# DOVER SCHOOL BOARD – MINUTES

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| Meeting Type: | Regular Meeting #12 |
| Meeting Location: | Media Ctr. (Room 306) McConnell Center |
| Meeting Date: | **Monday, December 12, 2016** |
| 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, December 12, 2016 at 7:00 p.m. in the McConnell Center Media Center.

**B. ROLL CALL**: Present were Amanda Russell, Betsey Andrews Parker, Kathy Morrison, Keith Holt, Matt Lahr, Carolyn Mebert and Michelle Muffett-Lipinski.

Also present were: Superintendent Elaine Arbour, DHS Principal Peter Driscoll, CIA Director Paula Glynn, GES Principal Beth Dunton, WPS Principal Patrick Boodey, HSS Interim Principal Patty Driscoll, CTC Director Louise Paradis, DMS Principal Kim Lyndes, IT Director Jeffrey Myers, Fosters, Union Leader, parents, students, citizens.

**C. PLEDGE OF ALLEGIANCE:** Keith Holt led the Pledge of Allegiance. The DMS Chamber singers led by music teacher Rob Finch performed the National Anthem.

**D. CITIZENS' FORUM:** The following people spoke:

- Bob Fisher, 23 Hillcrest Dr, spoke in support of coaches and against decision to terminate them.
- Dave Sullivan, Meridian Dr, spoke in support of coaches and against decision to terminate them.
- Steve Ricker, Varney Rd, spoke in support of coaches and against decision to terminate them.
- Kathy Boucher, Cranbrook Lane, spoke in support of coaches and against decision to terminate them.
- Rich Webb, Mast Rd, spoke in support of coaches and against the decision to terminate them.
- Frank Santin, Partridge Lane, spoke in support of coaches and against the decision to terminate them.
- Paula Lavoie, 96 Watson Rd, spoke in support of coaches and against the decision to terminate them.
- Doris Grady, 42 Longhill Rd, spoke in support of a collaborative process for searching for a new superintendent. She stated that the Board needs to determine the skillset for the next superintendent and experience, accountability, and transparency are essential. There needs to be a great deal of public input from a series of forums before beginning a search. She also spoke in support of the coaches who were terminated.
- Carole Soule McCammon, 49 Ash St, spoke in support of terminating coaches but feels they should be allowed to reapply next year. She also asked the Board to review research carefully if they are considering a change in school start and stop times.
- Debbie Rodden, 30 Greenville Rd, Barrington, spoke in support of coaches and against decision to terminate them
- Vera Haas, 28 Dover Neck Rd., spoke in support of coaches and against decision to terminate them.
- Nancy Boyle, 4 Chandler Way, spoke in support of coaches and against decision to terminate them.

- Lisa Dillingham, DTU President, spoke in support of an increased budget for FY18 Stated dismay for Dover low cost per pupil and asked that students needs to be the primary concern.

**E. AGENDA APPROVAL:** Betsey Andrews Parker moved, Keith Holt seconded to add Kathleen Costello's retirement and Helen Phoenix's resignation to the consent agenda, and to move item M.b. up in the agenda after approval of the consent agenda. An oral **VOTE PASSED 7/0.**

**F. APPROVAL OF MINUTES:**

1. Public Meeting to Enter Nonpublic Meeting #16, November 14, 2016
2. Nonpublic Meeting #16, November 14, 2016
3. Regular School Board Meeting #11, November 14, 2016
4. Public Meeting to Enter Nonpublic Meeting #17, November 14, 2016

Michelle Muffett-Lipinski moved, Carolyn Mebert seconded approval of the minutes. An oral **VOTE PASSED 7/0**.

**G. CONSENT AGENDA**

1. **Correspondence: none**
2. **Resignations/Retirements:**
   a. Elaine Arbour
3. **Leaves of Absence:**
   a. Margo Martin
4. **Nominations:**
5. **Extended Travel (Student Trips):**
   a. World Language Trip to Italy-Preliminary Approval
6. **Donations:**

Carolyn Mebert requested that G.5 extended travel be pulled from the consent agenda for discussion.

Michelle Muffett-Lipinski moved, Keith Holt seconded to approve the consent agenda as amended and without G.5. An oral **VOTE PASSED 7/0.**

Dr. Mebert stated that she is bothered by the high cost of the trip to Italy. She understands that there are fundraisers for these trips and is in support of the trips, but wishes that the trips would be an opportunity for all students. Principal Peter Driscoll agreed that the high cost of the trips differentiates between students and added the fundraisers held do not raise substantial funds for the trips. Dr. Mebert requested the community's help with finding a way to make it feasible for all.

Ms. Muffett-Lipinski agreed with Dr. Mebert reiterating the hope for more community involvement so that more students could participate.

