

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, July 1, 2014**
Meeting Time: **11:00 AM**

Members Present: Scott Johnson (Acting Chair), Annette Studebaker, Peter Hamblett, Frances Meffen, Department Chair/Guidance, Director of STEAM Academy, Dover Middle School, Delilah Smith, the new Dover High School CTC Career Services Coordinator, Louise Paradis, Director, Dover High School CTC.

Members Not Present: Dan Barufaldi (Chair), Christine Soutter, Somersworth Economic Development Director

Audio recording device did not function properly.

1. Call to Order/ Introductions/ Guests

S.Johnson called the meeting to order at 11:00 a.m.

Attendees introduced themselves. Guests included Elaine Arbour, the new School Superintendent, and Bruce Montville and Ilona Ross of Life Wise Community Projects, Inc.

2. Review and Approval of June 3, 2014 Minutes

Motion: S.Johnson made a motion to accept the June 3, 2014 meeting minutes. Seconded by F.Meffen. Vote: U/A

3. Report on Meetings with CTC Admin & Staff

A.Studebaker stated that on Wednesday last week Louise Paradis, April O’Keefe and a NH state representative attended a Mayoral Summit to get Rochester and Somersworth working together to keep BizEd Connect growing. She said the Somersworth superintendent will be helpful in this regard and L.Paradis is planning a meeting with the superintendent. Also a meeting is being planned at the CTC with photos being taken when school opens in September.

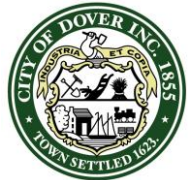
S.Johnson spoke about the challenges involved with getting students from one place to another and stated that getting permission to transport students who participate in the BizEd Connect program can be very complicated.

L.Paradis stated drivers must have special licensing in order to transport students. The goal would be to have one school van which would be a district resource to be shared, and D.Smith is on track to obtain that.

There was discussion regarding changes in liability coverage and if it was possible to use a vehicle not owned by the City to transport students.

L.Paradis explained that transporting students is a multi-level problem and that a process is needed to determine who needs to be certified and what certifications are required, and who provides training.

Discussion ensued regarding the process of identifying students and that only certain types of transportation can be used for certain students, the need for a district wide policy regarding the certification process for drivers, the cost of transporting students on a bus, and the possibility of obtaining a van by donation for the CTC.



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S.Johnson stated that Somersworth needs help because they have been trying for years to get their program going, and he would like to find out from C.Soutter what can be done to help them.

4. Acquisition of New Business Members / Marketing Program Status /Next Steps

A.Studebaker stated that the marketing students have been working on a line card which contains basic information about BizEd Connect and she will be getting this from them soon.

There was discussion about whether to expect the students to help market the BizEd Connect program in the next year. Discussion ensued regarding the process of reaching out to local businesses with the mailing of a line card to be sent out using a business mailing list which states they will be receiving a call and gives information about the BizEd Connect website. Then students and volunteers would call the business and use a script to explain BizEd Connect.

P.Hamblett stated he thought it would be beneficial to have students go on visits to businesses.

L.Paradis stated if BizEd Connect members can tell her what they want to do, she can help them accomplish it with students in all programs at the CTC. A complete partnership is needed for BizEd Connect to launch and she wants A.Studebaker and S.Johnson to speak at the school so students can hear about the program. She cautioned that the primary responsibility for students is to be in school and that students have part time jobs or are involved in athletics and these things compete for their time.

S.Johnson stated the line cards will be mailed to local businesses, then the businesses will receive a phone call, and that businesses need to be vetted.

D.Smith's official start date for her position as the Dover High School CTC Career Services Coordinator will be 8/25/2014.

5. **Rochester Progress Report** - No update

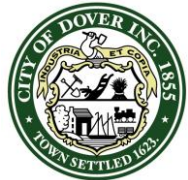
6. **Somersworth Progress Report** - No update

7. **Other:**

Bruce Montville, Life Wise Community Projects, Inc., spoke about the programs they offer. Calypso is working with them to provide publicity. They are a mentoring program. Communication between parents and children is lacking. "Yes You Can!" will engage businesses to speak in the classroom.

S.Johnson stated social skills are a real problem.

A.Studebaker asked how to get the word out to the businesses that it is worth their time.



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F.Meffen stated she wants to fill in regarding guidance curriculum and scheduling meetings with students. She developed a unit to work with students for career and self-assessment and career prep to get them ready to ask the right questions.

Bruce Montville commented that he has known F.Meffen for two years and she is the exception to the rule.

F.Meffen stated parents are involved and companies are willing to speak and help, but they just need to be asked.

L.Paradis would like to organize a “Community Day” at the CTC to educate the community as to what the CTC offers.

A.Studebaker asked L.Paradis to let them know when that date is set. DBIDA/BizEd Connect is working on getting on the Rotary Club agenda to update them on the progress of BizEd Connect. In addition to that update, she would like to invite Bruce Montville and F. Meffen to speak and keep the momentum of this concept going.

Next Meeting: August 5, 2014 at 11:00 a.m.

8. Adjourn

Motion: A.Studebaker made a motion to adjourn at 12:00 p.m. Seconded by P.Hamblett. Vote: U/A