



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #3
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, March 13, 2017**
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, March 13, 2017 at 7:00 p.m. in the McConnell Center Media Center.

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

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, DMS Principal Kim Lyndes, IT Director Jeffrey Myers, Dean of Students Greg Brown, DALC Executive Director Deanna Strand, citizens.

C. PLEDGE OF ALLEGIANCE: Keith Holt led the Pledge of Allegiance.

D. CITIZENS' FORUM: No one addressed the Board.

E. AGENDA APPROVAL: Keith Holt moved, Michelle Muffett-Lipinski seconded to move Student Representative Report to directly after Citizen's Forum and to allow Sargent Scott Pettingill to address the Board after the Student Representative Report. An oral **VOTE PASSED 5/0.**

H. STUDENT REPRESENTATIVE REPORT: moved up in agenda. Ms. Crook stated there would be a recognition ceremony at DHS on March 31, similar to a pep rally. The purpose will be to celebrate the accomplishments of the DHS community.

Sargent Pettingill was asked by the Board to attend this meeting to address the recent series of "threats" at Dover Middle and Dover High Schools. He explained the process that the police department uses when determining if the threat is credible or not credible. He also explained the process used to determine if the buildings are evacuated or not. He noted that any time a threat is identified, the initial response is almost always the same. The student resource officers are notified immediately to help determine the credibility. There is a common sense approach to determining credibility and the police department, SRO, and school administration works together to determine if evacuation is necessary.

Sargent Pettingill confirmed that there is a higher cost with higher level threats but all are treated with the same level of seriousness.

Ms. Muffett-Lipinski thanked the Dover Police Department on behalf of the School Board and parents.

Dr. Arbour noted that First Responders are very helpful and she stated that the District doesn't reveal details of the investigation for security purposes. She added that consequences for students involved are protected under FERPA since disciplinary consequences are part of their educational records.



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F. APPROVAL OF MINUTES:

1. Special Session #4, February 6, 2017
2. Regular School Board Meeting #2 February 15, 2017

Michelle Muffett-Lipinski moved, Matt Lahr seconded approval of the minutes. An oral **VOTE PASSED 5/0**.

G. CONSENT AGENDA

1. **Correspondence:**
 - a. UNH Dept. of Math and Statistics Study
2. **Resignations/Retirements:**
 - a. John Clark, DMS Technology Education
 - b. Debra Cheney, GES Media Specialist
3. **Leaves of Absence:**
 - a. Allison Friend-Gray-DMS Teacher
4. **Nominations: none**
5. **Extended Travel (Student Trips):**
 - a. NJROTC Maine Maritime Academy-Final Approval
 - b. DHS Athletic Leadership Conference—Final Approval
 - c. DHS Varsity Baseball team trip to Cooperstown—Final Approval
 - d. DHS Band and Chorus Trip to NYC—Preliminary Approval
 - e. DHS Art Department Trip to Europe—Final Approval
6. **Donations: none**

Keith Holt moved, Michelle Muffett-Lipinski seconded to approve the consent agenda as amended. An oral **VOTE PASSED 5/0**.

H. STUDENT REPRESENTATIVE REPORT: moved up in agenda.

I. POLICY-CHANGES-PROPOSALS:

- a. AC—Nondiscrimination/Equal Opportunity
- b. ACAA—Harassment and Sexual Harassment of Students
- c. ACAA-R—Student Discrimination, Harassment and Bullying Complaint Procedure
- d. ACAA-E—Student Discrimination, Harassment and Bullying Report Form
- e. ACAB—Harassment and Sexual Harassment of Employees
- f. ACAB-R—Employee and Third Party Discrimination and Harassment Compliance Procedure
- g. JICK—Pupil Safety and Violence Prevention Policy/Bullying and Cyberbullying
- h. JICD—Student Conduct, Discipline and Due Process
- i. JICD-R—Memorandum of Understanding
- j. IKFB—Credits and Graduation for Fifth Year High School Students
- k. GBEBB—Staff Conduct with Students



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Michelle Muffett-Lipinski moved, Keith Holt seconded to table the above policies until the April 10 School Board meeting. An oral **VOTE PASSED 5/0**.

J. POLICY ADOPTION:

- a. EBCA--Emergency Plans
- b. EBCB--Fire Drills
- c. EBC--Crisis Prevention and Response

Michelle Muffett-Lipinski moved, Matt Lahr seconded to approve policies EBCA, EBCB and EBC. An oral **VOTE PASSED 5/0**.