Michelle Muffett-Lipinski moved, Matt Lahr seconded to approve item G.5. An oral **VOTE PASSED 7/0.**

**M. b. GES JBC Discussion/Update/Approval—moved up in agenda**

Mark Lee and Dan Bisson presented options for the Garrison School renovation/construction project to the School Board. The PowerPoint is archived with meeting minutes.

Mr. Lee discussed the site constraints that were discovered early in the process. A federal grant used to develop recreation spaces totaling approximately 13 acres. There is an impact to portions of the building that were added on in 2004 and they have been working through the impacts of this for further development of the site.

Items that Harriman was asked to address in relation to Garrison School were code deficiencies, health, safety and security issues, efficiency and deferred maintenance items and the learning environment.

Mr. Lee discussed the phased approach with costs for Option A. This is a mini master plan for the school. The total cost for all phases would be $21.6 million in current dollars.

Land involved with the conversion would need to be evaluated on equivalent Use and Value. The city planning department is currently looking for city owned land that could be used.

Ms. Muffett-Lipinski asked how many additional students could be accommodated with the new construction to which Mr. Lee responded that approximately 250 students could be added with the 12 new classrooms.

GES JBC Chair Andrews Parker stated that the amount of money in the current CIP won't accomplish everything the JBC was tasked to do which was addressing health and safety issues. She explained reasons for the committee's preference of Option A and the advantages of a phased approach, one of the more important being future expansion. The additional classrooms may help to make changes in the future which could include moving 5th grade students back to the elementary level if desired. Expansion as opposed to construction of a new school would save costs including administrative, nurse, guidance, etc. The committee is not advocating for new classrooms now, but possibly in future years. The current budget of the JBC is $6.9 million.

Committee member Keith Holt clarified the conversion process.

Phase I would cover most of the health and safety concerns and would allow the district to move forward.

Dr. Mebert asked if there is a need for 250 more student spots. Dr. Arbour responded that it is unlikely, but difficult to know which school will have a future enrollment bubble. Ms. Andrews Parker stated that this will be helpful for potential redistricting. Mr. Holt added that Garrison is the last elementary school that can potentially be enlarged.  All designs are located on the GES JBC project webpage.

Carolyn Mebert moved, Michelle Muffett-Lipinski seconded approval of the complete GES conceptual design, but to currently move on phase I at this time.  An oral **VOTE PASSED 7/0.**

Ms. Russell thanked everyone associated with the project.

**H.  STUDENT REPRESENTATIVE REPORT:** DHS Student Representative Jahmilha Crook was excused from the meeting.

**I.   POLICY-CHANGES-PROPOSALS: none**

**J.   POLICY ADOPTION:**
a. JICH—Student Substance Use Policy

Ms. Muffett-Lipinski stated her concern for providing support for all students.  Mr. Driscoll commented that the amended policy does a good job in providing a balance between disciplinary and supportive measures.  DHS policies were also reviewed.   He agreed with Ms. Muffett-Lipinski's concern, but added that other staff members including SRO, wellness, behaviorists, etc., in addition to the LADC work with students.

Ms. Muffett-Lipinski stated that she doesn't want to put Dover in a tough spot by adding this language to the policy and suggested adding a procedural policy.  Mr. Driscoll added that he is advocating for a full time LADC.  Mr. Holt noted that there is some gray language and would prefer more specific language.

Dr. Mebert agreed with Mr. Holt and Ms. Muffett-Lipinski and recommended providing clarification such as "support by providing referrals".

Mr. Driscoll commented that trainings are done for staff as legislated by the handbook.

The Board agreed to add language from v.  Providing referrals to community agencies for further assessment, treatment, or other services as appropriate to iii. and iv.  Also, vii.  6. would add "…by providing access to in-house support such as counselors, LDAC, etc. as appropriate" at the end of the sentence.

Ms. Muffett-Lipinski questioned g. Students in Treatment stating that it is a legal obligation to provide educational resources.  It was clarified that this item address financial responsibility and not educational responsibility.

Betsey Andrews Parker moved, Carolyn Mebert seconded to approve policy JICH as amended.  An oral **VOTE PASSED 6/1 (Muffett-Lipinski opposed).**

**K.  RESOLUTIONS: None**

## L. OLD BUSINESS:

### a. Clarification of Terminations

Dr. Arbour explained the process that was used in the decision to terminate volunteer coaches due to the purchase and consumption of alcohol on the way back to the school from an away football game. Dr. Arbour stressed that she would not discuss certain aspects of the situation since it is a personnel matter. She clarified that the Board was not involved with interviewing coaches.

