



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #2
Meeting Location: Media Center (Rm 306) McConnell Center
Meeting Date: **Monday, February 11, 2019**
Meeting Time: **7:00 pm**

- A. CALL TO ORDER:** Chairperson Amanda Russell called a meeting of the Dover School Board to order on Monday, February 11, 2019 at 7:00 p.m. in the Media Center (Rm 306) of the McConnell Center.
- B. ROLL CALL:** Present were Amanda Russell, Keith Holt, Kathy Morrison, Andrew Wallace, Carolyn Mebert, Zak Koehler and Matt Lahr.

Also present were: Superintendent Bill Harbron, Business Administrator Libby Simmons, Assistant Superintendents, Christine Boston and Paula Glynn, District Administrators, Patty Driscoll, Peter Driscoll, Patrick Boodey, Lisa Danley, Kim Lyndes, Peter Wotton and Deanna Strand, Teaching Staff, and Foster's Daily Democrat.

Prior to the Pledge of Allegiance, Ms. Russell held a moment of silence for the two student deaths.

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

D. CITIZENS' FORUM:

Fran Meffen, 16 Benjamin Way. Acknowledged the leadership qualities of DMS principal Kim Lyndes over the last few days pertaining to the loss of a student, as well other team members. In favor of budget increase, especially pertaining to the grant position of the social worker being moved to local funding.

Denise Copley, 29 Samuel Hanson Avenue. In favor of budget increase for teachers and students.

Mary Moan, Fisher Street. Asked the Board to consider students social and emotional needs. In favor of budget increase.

Jill Sears, 74 Atkinson Street. In favor of teacher and student budget increase.

Erin Marshall, 33 Basils Place. In favor of student increase, specifically special education students.

Kimberly Alexander, 339 Washington Street. In favor of teacher and student budget increase.

Sharon Boucher, 40 New Rochester Road. In favor of teacher and student budget increase.

Laurie Benacosta, 3 Jackson Brook Terrace. In favor of teacher and student budget increase.

Shevan Malleck, 21 Mathis Hill Drive. In favor of teacher increase.

Jeremy Small, 16 Roberts Road. In favor of teacher increase.



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Matt Johnson, 26 Sunset Drive. In favor of teacher and student budget increase.

Lisa Dillingham. Spoke to represent the DTU. Discussed a survey that she distributed to the union members pertaining to what the members would feel most benefited the district. Three top choices were special ed/case managers, additional school counselor at HSS, and full-time world language educator at DMS.

Christine Kozlowski, 62 Watson Road. Would like to see more social and emotional supports throughout the district.

Joe Tenuta, 262 Long Hill Road. In favor of teacher budget increase.

Jill Brooks, 60 Cushing Street. Asking that parents speak at the city council meeting to show their support for a teacher increase.

Jonathon Fredecian, 1 Mill Street. In favor of teacher budget increase.

E. AGENDA APPROVAL:

Keith Holt moved, Zak Koehler seconded to approve the agenda, with the adjustment of moving items **L (b)** and **M (b)** to follow immediately after the Consent Agenda. An oral **VOTE PASSED 7/0**.

F. APPROVAL OF MINUTES:

1. Nonpublic Student Discipline Committee Meeting #4, January 7, 2019
2. Organizational Meeting, January 7, 2019
3. Special Session #1, January 7, 2019
4. Nonpublic Student Discipline Committee Meeting #5, January 14, 2019
5. Regular Session #1, January 14, 2019
6. Budget Workshop Session, #1, January 22, 2019
7. Special Session #2, January 28, 2019

Keith Holt moved, Zak Koehler seconded approval of the minutes as presented. An oral **VOTE PASSED 7/0**.

