEW BUSINESS:

1. Dover Reads/Dover Listens Proposal-moved up in agenda

2. Approval of Concussion Survey

Athletic Director Peter Wotton asked the Board for approval to proceed with the concussion survey. Dover is one of 10 pilot schools selected to participate in the survey and if the district participates, the district has another 3 years of free impact testing. Mr. Wotton is just looking for permission from the Board to send out the survey after a final document it completed. Ms. Baker thanked Mr. Wotton for getting information out to parents on concussions and is appreciative of the Brain Injury Association for selecting Dover.

Ms. Russell asked if STA parents would be asked to participate in the survey since they share a sport with Dover. Mr. Wotton responded that it would just be Dover parents to the best of his knowledge.

Kathy Baker moved, Ken Appel seconded to approve Dover's participation in the Concussion Survey. A roll call **VOTE PASSED 6/0.**

3. Alternative School Update—S. Crosson

Sandie Crosson presented the Quarterly Alternative Program Report to the School Board. She is happy with some of the program changes. The students are doing many things in the community and being introduced to job sites and community based activities. They are also shadowing administrators at DHS and Mr. Carver is working with Mr. Amara on shadowing CTC teachers. Tuition numbers remain what they were at the beginning of the year and this seems to be a regional problem. Dover's tuition students are primarily coming from Dover Children's Home and communities where there is no high school or alternative program. Many of the neighboring alternative schools are also trying to re-organize their alternative programs.

At this point, it looks like Dover's program will end the year in a deficit. In order to change this, Ms. Crosson will move some costs into the IDEA grant which will allow the Alternative School to end the year "in the black". The program needs to change so that this doesn't happen again. A structure change to the program will hopefully also reduce the amount transferred to the Alternative Fund from the general fund.

Ms. Crosson stated that, to date, she did not use what she had budgeted for Out of District tuition in this year's budget, but this could change at any time if a student moves into Dover.



**DOVER SCHOOL
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DOVER SCHOOL BOARD – MINUTES

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Because of this, it looks like the special education budget could be in fairly good shape at the end of the year.

Ms. Russell asked if there are any students who are in out of district placement who may be able to return to either the Alternative School or to other Dover schools.

Ms. Crosson responded that the parents of two of the students do not want to place their students in the Alternative School, one student moved out of state, and one student dropped out. At this point, there are no more that can be brought back.

Mrs. Grady stated that the Alternative School was originally started to bring back Dover students from placement. She noticed that the number of tuition students remains below expectations and may continue to be that way. She asked how many students are left in the program. Ms. Crosson stated that all of the students are full time at the Alt School, even if they may take a class at Dover High School. These students do not deal with Mike Russo, the At-Risk Facilitator at DHS.

Mrs. Grady asked Mr. Limanni if the cost per student was \$868,000 divided by 18 students. Mr. Limanni responded that she would be correct in determining the cost per pupil, but also said that Ms. Crosson is also making a plan to reduce the program drastically. He believes the cost will end up being in the \$500,000's. The transfer from the general fund to the Alternative School is currently \$402,000, but the entire program is being streamlined to try and reduce this contribution.

Mrs. Grady added that it appeared the cost per student is extremely high and could be more than if they were placed out of district.

Mr. Limanni commented that if the program were eliminated, Dover would not receive the revenue. Ms. Crosson stated that the cost to send out a student would be a minimum of \$40,000 and could be as much as \$80,000. In addition, transportation costs would need to be paid by the District. She believes it is more cost effective to keep the alternative program at this point.

Mr. Limanni added that if the entire Alternative School were eliminated, the At-Risk Coordinator position would also be eliminated since it is paid out of the Enterprise fund.

4. DHS Merit Scholarship Fund Authorization

Ms. Briggs Badger presented information to the Board on this scholarship. A valuable bookcase was discovered at the McConnell Center a few years ago. A scholarship for \$1,000 is being offered to high school seniors based on merit. The funding for this scholarship will come from interest from the proceeds from the sale of the bookcase.

