DOVER SCHOOL BOARD – MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Regular Meeting #11
Meeting Location:	Media Ctr. (Room 306) McConnell Center
Meeting Date:	**Monday, November 13, 2017**
Meeting Time:	**7:00 pm**

A. CALL TO ORDER: Chairperson Amanda Russell called a meeting of the Dover School Board to order on Monday, November 13, 2017 at 7:00 p.m. in the McConnell Center Media Center.

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

Also present were: Superintendent Bill Harbron, Business Administrator Libby Simmons, PPS Director Christine Boston, CTC Director Louise Paradis, DHS Principal Peter Driscoll, DMS Principal Kim Lyndes, GES Principal Beth Dunton, WPS Principal Patrick Boodey, HSS Principal Patty Driscoll, CIA Director Paula Glynn, WPS Dean Greg Brown, AD Peter Wotton, IT Director Jeffrey Myers, DHS Dean of Instruction Emily Sherman, representatives from Affinity Lighting, DHS teacher Margo Martin, School Board-elect members Zak Koehler and Andrew Wallace.

C. PLEDGE OF ALLEGIANCE: Michelle Muffett-Lipinski led the Pledge of Allegiance.

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

E. AGENDA APPROVAL: Michelle Muffett-Lipinski moved, Matt Lahr seconded to move J.e, M. b, and K.a. to directly after student representative report. An oral **VOTE PASSED 6/0**.

F. APPROVAL OF MINUTES:
1. Regular Meeting #10, October 2, 2017
2. Discipline Hearing #1, October 16, 2017

Carolyn Mebert moved, Michelle Muffett-Lipinski seconded approval of the minutes. An oral **VOTE PASSED 6/0**.

G. CONSENT AGENDA

1. **Correspondence:**
   a. Teacher Perceptions of Audio Feedback on Student Achievement and Self-Regulation
2. **Resignations/Retirements:**
   a. Pamela Alexander-DMS Computer Skills Teacher
   b. Pamela Hamilton-DMS Grade 5 Teacher
3. **Leaves of Absence:** none
4. **Nominations:** Teacher
5. **Extended Travel (Student Trips):**
   a. DHS Art Club-Trip to Mass MoCA in North Adams, Mass April 13-April 15
6. **Donations:** November 13 Donation

Michelle Muffett-Lipinski moved, Matt Lahr seconded to approve the consent agenda as amended. An oral **VOTE PASSED 6/0.**

H. STUDENT REPRESENTATIVE REPORT: Noah Schwartz provided his report stating students were excited to see the animation of the new high school project. He commented that DHS Marching Band and Colorguard both recently won Gold medals at the MBDA finals held in Sanford, Maine. He added that the study body feels that band and colorguard students should receive a credit for PE since they are active, similar to athletes who receive the credit for physical education. Mr. Schwartz added that the climate at DHS is positive, but there is still work to be done in making all students feel accepted.

J. e. GCBD—Rules and Regulations in the Application of Administrative Personnel Policies and Salary Schedule—moved up in agenda.

Ms. Muffett-Lipinski commented that she is nervous about approval of this policy since the budget is unknown at this time. Mr. Holt served on the team that negotiated this policy and he stated that it was agreed when the policy was last approved, that salaries would be re-visited in the fall of 2017. Ms. Sherman answered questions regarding the policy on behalf of the administrators. The cost of the proposal which would include increasing deans to full time and a revision of the salary matrix is approximately $115,000 which is inclusive of associated benefits.

Dr. Mebert shared her support of the policy and added that the District should be paying administrators comparable wages to districts of similar size. Administrators did not receive a pay increase for the 2017-2018 year.

Ms. Russell stated if employees are not paid as they should be paid, conversation will continue to include the need for retaining qualified employees.

Keith Holt moved, Carolyn Mebert seconded to approve policy GCBD. An oral **VOTE PASSED 5/1 (Muffett-Lipinski opposed).**

M.b. LED Upgrade Approval—moved up in agenda

Ms. Simmons reviewed her memo regarding the LED upgrade proposal. Representatives from Affinity answered questions from the Board including:

Time Frame for installation—after approval from Board and Council, not when school is in session—6-8 weeks.

Type of light—quality of light will change, won't be a constant flicker, it should make students more alert, all fluorescent removed, reduce danger of mercury, elimination of UV

AB switches will remain, and all lights will be replaced.

