



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Special Session #1
Meeting Location:	Media Ctr. (Rm. 306) McConnell Center
Meeting Date:	Tuesday, January 19, 2016
Meeting Time:	6:30 pm

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. CITIZENS' FORUM (Limited to Agenda Items Only)**
- E. BUDGET DISCUSSION-Elementary, DMS, Athletics**
- F. OLD BUSINESS:**
 - a. EEAA-VIDEO AND AUDIO SURVEILLANCE ON SCHOOL PROPERTY
 - b. EEAA-R-VIDEO AND AUDIO SURVEILLANCE ON SCHOOL PROPERTY PROCEDURE
- G. SCHOOL BOARD MATTERS OF INTEREST**
- H. ADJOURNMENT**

FY 17 Budget Draft #3 - January 19, 2016

Revenue - Description	FY 17 Budget			Notes
	FY 16 Budget	Draft #3	Increase/ (Decrease)	
Tuition-Regular-Other NH Districts	\$ 37,971	\$ 64,235	\$ 26,264	\$12,847 x 5 students
Tuition-Barrington-DHS	\$ 2,575,500	\$ 2,615,000	\$ 39,500	\$13,075 x 202 students
Tuition-Nottingham-DHS	\$ 1,130,187	\$ 1,090,214	\$ (39,972)	\$12,262. x 85 students - Inc by GF inc debt - %
Tuition-SPED Aides	\$ 256,800	\$ 260,000	\$ 3,200	\$25680 x 10 - (FY 15 = 10)
Tuition-CAREER AND TECH-NH Districts	\$ 83,250	\$ 80,000	\$ (3,250)	Based on 25% of FY 16 tuition on AV1
Tuition-CAREER AND TECH-Out of State (Maine)	\$ 69,852	\$ 192,705	\$ 122,853	Based on 15 students x 12,847
Tuition-Preschool Program	\$ 11,500	\$ 11,500	\$ -	\$800 x 16 students
Tuition - Summer Program	\$ 10,000	\$ 35,650	\$ 25,650	
Camp Beyond	\$ -	\$ 5,000	\$ 5,000	Based on Prior Year
Credit Recovery	\$ -	\$ 2,400	\$ 2,400	Credit Recovery, (\$200/credit x 12)
Basketball Camp	\$ -	\$ 15,000	\$ 15,000	Based on Prior Year
Tennis Camp	\$ -	\$ 4,000	\$ 4,000	Based on Prior Year
Soccer Camp	\$ -	\$ 1,250	\$ 1,250	Based on Prior Year
Football Camp	\$ -	\$ 5,000	\$ 5,000	Based on Prior Year
STEAM	\$ -	\$ 3,000	\$ 3,000	Based on Prior Year
Athletic Transportation - DMS	\$ 12,000	\$ 12,000	\$ -	
Athletic Transportation - DHS	\$ 40,000	\$ 40,000	\$ -	
Other Local Revenue - Donations, Commissions, Book Fairs, Course Fees, Obligation Fees	\$ 32,782	\$ 106,000	\$ 73,218	Policy KHB
Miscellaneous, (Refunds, Sales, Reimbursements, Copy Fees)		\$ 29,500	\$ 29,500	Based on Prior Year
Course Fees - (Art, Music, Science)	\$ -	\$ 34,000	\$ 34,000	Based on Prior Year
Commissions	\$ -	\$ 5,000	\$ 5,000	Based on Prior Year
Book Fairs	\$ -	\$ 32,000	\$ 32,000	Based on Prior Year
Obligation Fees	\$ -	\$ 1,000	\$ 1,000	Based on Prior Year
Donations	\$ -	\$ 1,000	\$ 1,000	Based on Prior Year
Vending Sales	\$ -	\$ 3,500	\$ 3,500	Based on Prior Year
State Adequate Education Grant	\$ 7,623,199	\$ 9,008,538	\$ 1,385,339	Based on NHDOE estimate
State Wide Property Tax	\$ 6,789,922	\$ 6,844,285	\$ 54,363	Based on NHDOE estimate
Local Property Tax	\$29,607,802	\$ 30,229,346	\$ 621,544	Est tax cap 3 Year CPI Average of 1.3%
Additional Property Tax for New Debt	\$ -	\$ 795,858	\$ 795,858	Est amount from pro-forma
School Building Aid	\$ 655,067	\$ 655,067	\$ (0)	Confirm with NHDOE

