



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Regular Session #1
Meeting Location:	Media Ctr. (Rm. 306) McConnell Center
Meeting Date:	Monday, January 11, 2016
Meeting Time:	7:00 pm

- A. CALL TO ORDER**
 - B. ROLL CALL**
 - C. PLEDGE OF ALLEGIANCE**
 - D. CITIZENS' FORUM**
 - E. AGENDA APPROVAL**
 - F. APPROVAL OF MINUTES**
 - 1. Regular Session #12, December 14, 2015
 - 3. Organizational Meeting, December 21, 2015
 - G. CONSENT AGENDA**
 - 1. **Correspondence: none**
 - 2. **Resignations/Retirements:**
 - a. Marcia Goodnow-DHS English Teacher
 - b. Terry Warren-DHS School Nurse
 - 3. **Leaves of Absence:**
 - a. Lynn Adams-GES Elementary Teacher
 - 4. **Nominations: none**
 - 5. **Extended Travel (Student Trips):**
 - a. DMS Going Global to Boston-Final Approval
 - 6. **Donations: none**
 - H. STUDENT REPRESENTATIVE REPORT:**
 - I. POLICY – CHANGES – PROPOSALS:**
 - a. JBAB—Transgender and Gender Nonconforming
 - b. JBAB-R—Transgender and Gender Nonconforming Procedures
 - c. BA—By Laws of the Dover School Board
- POLICY ADOPTION:**
- a. EEAA—Video and Audio Surveillance on School Property
 - b. EEAA-R—Video and Audio Surveillance on School Property Procedure
- J. RESOLUTIONS:**
 - K. OLD BUSINESS:**
 - a. Budget Discussion—Curriculum, DALC, Budget Questions #1
 - b. Strategic Planning Discussion



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L. NEW BUSINESS:

- a. Dover Housing Authority Summary—Allan Krans
- b. Preparing for Climate Change-Malone Cloitre
- c. DHS Program of Studies Changes 2016-2017
- d. GES Joint Building Committee
- e. Update on GES Sprinkler System
- f. December Condition of Accounts

M. SUBMISSION AND PAYMENT OF BILLS

N. SUPERINTENDENT’S REPORT

O. COMMITTEE REPORTS

P. SCHOOL BOARD MATTERS OF INTEREST

Q. ADJOURNMENT

Citizens are invited to public meetings and shall be given an opportunity to speak. Time shall be set aside for citizen statements at all public meetings, unless a vote to the contrary is taken by the School Board. Statements shall be limited to three minutes unless otherwise extended by the Chairperson, with the approval of the School Board. All citizens are permitted to place items on the agenda through written application to the Superintendent at least one week prior to the meeting date. Citizen items will require a formal motion and a second by seated members to bring the item to the floor for debate.



**DOVER HIGH SCHOOL
AND
REGIONAL CAREER TECHNICAL CENTER**



PETER DRISCOLL
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KIM STEPHENS
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January 6, 2016

To the Dover School Board, Amanda Russell, Chairperson:

I am writing to inform you that I will be retiring from teaching English at Dover High School at the end of this school year.

I began teaching in September of 1974 and will always be proud and happy to say that I spent 22 of those years in the Dover School District. We have great kids in Dover, and they have given back to me many times over what I have endeavored to give them. I cherish the memories and relationships we built over pages of Shakespeare and essay revision, and delight that I continue to be in touch with some who meant the most to me. I am routinely humbled by all they have gone on to achieve.

But now I look forward with excitement to what is next for me. I thank you for your kindnesses to me over the years, which happily included many opportunities for both personal and professional growth.

Sincerely,

Marcia J. Goodnow, MA
English Department
Dover High School

cc: Dr. Elaine Arbour
Robin LaFleur
Peter Driscoll
Phil Richmond



**DOVER HIGH SCHOOL
AND
REGIONAL CAREER TECHNICAL CENTER**



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January 7, 2016

Attention: Dover School Board

This letter is to notify you that I will be retiring as the Dover High School nurse upon the close of school in June.

I would like to thank all the wonderful people I have worked with during my years at DHS.

Sincerely,


Theresa Warren

cc: Elaine Arbour
Peter Driscoll

January 4, 2016

Dear Dr. Arbour,

I am enclosing some important paperwork for your review. Enclosed you will find my documents about FMLA Leave including a request for an extension. Please also find my request for a leave of absence for the 2016 – 2017 school year. My husband and I are very excited to be adopting a baby boy due in early March. We have included a copy of the adoption contract for your reference as well. Please let me know if you have any questions. Thank you very much.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lynn Adams".