Length of life—life of light is 50,000 to 100,000 hours. Cost of replacing bulbs will also be eliminated saving money. 5-year warranty. 900,000-pound reduction of CO_2. Some will be motion sensitive.

US Veterans are completing all production work.

K. **a. Resolutions**: **LED Lighting**

Keith Holt moved, Carolyn Mebert seconded to approve the LED lighting resolution. A roll call **VOTE PASSED 6/0.**

I. POLICY-CHANGES-PROPOSALS:

Michelle Muffett-Lipinski moved, Matt Lahr seconded to table all policies listed until the next Board meeting. An oral **VOTE PASSED 6/0.**

a. DKA—Payroll Procedure—Mr. Holt noted a sentence is repeated.

b. JICD—Student Discipline and Due Process—Dr. Harbron noted that the sample policy from NHSBA is also included in case other changes are requested by the Board since the current policy is somewhat confusing. He asked the Board to review before the next meeting.

c. EBCA—Emergency Plans

d. JLF—Reporting Child Abuse or Neglect

e. BEDB—Agenda Preparation and Dissemination

f. EC—Building and Grounds Management

g. IKB—Homework—Mr. Holt asked for background on the policy since it was previously broader and is now more specific. Ms. Dunton commented that the current policy had not been updated since 2005 and isn't currently reflective of current educational practice and best research. It also isn't in alignment with competency based education. Representatives from schools met to determine a new policy. This policy does not mean that homework cannot be given, it just isn't mandatory. Research shows that students need more play and family time, although reinforcement is shown to be needed at the higher levels.

Dr. Mebert noted that at the college level, students may do better if they are given homework. This could be due to growing up with homework.

Ms. Muffett-Lipinski stated her support of the policy.

J. POLICY ADOPTION:

a. LAA—Relationship with Education Research Agencies—No changes

b. ILD—Non-Educational Surveys and Questionnaires—Dr. Mebert stated that the new state law is foolish and thinks that information received from these surveys and questionnaires without active consent is very valuable and the District should do everything they can to get it back. Active consent tends to lead to biased samples.

c. ILBAA—High School Graduation Competencies

d. DJA—Written Code of Conduct

e. GCBD—Rules and Regulations in the Application of Administrators Personnel Policies and Salary Schedule—approved earlier in agenda.

f. GBCD—Background Investigation and Criminal Records—Background Investigation and Criminal Records—language added due to change in state law.

g. IGEA—Parental Objections to Specific Course Materials

Keith Holt moved, Matt Lahr seconded to approve polices listed above as presented, except a. and e. An oral **VOTE PASSED 6/0.**

K. RESOLUTIONS: moved up in agenda

L. OLD BUSINESS:

a. Strategic Plan—Dr. Harbron reviewed the plan and asked for input from the Board since he will be asking for final approval at the December Board meeting. Mr. Holt commented that the District measures of success are well worded. He stated his concern for lack of specifics though. Dr. Harbron reviewed the process and the assistance he received from a community member who has a great deal of experience with strategic plans. He noted that Mr. Holt was correct, and the next stage would be to look at implementation.

Dr. Mebert added that the District won't know what to expect when they don't know what the testing will be. Mr. Holt assumed that the standards won't be changing and as the situation changes, needs will need to be re-evaluated.

Ms. Muffett-Lipinski commented that a baseline should be established so the District knows where it is and where it wants to get to. Mr. Holt agreed and asked if this data is available and if it is possible to baseline.

Dr. Harbron appreciated the feedback and stated there is still much work to be completed. Dr. Mebert stated that it would be great to see implementation as soon as possible since there is such a large gap between certain groups of students.

Dr. Harbron stated there will be a great deal of professional development needed, as well as funding for this plan.

Ms. Russell stated that it may be wise to break out into more than one piece since it may be too much for one document (for clarity).

Dr. Harbron noted the "meat" of the work is in Goals 1 and 2. Mr. Holt agreed and added that the time to understand the plan can't be underestimated.

Dr. Harbron commended the leadership team on their efforts with this plan.

b. 2018-2019 School Calendar Approval—Dr. Harbron reviewed the calendar stating that it is in alignment with other districts.

Michelle Muffett-Lipinski moved, Carolyn Mebert seconded to approve the 2018-2019 school calendar. An oral **VOTE PASSED 6/0.**

M. NEW BUSINESS

a. Student Testing Assessment—Mr. Holt stated he asked for this item to be added to the agenda to discuss District goals with testing. He continued to say that it is clear that some students are not understanding concepts that are needed. He added that this should be incorporated with the strategic plan.