Catastrophic Aid	\$ 230,961	\$ 260,000	\$ 29,039	Estimated based on current year amount
CAREER TECH Tuition Aid	\$ 197,500	\$ 225,000	\$ 27,500	Based on current year student population
CAREER TECH Transportation Aid	\$ 3,000	\$ 2,500	\$ (500)	Based on current year student population
Indirect Cost Allocation	\$ 100,000	\$ 100,000	\$ -	Based on 3.8% of budgeted amount
Federal Impact Aid	\$ 5,000	\$ 5,000	\$ -	Based on current year amount
Adult Basic Ed. Reimbursement (IDC, Reimbursement of Salaries)	\$ 70,000	\$ 70,000	\$ -	Based on budgeted amount from DALC
Medicaid Distribution	\$ 500,000	\$ 650,000	\$ 150,000	Based on current year estimate
Transfer from Capital Reserves,Local Impact Fees	\$ 312,392	\$ 450,000	\$ 137,608	Est amount from pro-forma
State of NH Settlement	\$ -	\$ 1,449,000	\$ 1,449,000	Est amount from pro-forma
Prior Year Debt Savings	\$ -	\$ 261,142	\$ 261,142	Est amount from pro-forma
Transfer from Capital Reserves, Facilities Projects	\$ -	\$ -	\$ -	
Transfer from Capital Reserves, Curriculum	\$ -	\$ 135,000	\$ 135,000	Based on FY 17 CIP Book Detail
Transfer from Capital Reserves, Information Tech	\$ 25,000	\$ 100,000	\$ 75,000	Based on FY 17 CIP Book Detail
Transfer from Capital Reserves, Athletics	\$ -	\$ -	\$ -	
Operating Revenue	\$50,379,684	\$ 55,889,690	\$ 5,510,006	

Expense - Description	FY 17 Budget			Notes
	FY 16 Budget	Draft #3	Increase/(Decrease)	
1100 REGULAR EDUCATION PROGRAMS	\$20,835,573	\$ 22,418,191	\$ 1,582,618	
1200 SPECIAL EDUCATION PROGRAMS	\$ 8,159,747	\$ 9,171,837	\$ 1,012,090	Transport, Services, PD, Out of District
1300 CAREER AND TECH EDUCATION PROGRAMS	\$ 2,361,733	\$ 2,225,646	\$ (136,087)	
1400 CO-CURRICULAR ACTIVITIES AND ATHLETICS	\$ 566,992	\$ 626,334	\$ 59,342	
1410 - Co-Curricular	\$ 43,927	\$ 46,288	\$ 2,361	
1420 - Athletics	\$ 523,065	\$ 544,396	\$ 21,331	Inc. in equipment, AD wages and Benefits, Fees
1490 - Other - (Summer Programs)	\$ -	\$ 35,650	\$ 35,650	New. Has corresponding revenue.
1600 ADULT/CONTINUING EDUCATION PROGRAMS	\$ 223,386	\$ 233,760	\$ 10,374	
2100 SUPPORT SERVICES - Students	\$ 3,262,260	\$ 3,504,687	\$ 242,427	
2200 SUPPORT SERVICES - Instructional Staff	\$ 878,984	\$ 977,967	\$ 98,983	
2300 SUPPORT SERVICES - General Admin.	\$ 1,202,434	\$ 1,401,781	\$ 199,347	
2400 SUPPORT SERVICES - School Admin.	\$ 2,185,326	\$ 2,596,089	\$ 410,763	
2600 SUPPORT SERVICES - Operation Maint/Plant	\$ 3,756,187	\$ 3,823,100	\$ 66,913	Contract Increase of 2%
2700 SUPPORT SERVICES - Student Transportation	\$ 2,062,425	\$ 2,306,710	\$ 244,285	Contract Increase of 12%
2800 SUPPORT SERVICES - Centralized Services	\$ 693,001	\$ 736,837	\$ 43,836	Wages, Benefits
2900 SUPPORT SERVICES - Other	\$ 418,392	\$ 430,450	\$ 12,058	CIP

5222 TRANSFER TO CR - CONSTRUCTION	\$ 35,000	\$ 50,000	\$ 15,000	CIP
5222 TRANSFER TO CR - CURRICULUM	\$ 25,000	\$ 10,000	\$ (15,000)	CIP
5222 TRANSFER TO CR - TECHNOLOGY	\$ 15,000	\$ 20,000	\$ 5,000	CIP
5222 TRANSFER TO CR - ATHLETICS	\$ -	\$ -	\$ -	

