



**DOVER SCHOOL  
DISTRICT**

## DOVER SCHOOL BOARD – MINUTES

|                   |                                         |
|-------------------|-----------------------------------------|
| Meeting Type:     | Special Session #10                     |
| Meeting Location: | Media Center (Rm 306), McConnell Center |
| Meeting Date:     | <b>Monday, May 22, 2017</b>             |
| Meeting Time:     | <b>6:00 P.M.</b>                        |

- A. A special session of the Dover School Board was called to order by Chair Amanda Russell on Monday, May 22, 2017 at 6:01 P.M. in the Media Center (Rm 306) of the McConnell Center.
- B. **ROLL CALL**: Present were Amanda Russell, Betsey Andrews Parker, Keith Holt, Kathy Morrison, Michelle Muffett-Lipinski, Matt Lahr and Carolyn Mebert. Also present was: Superintendent Elaine Arbour and Business Administrator Libby Simmons, Christine Boston, Patrick Boodey, Peter Driscoll, Patty Driscoll, Jeffrey Myers, Louise Paradis, Greg Brown and Mayor Karen Weston.
- C. **PLEDGE OF ALLEGIANCE**: Keith Holt led the Pledge of Allegiance.
- D. **CITIZEN'S FORUM (LIMITED TO AGENDA ITEMS)**: No one addressed the Board.
- E. **CONSENT AGENDA**
1. **Correspondence**: none
  2. **Resignations/Retirements**:
    - a. Jaclyn Hookway—DMS Special Educator
    - b. Shelly Quintin—DHS Art Teacher
    - c. Christopher Strickland—DHS Art Teacher
    - d. Laura Tormey—DHS French Teacher
  3. **Leaves of Absence**: none
  4. **Nominations**:
    - a. Teacher nominations
    - b. Superintendent nomination
  5. **Extended Travel (Student Trips)**: none
  6. **Donations**: May 22 Donations

Ms. Andrews Parker requested that item 4. b. be pulled for discussion.

Carolyn Mebert moved, Michelle Muffett-Lipinski seconded to approve the remainder of the consent agenda. An oral **VOTE PASSED 7/0**. Ms. Russell thanked the educators who resigned for their service in Dover

Ms. Russell reviewed Dr. Harbron's contract stating the salary is \$137,500, but moving costs were not paid. She noted that Dr. Harbron declined a payment toward his cell phone service.

Michelle Muffett-Lipinski moved, Carolyn Mebert seconded to approve item 4. b. A roll call **VOTE PASSED 7/0**.

- F. **RESOLUTIONS**:
- a. DHS-CTC Fundraising Resolution



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Ms. Russell reviewed the resolution and stated the items intending to be purchased for the high school project would include enhancement items not included in the budget including resurfacing the track, trees, sound enhancements for the stage, etc. Ms. Russell continued to say that all required items are included in the budget.

Keith Holt moved, Matt Lahr seconded to approved the Dover High School and Career Tech Center fundraising resolution. An oral **VOTE PASSED 6/0/1** (Andrews Parker recused herself from this item due to a conflict of interest).

Dr. Mebert noted that she serves on the nonprofit group, SEED in an advisory capacity and assists in fundraising for that group.

### **G. DOVER PARAEDUCATORS' ASSOCIATION COLLECTIVE BARGAINING AGREEMENT:**

Ms. Muffett-Lipinski thanked the paraeducators for their hard work on stated it was a pleasure negotiating with them on the agreement. Ms. Simmons reviewed the cost of the contract.

Michelle Muffett-Lipinski moved, Carolyn Mebert seconded to approve the DPA Collective Bargaining Agreement. A roll call **VOTE PASSED 7/0**.

### **H. DOVER TEACHERS UNION FACT FINDING REPORT ACCEPTANCE:**

Ms. Andrews Parker reviewed the Fact Finder's recommendations stating a large part of this contract is a change in health insurance. If approved, the agreement will go to City Council for their approval.

Betsey Andrews Parker moved, Carolyn Mebert seconded to accept the Fact-Finding report with the teachers' union with the expectation that the Dover City Council will work cooperatively to fund the second year of this contract. A roll call **VOTE PASSED 7/0**.

Dr. Mebert commented that the Board wants to support teachers and hopes the City Council will approve the contract. She feels this contract will show teachers that the Board is really trying to the meet the needs of teachers. The DTU will vote on the fact-finder's report on May 31.

