



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD SPECIAL NOTICE

Meeting Type:
Meeting Location:

Meeting Date:
Meeting Time:

Special Meeting Notice

**City Hall, Council Conference Room, 288 Central Ave,
Dover NH 03820**

Wednesday, April 22, 2020

1:00 p.m.

In response to the COVID-19 Coronavirus, and in accordance with recommendations by state and federal health officials limiting public gatherings, the public is encouraged to temporarily access public meetings remotely, including cable television and online streaming, and submit comments for public hearings and Citizen's Forum in writing by email to: Doverschoolboard@dover.k12.nh.us or postal mail addressed to: Dover School Board, 61 Locust Street, Suite 409, Dover, NH 03820. The public may also submit comments by leaving a voice message at: 516-MEET (6338). Precautions in public meeting rooms will include limiting the number of people to 10, the use of overflow space if necessary, and the remote participation by some Board members.

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. RESEARCH REQUEST – CLAYTON CAHOON**
- E. DOVER HIGH SCHOOL COVID-19 GRADING POLICY**
- F. DOVER TEACHERS UNION MOU – TECHNOLOGY**
- G. DOVER TEACHERS UNION MOU – MODIFIED CALENDAR FOR 2019-2020**
- H. DOVER TEACHERS UNION MOU - TIME TRACKER**
- I. SPRING COACHING SALARIES**
- J. 2020-2021 MEAL PRICES**
- K. FISCAL YEAR 2021 BUDGET**
- L. REPORT ON ITEMS RELATED TO COVID-19 REMOTE LEARNING**
- M. MATTERS OF INTEREST**
- N. ADJOURNMENT**

April 15, 2020

Dear Participant,

I, Clayton Cahoon, am a graduate student in the Educational Studies Program at the University of New Hampshire. As part of my graduate work, I am conducting an inquiry project to learn about teacher self-efficacy and well-being. This work has a focus on remote learning during this time of crisis. I plan to work with approximately 150 participants as part of this study.

If you agree to participate in this study, you will complete a series of surveys over the coming weeks via the internet. You will not receive any compensation to participate in this project.

The potential risks of you participating in this study are extremely minimal. Although you are not expected to receive any direct benefits from participating in this study the benefits of the knowledge gained will be sent to your respective schools and hopefully influence professional development and administrative support at your institution.

Participation is strictly voluntary. If you wish to not participate, you will not experience any penalty or negative consequences. If you agree to participate in this project and then change your mind, you may withdraw at any time during the study without penalty.

I seek to maintain the confidentiality of all data and records associated with your participation in this research. **The data collected will be stored on my password-protected computer. All surveys will be assigned numbers to protect the identity of the participants and will be deleted at the end of the study.** You should understand, however, there are rare instances when I am required to share personally-identifiable information (e.g., according to policy, contract, regulation). For example, in response to a complaint about the project, officials at the University of New Hampshire may access the research data. You also should understand that I am required by law to report certain information to government and/or law enforcement officials (e.g., child abuse, threatened violence against self or others). I will report the data only to the Instructor of my course. The results of this study will be presented only within the context of my class. Most findings will be reported in aggregate form.

If you have any questions about this research project or would like more information before, during, or after the study, you may contact me at csn4@wildcats.unh.edu or the Instructor of the course, Kathryn McCurdy, Ph. D. at Kathryn.McCurdy@unh.edu.

Sincerely,

A handwritten signature in purple ink, appearing to read 'Clay', with a long, sweeping horizontal line extending to the right.

Clay Cahoon

Graduate Student, UNH

Dover High School Grading Modifications COVID-19: April 2020

Background Statement: Teachers and families raised concerns around grading immediately after the transition to Remote Learning. Initial work completion rates were low in subsets of our population as a result of lack of access to technology and school-based supports. The high school's first step was to merge Quarter 3 and Quarter 4 into a semester grade to allow late work submission without penalty. Authentic assessment in a remote environment continues to challenge both students and faculty in the high school world where transcripts are essential to the college admission process as well as accumulating graduation credits. Due to the challenges of remote instruction and assessment on a school-wide scale we propose the following adjustments to our grading process at Dover High School.