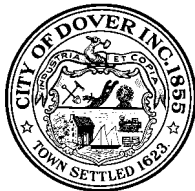
Lynn Adams

Garrison School

Kimberly Lyndes
Principal
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Bruce Patrick
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Mary Calhoun
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Justin Pagnotta
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Fran Meffen
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December 2, 2015

Dr. Elaine Arbour
Superintendent of Schools
Dover, NH 03820

Dear Dr. Arbour and Dover School Board Members:

I am writing to request final approval for the Going Global trip to Boston on January 29 - 30. The group will depart from the Dover Amtrak station at 6:17am January 29th and will return at a 9:34pm on Saturday January 30th. Students and chaperones will use public transportation while in Boston.

I have previously submitted the itinerary, budget and eligibility form. I have attached the list of all students and chaperones for the trip. The ratio is 1:2.8, chaperones to students. All chaperones will have completed a criminal background check with the Superintendent's Office.

I want to thank the Dover School Board and the Superintendent for your support of this trip.

Yours,

Fran Meffen
Going Global Advisor
Dover Middle School

Dover School District's Mission:
Strengthening our Community by Educating Every Child, Every Day!

DOVER SCHOOL DISTRICT	POLICY CODE: JBAB
DATE OF ADOPTION:	PAGE 1 OF 2

First Reading

Transgender and Gender Nonconforming

I. Purpose

The Dover School District (District) is committed to providing a safe and supportive learning environment for all students that is free from discrimination, harassment, bullying and intimidation, as well as to assist in the educational and social integration of transgender and gender nonconforming students in our schools. The District is further committed to ensuring that every student shall have equal access to the District's educational programs and activities. Additionally, District policy requires that all schools and all personnel promote acceptance and respect among students and staff.

This policy is intended to be interpreted in light of applicable federal and state laws and regulations, as well as Board policies, procedures and school rules. This policy is not intended to anticipate every possible situation that may occur, since the needs of particular students and families differ depending on the student's age and other factors. In addition, the programs, facilities and resources of each school differ. Administrators and school staff are expected to consider the needs of students on a case-by-case basis, and to utilize this policy and other available resources as appropriate.

The term "transgender" is an umbrella term for an individual whose gender identity or expression is different from that traditionally associated with their assigned sex at birth. A student will be considered transgender if, at school, they consistently assert a gender identity or expression different from that traditionally associated with assigned sex at birth. This includes students who identify as transgender, or who are gender nonconforming. This involves more than a casual declaration of gender identity or expression, but it does not necessarily require a medical diagnosis.

II. Discrimination/Harassment

It is the responsibility of each school and the District to ensure that transgender and gender nonconforming students have a safe school environment. This includes ensuring that any incident of discrimination, harassment, or violence is given immediate attention, including investigating the incident, taking appropriate corrective action, and providing students and staff with appropriate resources. Complaints alleging discrimination or harassment based on a person's actual or perceived transgender status or gender nonconformity are to be handled in the same manner as other discrimination or harassment complaints.

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Legal References:

NH RSA 354-A:2, XIV-c

Americans with Disabilities Act (28 CFR § 35.07), as amended

Section 504 of the Vocational Rehabilitation Act (29 USC § 794), as amended; 34 CFR § 104.7

Title IX of the Education Amendments of 1972 (20 USC § 1681 et seq.)

Title IV of the Civil Rights Act of 1964 (42 U.S.C. 2000c et seq.)

NH Code Admin. R. Ed. 303.01(i) and (j)

See Also:

JBAB-R: Transgender and Gender Nonconforming Procedure

ACAA: Harassment and Sexual Harassment of Students

ACAA-R: Student Discrimination and Harassment Complaint Procedure

AC: Nondiscrimination/Equal Opportunity

JICFA: Hazing

JICK: Pupil Safety and Violence Prevention

JICK-R: Pupil Safety and Violence Prevention Procedure

Code: O

DOVER SCHOOL DISTRICT	POLICY CODE: JBAB-R
DATE OF ADOPTION:	PAGE 1 OF 5

First Reading

Transgender and Gender Nonconforming Procedures

I. Purpose

In accordance with policy JBAB, a student will be considered transgender if, at school, they consistently assert a gender identity or expression different from that traditionally associated with their assigned sex at birth. This involves more than a casual declaration of gender identity or expression, but it does not necessarily require a medical diagnosis.