### **I. STRATEGIC PLAN GOALS AND STRATEGIES APPROVAL:**

Dr. Arbour summarized how the committee created the executive summary. Dr. Mebert clarified that the items listed in the summary are not prioritized. Parents, community groups and administrators all participated in focus groups. Approximately 900 people participated in a survey. From this, data was collected and themes were identified. The strategic planning committee revised the plan after a draft was provided to them. The actual document will be much more expansive that the executive summary provided in these agenda materials.



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After these statements are approved by the Board, the leadership team will continue to work on the action plans and which will then go to the strategic planning committee and then back to the School Board for approval. Dr. Arbour is hopeful that the action plan will be on the June 12 School Board meeting agenda.

Dr. Arbour added the leadership team will be able to assist the incoming superintendent in the process since they have been heavily involved.

Mr. Holt commented that the plan should always be moving forward. Dr. Arbour agreed and noted that this is a dynamic plan. She recommended quarterly check-ins with the Board.

Mr. Holt asked if the strategic committee is intended to be an ongoing committee to which Ms. Russell responded that it wasn't defined. Dr. Arbour added that the newly formed steering committee can help to oversee and have a bird's eye of view of all committees.

Mr. Holt reminded that it is important for all committees to coordinate. Dr. Arbour noted that the Nellie Mae committee will complete year 2 of a 3-year grant in January and will focus on the school-community engagement area of the strategic plan.

Matt Lahr moved, Carolyn Mebert seconded to approve the strategic plan goals and strategies. An oral **VOTE PASSED 7/0**.

### **J. FY2018 GENERAL BUDGET ADJUSTMENT:**

Ms. Simmons reviewed her request to reduce the budget by \$6,281.00 which would come from the new Superintendent budget line since he was not paid the maximum amount.

Dr. Mebert stated that to reduce the budget by this amount seems silly although she understands why they did it. She commented that education should be supported as much as possible in every reasonable way.

Keith Holt moved, Carolyn Mebert seconded to approve the FY18 general budget reduction of \$6,281.00. A roll call **VOTE PASSED 4/3 (Andrews Parker, Mebert, Muffett-Lipinski opposed)**.

### **K. SCHOOL BOARD MATTERS OF INTEREST:**

Ms. LaFleur clarified that there was an error in the DTU cost to year 2 of the agreement calculation. The accurate cost for year 2 is \$1,174,958 not \$1,1074,958.

Dr. Mebert stated that the SEED fundraiser held at Redhook Brewery on Friday evening was a great event and raised approximately \$22,000.



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Ms. Morrison asked for an update on the Garrison building project. Ms. Andrews Parker stated there will be some classroom disruption in the fall due to the start of the project. It is unclear as to what will happen at this point, but the plan is for the project to start in the summer. Dr. Arbour noted that there could be teacher grade level changes at all the elementary schools due to enrollment shifts.

Dr. Mebert commented that the Board received an email from a citizen who is concerned with cars parking on the basketball courts. Dr. Arbour stated the challenge is there is often a need for overflow parking and it may depend on which events get priority use. She is trying to obtain additional information but there may be a need for more signage. The need is mostly on evenings and weekends and is historically for overflow. Ms. Andrews Parker added the GES project would help to fix the situation although it wouldn't be for a while. Ms. Russell recommended that Mr. Bannon send an email to Dover Baseball and ask them to request t-ball parents not park in those spaces.

Dr. Arbour commented that she had forgotten to acknowledge teachers during Teacher Appreciation Week and stated her thanks for all they do.

Ms. Russell reminded the public that the CTC does animal grooming on Thursdays. She added that the cosmetology students will provide services to the public also and service include cuts and color. She commended their work and the program. Ms. Russell added that she attended the National Technical Honor Society last week and was proud of the students and thankful for the opportunities that Dover High School provides to all students.

Dr. Mebert stated that the Top 10 students were recently featured in Foster's and she added that all students should be celebrated this time of year and congratulated the seniors.

Ms. Russell thanked Mr. and Mrs. Meffen for organizing the Kids Who Care walk held at DHS last weekend.

**L. ADJOURNMENT:** Betsey Andrews Parker moved, Carolyn Mebert seconded to adjourn the Special Session at 6:50 p.m. An oral **VOTE PASSED 7/0.**