1. Grade students on only essential skills and competencies where assessment is practical in a remote environment. As a result, there will be fewer grades than usual for quarter 4. With the adjusted calendar there is also less time for new content instruction and assessment. By the end of the semester, this will mean that the work completed before school closure will have a greater impact on the semester grade than the work completed during Remote Learning.
2. Eliminate final exams. A meaningful summative assessment for up to seven courses worth 10-20% of a course grade is not realistic. This would mean that semester courses will have a final score of the combined Quarter 3 and Quarter 4. Yearlong classes would have a final average that gives additional weight to the first semester when a mid-year exam was recorded. Semester I: 56%, Semester II: 44%
3. Add a pass/fail option to courses where students have grades between a 55%-72%. Many students have seen scores drop as they struggle to submit work. While our passing threshold is 60%, lowering it to 55% provides flexibility for students without equal access to the curriculum and by providing a P on the transcript does not impact GPA. At the end of the year, grades earned between 55%-72% will be changed to a P for pass. Students earning a 73% (C) or higher will receive the numerical grade on the transcript. Students earning below a 50% will earn an F for course failure.
4. Extend the "Incomplete" window past the current two-week deadline until the end of Semester I in 2020-2021. This would allow for credit recovery and work completion in the fall without impacting the transcript with a failing grade. Students earning between a 50%-54% will automatically receive an Incomplete to offer a chance to recover the credit over the summer or in the fall.
5. Allow students to carry less than the required number of credits and to withdraw from courses as deemed necessary by school counselors and case managers. Currently seniors are required to carry 6.0 credits and all other students must carry 7.0 credits.
6. Allow students to receive .25 credits for .5 elective credit classes if a student chooses to withdraw after the calendar end of Quarter 3 as a standard practice. Currently this requires Dean of Instruction approval as part of a non-standard credit form.

Dover High School Athletic Agreement Modifications COVID-19: April 2020

As a result of the COVID-19 pandemic Dover High School has modified its athletic eligibility requirements for the Fall 2020 sports season. These changes are not a permanent change to the Athletic Agreement but rather for this one season only.

No pupil who has failed to pass four (4) units of work (classes) during the Quarter 3/4 grading period of the 2019-20 school year shall participate for Dover High School in any New Hampshire Interscholastic Athletic Association sport or any other interscholastic contest.

**Memorandum of Agreement
In the Matter Between the
Dover Teachers Union/NEA-NH
and
School Administration Unit #11**

THIS MEMORANDUM OF AGREEMENT, hereinafter "MOA," is entered into between, the Dover Teachers' Union ("Association"), and School Administration Unit # 11 ("District").

WHEREAS, pursuant to a series of Executive Orders, Governor Christopher Sununu has ordered, effective immediately, in relevant part:

- The closure of all public schools beginning on March 16, 2020; and
- Each school district to provide remote instruction and support to all students no later than March 23, 2020;

WHEREAS, the District and the Association desire to establish an Agreement regarding the use of technology by staff during the duration of the remote instruction period and any extension thereof:

WHEREAS, as a result of the remote instruction directive, some employees may be required to provide instruction and support to students and complete remote learning responsibilities using privately owned devices and personal resources;

WHEREAS, this is an unprecedented and emergency situation; and

NOW THEREFORE, the Parties agree as follows:

1. Staff who are using their privately-owned device on home networks to provide instruction and communicate with students, parents, and/or colleagues will not be disciplined by the District for all professional and/or educationally appropriate communications with these parties through those devices.
2. It is expected that all Staff will continue to store student information on the Microsoft One Drive, either directly or via their staff email address, and/or on Infinite Campus. Student information that is temporarily stored on the staff member's personal device should be transferred to the Microsoft One Drive and/or Infinite Campus and deleted from the personal device as soon as is practicable.
 - a. As long as the staff member takes reasonable precautions to prevent student information from being stored on personal devices and acts quickly to transfer information to the District to the extent that it becomes stored on a personal device, the staff member will not be disciplined for inadvertently storing student information on a personal device.
 - b. Staff shall not be disciplined by the District for transmitting student information over non-secure internet connections from their homes.
 - c. So long as staff members take reasonable steps to preserve student confidentiality, staff members will not be disciplined by the District for any inadvertent disclosure of student information seen by other members of the employee's household. Reasonable steps to preserve student confidentiality include, but are not limited to, transferring student

information to the District's Microsoft One Drive and/or Infinite Campus and deleting student information from the staff member's personal device, password protecting all applications that may contain confidential student information, and instructing family members that have access to the device that they are not to open specific applications or documents containing such information.

3. Staff members' personal devices shall not be deemed to be the property of the District.
6. Any of the staff member's personal information that is housed on the personal device or network is the private property of the staff member.
7. All School District policies regarding professional expectations and/or the use of technology shall continue to apply during remote learning except as modified by this Agreement.
8. Staff members and the Union understand that the District cannot waive the NH Educators Code of Conduct, RSA 189:66, or any other applicable state law or regulation. Staff members may still be subject to consequences from the NH Department of Education for sharing of confidential student information pursuant to applicable statutes and regulations. This Memorandum of Agreement does not negate the District's responsibility to report misconduct to the New Hampshire Department of Education.

Signed and Agreed to on this _____ day of April 2020.

