



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #1
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, January 12, 2015**
Meeting Time: **7:00 pm**

A. CALL TO ORDER: Chairperson Amanda L. Russell called a meeting of the Dover School Board to order on Monday, January 12, 2015 at 7:10 p.m. in the McConnell Center Media Center.

B. ROLL CALL: Present were Amanda Russell, Betsey Andrews Parker, Kathy Morrison, Doris Grady, Sarah Greenshields, Carole Soule McCammon and Michelle Muffett-Lipinski.

Also present were: Superintendent Elaine Arbour, WPS Principal Patrick Boodey, GES Principal Beth Dunton, CIA Director Paula Glynn, HSS Principal Mike McKenney, PPS Director Christine Boston, CTC Director Louise Paradis, DMS Principal Kim Lyndes, Alt School Dean Joan Breault, DTU President Greg Brown, Fosters, Citizens.

C. PLEDGE OF ALLEGIANCE: Sarah Greenshields led the Pledge of Allegiance.

D. CITIZENS' FORUM:

Mary Hebbard, 97 Spruce Lane, spoke against policy JKAA and JKAA-R, stating not enough discussion has occurred on these policies. She is opposed to the notification procedure and would like more thought to go into these policies. She also spoke against the Youth Risk Behavior Survey. She is against giving the survey without parental notification and consent. She continued to say that the survey asks intimate questions and this information is not the business of the state. She questioned as to whether the survey benefits the student.

Greg Brown, 6 Arbour Dr., commended DHS Music teacher Jim Butka for being recognized in the School Band and Orchestra magazine.

E. AGENDA APPROVAL: Sarah Greenshields moved, Betsey Andrews Parker seconded to move M.5. Nottingham Contract to directly after approval of minutes. Betsey Andrews Parker moved, Michelle Muffett-Lipinski seconded to move M.3. Youth Risk Behavior Survey to directly after M.5. Sarah Greenshields moved, Betsey Andrews Parker seconded to approve the agenda as amended. An oral **VOTE PASSED 7/0**.

F. APPROVAL OF MINUTES:

1. Regular Session #12, December 8, 2014

Betsey Andrews Parker moved, Carole Soule McCammon seconded approval of the minutes. An oral **VOTE PASSED 7/0**.

M. 5. NOTTINGHAM TUITION AGREEMENT-moved up in agenda

Michelle Muffett-Lipinski moved, Sarah Greenshields seconded to accept the Nottingham Tuition Agreement with the following changes. 1. Up to **100%** of high school students. 2. Change the date of May 1 to **March 31**. 3. Change language of "legislative bodies" to



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“appropriate governing authorities”. An oral **VOTE PASSED 6/1 (Andrews Parker opposed)**. Ms. Andrews Parkers did not support the contract since she favors a floor in the agreement.

M. 3 YOUTH RISK BEHAVIOR SURVEY-moved up in agenda

Survey committee Co-Chairs Vicky Hebert and Kim Stephens presented information on the Youth Risk Behavior survey. The objective of the Survey Committee is to coordinator data collection and report to major community constituents including parents, schools and police. The committee includes 2 DHS staff, 1 DMS staff, 1 police representative and 2 community representatives. The PowerPoint presentation with information on this survey and results from 2014 is archived with meeting minutes.

There is no cost to the district for this and there is an opt-out form that parents can complete if they would prefer their student not take the survey. Ms. Hebert stated that the committee does a thorough job trying to make sure that all parents are aware of the survey. She added that the opt-out rate is very low.

Ms. Muffett-Lipinski asked if students are able to opt out themselves. Ms. Stephens responded that students can go to the library during the approximately 45 minute test time. Ms. Hebert stated that the results are part of a national database.

Mrs. Grady asked if Dover is the only school in the state to conduct the survey. Ms. Hebert responded that Dover goes above and beyond and surveys every year, whereas most schools in the state complete the survey every other year. Every other year, a homegrown survey is given and there is no information with which to compare. The survey that is given this year will be completed state-wide and there will be results to compare when data is tabulated.

Ms. Muffett-Lipinski asked the origin of the survey questions to which Ms. Hebert responded that the state works with several community partners to formulate the survey. It was also sent to the CDC for their review. There are grants that are available to the committee if certain questions are asked.

Mrs. Grady asked what happens after results are known. Ms. Hebert responded that it is an anonymous test and is mailed to the CDC.

Mrs. Grady asked how the test affects student improvement. How does the system measure the results of the survey?