Ms. Morrison agreed and added that the scores are very "eye opening".

CIA Director Paula Glynn shared documents with the Board from the NH DOE reviewing Student Participation and percentages of students at each achievement level. She showed documents that also included students who are economically disadvantaged, ESL, or identified. It was agreed that these are all Dover students and a way needs be found to close the gap.

Dr. Mebert commented that there is disproportion with what is being funded in the City and a broader discussion is needed on how money is spent. Only 10% of communities in NH are spending fewer tax dollars on education than Dover. She feels the City should be spending more to support education in Dover.

Ms. Glynn stated that the State Assessment System will be much shorter than Smarter Balanced and will have no writing or math. Ms. Glynn felt this will be positive and added that testing should be comparable.

Scores are shared with families, however, very few parents attend meetings on results. Dr. Harbron stressed that the work of the curriculum, instruction and assessment department does the most important work in the District.

Dr. Mebert added that student information from after high school including percentage who attend and complete college, as well as other factors are also important in determining the success of the students. Reviewing data from K-12 is important rather than just certain grades.

Mr. Holt noted that the job of the schools is to graduate students who are college and career ready. He added that the District needs to know what it wants as measures of success for educating students and how progress be monitored?

Ms. Russell adding that the District is succeeding and failing with students daily. This data is just one piece of the puzzle. She commented that funding education at an appropriate level and providing professional development are needed for success.

Ms. Muffett-Lipinski noted that additional data may help to sell the new school.

b. **LED Lighting Upgrade Approval**—moved up in agenda.

c. Cooperative Football Introduction

AD Peter Wotton requested that the Board provide oral approval for him to enter discussions with the Oyster River School District on the possibility of creating a cooperative football team. Oyster River does not currently have a football team and the enrollment in Dover football programs is decreasing. This is very preliminary at this point with many details to be determined. Football would be the only sport/activity included in the discussions. A cooperative team would limit students playing outside of their grade levels and provide a safer sport.

The Board gave their approval for Mr. Wotton to start discussions with Oyster River. Any further action would require School Board approval.

Ms. Muffett-Lipinski was excused at 8:30 pm.

d. Award Bid—Cafeteria Tables

Keith Holt moved, Carolyn Mebert seconded to approve the bid for cafeteria tables to Hertz Furniture Systems. **A roll call VOTE PASSED 5/0.**

e. Award Bid—Building Maintenance Roof

The roof was put on in 1950 and the only part of the roof covered by insurance is the part damaged by the tree (due to age of the roof).

Keith Holt moved, Carolyn Mebert seconded to approve the bid for building maintenance roof to Skyline Roofing. **A roll call VOTE PASSED 5/0.**

f. Condition of Accounts:

Libby Simmons reviewed the condition of accounts with the Board and highlighted areas of interest.

N. SUBMISSION AND PAYMENT OF BILLS:
Keith Holt moved, Matt Lahr seconded to direct the Superintendent to pay manifest #18-E in the amount of $4,796,611.72 for FY 18 and 33,772.53 for FY17 for a total of $4,830,384.25 for the period of October 3-November 13. A roll call **VOTE PASSED 5/0.**

O. SUPERINTENDENT'S REPORT:

Dr. Harbron reviewed his report that was included with agenda materials. Board members stated their appreciation for Dr. Harbron's report.

P. COMMITTEE REPORTS:

Mr. Holt stated the GES JBC project is moving forward and looking for CIP approval in December.

Ms. Russell informed the Board that the DHS JBC toured the new school recently and the progress is impressive. She added that the school would be more cohesive since programs are integrated.

Fundraising is continuing, and donations will be added to the next School Board agenda for approval.

Q. SCHOOL BOARD MATTERS OF INTEREST:

Ms. Morrison welcomed new Board members Zak Koehler and Andrew Wallace who were in attendance.

Dr. Mebert commented that SEED's Prize Patrol awarded grants to teachers last week. Good things are happening due to donations by citizens.

Ms. Russell commented that she agrees with Student Rep Noah Schwartz about Marching Band and Colorguard receiving physical education credit for their participation and maybe it should be reviewed, especially with students discussing.

R. ADJOURNMENT: Matt Lahr moved, Keith Holt seconded adjourning the meeting at 8:55 pm. An oral **VOTE PASSED 5/0.**