



DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #4
Meeting Location: City Hall, Council Conference Room, 288 Central Ave,
Dover, NH 03820
Meeting Date: **Monday, April 13, 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, April 13, 2020 at 7:02 p.m.

Ms. Russell read the following statement:

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.

Each member must state during roll call that they are in agreement to hold the meeting remotely, and that they are alone in their designated location.

- B. ROLL CALL:** Present were Amanda Russell, Keith Holt, Kathy Morrison, Rachel Burdin, Carolyn Mebert, Zak Koehler and Jessica Rozzo. Each member agreed to meet remotely and that they were alone in their designated location.

Also present were: Superintendent Bill Harbron, Business Administrator Michael Limanni, Assistant Superintendents, Christine Boston and Paula Glynn, Director of Technology Christy Prosser, District Administrators, Peter Driscoll, Kim Lyndes, Patrick Boodey, Beth Dunton, Patty Driscoll, and Peter Wotton.

- C. PLEDGE OF ALLEGIANCE:** Keith Holt led the Pledge of Allegiance.

- D. AGENDA APPROVAL:**

Keith Holt moved; Zak Koehler seconded to approve the agenda as presented. A roll call **VOTE PASSED 7/0.**

- E. CITIZENS' FORUM:** None

- F. APPROVAL OF MINUTES:**

1. Regular Meeting #3, March 9, 2020
2. Special Session #7, March 16, 2020

Carolyn Mebert moved; Keith Holt seconded approval of the minutes as presented. A roll call **VOTE PASSED 7/0.**



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G. CONSENT AGENDA

- 1. Correspondence:** None
- 2. Resignations/Retirements:**
 - a. Lisa Danley / DHS CTC Director
 - b. Jennifer Marshall / Dean / GES
 - c. Tracy Ramsey / Teacher / HSS
 - d. Samantha McGuire / Teacher/ WPS
 - e. Scott Sicko / Teacher / DHS
 - f. Marie Winters / Administrative Assistant / DMS
- 3. Leaves of Absence:**
 - a. Kaylee Towle / Teacher / DMS
- 4. Job Shares:** None
- 5. Nominations:**
 - a. Samantha Tukey / DHS CTC Director
- 6. Extended Travel (Student Trips):** None
- 7. Donations:** None

Amanda Russell recognized the employees who are leaving the District and thanked them for their time.

Carolyn Mebert moved; Keith Holt seconded to approve the consent agenda. A roll call **VOTE PASSED 7/0.**

H. STUDENT REPRESENTATIVE REPORT: None

I. POLICY-CHANGES-PROPOSALS:

- 1. IHAMA – Teaching About Alcohol, Drugs and Tobacco – First Reading**
- 2. JLCFA – Feminine Hygiene Products – First Reading**
- 3. JLDDB – Suicide Prevention and Response – First Reading**

Carolyn Mebert moved; Zak Koehler seconded to table the Policy Proposals until the next regular meeting. A roll call **VOTE PASSED 7/0.**

J. POLICY ADOPTION:

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



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Kathy Morrison moved; Jessica Rozzo seconded to adopt the Policies as presented. A roll call **VOTE PASSED 7/0**.

K. RESOLUTIONS: None

L. OLD BUSINESS:

1. FY21 Budget Discussion

Mr. Limanni provided the Board and City Council had a positive discussion regarding the FY21 budget and the Districts plans for the next 30-60 days. He also provided that some FY21 wages and benefits will be funded federally. The District is currently \$378,000 above the tax cap.

Dr. Mebert inquired to the reason of moving certain positions back into the grant, to which Dr. Harbron responded it allows the District to move closer to a tax cap budget. Ms. Glynn added the positions would be a combination of both Title I and Title II funds, still allowing for professional development across the District.

M. NEW BUSINESS:

1. Garrison Elementary School PTA Mini-Grant Approval

Carolyn Mebert moved; Zak Koehler seconded to approve the Garrison Elementary School PTA Mini-Grant. A roll call **VOTE PASSED 7/0**.

2. Modified Course Proposal, DHS

Carolyn Mebert moved; Zak Koehler seconded to approve the modified course proposal. A roll call **VOTE PASSED 7/0**.

3. Modified Teacher Calendar 2019-2020

Dr. Harbron requested the Board approve a modified calendar for teachers consisting of various options. Option B on the attached document was favored by most teachers; changing April 24 and April 27 to working days for teachers to use as reflection and planning days, and May 22 as an instructional day. This option would leave six (6) additional days to reach the one hundred eight-four (184) contracted days, putting the last day for teachers at June 15. This last day will be brought back to the Board for discussion if needed.

Mr. Koehler inquired what teachers would use the six (6) remaining days for, to which Dr. Harbron responded professional development, preparation for fall opening, and the usual closing out days.



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Keith Holt moved; Jessica Rozzo seconded to approve Option B. of the modified teacher calendar. A roll call **VOTE PASSED 7/0.**

4. DPA Contract

Keith Holt moved; Carolyn Mebert seconded to approve the DPA Contract. A roll call **VOTE PASSED 7/0.**

5. Condition of Accounts

Mr. Limanni provided the District is looking into previous encumbered purchase orders for additional FY20 savings.

N. SUBMISSION AND PAYMENT OF BILLS:

Keith Holt moved, Zak Koehler seconded to direct the Superintendent to pay manifest #20-J in the amount of \$3,387,295.54 for FY20, and \$1,215.60 for FY19, for a total of \$3,388,511.14 for the period of March 10, 2020 through April 13, 2020.

A roll call **VOTE PASSED 7/0.**

O. SUPERINTENDENT'S REPORT:

Dr. Harbron submitted his report to the Board. He provided the month of March was focused mainly on COVID-19.

P. COMMITTEE REPORTS:

Ms. Russell announced there have been no JBC meetings due to lack of essential items to be discussed.

Q. SCHOOL BOARD RECENT MATTERS OF INTEREST:

Mr. Holt announced he continues to receive emails regarding high school graduation.

R. ADJOURNMENT:

Carolyn Mebert moved; Keith Holt seconded adjourning the meeting at 8:25 PM.
A roll call **VOTE PASSED 7/0.**