General Fund Operating Expenses	\$47,248,432	\$ 50,533,389	\$ 3,851,949
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Existing Debt Expenses	\$ 3,692,421	\$ 3,431,279	\$ (261,142)
Principal	\$ 2,245,586	\$ 2,046,065	\$ (199,521)
Interest	\$ 1,446,835	\$ 1,385,214	\$ (61,621)
Projected New Debt	\$ -	\$ 2,956,000	\$ 2,956,000

Sub-Total General Fund	\$50,940,853	\$ 56,920,668	\$ 3,590,807
		\$ (1,030,977)	

FY2017 Budget General Fund Change Implications 1/19/2016

			FY16 Adjusted	FY17 Draft #2	FY17 Draft #3
Estimated Tax Capped Operating Budget	\$ 55,889,890	Operating Budget	\$46,687,263	\$49,122,365	\$50,533,389
Proposed Revenue Increase	\$ -	Debt Service	\$3,692,421	\$6,387,279	\$6,387,279
Proposed Revenue Decrease	\$ -	Total Budget	\$50,379,684	\$55,509,644	\$56,920,668
Subtotal	\$ 55,889,890				
(-) Proposed Expense Cuts	\$ (46,500)	Tax Levy	\$29,607,802	\$31,025,204	\$31,025,204
(+) Proposed Expense Additions	\$ 1,530,660				
Variance	\$ (453,183)	Budget Increase from FY16		12.98%	\$6,540,984
Board FY17 Operating Budget	\$ 56,920,867	Increase to Tax Capped Levy		4.79%	\$1,417,402
(Over)/Under Projected Maximum Budget	\$ (1,030,977)				

		Rev. Decrease	Rev. Increase	Exp. Increase	Exp. Decrease
SAU Courier - New	SAU			\$ 8,546	
SPED DW Pupil Service Asst. Director - New	SAU			\$ 135,122	
ESOL Teacher - New	Curriculum			\$ 97,121	
SPED DHS SLP - Currently a .8 position (.6 Grant Funded, .2 Local Funded). Change from .8 to 1 FTE and charge all to local.	SPED			\$ 80,679	
SPED EL OT - New	SPED			\$ 97,121	
SPED DHS/DMS/ALT LDAC	SPED			\$ 97,121	
LDAC Contracted Services					\$ 31,500
SPED Case Manager	SPED/DMS			\$ 97,121	
SPED Case Manager	SPED/DMS			\$ 97,121	
SPED EL Counselor	SPED/GES			\$ 97,121	
SPED EL Counselor - Change Grant to Local	SPED/HSS			\$ 97,121	
SPED EL Counselor - New	SPED/WPS			\$ 97,121	
Medicaid Billing Management	SAU BO			\$ 65,000	
Art Supplies	SAU DHS			\$ 34,000	
Summer Program Expenses	SAU BO			\$ 35,650	
Corrections	SAU				
Athletics Coaching Contingency	ATH/DHS			\$ 10,331	
EL, Teacher	EL			\$ 97,121	
EL, Teacher	EL			\$ 97,121	
GES, Dean of Students	GES			\$ 135,122	
Mentors for Administrators	SAU			\$ 40,000	
PD Consultants	SAU			\$ 15,000	
DW PD INTERVENTION	SAU				\$ 15,000
		\$ -	\$ -	\$ 1,530,660	\$ 46,500

City of Dover, New Hampshire

1 Summary by Location

Fiscal Year: 2015-2016

From Date:

1/1/2016



Print accounts with zero balance



Round to whole dollars



Account on new page

Definit FY17 School District Budget

Account	Description	S1 Department		S 3		S 3a		Percent
		Request	S 2 BA Request	Budget	Review	FY 16 Adopted	Dollar Difference	
1000.1.500.00000.0000.00000.00.000.000.000	DEBT	\$0	\$3,495,666	\$3,431,279	\$6,387,279	\$3,692,421	(\$2,694,858)	(42.19)
1000.2.600.00000.0000.00000.00.000.000.000	DISTRICT WIDE	\$420,653	\$9,807,490	\$7,132,133	\$8,308,238	\$6,345,133	(\$1,963,105)	(23.63)
1000.2.605.00000.0000.00000.00.000.000.000	PRESCHOOL	\$153,802	\$750,877	\$750,877	\$757,293	\$675,783	(\$81,510)	(10.76)
1000.2.606.00000.0000.00000.00.000.000.000	OTHER SUMMER PROGR/	\$33,000	\$33,000	\$33,000	\$33,000	\$29,943	(\$3,057)	(9.26)
1000.2.610.00000.0000.00000.00.000.000.000	Elementary-District Wide	\$929,176	\$1,395,476	\$1,395,476	\$1,397,873	\$1,538,540	\$140,666	10.06
1000.2.611.00000.0000.00000.00.000.000.000	GARRISON ELEMENTARY	\$100,789	\$4,280,152	\$4,280,152	\$4,248,939	\$4,085,649	(\$163,290)	(3.84)
1000.2.612.00000.0000.00000.00.000.000.000	HORNE STREET	\$95,376	\$4,256,296	\$4,256,296	\$4,290,240	\$4,046,801	(\$243,439)	(5.67)
1000.2.614.00000.0000.00000.00.000.000.000	WOODMAN PARK	\$94,180	\$4,714,233	\$4,714,233	\$4,640,281	\$4,468,264	(\$172,017)	(3.71)
1000.2.620.00000.0000.00000.00.000.000.000	MIDDLE SCHOOL	\$1,480,125	\$10,967,469	\$10,967,469	\$10,783,288	\$10,148,923	(\$634,365)	(5.88)
1000.2.630.00000.0000.00000.00.000.000.000	HIGH SCHOOL	\$1,881,953	\$14,796,211	\$14,796,211	\$14,721,377	\$14,161,991	(\$559,385)	(3.80)
1000.2.631.00000.0000.00000.00.000.000.000	HIGH SCHOOL - CTC	\$0	\$111,710	\$111,710	\$120,542	\$45,030	(\$75,512)	(62.64)
1000.2.632.00000.0000.00000.00.000.000.000	STORAGE BUILDINGS	\$0	\$6,500	\$6,500	\$6,500	\$6,500	\$0	0.00
1000.2.650.00000.0000.00000.00.000.000.000	SAU	\$5,500	\$1,174,964	\$1,174,964	\$1,151,523	\$1,063,978	(\$87,545)	(7.60)
1000.2.660.00000.0000.00000.00.000.000.000	SCHOOL BOARD	\$0	\$75,787	\$75,787	\$74,295	\$70,728	(\$3,567)	(4.80)
Grand Total:		\$5,194,553	\$55,865,829	\$53,126,086	\$56,920,668	\$50,379,684	(\$6,540,984)	(11.49)

End of Report

City of Dover, New Hampshire

2a Summary by Major Function

Fiscal Year: 2015-2016



Round to whole dollars



Account on new page

FY17 School District Budget

Account	Description	S1 Department	S 3		S 3a		Percent
		Request	S 2 BA Request	Superintendent	Superintendent	Dollar Difference	
				Budget	Review	FY 16 Adopted	Difference
1000.1.000.47100.0000.00000.00.000.000.000		\$0	\$3,495,666	\$3,431,279	\$6,387,279	\$3,692,421	(\$2,694,858) (42.19)
1000.2.000.01100.0000.00000.00.000.000.000	REGULAR EDUCATION PROGRAMS	\$732,962	\$23,448,383	\$20,848,383	\$22,418,191	\$20,438,478	(\$1,979,714) (8.83)
1000.2.000.01200.0000.00000.00.000.000.000	SPECIAL EDUCATION PROGRAMS	\$2,647,026	\$9,827,922	\$9,827,922	\$9,171,837	\$8,159,832	(\$1,012,005) (11.03)
1000.2.000.01300.0000.00000.00.000.000.000	VOCATIONAL EDUCATION PROGRAMS	\$313,310	\$2,194,017	\$2,194,017	\$2,225,646	\$2,333,478	\$107,832 4.84
1000.2.000.01400.0000.00000.00.000.000.000	OTHER EDUCATIONAL PROGRAMS	\$180,741	\$632,126	\$632,126	\$626,334	\$572,815	(\$53,519) (8.54)
1000.2.000.01600.0000.00000.00.000.000.000	ADULT/CONTINUING EDUCATION PROGRAMS	\$0	\$230,034	\$230,034	\$233,760	\$223,387	(\$10,373) (4.44)
1000.2.000.02100.0000.00000.00.000.000.000	SUPPORT SERVICES - Students	\$223,470	\$3,603,028	\$3,603,028	\$3,504,687	\$3,387,114	(\$117,573) (3.35)
1000.2.000.02200.0000.00000.00.000.000.000	SUPPORT SERVICES - Instructional Staff	\$96,969	\$949,661	\$949,661	\$977,967	\$909,049	(\$68,918) (7.05)
1000.2.000.02300.0000.00000.00.000.000.000	SUPPORT SERVICES - General Admin.	\$5,500	\$1,426,714	\$1,426,714	\$1,401,781	\$1,275,360	(\$126,421) (9.02)
1000.2.000.02400.0000.00000.00.000.000.000	SUPPORT SERVICES - School Admin.	\$63,425	\$2,563,949	\$2,563,949	\$2,596,089	\$2,389,804	(\$206,285) (7.95)
1000.2.000.02600.0000.00000.00.000.000.000	SUPPORT SERVICES - Operation Maint/Plant	\$0	\$3,823,100	\$3,823,100	\$3,823,100	\$3,756,187	(\$66,913) (1.75)
1000.2.000.02700.0000.00000.00.000.000.000	SUPPORT SERVICES - Student Transportation	\$931,150	\$2,306,710	\$2,306,710	\$2,306,710	\$2,062,425	(\$244,285) (10.59)
1000.2.000.02800.0000.00000.00.000.000.000	SUPPORT SERVICES - Centralized Services	\$0	\$778,713	\$778,713	\$736,837	\$685,943	(\$50,894) (6.91)
1000.2.000.02900.0000.00000.00.000.000.000	SUPPORT SERVICES - Other	\$0	\$23,170	\$23,170	\$23,170	\$11,112	(\$12,058) (52.04)
1000.2.000.05200.0000.00000.00.000.000.000	FUND TRANSFERS	\$0	\$487,280	\$487,280	\$487,280	\$482,280	(\$5,000) (1.03)
Grand Total:		\$5,194,553	\$55,865,829	\$53,126,086	\$56,920,668	\$50,379,684	(\$6,540,984) (11.49)