Mrs. Grady noted that guidance isn't able to assist students who may be in need due to the anonymity factor. Ms. Hebert agreed that it is difficult for guidance to make a connection for this reason.

Ms. Stephens responded that the data is sent to schools within a few months, but usually after the beginning of the next school year. The committee meets monthly to be kept informed of



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major issues and how best to deal with them. Intervention specialists also meet with the committee to be informed of “hot spots”.

Ms. Hebert stated that she will send the Board a copy of updates to the curriculum based from last year’s survey.

Mrs. Grady stated her trouble with the timing of the test. The students have moved to the next grade by the time the results of the survey have been determined and therefore cannot be helped by the results of the survey. She asked who handles the results with curriculum. Ms. Russell responded that changes were made to the curriculum since there was an identified need. Ms. Stephens gives information to the building principal.

Ms. Glynn added that a grant paid teachers to work on health and wellness curriculum during last summer. The committee of teachers enhanced the alcohol abuse curriculum based on information determined by the results of the survey. The curriculum became part of the wellness program.

Ms. Andrews Parker stated that she is a proponent of the Youth Risk Behavior Study because a spike in results of certain areas can cause curriculum to be changed. She added that it is a community level data report and the community is lucky to have a coalition and this useful data. The community can support the students based on data from this survey. The survey helps to create awareness and increases guidance for the students. Without data, it is difficult for the district to receive grants. The Dover program is always highlighted at national conferences for its strengths.

Mrs. Grady asked Ms. Hebert how many questions are answered truthfully. Ms. Hebert responded that questions are cross referenced several times within the survey so that some of the dishonest answers can be pulled. She feels it is fairly reliable.

Ms. Greenshields asked how the students are communicated to before the survey. Ms. Hebert responded that the students are not notified before the test, but the parents/guardians are. They receive an email and/or hard copies sent, newsletters, website. There are copies of the surveys in the main office if parents would like to view the questions. Ms. Stephens stated that very few parents review the questions.

Betsy Andrews Parker moved, Michelle Muffett-Lipinski seconded approval to conduct the Youth Risk Behavior Survey in March 2015 at DMS and DHS. An oral **VOTE PASSED 6/1 (Grady Opposed)**.

G. CONSENT AGENDA

- 1. Correspondence: none**
- 2. Resignations/Retirements:**
 - a. Fran Mroz, DHS ESL Teacher
- 3. Leaves of Absence: None**
- 4. Nominations:**



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- a. Sheet 1: Nomination and Election of Staff (Connolly-Wilson)
 - b. Sheet 2: Nomination and Election of Coaches (Wilson)
- 5. Extended Travel (Student Trips):**
- a. DHS Westminster Weekend in New York—Final Approval
 - b. DHS Winter guard Trip to MA.-Preliminary/Final Approval

Betsey Andrews Parker moved, Sarah Greenshields seconded to approve the Consent Agenda. An oral **VOTE PASSED 7/0.**

H. STUDENT REPRESENTATIVE REPORT: The student representative was excused from the meeting.

I. POLICY-CHANGES-PROPOSALS:

a. BA-By-Laws of the Dover School Board

Ms. Russell commented that workshops and special sessions are able to have Citizen's Forum as Agenda Items Only, but regular meetings need to open up Citizen's Forum to all topics. This question had arisen at the Organizational Meeting of 1/5/15 and she verified with counsel.

Doris Grady moved, Sarah Greenshields seconded to table policy BA. An oral **VOTE PASSED 7/0.**

b. BGB-Policy Adoption

Sarah Greenshields moved, Michelle Muffett-Lipinski seconded to re-adopt the written policies of the School Board as stated in policy BGB. An oral **VOTE PASSED 7/0.**

Record Note: Citizen Rick Hebbard requested that the School Board review Roberts Rules of Order (Process of Tabling).

J. POLICY ADOPTION:

a. JKAA—Physical Restraint Policy

Betsey Andrews Parker moved, Michelle Muffett-Lipinski seconded to approve policy JKAA .

Ms. Greenshields stated that this is a heavy policy. She is not an expert and the information sent to them did not provide answers on how the policy was developed and how the policy will be implemented. She would like to know how children with special education needs are handled.

Ms. Russell stated that the policies were created with the assistance of the NHSBA and Drummond Woodsum and meets the requirements of the state.



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Ms. Greenshields stated that she doesn't have a comprehensive view on how it affects students.