President, _____ Employees Association

Superintendent
School Administration Unit #11

School Board Chairperson

**Memorandum of Agreement
Regarding Time Tracking Records
between the Dover Teachers' Union, NEA-NH and the
Dover School District**

THIS MEMORANDUM OF AGREEMENT, hereinafter "MOA," is entered into between, the Dover Teachers' Union ("Association"), and the Dover School District ("District")

WHEREAS, the COVID-19 shutdown period has been an unprecedented emergency situation, in which the District, Teachers and Support Staff have had to reach mutual agreement about temporary modifications to Employee working conditions and schedules, in order to transition quickly to remote learning for the students and communities they serve; and

WHEREAS, the it may mutually beneficial in the future for the District to provide records of employee work time to the public or to government agencies,

WHEREAS, the District asserts that requiring employees to track their time is a management right, and the Union asserts that requiring employees to track their time constitutes a change in working conditions;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth below, the parties agree as follows:

1. Employees will be required to fill out a mutually agreed upon time tracker for each day they perform work for the District. Employees will be required to note the type of work activity performed daily.
2. Time tracker records shall not be used in the discipline or evaluation of employees.
3. The District may publicly release time-tracking records so long as the personally identifiable information of individual teachers submitting the records is redacted.
4. The parties agree that this agreement is temporary and will only be in effect until the start of the 2020-2021 student school year. The parties also agree that this agreement does not replace the current collective bargaining agreement which remains in full force and effect provided they do not conflict with this Memorandum.
5. This MOA creates no past practice or precedent and may not be used as evidence of such in future proceedings.

Signed and Agreed to on this _____ day of April 2020.

Lisa M. Dillingham, President
Dover Teachers' Union

William Harbron, Superintendent
Dover School District

Amanda Russell, School Board Chairperson
Dover School District

TO: Dr. William Harbron, Superintendent
Peter Driscoll, DHS Principal
FROM: Peter Wotton, DHS Athletic Director
DATE: April 20, 2020
RE: Spring Coaches Pay Option

I would like to request that the Dover School Board consider an alternative to the decision to not pay the spring sports coaches their stipends. Although the season was not scheduled to begin until at least March 23rd, many coaches have done work leading up to the start of the season. I would like to request the Head Varsity Coaches receive 25% of their scheduled stipend pay.

The various tasks they have completed, or continue to work on include some, or all of the following:

- Out of season skill-development and conditioning.
- Pre-season meetings with parents and booster clubs.
- Pre-season meetings with fellow coaches to plan tryouts, practices, preseason contests, etc.
- Pre-season meetings with players and prospective players.
- Developed schedules for practices, tryouts, scrimmages and games.
- Equipment and supplies have been organized, purchased and stored.
- Zoom meetings with team members continue to take place.
- Zoom Coaching Chalk Talks have been attended by coaches to improve their sports specific knowledge.
- Some coaches have taken CPR/AED/First Aid training, some have taken required coaching courses, sport specific rules reviews and other sport and coaching specific courses.

As you are aware, many of the area districts are also paying some, or all their spring coaches a portion of their stipend, while one district is paying all coaches their full stipend. I believe this proposal recognizes and values the time our head coaches have and continue to put into their spring programs while respecting the taxpayer's monetary investment in our schools.

The following coaches would receive 25% of their stipend:

Baseball – John Carver
Softball – Chris Caswell
Boys Lacrosse – Liam Murphy
Girls Lacrosse – Dana Gray
Boys Tennis – Brian Beck
Girls Tennis – Dan Casey
Boys and Girls Track and Field – Nick Piatti

Thank you for your consideration.



DOVER SCHOOL DISTRICT SAU 11

McConnell Center | 61 Locust Street, Suite 409 | Dover, NH 03820-4132
Phone: 603-516-6800 | Fax: 603-516-6809

Empowering all Learners

TO: Members Dover School Board
Dr. William R. Harbron, Superintendent of Schools
FROM: Michael Limanni, Business Administrator
DATE: April 20, 2020
RE: Approval of 2020-2021 Meal Prices

Based on the USDA Paid Lunch Equity Tool calculations, the proposed price list below reflects a 20-cent increase to student "full-price/paid" lunch prices, a 25-cent increase to middle and high school "full-price/paid" breakfast prices, and a 25-cent increase to "adult" lunch and breakfast prices. Federal regulation requires that the maximum charge to a student for reduced-price lunch to be \$0.40 and for breakfast to be \$0.30, therefore, prices will remain unchanged for all reduced meals.

For informational purposes, the 2019-2020 federal reimbursable rates to the District for paid lunch is \$0.32 per meal, reduced-price school lunch is \$3.01 per meal, and free lunch is \$3.41 per meal. The 2019-2020 federal reimbursable rates to the District for paid breakfast is \$0.31 per meal, reduced-price breakfast is \$1.54 per meal, and free breakfast is \$1.84 per meal.

Changes to the price of meals will be effective at the start of the 2020-2021 school year.

2020/2021 Proposed Price List

	"Type A" Lunch			"Type A" Breakfast		
	Full Price	Reduced	Adult	Full Price	Reduced	Adult
Elementary School	\$ 2.70	\$ 0.40	\$ 3.75	\$ 1.50	\$ 0.30	\$ 2.75
Middle School	\$ 3.20	\$ 0.40	\$ 3.75	\$ 1.75	\$ 0.30	\$ 2.75
High School	\$ 3.20	\$ 0.40	\$ 3.75	\$ 1.75	\$ 0.30	\$ 2.75