End of Report

Printed: 01/14/2016 11:47:07 AM

Report: rptGLGenBudgetRptUsingDefinition

City of Dover, New Hampshire

3a Summary by Major Object

Fiscal Year: 2015-2016

☐ Print accounts with zero balance

☒ Round to whole dollars

☐ Account on new page

From Date: 1/1/2016

To Date: 1/31/2016

Definition: FY17 School District Budget

Account	Description	S1 Department Request	S 2 BA Request	S 3 Superintendent Budget	S 3a Superintendent Review	FY 16 Adopted	Dollar Difference	Percent Difference
1000.1.000.00000.4900.00000.00.000	Other Uses of Funds	\$0	\$3,495,666	\$3,431,279	\$6,387,279	\$3,692,421	(\$2,694,858)	(42.19)
1000.2.000.00000.4100.00000.00.000	Personal Svcs - Wages	\$50,000	\$28,304,246	\$25,704,246	\$26,387,246	\$24,577,429	(\$1,809,817)	(6.86)
1000.2.000.00000.4200.00000.00.000	Personal Svcs - Emp. Benefit:	\$3,600	\$12,415,137	\$12,339,780	\$12,448,543	\$11,805,523	(\$643,020)	(5.17)
1000.2.000.00000.4300.00000.00.000	Purchased Prof. and Tech. Sv	\$1,080,056	\$4,013,686	\$4,013,686	\$4,060,732	\$3,666,747	(\$393,986)	(9.70)
1000.2.000.00000.4400.00000.00.000	Purchased Property Svcs.	\$47,486	\$365,436	\$365,436	\$362,836	\$329,216	(\$33,620)	(9.27)
1000.2.000.00000.4500.00000.00.000	Other Purchased Svcs.	\$2,779,548	\$4,458,016	\$4,458,016	\$4,458,016	\$4,094,509	(\$363,507)	(8.15)
1000.2.000.00000.4600.00000.00.000	Supplies	\$959,687	\$2,034,187	\$2,034,187	\$2,077,960	\$1,597,618	(\$480,342)	(23.12)
1000.2.000.00000.4700.00000.00.000	Property/Equipment	\$163,694	\$163,694	\$163,694	\$122,294	\$25,047	(\$97,247)	(79.52)
1000.2.000.00000.4800.00000.00.000	Other Objects	\$110,482	\$128,482	\$128,482	\$128,482	\$108,895	(\$19,587)	(15.24)
1000.2.000.00000.4900.00000.00.000	Other Uses of Funds	\$0	\$487,280	\$487,280	\$487,280	\$482,280	(\$5,000)	(1.03)
Grand Total:		\$5,194,553	\$55,865,829	\$53,126,086	\$56,920,668	\$50,379,684	(\$6,540,984)	(11.49)

End of Report

DOVER SCHOOL DISTRICT	POLICY CODE: EEAA
DATE OF ADOPTION:	PAGE 1 of 1

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

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

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*

DOVER SCHOOL DISTRICT	POLICY CODE: EEAA-R
DATE OF ADOPTION:	PAGE 1 of 1

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