II. Definitions

The following definitions are not intended to provide rigid labels for students, but to assist in discussing and addressing the needs of students. The terminology in this area is constantly evolving, and preference for particular terminology varies widely.

Administrators, school staff, volunteers, students and others who interact with students are expected to be sensitive to the ways in which particular transgender students may wish to be identified. However, for the sake of brevity, this policy refers to “transgender students.”

1. *Gender identity* – A person’s deeply held sense or psychological knowledge of their own gender. One’s gender identity can be the same or different than that traditionally associated with their assigned sex at birth.
2. *Gender expression* – The multiple ways in which a person represents or expresses their gender to others, often through behavior, clothing, hairstyles, activities, voice or mannerisms. Gender expression could be referred to as masculine, feminine, gender nonconforming, etc.
3. *Cisgender* – A person whose gender identity and expression are aligned with those traditionally associated with their assigned sex at birth.
4. *Transgender* – A person whose gender identity and/or expression are not aligned with that traditionally associated with their assigned sex at birth. “Transgender” is often used as an umbrella term to refer to students who identify as transgender, or who are gender nonconforming or gender non-binary, gender variant, gender fluid, genderqueer, agender, non-labeling, in the process of questioning their gender, etc.
5. *Gender nonconforming* – Describes an individual whose gender expression, behaviors, or interests are different from societal and stereotypical gender expectations traditionally associated with their assigned sex at birth.
6. *Gender non-binary* – Describes an individual whose gender identity and/or expression does not align with the gender binary of male or female. A gender non-binary person may describe their gender identity and/or expression as androgynous, gender fluid, genderqueer, agender, non-labeling, etc.
7. *Gender fluid* – Describes an individual whose gender identity and/or expression may be gender nonconforming or non-binary, who has a wider and more flexible range of gender expression that may even change from day to day. While the gender expression

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of a student who is gender fluid is flexible or may appear to change with some frequency, their gender fluid identity can be recognized as the “gender which the student consistently asserts at school” in regards to this policy.

8. *Gender Transition* – The process by which a person goes from living and identifying as one gender to living and identifying as another gender. Gender transition is typically prompted by the feeling that an individual’s gender identity does not match the one typically associated with their assigned sex at birth. Examples include: transitioning from a boy to a girl, a girl to a boy, a girl to gender non-binary, or a boy to gender non-binary. For most elementary and secondary students, this involves no or minimal medical interventions. In most cases, transgender students under the age of 18 are in a process of “social transition” from one gender to another.
9. *LGBTQ*: An acronym that stands for “lesbian, gay, bisexual, transgender, and queer/questioning.” Questioning incorporates those who are uncertain or fluid about their sexual orientation and/or gender identity.
10. *Sex*: The biological condition or quality of being female or male.
11. *Sexual orientation* – Describes a person’s romantic and/or sexual attraction. Sexual orientation is different and not the same as gender identity or gender expression. In this policy, sexual orientation refers to an individual’s “actual or perceived” sexual orientation.

III. Procedures

This procedure will be used to address needs raised by transgender students and/or their parent(s)/guardian(s).

1. A transgender student and/or their parent(s)/guardian(s) should contact the student’s counselor or building administrator. In the case of a student who has not yet enrolled in school, the appropriate building administrator should be contacted.
2. A meeting should be scheduled to discuss the student’s particular circumstances and needs. In addition to the student, parent(s)/guardian(s) and building administrator, participants may include the school counselor, school nurse, teachers and/or other school staff, and possibly outside providers who can assist in developing a plan for that student.
3. A written plan will be developed by the school, in consultation with the student, parent(s)/guardian(s) and others as appropriate, to address the student’s particular needs. If the student has an IEP or a 504 Plan, the provisions of these plans should be taken into consideration in developing the plan for addressing transgender issues.
4. The school may request documentation from medical providers or other service providers as necessary to assist staff in developing a plan appropriate for the student.
5. If the parties cannot reach an agreement about the elements to be included in the plan, the building administrator and/or Superintendent shall be consulted as appropriate.