K. RESOLUTIONS: none

L. OLD BUSINESS: none

M. NEW BUSINESS

a. DHS Graduation Date

Keith Holt moved, Matt Lahr seconded to approve June 8, 2017 as the Dover High School graduation date pending DOE approval. **An oral VOTE PASSED 5/0**.

b. Make Up Options for Snow Days

Dr. Arbour reviewed an amended memo that is archived with meeting minutes. The need for an earlier graduation than normal is because the Whittemore Center and Lundholm gym are unavailable for the week after the requested date and there is no other physical space for graduation. Because of the earlier graduation date, the student days need to conclude earlier than the projected June 27 (due to 7 snow days). Dr. Arbour requested that the last day for students is June 21. She requested that the last staff date would be June 26 which means that staff would be onsite for 3 dates without students. Paras would be able to work on June 22 as well. June 22 would most likely be EdCamp and Inquiry presentations. June 23 and June 26 would be professional development days to be determined. The additional day would be professional development and off site. Dr. Arbour would need to work with the DTU to create a sidebar agreement and would not be precedent setting. Staff would be allowed to take a personal day on June 26 if they have any remaining. Unpaid leave would also be an option. This would also require a sidebar and would also be non-precedent setting.

Dr. Arbour met with union presidents and has also received emails from staff on the proposals. She also asked for feedback from high school students and student council. There is a point person at each school who has been providing feedback to her.

The District has more than enough hours to cover NH DOE guidelines. Even when the State declares a State of Emergency, requirements regarding hours still need to be met.

Senior final exam schedule allows for some instructional time on test days.



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Ms. Russell expressed concern for a possible lack of CTC licensing hours. Ms. Paradis stated that the students would be allowed to return to school up until underclass exams in order to get hours.

Ms. Russell stated her concern for waiving the two student days since they may get meals at school that they may not get at home. Other needs may be met more at school also.

Ms. Muffett-Lipinski stated concern that teachers may not complete the required 6 hours of professional development and that many staff may not attend the June 26th day if they are allowed to take personal day. Dr. Arbour stated her belief that the offsite professional development would work well and be manageable. She added that 12 hours of offsite professional development would be possible also, but is more in favor of 6 hours.

Michelle Muffett-Lipinski moved, Keith Holt seconded to approve items 1-4 and 7 on Dr. Arbour's amended document and table items 6 and 8 until April 10 School Board meeting. (5 was approved earlier in agenda).

An oral **VOTE PASSED 4/1 (Russell opposed)**.

c. February Condition of Accounts

Ms. Simmons reviewed the condition of accounts with the Board. There were a few tuition students who left and a reduction in Medicaid revenue from last year.

Mr. Lahr inquired about the balance of lunch accounts to which Ms. Simmons responded that there is still a balance of \$21,000.

N. SUBMISSION AND PAYMENT OF BILLS:

Michelle Muffett-Lipinski moved, Matt Lahr seconded to direct the Superintendent to pay manifest #17-I in the amount of \$1,459.46 for FY16 and \$1,966,143.86 for FY17 for a total of \$1,967,603.32 for the period of February 14-March 13. A roll call **VOTE PASSED 5/0**.

O. SUPERINTENDENT'S REPORT:

Dr. Arbour provided a report on the following:

Senator Maggie Hassan attended Garrison's assembly for Read Across America on Monday, March 6.

Concerts will be held at DMS next week with grades 7 and 8 on March 22 and grades 5 and 6 on March 23.

Kindergarten and 1st grade registration occurred last week. All schools are taking appointments for registration and will continue to do so throughout the end of the school year and summer. If you are unsure about which school your student will attend, please call 516-6800.



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City Manager Mike Joyal will present the city budget on March 22. The School budget will be presented on March 29 with a public hearing on April 12. The City Council will approve the budget on May 3. Community support for the school budget is always appreciated.

Garrison School will hold a public forum for their building project on Saturday, March 18 at Garrison School at 9:00 am. There will be a presentation on proposed changes and a tour of the building. All are welcome to attend.

DARE graduation will be held on Friday, March 17 at 12:15 at Dover Middle School.

Schools Can't Do It Alone series will begin with a kick off on Saturday, March 18 at 9:00 am. Other dates for the series are March 23 from 6-8 pm and March 30 6-8 pm. All events will occur at the McConnell Center café.

P. COMMITTEE REPORTS:

Ms. Russell provided the following committee report on the DHS JBC:

- There was only one DHS JBC meeting in February due to the rescheduling of one meeting four times due to inclement weather.
- The end date of the project is still the same, but some items have been re-sequenced due to a shortage of manpower in some trade areas.
- The communications department of PC Construction will contact Mike Gillis regarding guidelines for videoing and photographing the project as it progresses. The goal is to keep the public informed on the process and create a history of the project.

Q. SCHOOL BOARD MATTERS OF INTEREST:

Ms. Russell stated that a robotics competition and a Jazz Festival occurred but does not have status of the competitions. She is happy that Dover students are representing Dover in a positive way.

R. ADJOURNMENT: Michelle Muffett-Lipinski moved, Matt Lahr seconded adjourning the meeting at 8:05 pm. An oral **VOTE PASSED 5/0.**