Ms. Boston commented that topics mentioned in this policy are something that the District never wants to use. Seclusion, without adult supervision, is never used in Dover. Training with staff includes the de-escalation process. Out of Dover's 4000 students, 700 are identified and there were 20 incidents last year (restricted movement). They included physical management and blocking (which technically restricts the use of hands and legs, but with mats; hands are not put on children).

Training for staff takes place by building, in a series of days including after-school time. Crisis Prevention Institute training (CPI) is used in Dover. If de-escalation doesn't work, a parent is notified as soon as possible. The goal is for a parent or guardian to be aware of the situation prior to the student going home for the day. The nurse checks the student also to ensure his/her safety.

Dover doesn't like to use physical restraint since the relationship with the child could be damaged.

Ms. Muffett-Lipinski asked how many of the 20 students were designated as identified. Ms. Boston responded that all were identified. This information needs to be reported to the State and a narrative is also completed on the event and sent to the superintendent for review.

Ms. Greenshields asked the most frequent age group for this. Ms. Boston responded that there are more of these types of occurrences with younger students. A major goal is to keep a student's dignity intact.

Mrs. Grady found some red flags when reviewing this policy and she noted that damage that is done is very difficult to be undone. She recommended that a physician, a psychologist, and parent form a team that can work with the student when there is a situation. This team can be used on an on-call basis to take care of the child. This could alleviate legal problems. Behavior Specialists in each building could possibly be part of the team.

Ms. Boston responded that the district does have teams who are trained for this type of situation and clarified Mrs. Grady's comments. Mrs. Grady asked for more specifics in the policy and steps of action also outlined. She added that this can become a serious situation and sometimes people other than staff are needed to help with the situation. She added that the team may determine that a call to 911 or an ambulance is necessary. She wants to know that the District has done all that can be done.

Ms. Boston added that as long as the student is not at risk to cause harm to him/her, the school will not physically intervene.



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Ms. Muffett-Lipinski asked for the makeup of the crisis team. She feels that too much is being put on the school. Mrs. Grady commented that an immediate crisis team would be a first responder and then an outside team, if necessary.

Ms. Andrews Parker asked if this is a distinction between the policy and the standard operating procedure. She thinks there are some good ideas, but recommends that some of these items be placed in the standard operative procedure.

Ms. Boston stated that in a past district, there was a third person whose sole responsibility would be to take notes and observe, but not be directly involved. This is something that she feels may be beneficial in Dover also.

Ms. Greenshields asked why parent communication isn't done sooner. Dr. Arbour stated that the policy states no later than the end of the day. Immediate contact is always preferable. Ms. Greenshields recommended flipping the language to state that immediate contact is necessary, with the limit being the end of the day. Ms. Boston added that a parent is usually called immediately.

Mrs. Grady added that in out of district placements, parents are called and consulted with the decision to send a student to a hospital. Ms. Boston agreed that parent involvement is always preferable.

Ms. Russell asked if the policy is time sensitive. Dr. Arbour stated that it is becoming more so, since the legislature has already changed laws. She added that policy JKAA is mostly definition and JKAA-R is the procedure portion of the policy. She recommended putting a group together to work on a policy. Ms. Greenshields commented that an event involving a child could potentially be a child's most traumatic event.

Ms. Russell stated that it seems like the Board is having a problem more with procedure than the policy and the procedure needs some refinement.

Mrs. Grady would like to have a policy that works for the City of Dover. The Board wants to do what's best for students and not adopt a policy because it is a requirement. She would not support the policy as written at this point.

Mrs. Grady questioned the seclusion portion of the policy to which Ms. Boston commented that Dover never puts students in rooms alone. The policies cover all programs and if an out of district program does put a Dover student in seclusion, they are required to notify the District.

Ms. Andrews Parker and Ms. Muffett-Lipinski withdrew their motion and second.

Betsey Andrews Parker moved, Michelle Muffett-Lipinski seconded to table the JKAA and JKAA-R until a committee is formed and provides recommendations to the Superintendent. An oral **VOTE PASSED 7/0.**



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b. JKAA-R—Procedures on Use of Child Restraint Seclusion—included in the motion of JKAA.

K. RESOLUTIONS: None

L. OLD BUSINESS:

1. Budget Presentation

As requested at the December meeting, three topics were the focus of the budget discussion.

Special Education Presentation

Pupil Personnel Services Director Christine Boston presented information on special education through a PowerPoint presentation. This presentation is archived with meeting minutes.