IV. Guidance on Specific Issues

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1. *Privacy:* The student's plan should address how to deal with disclosures that the student is transgender. In some cases, a student may want school staff and students to know, and in other cases the student may not want this information to be widely known. School staff should take care to follow the student's plan and not to inadvertently disclose information that is intended to be kept private or that is protected from disclosure (such as confidential medical information). School staff should keep in mind that under FERPA, student records may only be accessed and disclosed to staff with a legitimate educational interest in the information. Disclosures to others should only be made with appropriate authorization from the administration and/or parents/guardians.
2. *Official Records:* Schools are required to maintain a permanent record for each student which includes legal name and gender. This information is also required for standardized tests and official school unit reports. This official information will only be changed upon receipt of documentation that a student's name or gender has been changed in accordance with any applicable laws. Any requests to change a student's legal name or gender in official records should be referred to the Superintendent. To the extent that the school is not required to use a student's legal name or gender on school records or other documents, the school should use the name and gender identified in the student's plan.
3. *Names/Pronouns:* A student who has been identified as transgender under this policy should be addressed by school staff and other students by the name and pronouns corresponding to their gender identity that is consistently asserted at school.
4. *Restrooms:* A student who has been identified as transgender under this policy should be permitted to use the restrooms assigned to the gender which the student consistently asserts at school. A transgender student who expresses a need for privacy will be provided with reasonable alternative facilities or accommodations such as using a separate single-occupancy or a staff facility. However, a student shall not be required to use a separate single-occupancy facility over their objection.
5. *Locker Rooms:* The use of locker rooms requires schools to consider a number of factors, including but not necessarily limited to the safety and comfort of students; the transgender student's preference; student privacy; the ages of students; and available facilities. As a general rule, transgender students will be permitted to use the locker room assigned to the gender which the student consistently asserts at school. A transgender student will not be required to use a locker room that conflicts with the gender identity consistently asserted at school. A transgender student who expresses a need for privacy will be provided with reasonable alternative facilities or accommodations, such as using a separate stall, a staff facility or separate schedule.
6. *Other Gender-Segregated Facilities or Activities:* As a general rule, in any other facilities or activities when students may be separated by gender, transgender students may participate in accordance with the gender identity consistently asserted at school.

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Interscholastic athletic activities should be addressed through the NHIAA participation policy, Article III, Section 5.

7. *Note on Facilities:* If there are no facilities (restrooms, locker rooms, or other gender segregated facilities) that align with the gender which the student consistently asserts at school (i.e. in the case of a student who is gender non-binary), recommendations of parent(s)/guardian(s) and medical or mental health professionals should be obtained by the school and considered into the plan developed for the student.
8. *Dress Code:* Transgender students may dress in accordance with their consistently asserted gender identity, consistent with any applicable requirements in the dress code or school rules.
9. *Safety and Support for Transgender and Transitioning Students:* School staff is expected to comply with any plan developed for a transgender student and to notify the building administrator or other designated support person for the student if there are concerns about the plan, or about the student's safety or welfare. School staff should be sensitive to the fact that transgender and transitioning students may be at higher risk for being bullied or harassed, and should immediately notify the appropriate administrator upon becoming aware of a problem.

V. Staff Training and Informational Materials

1. The Superintendent and/or building principal may institute in-service training and/or distribute educational materials about transgender issues to school staff as deemed appropriate.
2. Teachers and other staff who have responsibilities for a transgender student with a plan will receive support in implementing the plan.
3. Training will include awareness of gender stereotyping.

Legal References:

NH RSA 354-A:2, XIV-c

Americans with Disabilities Act (28 CFR § 35.07), as amended

Section 504 of the Vocational Rehabilitation Act (29 USC § 794), as amended; 34 CFR § 104.7

Title IX of the Education Amendments of 1972 (20 USC § 1681 et seq.)

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NH Code Admin. R. Ed. 303.01(i) and (j)

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NHIAA participation policy, Article III, Section 5

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FIRST READING

BYLAWS OF THE DOVER SCHOOL BOARD CITY OF DOVER, NEW HAMPSHIRE

ARTICLE I: Name

Section 1. The name of the School Board shall be the Dover School Board.

ARTICLE II: Members

Section 1. The School Board shall be composed of seven members in accordance with Section C4.2 of the City Charter.

ARTICLE III: Officers

Section 1. The officers of the School Board shall be a chairperson, a vice-chairperson, and a secretary. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by this School Board.

Section 2. Officers shall serve a one-year term. Officers shall be elected in accordance with Section C4-2 of the City Charter.

Section 3. These officers shall be elected as prescribed in Article IV, Section C4-3, of the City Charter.

