

CITY OF DOVER

BIZED CONNECT DBIDA SUBCOMMITTEE- MINUTES

Meeting Type: BizEd Connect DBIDA Subcommittee
Meeting Location: Second Floor Conference Room – City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, May 6, 2014**
Meeting Time: **11:00 AM**

Members Present: Dan Barufaldi (Chair), Peter Hamblett, Scott Johnson, Annette Studebaker, April O’Keefe, Dover High School CTC (Career Technical Center) Career Services Coordinator, Frances Meffen, Department Chair/Guidance, Director of STEAM Academy, Dover Middle School, Christine Soutter, Somersworth Economic Development Director (*arrived at 11:05*)

1. Call to Order/ Introductions/ Guests

The Chair called the meeting to order at 11:00 a.m.

D.Barufaldi asked everyone to introduce themselves.

Guests were Laura Zabkar, Dover High School Volunteer, and Louise Paradis, Dover High School CTC Director (*arrived at 11:12*).

2. Review and Approval of the April 3, 2014 Meeting Minutes

Motion: A.Studebaker made a motion to approve the April 3, 2014 meeting minutes. Seconded by S.Johnson. Vote: U/A

3. Report on Meetings with CTC (Career Technical Center) Admin. & Staff

- April O’Keefe Retirement

April O’Keefe announced that she will be retiring as of 6/30/14. She will be home during the summer and offered to help with BizEd Connect if she is needed.

A.Studebaker suggested making an appointment with the superintendent to talk about this open position. She stated she needs apprentices at Cramer Fabrics and she also wants to know, should another business come forward looking for interns, who will handle this.

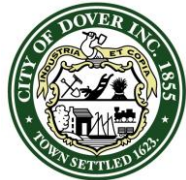
F.Meffen stated there is a candidate to fill the position of superintendent. The process was the search committee, then the school board, and then yesterday some representatives visited her SAU in Claremont. The next step, if that went well, is she will be invited to Dover for a day for a meet and greet session, and then the school board will make a decision. The timeframe for hire will probably be the contract year which begins July 1st.

A.O’Keefe stated Louise Paradis sent out an email to the CTC staff asking if anyone is interested in being on a hiring committee for her position.

D.Barufaldi suggested a BizEd Connect member might want to be on that committee.

Discussion ensued regarding the open position being advertised as a one year position and no one is sure why.

A.Studebaker stated A.O’Keefe has been instrumental in getting the students together. There are four students working on the website and it is difficult getting them all together. BizEd Connect wants to make BizEd part of the curriculum



CITY OF DOVER

BIZED CONNECT DBIDA SUBCOMMITTEE- MINUTES

Meeting Type: BizEd Connect DBIDA Subcommittee
Meeting Location: Second Floor Conference Room – City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, May 6, 2014**
Meeting Time: **11:00 AM**

and she stated that will need to happen to keep the program going. There was a meeting with the superintendent and Paula Glynn, and the curriculum change may happen in 2016. She had no idea it would take that long.

Louise Paradis arrived at 11:12 a.m.

D.Barufaldi told L.Paradis that he would like to make an appointment soon with her and the superintendent regarding the committee being set up to hire A.O’Keefe’s replacement and getting BizEd Connect into the curriculum. There will be a gap in the intern program and time is of the essence.

L.Paradis stated the job is posted and resumes are coming in. They will be reviewing the applicants soon.

D.Barufaldi stated he spoke with some state senators last weekend about BizEd and there is a high level of political interest. They understand the role that education plays in having a good economy. They were impressed with the project here and expressed support. Senate Bill No. 335 gives a business profits tax exemption for professional staff time/equipment, and it is still alive.

L.Paradis explained that the support staff contract is for the school year, so if the position is filled, they would start the week before Labor Day and would work through to the last day of school.

S.Johnson explained there would be a 7-week gap with no one covering. A.Studebaker stated, with other businesses getting interested, she is concerned about who would be their contact in the interim.

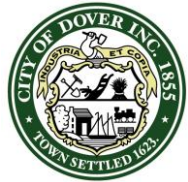
L.Paradis stated she would be the only full time person there. When the person is hired, she could ask if they would be willing to be involved over the summer. She felt it would be advantageous to get that person involved in BizEd Connect during the summer while it is not so busy.

L.Paradis explained why the position is posted as a one year position. Discussion ensued regarding the normal term for a position in education, that the position could be renewed after one year, and that L.Paradis does not think posting it as a one year position is limiting the quality of the candidates applying for that position. She stated that Dover is the only organization in the state that she knows of that has a full time person doing this type of work.

4. Frances Meffen/STEAM School Presentation

F.Meffen gave an overview of the STEAM Academy at the Middle School. Her goal is to promote leadership and real life experience for the students. The academy is running out of space and she is looking for a solution. She would like to build a K-8 model concept site that could be replicated and it would be a year-round facility, open to the public. She stated she wants Dover to be a leader in bringing STEAM to the forefront, and if children learn design principles, they can use them at any job - it’s a way of thinking.

D.Barufladi stated the population of Dover for households with children under 18 is growing at a rate of 10.4% which is unheard of in New Hampshire. Dover has a good location with many resources close by and colleges within driving distance, and education of the right kind will make the economy prosper. He said over 60 companies have come to Dover in the last five years.



CITY OF DOVER

BIZED CONNECT DBIDA SUBCOMMITTEE- MINUTES

Meeting Type: BizEd Connect DBIDA Subcommittee
Meeting Location: Second Floor Conference Room – City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, May 6, 2014**
Meeting Time: **11:00 AM**

Discussion ensued regarding the gender gap with regard to STEAM statistics and ways to address this.

5. Acquisition of New Business Members/Next Steps

D.Barufaldi stated he would like to streamline the process for vetting businesses who are interested in having student interns which would give businesses guidance and clarity as to what BizEd Connect is all about. Discussion ensued.

There was discussion regarding for profit businesses and non-profit businesses, and interns being paid or not paid for their work, and there will be further discussion about this in the future.

L.Paradis suggested creating an email group for directing new inquiries on the website from businesses.

6. Discussion of Student Website & Marketing Program Status – Not discussed

7. Rochester Progress Report – Not discussed

8. Somersworth Progress Report

C.Soutter gave an update on what is going on in Somersworth. She stated she has been caught up with the downtown construction project. Maryellen of Rochester could not be here today. C.Soutter stated she is working on getting the Blue Dolphin on board. The CTC director in Somersworth who was there for one year is now gone and at some point a new person may be coming in. In the meantime she is doing everything herself.

9. Other: Next Meeting: June 3, 2014

10. Adjourn

Motion: A.Studebaker made a motion to adjourn at 12:08 p.m. Seconded by S.Johnson. Vote: U/A