DOVER SCHOOL DISTRICT	DOVER SCHOOL BOARD – MINUTES	
	Meeting Type:	Regular Meeting #5
	Meeting Location:	Media Center (Rm 306) McConnell Center
	Meeting Date:	**Monday, June 10, 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, June 10, 2019 at 7:03 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, IT Director Christy Prosser, District Administrators, Peter Driscoll, Kim Lyndes, Lisa Danley, Patty Driscoll, and NEA Representative Peter Miller

C. PLEDGE OF ALLEGIANCE: Ms. Morrison led the Pledge of Allegiance.

D. AGENDA APPROVAL:
Mr. Holt, moved, Mr. Koehler seconded to move Agenda item K(b) to New Business and approve the agenda as amended. **An oral VOTE PASSED 7/0**.

E. CITIZEN'S FORUM: Peter Miller, Durham, NH resident and NEA representative discussed the state and house budget and how they would impact Dover.

Dr. Mebert moved, Mr. Lahr seconded to allow the non-resident to address the Board. **An oral VOTE PASSED 7/0.**

Allison Davis, 11 Hidden Valley Road, advocated for Non-Toxic Dover regarding the maintenance to the athletic fields.

F. APPROVAL OF MINUTES:
1. Regular Session #4, May 13, 2019

Mr. Holt moved, Dr. Mebert seconded the approval of the minutes as presented**. An oral VOTE PASSED 7/0.**

G. CONSENT AGENDA
1. **Correspondence:** None
2. **Resignations/Retirements:**
    - **a.** Hillary Andross / Teacher, DMS
    - **b**. Rebecca Inglis / Speech Language Pathologist, HSS
    - **c**. George Liset / Teacher, DMS
    - **d.** Jeff Moretti / Counselor, DHS
    - **e.** Charlene Rathbun / Teacher / DMS
    - **f.** Linda Scribner / Teacher, DMS
3. **Leaves of Absence:** None
4. **Job Shares:** None

5. **Nominations:**
   a. Teacher Nominations
   b. Paraprofessional Nominations
   c. Non-Union Nominations
   d. Administrative Assistant Nominations
   e. Fall Coach Nominations
6. **Extended Travel (Student Trips):** None
7. **Donations:**
   a. June Donations

Mr. Holt moved, Mr. Koehler seconded to approve the Consent Agenda as presented along with the addition of an updated Teacher Nomination Form. **An ORAL VOTE PASSED 7/0.**

H. STUDENT REPRESENTATIVE REPORT: None

I. POLICY-CHANGES-PROPOSALS: None

J. POLICY ADOPTION:

a. DJE – Bidding Requirements

Dr. Mebert moved, Mr. Lahr seconded to approve the proposed policy change. **An ORAL VOTE PASSED 7/0**.

b. EEAG – Use of Private Vehicles to Transport Students

Mr. Koehler moved, Mr. Lahr seconded to approve the proposed policy change. **An ORAL VOTE PASSED 7/0**.

K. RESOLUTIONS:

a. Use of the Fundraising Trust Fund for DHS-CTC Building Project

Mr. Holt moved, Dr. Mebert seconded to use the remaining funds from the Measured Progress donation, and the purchase of an annual subscription to Gage (Cengage Learning), in the amount of $7,722 and to Credo Source in the amount of $484. **A ROLL CALL VOTE PASSED 7/0**.

b. Engineering Services for Garrison Replacement Boiler

Moved to New Business

c. Resolution of Retirement Recognition

Ms. Russell read the Resolution of Retirement Recognition to the public.

Mr. Koehler moved, Mr. Lahr seconded to approve the Resolution. **An ORAL VOTE PASSED 7/0**.

d. Resolution of Federal Funds

Mr. Koehler moved, Mr. Lahr seconded to approve the Resolution. **An ORAL VOTE PASSED 7/0**.

e. Resolution of Special Education Federal Funds

Dr. Mebert moved, Mr. Wallace seconded to approve the Resolution. **An ORAL VOTE PASSED 7/0**.

f. Resolution of Career Technical Center Perkins Federal Funds

Dr. Mebert moved, Mr. Lahr seconded to approve the Resolution. **An ORAL VOTE PASSED 7/0**.

g. Resolution of Authorized Signature

Mr. Holt moved, Mr. Wallace seconded to approve the Resolution. **An ORAL VOTE PASSED 7/0**.

L. OLD BUSINESS: None

M. NEW BUSINESS

a. 1612 Data Compliancy Plan and Governance

Ms. Prosser discussed the first steps for the District to become compliant through 1612. A type of Governance Plan must be developed by June 30, 2019 and must present how it will be implemented.

b. Technology Department Job Descriptions

Ms. Prosser explained that after an evaluation of the IT Department, it was decided that IT job descriptions needed to be changed in order to properly address the needs of the department and District.

Mr. Holt moved, Dr. Mebert seconded to approve the IT job descriptions presented. **An ORAL VOTE PASSED 7/0.**

c. Approval to Proceed with the S.O.A.R. Program

Dr. Harbron requested the Board approve to allow the District to work with the S.O.A.R. program for the 2019-2020 school year. They will work to create a Memo of Understanding for the 2019-2020 school year.

Mr. Holt moved, Mr. Koehler seconded to approve work with the S.O.A.R. program. **An ORAL VOTE PASSED 7/0.**

d. Performing Arts Center Policy Committee

Ms. Russell discussed the request for the new committee, which would consist of representation from both the District and the Arts Commission. The committee would focus on how to utilize the new facilities to their fullest potential. Ms. Russell recommends the committee members be formed with the Superintendents approval and bring forth the nominations to the July 8th meeting.