Section 4. Any officer may be removed from his/her office by a majority vote of the School Board at any regularly scheduled, monthly, public meeting.

ARTICLE IV: Meetings

Section 1. All meetings of the School Board shall be held in the rooms designated by the School Board or the chairperson. The School Board shall meet for organization on the day stipulated by Section C4.3 of the Charter.

Section 2. The School Board shall hold its regular monthly meeting on the second Monday of each month. Changes may be made in this schedule due to conflicts with holidays. Regular meetings shall begin at 7 p.m. and end no later than 10 p.m. unless otherwise determined by a two-thirds vote of the members present.

The School Board shall meet on the fourth Monday of each month in workshop session if there is business to be conducted. Workshop sessions shall begin at 6:30 p.m. and end no later than 10 p.m. unless otherwise determined by a two-thirds vote of the members present.

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Nonpublic sessions may be held consistent with the provisions of RSA 91-A:3. The contents of these meetings shall conform to governing state law, RSA 91-A.

Section 3. Additional meetings shall be called by the chairperson at any time or upon written request of three members. Each call for an additional meeting shall distinctly specify the purpose for which the meeting is called. No other than such specific matters shall be considered at such special meetings except for emergency in accordance with RSA 91-A. At least twenty-four hours notice shall be given for such special meetings.

Section 4. A majority of the members of the School Board shall constitute a quorum.

Section 5. The meetings of the School Board shall be called to order promptly on the hour and then should proceed as follows:

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. STUDENT REPORT
- E. CITIZEN'S FORUM
- F. AGENDA APPROVAL
- G. APPROVAL OF MINUTES
- H. CONSENT AGENDA
- I. POLICIES-CHANGES-PROPOSALS
- J. POLICY ADOPTION
- K. RESOLUTIONS
- L. OLD BUSINESS
- M. NEW BUSINESS
- N. SUBMISSION AND PAYMENT OF BILLS
- O. SUPERINTENDENT'S REPORT
- P. COMMITTEE REPORTS, INCLUDING LEGISLATIVE UPDATE
- Q. SCHOOL BOARD MATTERS OF INTEREST
- R. ADJOURNMENT

Section 6. The following shall appear on all meeting agendas, except nonpublic meetings.

Citizens, residents of the City of Dover, property owners in the City of Dover, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover and/or residents of sending school districts, are invited to all public meetings and shall be given an opportunity to speak. Time shall be set aside for citizen statements, Citizen's Forum, at all public meetings, unless a vote to the contrary is taken by the School Board.

Citizens shall identify themselves by name and address for the record; address comments to the presiding officer and the Board as a body and not individual

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members; and limit comments to five (5) minutes beginning after the obligatory statement of name and address by the citizen.

Citizen's Forum will ensure citizens have the opportunity to speak to all other items on a meeting agenda and/or matters pertaining to the business of the School Board. At workshop meetings and special sessions, Citizens' Forum will be restricted to items on the meeting agenda. Statements shall be limited to five minutes unless otherwise extended by the chairperson, with the approval of the School Board.

All citizens are permitted to place items on the agenda through written application to the Superintendent at least one week prior to the meeting date. Citizen items will require a formal motion and a second by seated members to bring the item to the floor for debate.

Section 7. All items for the agenda from School Board members shall be submitted in writing to the Superintendent's office before noon on the Tuesday preceding the regular meeting. The chairperson shall determine the order of the agenda for each meeting.

Section 8. The School Board shall be comprised of seven members. Every member present, when a question is put, shall vote for or against the same, unless he or she abstains.

Section 9. The ayes and nays upon all questions of appropriations of money shall be called and entered upon the minutes and on all other questions at the request of any member.

Section 10. The Dover School Board shall act in accordance with the New Hampshire "Right to Know Law" (RSA 91-A) as amended.

Section 11. The following paragraph is to appear on all regular meeting agenda:

All meetings conducted by the School Board are open to the public except for times when the School Board enters non-public session.

Section 12. A notice of the time and place of each meeting shall be posted in two appropriate public places and/or shall be printed in a newspaper of general circulation in Dover, at least twenty-four hours, excluding Sundays and legal holidays, prior to such meetings.

ARTICLE V: Workshop Session

Section 1. The Workshop Session shall be defined as a non-policy making meeting of the entire School Board. Said Workshop Session shall assemble for purposes of discussion on topics to prepare the School Board for understanding and action at a subsequent policy-making meeting.

