



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Special Session #15
Meeting Location:	Media Ctr( Rm 306) McConnell Center
Meeting Date:	<b>Monday, November 18, 2013</b>
Meeting Time:	<b>6:30 P.M.</b>

A special session of the Dover School Board was called to order by Chair Rocky D'Andrea on Monday, November 18, 2013 at 6:30 P.M. in Room 306 McConnell Center.

**A. ROLL CALL:** Present were Doris Grady, Amanda Russell, Betsey Andrews Parker, Kathy Baker, Sarah Greenshields and Rocky D'Andrea. Paul Butler was excused.

Also present were: Fosters, DHS Principal Peter Driscoll, DHS CTC Director Louise Paradis, WPS Principal Patrick Boodey.

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

**C. CITIZEN'S FORUM (LIMITED TO AGENDA ITEMS ONLY):** No one addressed the Board.

**D. BARRINGTON TUITION AGREEMENT:**

Kathy Baker moved, Amanda Russell seconded approving the tuition agreement between the Barrington School Board and the Dover School Board.

Mrs. Grady asked what the minimum number of students that Barrington would need to send to Dover. She questioned this because of the impact in budget preparation.

Ms. Russell responded that the 8% surcharge was put into place to address fluctuations in enrollment and student services from year to year.

Mrs. Grady commented that the date that Barrington is obligated to tell Dover the number of Barrington students who will attend Dover High is March 9 and by that date many students have already chosen alternate schools.

Principal Peter Driscoll told the Board that Dover High staff has been proactive in recruiting Barrington and Nottingham students. Information nights, open houses, tours and other activities that will educate potential students on the value of attending Dover High School have already taken place.

Mrs. Grady asked if he had a feeling on what the enrollment would be from those districts. Mr. Driscoll responded that many people seem impressed with the academics and other things that Dover High has to offer.

Mrs. Grady asked how a possible new high school affects the new Barrington contract.

Mr. Driscoll responded that the design of a new school will need to have flexible spacing because of the range of number of students who may be enrolled at Dover High School in the future.



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Ms. Russell added that the DHS Vision committee looked at a “renovated school day” as well as a renovated schedule. The students and teachers may have a very different school day which could also help with flexibility.

Ms. Russell continued to say that the chance that all 400 Barrington students attend DHS is slim. There are many students who prefer a small school and would not choose to attend DHS. She added that this contract will provide Dover with more protection.

Mrs. Grady asked if there is protection in this contract for a specific number of students and in addition asked if Dover is the school of record for Barrington.

Ms. Russell responded that Dover would be the school of record and would be receiving at least 50% of the students from Barrington.

Mrs. Grady stated that any multi-year contract needs to be approved by the City Council. Ms. Russell clarified that this provision is only for any multi-year contract that costs money.

Ms. Andrews Parker asked if the Barrington contract had ever been taken to the City Council for a vote. Board members responded that the Barrington contract had not been taken to the council in the past.

Mrs. Grady stated that she received a phone call informing her that the City Manager and City Attorney had stated that multi-year contracts should be approved by the City Council.

Ms. Baker noted that a provision was missing in the contract that provides a date stating when Barrington needs to inform Dover of the number of students who will attend Dover High School.

Mr. Fernandes stated that this issue is time sensitive since the Barrington Superintendent was required to take to the state by November 1 and this date has already passed.

Ms. Russell asked if an addendum can be added with the omitted language.

Betsy Andrews Parker moved, Amanda Russell seconded recessing from the public meeting so that the school attorney could be contacted for clarification. An oral **VOTE PASSED 6/0**.

The School Board returned to public meeting at 7:00 p.m. During recess, Mr. Fernandes conferred with Barrington Superintendent Gail Kushner on the proposed language.

After reviewing the current Barrington contract, Mrs. Baker stated that the language in question seemed to be dropped from the proposed contract. She read the language that should be added to the contract.



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Kathy Baker moved, Amanda Russell seconded approving the Barrington tuition agreement with an amendment that states, “That Barrington will declare each March 10 to the number of students it shall purchase space for at Dover High School. No less than ninety-five percent (95%) of the total number of students declared on this date shall constitute the minimum number of seats Barrington shall be charged for in the coming school year.” An oral **VOTE PASSED 4/2 (Andrews Parker, Grady opposed)**.

Mrs. Grady asked if the March 10 could be moved up. Mr. Fernandes stated that this would be problematic since the only change discussed with Barrington Superintendent Gail Kushner was the omitted language from the current contract.

Mrs. Grady recommended creating a policy to ensure that Dover High School recruits Barrington and Nottingham student early in the year. This was discussed and may possibly be placed on another school board agenda.

Ms. Andrews Parker commended Mr. Driscoll and his staff for their recruiting efforts and added that she does not want to force students to choose Dover High as their preferred high school. She added that it is a great school of choice, but there are other choices for students also. Dover will be paid for the exact number of students who choose to attend.

Ms. Andrews Parker added that she does not want to vote on the contract because of the confusion as to whether the City Council needs to vote on it prior to being returned to Barrington. She would like further clarification before voting on it.

Ms. Russell responded that the City Council has never voted on this contract and is a school issue dealing with revenue and does not cost money. The District is receiving 8% more than the per pupil cost per student. She remembers hearing at a past JFC meeting that some Councilors thought that they should have approval. She added that there is a risk of losing the contract if this happens and Dover is not in a position to lose this at this time.

Ms. Andrews Parker voiced her agreement, but she has heard that the City Council has discussed this topic without members of the School Board present.

Ms. Russell commented that past practice is that contracts have not been given to the City Council for approval unless they were a union agreement. Food Service contracts and others have not been approved by the City Council. There is no precedent for the council voting on revenue contracts.