Ms. Andrews Parker asked if data should be disclosed if there are fewer than 5 students in the group. This may make it easy to determine the student's identity. Ms. Boston responded that the disability is the primary disability, but there are sometimes multiple disabilities that would make it difficult to determine the identity of the student. Ms. Andrews Parker commented that a general policy for the District should be that if fewer than 5 participants in a study, information should not be reported.

Ms. Andrews Parker added that the disability classification should not make a difference in how needs are being met, unless there is a trend.

Ms. Muffett-Lipinski and Ms. Russell stated that the student-needs drive where staffing goes.

Ms. Boston commented that at any given time, there are 22-25 evaluations in process. There can be up to 30-40 at a time. She commended the psychologists and all staff for their work.

Case management ratios are on average of 1 to 17-21. The additional positions helped to move the ratio below 20 and are better than in prior years, but not quite where it should be.

Ms. Russell commented that she enjoyed the Alternative School presentation earlier in the day and the students told Board members who attended that they would not be graduating if not for the Alternative School.

Even though numbers are low at the Alternative School, staffing resources are shared with the middle school so that they are receiving support also since their numbers are higher.

Mrs. Grady asked if anyone has challenged her with students who are on the other end of the spectrum with exceptionalities. Ms. Boston stated that she has encountered this situation, but on a limited basis. Some areas of the country do have the Pupil Personnel Services Director deal with Gifted and Talented students.



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Ms. Boston stated that the transition coordinator has been funded recently with contracted services and should be reinstated as a position. It would be more expensive to contract than to keep in-house.

Ms. Greenshields expressed her concern with student/case manager ratios.

Ms. Boston responded that she can't come up with a formula to predict trends at this time. There were 19 additional identified students from last year to this year.

Administrator Recommendations

The School Board reviewed administrator recommendations for proposed new staff for FY16. There were some changes made since the last meeting and provided more detail and impact on students.

Ms. Russell asked if changes made by administrators affected the bottom line. Ms. Taylor responded that the number is approximately the same due to refinement of the figures.

Mrs. Grady asked for clarification in the change of title of Business Office Contract Administrator and for duties of this position. Ms. Taylor responded that there would be some purchasing, but many administrative duties that would go with it. The current staff doesn't have skills or time for the additional duties.

Mrs. Grady asked if combination with the City could be a possibility. Ms. Taylor responded that the City purchasing agent has a large workload, but could be a possibility. The City Purchasing Agent has been helpful to the School District in many ways. The School District has discussed sharing of duties with the City on multiple occasions. It was determined that it would be added to the Joint Fiscal Committee meeting on January 20.

Ms. Soule McCammon asked if wages for this position would be comparable to the wages for the City purchasing agent. Ms. Taylor was unsure at this point, but would look into it.

Ms. Taylor clarified Ms. Greenshield's question regarding wages being close to benefits, stating that the positions were part time and potentially increasing to fulltime. She added that the benefit structure is a little different for each of the three bargaining units.

Ms. Andrews Parker asked for revision dates and track changes for documents for clarification purposes.

Ms. Andrews Parker would like to know the number of people who are impacted by changes. She wants to see "the biggest bang for the buck". She also asked that there be a logical order of grouping for the spreadsheets. Dr. Arbour responded that they are currently listed alphabetically, but can easily change to location or categories. Ms. Andrews Parker requested that the document be an excel spreadsheet as opposed to pdf so that she can manipulate the data. Ms. Greenshields requested both a pdf and an excel spreadsheet.



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Ms. Greenshields requested an explanation regarding benefits and wages when they may not be clear on the spreadsheet. She also asked if the full time positions added could be looked at in an incremental way. Dr. Arbour stated that she could do that, but they would become piece meal positions and she cautioned against doing that since they are critical positions and could cause a large effect on students.

Dr. Arbour also recommended adding the position of floating nurse as soon as possible (using uncommitted funds from this year) since it has become a critical position.

Ms. Russell asked about school approval standards and the length of provisional status. Dr. Arbour stated that it is a 3 years. Ms. LaFleur spoke with the Department of Education and they stated that they had not received a waiver request from Horne Street School. The DOE also stated that they have not received any information regarding the status of Woodman Park School (addition of an associate principal). They are very short staffed and two people retired last year, so they were fairly certain the information had been sent to them, but there could have been an error in receiving it on their part. After three years of provisional status, a school may have to go before the State Board of Education.