G. CONSENT AGENDA

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Darlene Therrien, DALC Office Manager
3. **Leaves of Absence:** None
4. **Job Shares:** Johnson-Breen Job Share Proposal
5. **Nominations:** None
6. **Extended Travel (Student Trips):**
 - a. DHS, Music Students to NYC, May 11-12, 2019



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7. Donations:

a. February Donations

Matt Lahr moved, Andrew Wallace seconded to approve the consent agenda. An oral **VOTE PASSED 7/0.**

L. OLD BUSINESS (moved up in the agenda)

b. DHS Academic Calendar Issue Update

Dr. Harbron updated the Board on the status of the polling locations. Dover City Clerk Susan Mistretta spoke to the Board, stating the city would like the use of the school cafeterias as locations for Ward 1 at Horne Street School, and Ward 2 at Woodman Park School.

Mr. Holt questioned if the length of the school year would be affected for 2019-2020, to which Ms. Mistretta responded in the negative.

Dr. Harbron stated that he met with the DTU President to work out the details for the updates to the calendar.

M. NEW BUSINESS (moved up in the agenda)

b. DHS Student Presentation

Drew Hallett, DHS senior, presented a video production of a commercial for DHS and CTC that he created. He stated he has taken Broadcast and Theater Technology at Somersworth CTC. He also wanted to thank Lisa Danley, CTC Director and CTE Liaison Ms. Webster for respecting the students and staff of the new CTC Center, and praise their work.

Mr. Koehler commended Drew on his advertisement.

H. STUDENT REPRESENTATIVE REPORT: None

I. POLICY-CHANGES-PROPOSALS: None

J. POLICY ADOPTION:

- a. ADB – Tobacco Products Ban, Use and Possession in and on School Facilities and Grounds**
- b. EBC – Crisis Prevention and Response**
- c. EBCA – Emergency Plans, Crisis Prevention and Emergency Response**
- d. EHAB – Data Governance and Security**
- e. EHB – Data/Records Retention**
- f. EHB-R – Local Data/Records Retention Schedule**
- g. GADA – Employment References and Verification (Prohibiting Aiding and Abetting Sexual Abuse)**
- h. GBEC – Drug-Free Workplace and Drug-Free Schools**



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- i. JCA – Change of School or Assignment Policy
- j. JEC – Change of School or Assignment – Manifest Educational Hardship

Mr. Koehler moved, Dr. Mebert seconded to approve all Policy Adoptions. An oral **VOTE PASSED 7/0**.

K. RESOLUTIONS: None

L. OLD BUSINESS:

a. Budget Presentation

Dr. Harbron reviewed the items the Board chose as their straw vote at the previous budget workshop, as well as the items to possibly move forward with on the budget presented to the city.

Ms. Russell asked if there was new data for increased revenue or additional savings anywhere in the budget, to which Ms. Simmons responded in the negative.

Mr. Koehler discussed the need for an additional counselor at HSS, and considered putting it back in the budget, as well as adding 2 additional special educators.

Ms. Russell requested receiving data similar to the DTU survey multiple times throughout the year.

Ms. Morrison requested the possibility of removing the 2 instructional coaches for this budget season if the Board decides to push forward the additional 2 special educators.

Ms. Glynn discussed the handouts for STAR reading data that was distributed to the Board. Dr. Mebert responded that the results were positive. When asked what is included in the Option B program of Fountas and Pinnell, Ms. Glynn responded guided reading, a word study program and mini lesson.

Mr. Wallace inquired as to what the interactive reading portion of the program is, to which Ms. Glynn stated teachers and students read predictable words, seeing printed words, and recognizing the rhyme in them. He stated his concern that if materials are not provided, teachers do not have the time to create the materials left out of Option B, if the district were to move forward with the limited program.

Mr. Holt pushed that no matter the package purchased, it must still be supported with professional development.

Mr. Koehler stated his agreement with Dr. Mebert, of only purchasing the program for K-2, before implementing the entire program, which would allow the district to authenticate its value.



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Dr. Harbron suggested phasing in years, beginning with K-2, then 3-4. He also stressed that instructional coaches must be brought in to provide assistance during the implementation period as it is crucial for the success of the program. If the district moves forward with only K-2, the Board must commit to purchasing grades 3-4 next year, to stay consistent with the students to show growth.

