



**Dover School
District**

WELLNESS ADVISORY COMMITTEE- MINUTES

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| Meeting Type: | Wellness Advisory Committee Meeting |
| Meeting Location: | Superintendent's Conference Rm, McConnell Center |
| Meeting Date: | November 20, 2014 |
| Meeting Time: | 3:30 PM |

The Wellness Advisory Committee Meeting was called to order by Karen Taylor at 3:32 PM in the Superintendent's Conference Room in the McConnell Center

Attendees:

Carole Soule McCammon- Dover School Board
Dr. Elaine Arbour - Superintendent
Karen Taylor-Business Administrator
Bruce Patrick-DMS Dean of Students
Linda Wyeth-DMS Nurse
Art Leclair – DHS Teacher
Alyssa Brigandi – HSS Paraprofessional
Dr. Paul Butler – Guest, Citizen

The Wellness Advisory Committee Meeting was called to order by Karen Taylor at 3:32 PM in the Superintendent's Conference Room in the McConnell Center.

The first order of business was to welcome Dr. Paul Butler who was in attendance at the invitation of Ms. Soule McCammon. Dr. Butler indicated that he would like to discuss the issue of concussions with the Wellness Committee. He acknowledged that he had not requested to be on the agenda and that he would be happy to return at a later date. A motion was made by Linda Wyeth to add Dr. Butler to the agenda. The motion was seconded by Bruce Patrick. A vote in favor of allowing Dr. Butler to address the committee was passed by unanimous consent.

Norms of Collaboration were presented by Karen Taylor. The norms will be used as a structure at all meetings going forward. An outline of the norms was provided in the agenda packet and it was suggested that committee members review the document prior to the next meeting. The norm of "probing" was selected for the current meeting.

Dr. Butler thanked the group for allowing him to speak on the issue of concussions. He provided some background regarding his personal experiences with concussions, as well as the information that he has accumulated as a physician and a concerned citizen. Dr. Butler reinforced his concern regarding the potential for concussions for children in school as it relates to athletics, and football specifically, as well as curricular and other extra-curricular activities. Several members asked clarifying questions regarding the issue including whether or not the school district's accident/incident forms did an adequate job of tracking injuries. Dr. Butler requested that the Wellness Committee review the issue to determine if it was an appropriate topic for them to undertake within the school district. A list of articles was supplied by Dr. Butler and distributed to the members of the committee. The committee thanked Dr. Butler for approaching the committee and sharing the information he had.

The minutes of the May meeting were reviewed. Ms. McCammon indicated that the only correction she had was to add the (e) to her first name. Mr. Patrick made a motion to accept the minutes and the motion was seconded by Linda Wyeth. The vote passed 4 – 0 with 3 abstentions. The members abstaining had not been present at the meeting in May.

Dr. Arbour suggested beginning the discussion of the Wellness Policy by defining the Purpose of the Wellness Committee. Documents were included in the agenda packet that included a summary from the Department of



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Education that discussed the overall purpose of the committee as well as a checklist for directing the discussion of the Wellness Policy.

The committee spent a considerable amount of time collaborating on the development of a draft statement of purpose. Specifically, what is the job of the committee? What is our role within the school district? How can the committee help to foster accountability within the school district?

Several drafts of the statement of purpose were worked on. Suggestions for the draft mission statement included: 1. Providing recommendations to the school board, 2. Policy monitoring, 3. Engaging in communication, advocacy and education, 4. Suggesting potential curriculum initiatives, 5. Partnering with the community regarding wellness issues. The committee agreed to review the draft statement of purpose at the next meeting to refine and, potentially, adopt.

Agenda items for the next meeting were discussed. Included will be the review of the draft statement of purpose, a presentation from Art Leclair on the SPRINT Club as well as beginning discussions of the Wellness Policy itself. The next meeting will be held on December 18, 2014.

Bruce Patrick motioned to adjourn the meeting and was seconded by the Carole Soule McCammon. The meeting adjourned at 5:05 pm.

Respectfully submitted,
Karen Taylor, MBA, CPA
Business Administrator