Mr. Koehler hopes there will be an opportunity for students to work with the outside vendors who will utilize the new space.

Dr. Mebert moved, Mr. Holt seconded, to proceed with the formation of the Performing Arts Center Policy Committee. **A ROLL CALL VOTE PASSED 7/0.**

e. DHS/CTC Course Requirement Minimum Enrollment

Mr. Driscoll and Ms. Danley discussed the courses that fall below the minimum enrollment of 11 students.

Mr. Koehler moved, Mr. Wallace seconded, to approve the requirements for minimum class enrollment. **A roll call VOTE PASSED 7/0.**

f. Approval of Bellamy Academy Handbook Changes

Mr. Holt moved, Mr. Lahr seconded, to approve the handbook changes. **An ORAL VOTE PASSED 7/0.**

g. Approval of Dover High School Handbook Changes

Mr. Holt asked if the courtyard would be available to students for the full year, to which Mr. Driscoll responded in the positive. He also stated that feedback from students has been very positive, and they have been very respectful to the area.

Dr. Mebert moved, Mr. Holt seconded, to approve the handbook changes. **An ORAL VOTE PASSED 7/0.**

h. Bid Award – Athletic Equipment Inspections

Mr. Holt questioned the difference in price between the two vendors presented, to which Ms. Simmons responded it may possibly be due to not being a local company and work would be contracted out. Ms. Simmons also noted this award was slightly less than the previous year.

Mr. Holt moved, Mr. Koehler seconded to award $11,000 to A Plus Athletic Products, LLC. **A ROLL CALL VOTE PASSED 7/0**.

i. Condition of Accounts

Ms. Simmons presented the Condition of Accounts as of May 31, 2019 with an estimated/unexpended fund balance of $167,208.51. Ms. Simmons reminded the Board that the District had the transfer to capital reserve funds by resolution, which the District will need to inform city council if the transfer can't happen by June 26th. She feels confident we will be able to make the transfer and will keep the Board updated on the status.

K. b. Engineering Services for Garrison Replacement Boiler

Mr. Lahr inquired to the age of the boiler that is being replaced, to which Ms. Simmons responded that is the original.

Mr. Holt responded as well that, Garrison School had two boilers; one had pump issues, and while that was being worked on, the second boiler ran at full capacity to heat the school throughout the winter. After the first boiler was working, the second boiler failed to run. The need for two boilers is redundant to carry a load balance.

Ms. Simmons stated that this is an unanticipated expense. Once the District receives design plans and budget from Harriman, the District will go out to bid for a boiler. Proposed funding would come from the school facilities capital reserve account which will need School Board and City Council approval. Ms. Simmons noted that she has already had a conversation with the City.

Mr. Holt moved, Mr. Koehler seconded to award $23,800 to Harriman Architects for the design and engineering services of the Garrison School boiler. **A ROLL CALL VOTE PASSED 7/0**.

N. SUBMISSION AND PAYMENT OF BILLS:

Mr. Holt moved, Dr. Mebert seconded to direct the Superintendent to pay manifest #19-L, in the amount of $4,189,836.93 for FY19 for the period of May 17, 2019 through June 7, 2019. **A roll call VOTE PASSED 7/0.**

O. SUPERINTENDENT'S REPORT:

Dr. Harbron presented his report to the Board.

P. COMMITTEE REPORTS:

Mr. Holt updated the public on the Garrison JBC being near completion. There is still a considerable amount of painting to be done throughout the summer, as well, the back-parking lot has not been completed.

Ms. Russell stated that the DHS CTC JBC meeting will be held tomorrow, June 11th, and reminded everyone that they are welcome to speak at citizens forum. The site of the former high school is being leveled for parking and fields. Mr. Driscoll stated that the solar work has been completed. The senior lot will be closing after June 19th. Throughout the summer, access to the high school will be from the middle school and Daley Drive; Alumni Drive will be closed from Bellamy to where the current school is.

Mr. Koehler stated the Rezoning Committee is close to having their final recommendation on areas of the city that should be rezoned from residential to commercial and will be completed next month and given to the Planning Board.

Q. SCHOOL BOARD RECENT MATTERS OF INTEREST:

Mr. Holt announced that the Cadets Drum and Bugle Corp. is looking for a place to rehearse from June 29th to July 1st. He recommends watching them rehearse if you have the opportunity.

Mr. Holt mentioned issues with students not respecting the DHS bathrooms. He feels that if it is seen that kids are abusing the school, have those kids speak to the residents who donated their money to help build the school. He feels it is important to have students acknowledge the gift of the building.

Mr. Wallace addressed the comments that Non-Toxic Dover spoke of during Citizen's Forum. He would like to see a meeting take place with Stoneyfield and Chip Osborn, to which Ms. Russell stated that our Facilities Department has met with him already. Dr. Harbron suggested that Mike Brooks, C&W Facilities Manager speak to the Board to update them on the athletic field maintenance.

Ms. Russell stated that per Peter Millers discussion during Citizen's Forum, the Board will stay informed of what is happening in Concord. Dr. Mebert asked the members of the Board for more clarification on Mr. Millers topic, to which Dr. Harbron stated that he will inquire to the details.

R. ADJOURNMENT:

Dr. Mebert moved, Mr. Wallace seconded adjourning the meeting at 8:31 PM. **An oral VOTE PASSED 7/0.**