Kathy Baker moved, Ken Appel seconded to authorize the DHS Scholarship Committee to select a 2013 recipient for this \$1,000 scholarship. An oral **VOTE PASSED 6/0.**



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #2
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, February 11, 2013**
Meeting Time: **7:00 pm**

5. Formation of Transportation Policy Review Committee

Ms. Briggs Badger stated that a committee was being formed to review the transportation policy since there had been discussion a few months ago about making some changes to the policy.

Amanda Russell moved, Kathy Baker seconded forming a committee to discuss and make changes to the transportation policy. An oral **VOTE PASSED 6/0**.

Ken Appel and Kathy Baker volunteered to participate on the committee. Dr. Butler will be asked at a later date.

Ms. Briggs Badger commented that a representative from First Student should be included on the committee. Mr. Limanni suggested that a representative from The Provider also be included.

Ms. Baker noted that the current policy really only deals with in-district regular transportation. Ms. Briggs Badger and Mr. D'Andrea recommended only including First Student unless there was discussion on special education transportation.

Ms. Russell added that much of the policy is based on discipline and special needs students would not be held to the same standard. It was decided that the Provider would be included as needed.

6. Special Funds (Policy DFC) Quarterly Update—M. Limanni

Mr. Limanni discussed the Fund Balance Activity Reports for the Alternative School, the School Cafeteria Fund and the School Facilities Fund. Unlike the Alternative School Fund, the Food Service fund doesn't have a line for anticipated receivables. There should be \$1.4 in revenue coming in and there should be a balance of approximately \$100,000 in fund balance at the end of the year.

Ms. Andrews Parker asked if ice cream was being sold as an ala carte item in the cafeteria. If so, how could the district receive more revenue from this? Mr. Limanni responded that the money raised stays in the fund but could eventually be put aside for cafeteria improvements in a new high school. The District receives all revenue that is brought in. Their only profit is from the management fee. The district is only allowed 3 month revenue kept in fund balance. Money cannot be transferred to the general fund.

7. Federal and State Funding (Policy DD) Quarterly Update—M. Limanni

Mr. Limanni discussed the federal and state funding report.

8. Month of January 2013 Condition of Accounts—M. Limanni

Mr. Limanni presented the monthly condition of accounts. He noted there was a health care savings due the Schoolcare premium holiday. He will be able to communicate a firm number to



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the Board March 1. He is interested in using some savings from this year to reduce cuts for next year. The goal for the district would be to save positions for next year.

There also may be significant savings in out of district placements. He would also like to work with the City to build a contingency fund for Special Education out of district tuitions. There will also be savings in electricity and natural gas.

Mr. Limanni continued to say that he may try to re-program savings from this year for other items. An example would be to fund \$585,000 in a fund balance that would be used for the increase in NH retirement costs for FY14.

O. SCHOOL BOARD MATTERS OF INTEREST:

Mr. D'Andrea offered his thanks to Sandie Crosson for her years of service to the District. He appreciates her creative thinking and help with the budget. He also thanked Donna Ashman for her service to the District. Ms. Ashman is the Administrative Assistant to the Superintendent who will be retiring at the end of this year.

Mr. D'Andrea would also like to look into submitting the monthly Superintendent's report and Student Representative Report to Foster's Daily Democrat. There are many good things happening in Dover schools and people who don't watch or attend the meetings miss hearing about them.

Mr. D'Andrea also congratulated Mr. McKenney on being approved as permanent Horne Street School Principal.

Mrs. Grady stated that she has a grant of about \$3,500 received from Shell Oil and a former math student that she would like to offer to teachers. She is looking for possibly a grade 3 or grade 4 teacher who might be able to offer individualized instruction for struggling students. This might give students an opportunity to pick up skills they may have missed and move on with their peers. This money could go toward salary or other program costs for teachers. Any interested teachers could just write up a proposal and submit to her. Ms. Briggs Badger recommended using an application similar to the one used for grants distributed by the SEED committee. Mrs. Grady added that she would like the money to be used in total and not split.

P. ADJOURNMENT: Amanda Russell moved, Ken Appel seconded, to adjourn at 9:30 P.M. An oral **VOTE PASSED 6/0.**

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

Respectfully Submitted,
Betsey Andrews Parker, Secretary
BAP/ral