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Section 2. The secretary shall see that proper minutes of the proceedings are kept on file in the office of the School Board.

ARTICLE VI: Power and Duties of the School Board

Section 1. The Dover School Board shall be the governing body of the Dover School District and derives its authority from State laws and Department of Education Rules.

Section 2. The Dover School Board recognizes its duty to provide, at district expense, elementary and secondary education to all pupils who reside in the district, consistent with the provisions of RSA 189:1-a. the Dover School Board further recognizes its additional powers and duties within the scope of this statute.

Section 3. The School Board is legally responsible for the establishment of school policies and programs, the determining of the budgetary requirements of the schools, the election of regular employees of the district, and the evaluation of the results obtained. The School Board shall take final action upon recommendation of the Superintendent where the election or assignment of personnel or a change of policy and/or program is involved.

Section 4. The secretary shall keep a full and accurate record of attendance and proceedings of all meetings of the School Board and shall have the care and custody of all records, papers, and communications relative to the School Board.

Section 5. The School Board shall have the oversight of the financial condition of the School District and shall cause to have prepared and presented a financial statement each month.

Section 6. A payroll summary ledger and/or vendor check register will be issued for signature to the Chairperson or Vice-Chairperson on a weekly basis. The School Board shall be presented a manifest of all general fund expenditures for the preceding month, and this shall be issued to the Board for a majority signature of all members present.

Section 7. The School Board shall take action on all matters which pertain to the administration of the schools which calls for the investigation of violations of the regulations of the School Board, complaints made by staff, parents, or pupils, and complaints against staff, provided such complaints cannot be investigated and satisfactorily resolved by the Superintendent of Schools.

Section 8. The Board shall serve as the governing body of School Administrative Unit #11; a School District established under the laws of the State of New Hampshire. The Board shall provide all Superintendent services as described in RSA 194-C:4.

ARTICLE VII: Subcommittees

The School Board shall have the following standing subcommittee:

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The Discipline Committee

Section 1: Any subcommittee shall be made up of three (3) members of the School Board, who shall be appointed by the Chairperson and approved by the School Board at the first regular meeting of each calendar year. A quorum of the subcommittee shall be a simple majority of its members. A vacancy in a subcommittee shall be filled by the Chairperson for the remainder of the term. Each subcommittee shall elect a chair from its membership. Meetings shall be scheduled by the subcommittee chair as deemed necessary.

Section 2: The School Board may form ad hoc subcommittees on an as needed basis by vote of the School Board.

ARTICLE VIII: Liaisons

Section 1. For the purpose of gathering information on matters of interest to the School Board and reporting back to the School Board, the School Board may designate a member to serve as a liaison to the Dover City Council and New Hampshire School Board Association or other committees, as needed any of the following:

~~Dover City Council~~

~~Dover Adult Learning Center~~

~~New Hampshire School Board Association~~

~~Vocational Trust~~

Section 2. A liaison shall be appointed by the Chairperson and approved by the Board during any regular meeting.

Section 3. The School Board may designate a liaison to any Workgroup established pursuant to Article IX of these Rules.

ARTICLE IX: Workgroups

Section 1. The School Board may direct the Superintendent to organize Workgroups comprised of School District Staff on issues of importance to the School Board. The Superintendent shall report to the School Board on the work of such Workgroups as requested by the School Board.

ARTICLE X: Parliamentary Authority

Section 1. General rules of parliamentary procedure are used for every Board meeting. Robert's Rules of Order may be used as a guide at any meeting. The order of business shall be reflected on the agenda.

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ARTICLE XI: Amendment of Bylaws

Section 1. These bylaws can be amended at any regular meeting of the School Board by a two-thirds vote, provided that the amendment has been submitted in writing to the entire membership at the preceding regular meeting. For sixty days following the inauguration these bylaws can be amended at any meeting of the School Board by a majority vote, provided that the amendment has been submitted in writing to the entire membership at the preceding meeting.

ARTICLE XII: Student Representative to Dover School Board

Section 1. The student representative is responsible for presenting current student issues to the School Board. The student representative shall represent his/her constituents in the same manner as a regular School Board official.

Section 2. Eligible students must be entering the tenth, eleventh, or twelfth grade; they will be required to fill an application which will be reviewed by the student council advisors and administrative staff. Finalists will be selected and will be allowed to run in a general election concurrent with the class elections. The student body as a whole will be responsible in voting the student representative. The term of the elected student representative shall run from the meeting following the student council election.