Ms. Muffett-Lipinski stated that it is important for the public to know that the School Board was not a part of the process or decision. They may or may not have agreed with the decision. She believes that the consequences were harsh.

Dr. Mebert added that the issue seems to be whether the coaches were "on the clock" and she feels that contracts should clearly state the "work hours". She mentioned that a concerned citizen provided some recommendations in an email to the Board that they should review and possibly add to a policy.

Mr. Holt agrees that there is ambiguity in the policy. He believes that coaches should know when their responsibility for the player ends. He requested that people email or call when they want to share information or thoughts. Anonymous letters don't help the situation. Ms. Russell agreed stating that an anonymous letter does not have a complainant and it is difficult to investigate.

Ms. Andrews Parker thanked Dr. Arbour for the explanation and stated reasons she has been quiet on the subject. She added that her hope is for people to stop harming one another so the community can move forward.

## M. NEW BUSINESS

### a. FY 18 Budget Presentation

Dr. Arbour presented the FY18 budget presentation via a PowerPoint slideshow which is archived with these minutes.

> Record note: After the presentation, minimal typographical errors were found on the original presentation. A corrected version can be found on the Dover School District Website under the Business Office.

The presentation included different levels of budgeting including tax cap budget, level service budget, level service plus safety and legal, level service plus safety and legal plus instructional, and level service plus safety and legal plus instructional plus infrastructure.

Dr. Arbour asked the Board to review the budget options and think about programs and positions that fit their priorities and a percent or dollar amount that they would like to achieve before approving and sending to city council. She asked Board members to send questions to the SAU by Wednesday and answers will be sent to all Board members and posted on the website by Friday.

Ms. Russell added that there would be a Joint Fiscal Meeting with School Board and City Council in the next few weeks. Her hope is for continued cooperation between the two governing groups and to continue to work together through this budget.

Board members expressed their appreciation for the presentation. Dr. Arbour commended Ms. Simmons for her work on the budget.

**b. GES JBC Discussion/Update/Approval—moved up in agenda**

**c. Supt Search Update**

Ms. Russell stated that the Board is meeting with legal counsel to determine the best way for the search to proceed. Ms. Andrews Parker reviewed the last search stating the Board did not use a firm, but had a 22-person committee. There were several opportunities for public input and added that it was a thoughtful process.

Dr. Mebert reiterated that the Board asked for community input several times in various ways. Public interviews were also held.

**d. Nottingham Tuition Rate Approval**

Ms. Simmons reviewed the new rate with Board stating there would be a 6% increase from the current rate.

Michelle Muffett-Lipinski moved, Carolyn Mebert seconded to approve the Nottingham tuition rate. An oral **VOTE PASSED 7/0.**

**e. November Condition of Accounts**

Ms. Simmons reviewed the condition of accounts for November. She noted that all salaries, benefits, and contracts have been encumbered. She added that there is a hold on spending at this time since she felt that it is in the best interest of the school district. Substitute funds have been encumbered based on historical use.

Dr. Mebert was excused at 10:35 p.m.

**N. SUBMISSION AND PAYMENT OF BILLS:**

Michelle Muffett-Lipinski moved, Matt Lahr seconded to direct the Superintendent to pay manifest #17-F in the amount of $11,041.10 for FY16 and $3,001,848.09 for FY17 for a total of $3,012,889.19 for the period of November 15-December 12. A roll call **VOTE PASSED 6/0.**

**O. SUPERINTENDENT'S REPORT:** Dr. Arbour reported on the following topics:

1. Thank you to the Woodman Park School First Grade students for the wonderful Thanksgiving Feast. It is an annual event and I have enjoyed participating in it for the past few years.
2. Dover High School hosted Application Day on November 17. This is a new event and more than 50 students attended this event. Admission representatives from 8 NH colleges including UNH, Plymouth, Great Bay, Rivier, and SNHU were on hand to provide 1:1 assistance to students. Students who submitted at least one application at that event were eligible for fee waivers for NH schools and a $500 scholarship.
3. First Student and the Teamsters have reached an agreement so there should be no further threat of job actions. Thanks to all who have been monitoring this issue and helping to keep everyone informed.
4. Schools and SAU office will be closed from Friday, December 23-Monday, January 2 for the Holiday Recess

**P. COMMITTEE REPORTS:**

Ms. Russell commented that the steel is going up in the DHS/CTC project.

**Q. SCHOOL BOARD MATTERS OF INTEREST**:

Ms. Russell commended the DMS staff for the recent concerts. All were well done and enjoyed by family members and the community. The DHS concert is 12/15 at 7:00 pm.

**R. ADJOURNMENT:** Michelle Muffett-Lipinski moved, Keith Holt seconded adjourning the meeting at 10:38 pm. An oral **VOTE PASSED 6/0.**