Mrs. Grady stated that this is a 10-year contract and if there is a question it needs to be answered before approval.



**DOVER SCHOOL DISTRICT**

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Mr. D’Andrea agreed with Ms. Russell stating that most contracts are not approved by the City Council. He added that Council members should have communicated with the Board if they wanted approval of this contract.

Ms. Baker commented that she believes the Board has the authority to vote for this contract and timing is important. In her many years as a school district employee, the process for approval of this contract has remained the same, without approval of the City Council. She believes it should be voted on at this meeting.

### **E. SUPERINTENDENT SEARCH PROCESS:**

Ms. Andrews Parker shared a proposed timeline for the search process and summarized her proposed process for the superintendent search. She distributed Foster’s articles from the past process and action items for the search.

She noted that this is an aggressive timeline especially during the holiday season so this is something of which potential committee members should be aware.

Committee members will be selected at the December 9<sup>th</sup> School Board meeting, online feedback collection and community meetings will be in January. Resumes will be reviewed the week of February 16<sup>th</sup>. Preliminary interviews will be scheduled for the week of March 3 with reference checks during the week of March 10<sup>th</sup>.

Ms. Andrews Parker’s timeline has a final nomination of a superintendent at the May 12<sup>th</sup> Board meeting, with a possibility of a nomination going to the Board as early as April 14<sup>th</sup>.

She stressed that this is a fluid document and changes to the process can be made anytime during the process.

**The entire timeline is archived with these minutes. A final timeline and updated information regarding the search will be on [www.dover.k12.nh.us](http://www.dover.k12.nh.us).**

This timeline would also allow newly elected Board members to be a part of the process.

Ms. Baker commended Ms. Andrews Parker for her efforts.

Mrs. Grady agreed that there had been a lot of work put into this timeline, but questioned the timeline. She believed that most applicants would be looking for new positions in January and February and this date may be too late.

Ms. Andrews Parker noted that applications would be received in January and February, but would be agreeable to deleting a step to make the outcome occur sooner.

Mrs. Grady wants to be sure that Dover receives the most qualified candidates and perhaps should be started sooner.



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Ms. Andrews Parker suggested moving the Search Committee recommendations to March instead of April. There is a great potential to move items up in the process providing an earlier decision. The timeline will be updated at each Board meeting

Ms. Greenshields noted that changes can be made throughout the process and the timeline is the worst case scenario.

Ms. Andrews Parker asked if there should be a council and/or chamber forum or should the City Council liaison be asked.

Mr. D'Andrea agreed that the City Council liaison and Chamber Executive Director be contacted for their input.

Ms. Andrews Parker noted that it is an aggressive timeline and budgeting will be occurring at the same time. She is hopeful to have an offer to a candidate by April 4<sup>th</sup>.

Mr. Fernandes commented on the process and felt that early April would be the optimal time to make an offer to the candidate since the candidate will still need to provide notice to an employer.

School Board will meet the candidates during the week of March 17<sup>th</sup>.

Mr. D'Andrea cautioned Board members not be too concerned with the dates at this time. The timeline will be changing depending on different factors.

Ms. Andrews Parker discussed the purpose of the search committee and the makeup of the committee.

She suggested the committee consist of up to 3 Board members, City Council School Board Liaison, 1parent from each school. 3 administrators, 3 union representatives, HR, and BA. Human Resources and Finance will be non-voting members.

The Board needs to ensure that the process is fair and transparent. Robin LaFleur and Ann Marie Hinz at the SAU will be available to assist with the search process.

Mrs. Grady cautioned having a committee that is too large. She questioned if a Board member needed to be the chairperson. Ms. Andrews Parker responded that she felt it should be a Board member because they are ultimately responsible for the decision.

Mr. Fernandes added that he feels that the composition of the committee that Ms. Andrews Parker identified was accurate. All those positions are important on a committee. He commented that a student representative may be another component to the committee.



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Ms. Andrews Parker responded that she has thought of different ways for students to be involved in the process and assured the Board that they would have an opportunity for input in the process.

She added that not all committee members will be able to make all events. Ms. Greenshields asked if there should be parent alternates. Mr. D’Andrea recommended a business representative who is not a parent also be added to the committee.

Ms. Russell asked if each school should select their own representative. This would help potential representatives to know the time commitment for the process. She wants to be sure that there is no bias in the selection process.

Mr. D’Andrea suggested a lottery process for the selection. It was decided that anyone interested should send an email to Robin LaFleur at [r.lafleur@dover.k12.nh.us](mailto:r.lafleur@dover.k12.nh.us) with their name and the school that their child attends no later than December 2 with a selection at the December 9 School Board meeting.

Information on the process will be on the website, Fosters, and posted at each school.

Mrs. Grady suggested having one Board member represent each school. Ms. Andrews Parker responded that she was elected for all schools and felt that School Board representatives should represent the entire district.

Ms. Andrews Parker added that the Board could use New Hampshire School Board Association for some of the process. They provide certain services at an hourly rate and she would like to talk with this association about the possibility of assistance.

Mrs. Grady added that she had spoken with Ted Comstock of NHSBA and he said that he would help with the search if needed.

Ms. Greenshields inquired about the use of a local resource for assistance. Ms. Russell stated that she has spoken with, and will contact again, a citizen who has a background in human resources who is willing to help with the process at no cost.

Items regarding the search will be on the Dover Website by Thursday, November 21.

Mrs. Grady commented that the Board has a great start and hopes for a great response.

### **F. ADJOURNMENT:**

Kathy Baker moved, Doris Grady seconded to adjourn the Special Session at 8:15 p.m. An oral **VOTE PASSED 6/0.**

Respectfully submitted,  
Betsey Andrews Parker, Secretary  
BAP/ral