



DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Regular Meeting #8
Meeting Location:	Media Center (Rm 306) McConnell Center
Meeting Date:	Monday, September 9, 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, September 9, 2019 at 7:02 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, Matt Lahr and Zak Koehler.

Also present were: Superintendent Bill Harbron, Business Administrator Libby Simmons, Paula Glynn, Peter Driscoll, Patrick Boodey, and Chris Taft.

- C. PLEDGE OF ALLEGIANCE:** Dr. Mebert led the Pledge of Allegiance.

D. AGENDA APPROVAL:

It was recommended to amend the agenda so that M (1) be moved up to follow Citizen's Forum.

Mr. Holt moved, Mr. Koehler seconded to approve the Agenda as amended. **An ORAL VOTE PASSED 7/0.**

E. CITIZEN'S FORUM:

Amy Stocker, 6 Sullivan Drive spoke regarding the changes made to revise the routes for D19, she would like to see more changes made.

Allison Leach, 7 Evergreen Valley Drive spoke on behalf of D19, she asks that the bus be reviewed for equity reasons, currently the first students on are the last students off.

Mark Willy, 24 Evergreen Valley Drive spoke on behalf of D19, and its ridership. He is asking that First Student look at the proportionate value of the ridership.

Jennifer Bingham, 137 Emerald Lane spoke on behalf of D8. The bus is overcrowded and now stops to pick up a large group of students on Littleworth Road, which she feels is very dangerous.

Louise Consella, 206 Emerald Lane spoke on behalf of D8. Her child's stop moved to the highway, over half distance further. Wants to see the Littleworth stop move to Suzanna's stop, still located in her neighborhood.

M. NEW BUSINESS (*moved up in the agenda*)

a. Bus Route Update

Chris Taft, Location Manager for First Student spoke on behalf of the bus route changes. He stated that he has listened to all parent requests and concerns and will continue to do so until all issues are resolved.

Dr. Harbron provided bus roster count sheets to show variance in the ridership's for certain dates. He provided that all AM buses are running on time, particularly at the elementary levels.



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Mr. Lahr asked if Mr. Taft was aware of the overcrowded bus, to which Mr. Taft stated in the positive. He informed the Board that a spare bus has been available each day during dismissal at the middle school for overcrowding. After 65 students, he transfers students to the additional bus, paid for by First Student.

Dr. Harbron suggested that half a bus route be added to eliminate the D8 issue, to which Mr. Taft responded that it would also be used for other crowding issues.

Ms. Morrison asked why the route on Littleworth Road had been changed, to which Mr. Taft stated that he added cluster stops due to the many buses that were arriving to schools late on a daily basis. He stated that these cluster stops allow for the timely arrival of buses.

Dr. Harbron praised Mr. Taft and his ability to lead First Student, he stated that he feels that adding a half of a bus route will help alleviate the issues.

Dr. Mebert inquired as to what the growth is, and why our enrollment numbers are not increasing, but the buses are. Ms. Russell stated that it depends on the routes and schools the buses are going to. She reminded the public that the routes were supposed to be looked at annually but never were, so this change was long overdue.

Mr. Holt stated that some parents have said that the bus passes their house but does not drop their student off until they pass back through, to which Mr. Taft responded that First Student has a right hand drop off policy. If a parent wishes to allow their student to get dropped off on the left side of the road, a written note is required which will allow them to be dropped off.

Mr. Holt would also like to make the public aware of an article that appeared in Foster's Daily Democrat on September 14, 2018 regarding a \$650,000 highway administration grant designed to address the traffic-light situation. He reminds everyone that if you are frustrated on the timing of the lights, call the city councilors and ask to see where the money went and what was done.

Dr. Harbron asks that the Board authorize himself and Libby Simmons to have the authority to move forward with adding a half bus if needed.