Ms. Russell supports each building receiving more supports for mental health. Dr. Harbron states that the community, as well as the district need to come together and work systemically to support the district as a whole.

Dr. Boston addressed the critical incident teams, of mental health counselors, consisting of Community Partners, NH Disaster for Community Health, and DBART, she provided the quick responsive times when each was called upon for help. Community supports want and need to be a part of the ongoing mental health needs of Dover students. Dr. Boston stated that students need privacy and time outside of a school setting.

Mr. Wallace voiced to the public that the technology need has not disappeared in the budget, to which Dr. Harbron expressed that as of next fall, the entire district infrastructure will be complete. In addition, IT Director, Christy Prosser is looking to potentially lease chrome books, which would allow for a consistent budget and replacement cycle.

Mr. Holt moved to approve the school district budget in the total amount of \$69,550,942 of which \$63,917,435 is the general fund. The general fund budget is 5.68% over the current FY2019 adopted budget, and \$1,921,324.00 over the allowable tax cap.

Mr. Holt moved, Dr. Mebert seconded, to approve the FY20 budget. A roll call **VOTE PASSED 7/0.**

M. NEW BUSINESS:

a. Award of Electronic Access System and Surveillance Cameras

Keith Holt moved, Dr. Mebert seconded the Award of Electronic Access System and Surveillance Cameras in the amount not to exceed \$385,000 to Johnson Controls, and approval of the District's matching funds (20% of project cost) in the total amount of \$85,400. A roll call **VOTE PASSED 7/0.**

b. DHS Student Presentation (moved up in the agenda)

c. Youth Risk Behavior Study

Kim Stephens, DHS Dean of Students, spoke to the Board to inform them of the YRBS that, if agreed upon by the Board, would be sent to students in April. There would be no cost to DHS, as DMS will cover the complete cost.

Dr. Mebert moved, Mr. Koehler seconded to approve the survey. An oral **VOTE PASSED 7/0.**



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d. DALC – Update to Office Manager Job Description

Dr. Mebert moved, Mr. Koehler seconded to approve the DALC Office Manager Job Description Update. An oral **VOTE PASSED 7/0**.

e. Condition of Accounts

Ms. Simmons stated that the unexpended, unencumbered fund balance as of January 31, 2019 is \$845,003.87. She reminded the board that there are additional expenses not included in that amount such as a new student information system (SIS) and student cafeteria debt.

Regarding student cafeteria debt, Dr. Harbron informed the board of a district that is running in the black. He will provide more information in the future.

N. SUBMISSION AND PAYMENT OF BILLS:

Keith Holt moved, Zak Koehler seconded to direct the Superintendent to pay manifest #19-H in the amount of \$4,758,557.20 for FY19 for the period of January 18, 2019 through February 8, 2019.

A roll call **VOTE PASSED 7/0**.

O. SUPERINTENDENT'S REPORT: Dr. Harbron submitted his report to the Board.

P. COMMITTEE REPORTS:

Mr. Koehler addressed the Rezoning Committee meeting held recently had a good turnout of citizens. Will take public feedback and hold another session.

Q. SCHOOL BOARD RECENT MATTERS OF INTEREST:

Dr. Mebert discussed a Facebook page, the Unofficial Face of Dover. In her opinion, she feels it is a good forum for parents and community members to speak to each other and discuss happenings in the district. To which Mr. Holt added, if people are feeling uncomfortable or have issues, reach out to elected officials via phone or email to discuss your concerns. He expressed his gratitude towards Dr. Harbron and administration for dealing with the latest crises in a thoughtful way. He stated they were handled with integrity and support, and a great deal of thought went into each situation.

Mr. Wallace wanted to thank the public for their emails regarding the budget and wanted to remind community members that they are being mindful of the tax cap.

Ms. Russell thanked the staff for their efforts and teamwork throughout the crises of the past weeks, as well as the information that was sent out to parents.

R. ADJOURNMENT:



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Mr. Holt moved, Mr. Koehler seconded adjourning the meeting at 9:21PM. An oral **VOTE PASSED 7/0.**