



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #3
Meeting Location: Media Center (Rm 306) McConnell Center
Meeting Date: **Monday, March 9, 2020**
Meeting Time: **7:00 pm**

A. CALL TO ORDER: Chairperson Amanda Russell called a meeting of the Dover School Board to order on Monday, March 9, 2020 at 7:01 p.m. in the Media Center (Rm 306) of the McConnell Center.

B. ROLL CALL: Present were Amanda Russell, Keith Holt, Kathy Morrison, Rachel Burdin, Carolyn Mebert, Zak Koehler. Jessica Rozzo was excused.

Also present were: Superintendent Bill Harbron, Assistant Superintendent Christine Boston District Administrators, Patty Driscoll, Patrick Boodey, Beth Dunton, and Deanna Strand.

C. PLEDGE OF ALLEGIANCE: Mr. Koehler led the Pledge of Allegiance.

D. AGENDA APPROVAL:
Zak Koehler moved, Keith Holt seconded to approve the agenda. An oral **VOTE PASSED 6/0**.

E. CITIZENS' FORUM: None

F. APPROVAL OF MINUTES:
1. **Budget Workshop #3, February 3, 2020**
2. **Joint Barrington/Dover Meeting, February 10, 2020**
3. **Regular Session #2, February 10, 2020**

Keith Holt moved, Zak Koehler seconded approval of the minutes as presented. An oral **VOTE PASSED 6/0**.

G. CONSENT AGENDA
1. **Correspondence:** None
2. **Resignations/Retirements:** None
3. **Leaves of Absence:**
a. Samantha Sannella / English Teacher / DHS
4. **Job Shares:**
a. Betsy Breen / Kristen Dunham / HSS
b. Jillian Cote / Kerry Siebersma / HSS
5. **Nominations:**
a. Superintendent
b. Business Administrator
c. Paraprofessional
6. **Extended Travel (Student Trips):**
a. Final Approval – DHS Art Department Trip to Camp Centerstage, Livermore, ME April 17, 2020
b. DHS Trip to Italy
7. **Donations:**
a. March Donations



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Keith Holt moved, Zak Koehler seconded to approve the consent agenda with nominations as amended, as well moving up 6 (b) for additional conversations.

Carolyn Mebert moved, Zak Koehler seconded to approve the remainder of the Consent Agenda. An oral **VOTE PASSED 6/0**.

6. Extended Travel (Student Trips) **b. DHS Trip to Italy**

DHS World Language Teacher Jennifer Connelly spoke on behalf of the student trip to Italy planned for April, consisting of 13 DHS students. She provided the travel company World Strides has made the decision to postpone all trips to Italy.

Ms. Connelly met with parents the previous evening and presented three alternative trips to the Board for consideration.

Option 1a: Three seniors wish to travel this summer, if travel to Italy is not allowed through World Strides at that time they would look into another destination that met criteria.

Option 1b: If travel is not an option, World Strides will provide each student a voucher, minus \$800, to use on any of their travel programs, with a 2022 expiration date. The student may choose to use the voucher or sell it to another Dover student or community member.

Option 2: 2021 April trip including juniors (unless they opted to travel with seniors this summer). Travel insurance could be added to protect the loss of \$800.

Option 3: Sophomores could travel senior year.

Keith Holt moved, Zak Koehler seconded to approve the preliminary alternative travel plans. An oral **VOTE PASSED 6/0**.

H. STUDENT REPRESENTATIVE REPORT: None

I. POLICY-CHANGES-PROPOSALS:

- 1. DAF1 – Allowability – First Reading**
- 2. DAF2 – Cash Management – First Reading**
- 3. DAF6 – Inventory Management – First Reading**
- 4. DAF7 – District Travel – First Reading**
- 5. DAF8 – Accountability and Certifications – First Reading**
- 6. DAF10 – Grant Management Reconciliation – First Reading**
- 7. DAF11 – Subrecipient Monitoring – First Reading**
- 8. EBCA – Crisis Prevention & Emergency Response Plans – First Reading**

Keith Holt moved, Zak Koehler seconded to table the Policy Proposals until the next meeting. An oral **VOTE PASSED 6/0**.