Dr. Mebert moved, Mr. Wallace seconded to allow Dr. Harbron and Ms. Simmons to move forward with the approval of up to \$40,000 for half a bus route. **A Roll Call VOTE PASSED 7/0.**

F. APPROVAL OF MINUTES:

1. Regular Session #8, August 12, 2019
2. Special Session #4, August 26, 2019

Mr. Holt moved, Mr. Lahr seconded the approval of the minutes as presented. **An ORAL VOTE PASSED 7/0.**

G. CONSENT AGENDA

1. **Correspondence:** None
2. **Resignations/Retirements:**
 - a. Debra Hackett / Teacher / Dover Middle School
3. **Leaves of Absence:** None
4. **Job Shares:** None



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5. Nominations:

a. Teacher Nominations

6. Extended Travel (Student Trips): None

7. Donations: None

Ms. Russell thanked Ms. Hackett for her years of service and commended her teaching qualities.

Mr. Holt moved, Mr. Koehler seconded to approve the Consent Agenda as presented. **An ORAL VOTE PASSED 7/0.**

H. STUDENT REPRESENTATIVE REPORT:

Student Representative Courtney Dalbec informed the Board that the student group D.R.E.A.M. attended a YLI, which is a youth leadership organization where they learned how to better advertise their group to appeal to different crowds. She also stated that football season has begun, with a game coming up at Dunaway field on September 13th. Homecoming will be October 4th, Drama Club and Robotics club also meet this week. October 12th is Open House, and D.R.E.A.M. meets every Wednesday.

I. POLICY-CHANGES-PROPOSALS: None

J. POLICY ADOPTION:

1. IJ-Instructional Materials Selection Policy

Dr. Mebert inquired if material will be reviewed annually now, and also, if the wording should be changed to "conditionally annually". Ms. Glynn responded and feels the language should remain as listed.

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

2. KEC-Reconsideration of Instructional Materials

3. KEC-R-Form for Reconsideration of Instructional Materials

Mr. Holt moved, Dr. Mebert seconded to approve both KEC and KEC-R policy changes. **An ORAL VOTE PASSED 7/0.**

K. RESOLUTIONS: None

L. OLD BUSINESS: None

M. NEW BUSINESS

1. Bus Route Update (moved up in the agenda)



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2. Dover School District's Literacy Goal

Dr. Harbron is asking for the Board's final adoption on the Literacy Goal. Dr. Mebert provided that she read the NH College and Career Readiness standards for fourth grade, and inquired as to how the District will determine if fourth graders are competent and how competency aligns with the proficiency standards being used, to which Dr. Harbron stated that they will be using the growth standards?

Mr. Holt moved, Mr. Lahr seconded to adopt the District's Literacy Goal. **An Oral VOTE PASSED 7/0.**

3. Committee Structure and Targets 2019-2020

Dr. Harbron presented the committees that are scheduled for the current academic year. Dr. Mebert inquired if the meetings have been scheduled yet, to which Ms. Glynn responded they would be sent out within the next few days.

Mr. Koehler spoke of the importance of community engagement. With the next budget season approaching, he feels the District must make an effort to show tax payers what it is doing with their tax dollars.

4. 2020-2021 Academic Calendar

Dr. Harbron presented three proposed options for feedback for the 2020-2021 academic year calendar. The difficulty with planning the calendar is the late arrival of Labor Day, and a required Teacher Workshop day on September 8th due to the NH Primary's held that day.

The majority of the Board is in favor of option A as the most suitable for students and staff. After discussing possible ideas, the Board asked Dr. Harbron to come back with a calendar that represents starting a week earlier than the proposed calendar dates.

5. Authorize Chair to Negotiate with the Superintendent

Mr. Holt moved, Dr. Mebert seconded to approve the Chair to Negotiate with the Superintendent. **An Oral VOTE PASSED 7/0.**

6. New Hampshire School Board Delegate Assembly

Ms. Russell recommends that if Mr. Koehler is not the representative for this Assembly, he be appointed.