Mr. Boodey addressed the issue, stating that updates need to be made on an annual basis. He believes that both schools are in similar positions and should be treated similarly. An Associate Principal position was allowed at WPS as part of a short term loophole and was done with the hope of changing in the future. The District needs to comply with Ed. 306 and each administrator needs to sign off that they are complying with the educational standards as well as the superintendent.

Mr. McKenney added that he would like to be an instructional leader and not a building manager. He would only be able to achieve this with an additional administrator in the building. Without assistance, there is not enough time to complete evaluations and be an instructional leader.

Ms. Andrews Parker asked where another administrator would be located in the building. Mr. McKenney responded that he would find an acceptable location.

Ms. Andrews Parker asked why it was acceptable to use a split position at WPS last year. She asked what changed from last year to this year. Ms. Russell stated that the District was informed by the DOE that the situation was suitable, but unfortunately, people have since left the DOE and there is a limited paper trail. Ms. Andrews Parker requested that going forward all documents be organized and easy to find, whether paper or electronic. Dr. Arbour assured the Board that the District is doing things differently and every situation is being documented appropriately so that information now or in the future will easily accessible.

Ms. Russell thinks information has slipped through the cracks at the DOE. Mr. Boodey explained that the State has not sent a notice to us regarding change of status. He continued to say that a split position was used this year since the administration was looking for a "low cost" option.



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Ms. Andrews Parker stated that she is still unclear and will try and receive clarification at another meeting.

Dr. Arbour explained that the current associate principal is not an administrator and is still part of the DTU and because of this, she is unable to evaluate teachers. Ms. Andrews Parker was still unclear as to why it was proposed last year. Mr. Boodey agreed and understood Ms. Andrews Parker's question. He responded that last year a low cost solution to serve the purpose for one year was requested and after a year, it has been determined that another option may be preferable.

Mrs. Grady commented that high enrollment has been an ongoing problem and the District has gone through two or three re-districting's in order to save money. She offered a historical summary of enrollment in Dover. She added that redistricting may be something that the District would like to consider again.

Ms. Greenshields asked if there is an idea when Garrison School may also exceed 500 students. She suggested that the additional administrator for GES be part of the budget conversation since it will be coming soon.

Dr. Arbour responded that it has been discussed because of the desire for equity in all schools. She added that anything over 400 students is difficult to deal with. The position was originally on the list, but did not make the high priority list. She anticipates that Garrison will need an Assistant Principal in the near future.

Use of Uncommitted Funds from FY15

Michelle Muffett-Lipinski was excused at 9:50 PM.

Betsey Andrews Parker moved, Sarah Greenshields seconded to suspend the rules and complete the agenda. An oral **VOTE FAILED 3/3 (Soule McCammon, Greenshields, Grady opposed)**.

Ms. Andrews Parker stated her dismay for rushing through the agenda. She added that at some point, the Board will need to stay late.

Carole Soule McCammon moved, Sarah Greenshields seconded to continue until 10:30 PM. An oral **VOTE PASSED 4/2 (Grady, Andrews Parker opposed)**.

Ms. Taylor confirmed that there is approximately \$2 million in uncommitted funds. She and Dr. Arbour will be meeting with administrators to determine that all money needed is committed for FY15. They have also found savings for FY15 in DTZ costs and liability insurance. There are also some unfilled positions and the equine program is not housed at DHS so that rent is not needed for the program. There has been approximately \$300,000 in savings identified that can be used for next year's purchases including curriculum, books, furniture, IT, and facility renovation projects. Removing these purchases from the FY16 budget will help to close the gap. Ms. Taylor continued to say that she is expecting an estimate of the tax cap at the Joint



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Fiscal Committee on January 20 which could also change the shortfall. Debt update information will also be available soon.

Ms. Russell requested a list of proposed purchases for the January 26 budget workshop.

Ms. Andrews Parker clarified that the District is planning on presenting a tax cap budget. Dr. Arbour stated that is accurate, but would like to clarify that the District will not be able to absorb debt for the new high school/CTC center in the operating budget. An override will be requested only for the building project.

Ms. Andrews Parker would like to see comparisons from FY15 to FY16 (with items being purchased with uncommitted funds)

Mrs. Grady stated that if the debt isn't included in FY16, the impact on the tax rate will be extreme, exclusive of other increases. She continued to say that it would approximately cost \$200 per year for the next 3 years for an average priced home for a total of \$600 for an average taxpayer. The impact will be for only 2 years, if the district includes the debt in FY16. She provided this as cautionary information.

