



DOVER SCHOOL DISTRICT

EMPOWERING ALL LEARNERS!

Superintendent's Board Report Monday, June 10, 2019

SUPERINTENDENT REPORT

The Superintendent's Board Report purpose is to: (1) inform the Board on my position and recommendations pertaining to Board meeting agenda items; (2) inform the Board of significant issues as they relate to the Board; and (3) inform the Board of informational items pertaining to the Dover School District.

BOARD AGENDA ITEMS

Resignations/Retirements – I recommend the Board approve the resignations and retirement as listed.

Leaves of Absence – None

Job Shares - None

Nominations – I recommend that the Board approve the Teacher and Nonunion Nominations for the 2019-2020 academic year. The paraprofessional positions have been hired as well as the fall athletic coaches. This serves as a notification to the Board and serves public record of the superintendent's approved personnel hiring's.

Extended Trips - None

Donations - I recommend the Board approve the June donations.

POLICY – CHANGES – PROPOSALS - ADOPTIONS

I recommend the Board approve the following policies:

- DJE – Bidding Requirements
- EEAG – Use of Private Vehicles to Transport Students

RESOLUTION

I recommend the following resolutions be adopted by the Board:

- Use of the Funding Trust Fund for Dover High School-Career Tech Center Building Project;
- Engineering Services for the Garrison Replacement Boiler;
- Resolution of Retirement Recognition;
- Resolution of Federal Funds;
- Resolution of Special Education Federal Funds; and
- Resolution of Authorized Signature.

OLD BUSINESS

- None



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NEW BUSINESS

- 1612 Data Compliancy Plan and Governance – School districts must have this adopted by June 30. Christy Prosser, IT Director, will provide the Board with an overview. With the understanding that the Data Compliancy Plan and Governance will be a working plan, I recommend the Board approve the 1612 Data Compliancy Plan and Governance.
- Technology Department Job Descriptions – The Dover School District's Technology Department is going through a true reorganization to accommodate the future direction of the technology department and to provide the proper level of support required with current and anticipated technology changes. Christy Prosser, IT Director, has drafted new job descriptions for the positions. Christy Prosser will be available to explain the true reorganization and will provide a white paper with further details. The following is the rationale for the true reorganization:
 - The IT Department has not kept up with the rapidly increasing pace of technology.
 - In order to provide a sound technological infrastructure to the District, the IT Department requires personnel with specific technical qualifications and experiences.
 - The IT Department also needs to be able to work non-traditional hours in order to have the least disruption possible to students and staff. With the current structure this cannot be accomplished.
 - Therefore, the District is engaging in a true reorganization of the department. The District would like to post for highly qualified personnel who can work flexible hours to meet the ongoing needs of the District.

I recommend the Board approve the new job descriptions and the District move forward with the true reorganization of the District's IT Department.

- S.O.A.R. – The Board is requested to approve the SAU in moving forward to develop a MOU for S.O.A.R for the 2019-2020 academic year. The following link provides an overview of the Dover Middle School S.O.A.R. program: <https://docs.google.com/presentation/d/1E-leFazUuejABOVARS8tQWFtx6U3QXRw-yohiaixGJU/edit?usp=sharing>
- Approval of Engineering Services for Design of Garrison Boiler – The second boiler at Garrison School is no longer functional and must be replaced. The two boilers form the system that works in conjunction with each other to properly heat the school. Failure to replace the boiler will place an extra burden on, and decrease the number of expected service life, on the new boiler installed during the renovation project. In addition, the second boiler serves as the backup system. I recommend the Board approve the Engineering Services for the Design of the Garrison School boiler.
- Performing Arts Center Policy Committee – With the completion of the Dover High School Theatre, policies and procedures need to be developed pertaining to the maintaining, equipping, and supporting the appropriate professional operation of the theatre facility. The City of Dover Arts Commission, City of Dover, and Dover School District will form a committee to address these issues. I support the forming of the Committee recognizing the theatre is a school and community facility. This will assist in attracting other performing arts to the city and the school district.
- Bid Award – Athletic Equipment Inspectors – I recommend the Board award the bid to A Plus Athletic Equipment Inspection Services.



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- The following handbook revisions have been made for the 2019-2020 academic year. Principal, directors, or deans will be present to clarify any changes in the handbooks for (a) Bellamy Academy Handbook; and (b) Dover High School Handbook. I recommend the Board approve the revisions.
- Condition of Accounts – I recommend the Board approve the Condition of Accounts.

BOARD UPDATE

Professional Development Task Force – The fourth meeting of the Professional Learning Task Force is scheduled for Wednesday, June 12.

End of the Year – The Leadership Team has worked to identify the end-of-the-year close out tasks as well as the planning task for the academic year 2019-2020. In addition, the aim is also to create an annual report for the Board and the Community.

Performance Goals – The Leadership Team has had conversations on developing performance goals. It has been decided to start the focus on literacy for the 2019-2020 academic year. Once the goals are developed, the goals will be presented to the Board for review and adoption. The conversation continues on the development of the performance goals.

Racism and Equity – A letter was presented to the U.S. Attorney outlining what was completed during the 2018-2019 academic year. The following are the activities that were completed:

Staff Development

In the winter of 2018 (nearly a year before this incident occurred), Superintendent Harbron began a course of study on the impact of white privilege and bias in public education sponsored by the Endowment for Health. In the summer of 2018, the entire administrative team in the District began that similar course of study facilitated by New Hampshire Listens and Greater School Partnership, with an initial half-day session in July followed by monthly 90-minute sessions that continue to the present day. In the 2019-2020 school year, this training will be rolled out to all faculty and staff. However, to jumpstart those trainings this year, the District implemented full-day trainings for both paraprofessionals and staff.