Section 3. The student representative shall be a non-voting member of the School Board. RSA 189:1,C.

Amended: March 12, 2001
May 14, 2001
January 7, 2002
January 13, 2003
February 2, 2004
February 14, 2005
January 3, 2006
January 8, 2007
January 7, 2008
January 12, 2009
March 8, 2010
February 13, 2012
February 10, 2014
April 13, 2015

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VIDEO AND AUDIO SURVEILLANCE ON SCHOOL PROPERTY

SECOND READING

The Board authorizes the use of video and/or audio surveillance on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property and to safeguard District buildings, grounds, and equipment. The Superintendent will approve appropriate locations for surveillance devices. **Placement of the video cameras will be based on the presumption and belief that students, staff and visitors have no reasonable expectation of privacy in areas of at events that occur in plain view. However, such devices are not to be placed in bathrooms or locker rooms.**

Recording equipment will be placed in classrooms only after a public hearing held by the School Board. The administration must receive written permission and consent from the classroom teacher and the parent/guardian of all students within the classroom prior to the use of recording equipment within a classroom.

~~Backup devices will be installed and removed on a rotating basis by District personnel appointed by the Superintendent. The devices may be used by the District for personnel or disciplinary purposes. If disciplinary action is taken as a result of video/audio device, the parent/guardian or staff member may request, in writing within 5 days, to review the device with the appropriate school personnel. In the case of student discipline, such a request will only be granted under circumstances where the parents/guardians of all students depicted have consented to the review. In the alternative, the parents/guardians of the student subject to discipline may review a redacted copy if they are willing to pay the cost associated with obscuring the identities of any other student depicted. For the purposes of this policy, the term "depicted" shall mean a view of the facial features of a student or the display of any other information that would be easily traceable to the identity of a student.~~

Signs will be posted on school buildings to notify students, staff and visitors that video cameras may be in use. At the Superintendent's discretion, parents and students may also be notified through the student handbook. Students will be responsible for any violations of school rules caught on tape by cameras.

The district will retain copies of video recordings until they are erased, which may be accomplished by either deletion or copying over with a new recording. The Superintendent will consult with the necessary personnel to determine how and when such records should be deleted.

Videos containing evidence of a violation of student conduct rules and/or state or federal law will be retained until the issue of misconduct is no longer subject to

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review or appeal as determined by board policy or applicable law. Any release or viewing of the video will be in accordance with the law.

In the event an audio or video recording is used as part of a student discipline proceeding, such video may become part of a student's educational record. If an audio or vide recording does become part of a student's education record, the provisions of Policy JRA shall apply.

The Superintendent is authorized to contact the District's attorney for a full legal opinion relative in the event of such an occurrence.

~~In the event the backup device from a video or audio surveillance device contains evidence of wrongdoing, be it a crime or violation of school conduct policies that could result in discipline, the actual, original device will be pulled from service and the relevant information shall be secured prior to the device being put back into operation. Should the device be confiscated by prosecutorial authorities as evidence in a crime, the District will take all steps possible to arrange for a certified copy to be retained by the District.~~

~~The Superintendent will notify staff, students, and parents through handbooks or by other means that video and/or audio surveillance may occur on District property. A notice will also be posted at the main entrance of all school district buildings an on all buses indicating the use of video and/or audio surveillance.~~

~~The District may choose to make surveillance recordings part of a student's educational record or a staff member's personnel record subject to the language of the Board approved employment contract. The District will comply with all applicable state and federal laws related to record maintenance and retention.~~

Legal References

*20 U.S.C.1232g, Family Educational Rights and Privacy Act (**FERPA**)*

RSA 189:65 Definitions

RSA 189:68 Student Privacy

RSA 570-A:2

34 C.F.R. Part 99, Family Educational Rights and Privacy Act Regulations

RSA 189:6, Transportation of Pupils

RSA 189:8, Limitations and Additions

RSA 189:9, Pupils in Private Schools

~~*RSA 189:9-a, Pupils Prohibited for Disciplinary Reasons*~~

~~*RSA 200:40, Emergency Care*~~

*Also see Dover School District Policies EEA, **EEAA-R**, EEAE, EEAEAC, and EEAEAC Addendum 1*

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VIDEO AND AUDIO SURVEILLANCE ON SCHOOL PROPERTY PROCEDURE

SECOND READING

Dear Parent/Guardian,

New Hampshire RSA 189:68 IV requires written consent of teachers and parents or legal guardians for recordings in classrooms. There are many valuable reasons why recordings may be useful in classrooms. Some uses include, but are not limited to:

- Creating a video presentation as part of any academic class;
- Student practice work in a music, photography, videography course or similar courses;
- Recording a speech therapy or English language session to evaluate a student's progress; and
- Videotaping student teachers for teacher education coursework.