Ms. Russell stated that the DHS/CTC costs are not available at this time. Ms. Taylor stated that the cost was split over multiple years.

Ms. Russell stated that at the January 26 budget workshop she would like the cost of new items (restored or new expenditures) and total cost and items that could be purchased with FY16 funds. She would like it in a concise format since they already have explanations. She continued to say that not all new positions may be able to be added.

Ms. Andrews Parker clarified that debt service is unknown, as well as revenue. Ms. Taylor stated that revenue would be updated on the January 20 JFC meeting, updates will be coming from the state, as well as an Impact Aid update. By the end of next week, she will have numbers and can provide revenue updates.

Ms. Morrison asked if there were concerns with county budgets. Dr. Arbour stated that the city deals with county and she is more concerned with state catastrophic and adequacy aids.

M. NEW BUSINESS

1. DHS PROGRAM OF STUDIES

Sarah Greenshields moved, Carole Soule McCammon seconded approval of the DHS Program of Studies changes for 2015-2016. An oral **VOTE PASSED 6/0.**

2. SAU/School Offices Holiday Closure Discussion

Doris Grady moved, Sarah Greenshields seconded postponing discussion until the February School Board meeting. An oral **VOTE PASSED 6/0.**



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3. Youth Risk Behavior Survey- moved up in agenda

4. Receipt of Donation from Frank Cunningham Trust

The donation will go into the Benefit of the Worthy fund.

Sarah Greenshields moved, Doris Grady seconded to accept a donation from the Frank Cunningham Trust. An oral **VOTE PASSED 6/0**.

5. Nottingham Tuition Contract-moved up in agenda

6. Update on Final Tuition

Ms. Taylor presented the tuition numbers based on the final adjustment of cost per pupil based on CTC students. An inaccurate document was provided in the Board packet and the new document will be archived with these minutes.

7. RFQ for Roofing Consultant for Garrison School

Ms. Taylor discussed the bid and stated there was an RFP for an independent roofing consultant for GES. Only one firm attended a mandatory meeting and sent a bid. If this bid is not acceptable, the district can put out the bid again. Ms. Taylor stated that she feels this company would provide a good product.

Ms. Morrison stated that Ed Murphy, one of the people who had an issue with the bids, provided a positive reference for this company.

Ms. Andrews Parker asked why the District should pay the entire amount before the final inspection is completed. She continued to say there is no incentive to complete if total payment is made.

Carole Soule McCammon moved, Sarah Greenshields seconded approving the cost proposal from ARM Roof Consultants.

Ms. Soule McCammon stated her concern for the lack of a structural survey. Dr. Arbour explained that some assessment of the current structure has been done and they will be able to review those reports.

Carole Soule McCammon moved, Sarah Greenshields seconded to amend the motion to table until more information is received. An oral **VOTE PASSED 6/0**.

Ms. Andrews Parker asked if DTZ would provide an onsite construction management. She questioned paying for this if we have the service with DTZ. Ms. Taylor will follow up.

8. December Condition of Accounts



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Ms. Taylor stated that the uncommitted funds total is approximately \$2 Million with as much encumbered at this time as possible. She stated that the condition of accounts expanded format includes federal grants and special revenue funds.

N. SUBMISSION AND PAYMENT OF BILLS:

Sarah Greenshields moved, Betsey Andrews Parker seconded to direct the Superintendent to pay manifest #15-G in the amount of \$6,701.69 for FY14 and \$2,824,181.09 for FY15 for a total of \$2,830,882.78 for the period of December 9 until January 12. A roll call **VOTE PASSED 6/0.**

O. SUPERINTENDENT'S REPORT: Dr. Arbour congratulated DMS Principal Kim Lyndes for her nomination of Principal of the Year. While she was not selected for the Principal of the Year, she did receive a role model award.

P. COMMITTEE REPORTS: Ms. Greenshields commented that the Curriculum met and believes that many of the budget figures will be presented at the next budget meeting.

Q. SCHOOL BOARD MATTERS OF INTEREST: none

R. ADJOURNMENT: Sarah Greenshields moved, Carole Soule McCammon seconded adjourning the meeting at 10:29 pm. An oral **VOTE PASSED 6/0.**

Respectfully Submitted,
Robin LaFleur, Recording Secretary