On March 22, 2019, all paraprofessionals in the District participated in a full-day training on white privilege, racism, prejudice and bias. On April 4, 2019, all certified staff members participated in a preliminary full-day training on white privilege, racism and bias, run by New Hampshire Listens.

On May 24, 2019, the full faculty and administration participated in a half-day introduction to the white privilege, bias, racism, and equity training that will continue into the 2019-2020 school year. The training included a viewing of the documentary film *I am from Here* followed by small group conversation and concluded with school-based meetings on the film. Following the film, the Dover High School social studies and English departments had a two-hour session on how to teach controversial topics. The feedback from the half-day introduction is being gathered to identify additional needs such that those needs may be addressed during the 2019-2020 school year trainings.



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In February 2019, the District's Leadership Team (comprised of the Superintendent, Assistant Superintendents, Directors, Principals and Deans) met with Phil Fogelman, Director of the Anti-Defamation League for the New England Region to learn about the services that the ADL could provide the District in improving its educational culture. The District subsequently connected the ADL with one of its student organizations, the Dover High School DREAM team (see below), to allow our students to network with other similar student organizations from around New England at an ADL-sponsored conference.

The District has also partnered with the U.S. Department of Education's Center for Education Equity. The District participated in a three-day planning session this spring with the Center to develop a long-term plan to address white privilege, racism, prejudice and bias. The planning group included administrators, teachers, students, parents, community members, District board members, city councilors and agency representatives. The third session was held on May 20, 2019 resulting in a draft of goals, components, and potential action items. During the summer of 2019, the plan will continue to be developed with implementation in the fall of 2019.

The faculty and staff have received a book and video list that they can reference for self-study. The faculty has been informed of two University of New Hampshire courses that are being offered this summer: EDUC718/818: Critical Social Justice in and Beyond Education and University of New Hampshire Literacy Institutes – Racial Equity in Literacy. Per the terms of the District's collective bargaining agreement with the teachers, the District will reimburse the full rate for The University of New Hampshire graduate credits.

Community Learning Sessions

The District feels that it is imperative to include parents and community members in its continuing efforts to better the District. Following the incident, the District sought to provide a forum for community members to share their experiences and participate in group activities facilitated by New Hampshire Listens and the Great Schools Partnership. On January 9, 2019, the District held the first of three community sessions on racism, privilege and bias. Over 200 people participated in this conversation. A second session was held on February 16, 2019, and a third on April 17, 2019.

Student Support

The District's primary focus remains on ensuring that all students, regardless of their background, feel safe, valued, and welcome in their own schools. Immediately following the incident, the District increased counseling and administrative support to all students at Dover High School. Further, students and staff at Dover High School created the DREAM Team. DREAM stands for Diversity, Respect, Educate, Advocate, and Mission and seeks to improve understanding and relationships among all members of the Dover High School student body. The DREAM Team includes approximately 25 students and one adult sponsor. In the spring of this year, the DREAM Team voted to become a youth chapter of the NAACP. Once the DREAM Team meets the required membership level required by the NAACP, the membership will be activated.

Dover High School is also working with the US Department of Justice Community Relations Service to implement the School SPIRIT program at Dover High School in the 2019-2020 academic year. This program seeks to identify issues and provide problem solving techniques for diverse student leaders.



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Moving Forward

The Dover School District recognizes to be successful in their efforts with making a change in the culture of the District a dedicated position is needed to lead and coordinate the work. For the 2019-2020 academic year, the District is working with Great Schools Partnership to contract a person for this purpose. The contract will be for 80 days at a cost of \$88,000. The cost will be funded by Title IV Grant and funds through Special Education.

Committee work completed in May 2019:

- **Curriculum Planning Council** – DHS social studies teachers presented new course materials for the fall. One course is on Russian history, the other course is on the history of terrorism. The presentations were comprehensive and well done. We were also updated on the status of the Social Studies 3C framework in grades 5-12. Progress is being made. There is still some work to be done on curriculum, particularly at the middle school level. This work has been started but needs to align with the state work which hasn't yet been released. Hopefully that happens this summer.
- **Teaching & Learning Committee** – The committee came to a consensus on our final draft of Dover's Portrait of a Graduate. This work will be shared with the DHS art department so that graphics can be added. It will then be presented to the board for approval. Sub-committees shared out work that had been accomplished in their smaller groups. We looked at the revised philosophy statement for competency-based education and the other sub-committees presented as well.
- **Data Committee** – We continued our work and made additional revisions to the parent/community dashboard. We determined which data we already had access to and which data still needed to be collected. We reviewed and revised Dover's Instructional Model document that was created. Members were assigned categories to fill in data. This will be reviewed at our next meeting. Carolyn Mebert provided feedback on the sample Board dashboard. Work will be continued on the dashboard at our next meeting.
- **Education Technology Committee** – No meeting held.
- **Wellness Committee** – No meeting held.
- **Safety and Security Committee** – No meeting held.

Other:

- **Concert Series** – Throughout May and June there has been a series of student concerts throughout the Dover Schools. The Dover Community can take great pride in the quality of performances presented by the Dover students.
- **Superintendent's Annual Evaluation** – The self-evaluation was completed and provided to Keith Holt and Carolyn Mebert.