Dr. Mebert moved, Mr. Lahr seconded to appoint Mr. Koehler as the representative of the New Hampshire School Board Delegate Assembly. **An Oral Vote PASSED 7/0.**



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Dr. Harbron informed the Board that the Superintendent of Oyster River is looking for other school districts to support his resolution that schools have the authority to not allow firearms on school property.

Dr. Mebert moved, Mr. Wallace seconded to endorse the Oyster River Policy Recommendation. **An Oral Vote PASSED 7/0.**

7. Tuition Rate Approval

Ms. Simmons presented the Barrington, Nottingham, Other Schools and CTC districts tuition rates. Mr. Holt asked if we are due to negotiate this year, to which Ms. Russell replied in the negative.

Mr. Holt moved, Dr. Mebert seconded to approve the individual tuition rates. **An Oral Vote PASSED 7/0.**

8. Budget Adoption Schedule FY21

Ms. Simmons presented the proposed Budget Adoption Schedule for FY21.

Mr. Holt moved, Mr. Wallace seconded to approve the proposed Budget Adoption Schedule for FY21. **A Roll Call VOTE PASSED 7/0.**

9. Summary of Capital Improvements Program Projects

Ms. Simmons discussed the change would be the shifting of funds from the operating budget to the capital reserve fund to be more consistent with the city's process.

She also stated that the bleachers at Dunaway Field need to be retrofitted so as not to have open risers. The funds for the bleachers were in the capital reserve fund.

Dr. Mebert asked if any schools participate in capital improvement fundraising, to which Ms. Russell responded that the idea could be looked into.

Mr. Holt moved, Mr. Koehler seconded to approve the Capital Improvement Program Projects. **A Roll Call VOTE PASSED 7/0.**

10. Condition of Accounts

Ms. Simmons updated the Board on the condition of accounts. Mr. Koehler inquired of Ms. Simmons discussion with another district who had a similar lunch debt issue, to which Ms. Simmons responded that the school offered a contest for families to complete forms for a prize. The forms that came back did not equal the price of the prize. She stated that what made a difference for them was a change to their meal policy to not provide a hot meal to those without funds, instead offering multiple sandwich choices, and a complete balanced meal to those students.

N. SUBMISSION AND PAYMENT OF BILLS:



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Mr. Lahr moved, Mr. Koehler seconded to direct the Superintendent to pay manifest #20-C, in the amount of \$2,705,341.49 for FY20 and \$80,090.71 for FY19 for a total of \$2,785,432.10 for the period of August 16, 2019 through September 6, 2019. **A roll call VOTE PASSED 7/0.**

O. SUPERINTENDENT'S REPORT:

Dr. Harbron presented his report to the Board. He also updated the Board on his meeting with state superintendents. The state of NH is now looking differently on how they handle Medicaid in school districts, which would have financial implications for not only Dover, but other schools throughout the state. The District currently has \$600,000 built in the budget in Medicaid reimbursement that may not exist with new policies.

P. COMMITTEE REPORTS: None

Q. SCHOOL BOARD RECENT MATTERS OF INTEREST:

Dr. Harbron stated that the Nottingham School Board has requested two meetings with the Board. Ms. Russell requested that a different Board member take her place as the representative to meet with SAU #44 Superintendent, Scott Reuning, as she is now an employee in that District. The meeting must be scheduled with Mr. Reuning and the Nottingham School Board.

Mr. Lahr moved, Mr. Koehler seconded to appoint Carolyn Mebert as the appointed School Board member to replace Ms. Russell. **An oral VOTE PASSED 7/0.**

Ms. Russell mentioned the other various sporting events happening in the District, such as soccer, field hockey, cross country and volleyball.

Ms. Russell read a letter from Senator Shaheen to Dr. Harbron thanking him for allowing her to host the Town Hall Meeting at Dover Middle School. Dr. Mebert added that state representatives who attended a meeting that was held at the high school were very pleased with food provided, and wanted to provide recognition to Café Services.

R. ADJOURNMENT:

Mr. Koehler moved, Dr. Mebert seconded adjourning the meeting at 9:04 PM. **An oral VOTE PASSED 7/0.**