The Dover School Board has held a public hearing to allow classroom recordings, as required by RSA 189:68 IV. The Dover School District is now seeking your permission for your student to participate in classroom recordings for educational purposes. Annual permission will be requested, and may be included in yearly permission forms and FERPA notices.

Recordings will not be made available to the public (e.g., via website or newsletter) without your prior knowledge and consent. Recordings may be used in password-protected, restricted environments such as Google Classroom environments.

This law does not affect recordings outside of a classroom setting.

Thank you,

Dr. Elaine M. Arbour
Dover Superintendent of Schools

Student: _____ Date: _____

Parent Signature: _____

Also see Dover School District Policy EEAA

DHS Program of Studies Proposed Changes 2016-2017

General updates:

- The overall goal of the revisions this year was to standardize course naming and sequencing between departments.

-All courses/subjects were adjusted as needed to make course descriptions, certifications and other options for licensing and dual credit current and accurate.

-Streamlining the naming conventions for all courses. College Prep and Honors level courses were consistent, but our third category had names such as Introduction, Fundamental, Basic, and A/B. In this revision all prefixes were dropped and A/B is still part of courses that offer semester credit. Example: Biology A/B, College Prep Biology, Honors Biology, AP Biology; Geometry, College Prep Geometry, Honors Geometry.

English

New Courses: none

Eliminated Courses: English Recovery 9A and 9B, English Recovery 10A and 10B

Changes: English 9 and 10 Recovery combined to create a competency-based recovery class, English Recovery 11A and 11B changed to create a competency-based recovery class, College Prep was added to the titles of Graphic Storytelling and Academic Writing Seminar.

Social Studies

New Courses: none

Eliminated Courses: none

Changes: Introduction to Economics renamed Economics

Science

New Courses: Physical Geology

Eliminated Courses: None

Changes: new course descriptions for Biology and Earth and Space Science to reflect changes from implementing the Next Generation Science Standards, Introduction to Forensics renamed Forensics, AP Chemistry opened up to first year students to take instead of Honors Chemistry

Math

New Courses: None

Eliminated Courses: None

Changes: None

Visual Art/Music

New Courses: None

Eliminated Courses: AP Studio Art, Honors Art

Changes: Dropped lab fee for Mixed Media, lab fees clarified for courses, name change from Chorus to Concert Choir, updated description of Concert Choir

Student Services

New Courses: None

Eliminated Courses: None

Changes: None

Wellness

New Courses: Health II, Yoga

Eliminated Courses: None

Changes: Sophomores no longer able to take Advanced Weight Training

World Language

New Courses: Applied French for Travel

Eliminated Courses: Fundamental French II, Fundamental French III

Changes: None

Guidance

Changes: Updated department description

CTC

New Courses: CTE Computer Programming Program: Introduction to Python, Programming Logic Using Python, (year 1 of the program); Introduction to JAVA Programming, Database Design and Management (year 2 of the program)

Eliminated Courses: Biotechnology II (will be replaced by Biomedical Sciences), Introduction to Programming Using Alice and Python, Visual Basic Programming, C++ Programming, Game Design I and II (being replaced new CTE Computer Programming Program), Family and Consumer Science

Changes: Fees clarified for courses, applications done online via EnrollTrack, Experiential Learning Opportunities now include a written reflection to be eligible for credit, Introduction to Computer renamed as Introduction to Computer Networking Technology, requirement removed to take Intro to Business before the Business Program

Program changes:

- Biotechnology I has been renamed to Introduction to Biomedical Sciences and changed to meet every other day for the school year. The current Biotechnology Program will be modified to become a Project Lead the Way (PLTW) Biomedical Science Program (two year program phase in.)
- Movement of Family and Consumer Science, Life Science, and Woodworking Technology to appropriate sections on the Program of Studies to meet Perkins requirements
- Reorganized Animal Science offerings to have a single course year I and an option to specialize in three areas for year II
- Computer Technology I and II renamed Computer Networking Technology I and II
- Computer Programming added as a two-year CTE program