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J. POLICY ADOPTION:

- 1. EBCB – Fire and All Hazard Drills**
- 2. IHCD – Advanced College Placement**
- 3. Dover School District Philosophy of Education**

Zak Koehler moved, Keith Holt seconded to adopt the Policies as presented. An oral **VOTE PASSED 6/0**.

K. RESOLUTIONS:

- 1. Dover Adult Learning Center Funding Resolution**

Keith Holt moved, Carolyn Mebert seconded to approve the Resolution with the correction of changing "At Large" to "Ward 6" for Amanda Russell. An oral **VOTE PASSED 6/0**.

L. OLD BUSINESS:

- 1. FY21 Budget Adjustments**

Ms. Russell discussed additional savings in the budget Libby Simmons found prior to leaving the District, she provided they were reflected in the document shared with City Council and consist of: reduction of High School utility costs by \$110,000; health insurance plan that should have been split 50/50 between local and grant funds; and a paraprofessional position that was listed twice, which combined, totals \$174,598.00. This puts the general fund budget at \$67,263,329, which is \$1.1 million over the estimated tax cap.

Dr. Mebert asked to be given a list of reductions that were taken from supplies.

Ms. Russell also provided that the Barrington tuition estimate is due this week, which could present additional savings.

M. NEW BUSINESS:

- 1. Wireless Microphones Bid Award**

Dr. Harbron informed the Board the microphones will be used in the auditorium.

Carolyn Mebert moved, Zak Koehler seconded the award of \$21,732 to Parson Audio, LLC
A roll call **VOTE PASSED 6/0**.

- 2. Short-term Leave Associated with COVID-19 Quarantine**

Dr. Harbron referred to RSA200:39, which states the District can remove a student from school if the student presents a hazard to others, pertaining to the quarantine of a student.



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He requests the Board agree to allow any employee who has been asked to be quarantined continue to receive pay and not use sick time; sick time would begin to be used if the employee were to receive a positive COVID-19 test result.

Mr. Holt suggests District Policies be reviewed and updated, if needed.

Dr. Harbron informed the Board that a Response Team has been created to monitor and identify action items to protect student and staff safety.

Dr. Mebert inquired if the students who are quarantined absences be marked as excused, to which Dr. Harbron responded in the positive.

Carolyn Mebert moved, Zak Koehler seconded to approve the short-term leave requested by the Superintendent to be approved monthly. A roll call **VOTE PASSED 6/0**.

3. Condition of Accounts

Ms. Russell referred to a letter from Libby Simmons regarding the Condition of Accounts. The lunch debt has reached approximately \$50,000.

N. SUBMISSION AND PAYMENT OF BILLS:

Carolyn Mebert moved, Keith Holt seconded to direct the Superintendent to pay manifest #20-I in the amount of \$3,344,143.61 for FY20, \$1,428.00 for FY19, \$3,054.82 for FY18, for a total of \$3,348,626.43 for the period of February 11, 2020 through March 9, 2020.

A roll call **VOTE PASSED 6/0**.

O. SUPERINTENDENT'S REPORT:

The Superintendent Message to the Dover Community was distributed this past week.

P. COMMITTEE REPORTS:

Mr. Koehler provided that the Collaborative Committee met this week and felt the meeting went well and will prove to be beneficial moving forward with the budget.

Q. SCHOOL BOARD RECENT MATTERS OF INTEREST:

Mr. Holt continues to be contacted about school start times and blizzard bags. Ms. Russell provided that a workshop session is being scheduled for the month of April to discuss the two topics.

Ms. Morrison attended the Woodman Park School Young Inventors Program, she was very impressed with the students work and enthusiasm.



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Mr. Holt shared that there will be a concert held at DHS Wednesday night.

Ms. Russell shared the baseball team will be providing a spaghetti dinner and reserved seats prior to the DHS concert March 20-21.

R. ADJOURNMENT:

Zachary Koehler moved, Carolyn Mebert seconded adjourning the meeting at 8:01PM.
An oral **VOTE PASSED 6/0.**