



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Special Meeting Session
Meeting Location:	McConnell Center, Room 306
Meeting Date:	Monday, May 23, 2022
Meeting Time:	To immediately follow Joint Dover/Barrington/Nottingham Meeting beginning at 6:00 p.m. (Room 305)

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. CITIZENS' FORUM (Limited to agenda items only)**
- E. BUSINESS**
 - 1. Updated Condition of Accounts**
 - 2. Project Approval List with Suggested Transfer Amounts**
- F. RESOLUTION**
 - 1. Resolution to Transfer Funds to the School Technology and Student Support Services Capital Reserve Fund**
- G. NOMINATIONS**
 - 1. Non-Union Nomination**
 - 2. Coaching Nomination**
- H. SCHOOL BOARD MATTERS OF INTEREST**
- I. ADJOURNMENT**

Citizens, residents of the City of Dover, property owners in the City of Dover, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover and/or residents of sending school districts, are invited to all public meetings and shall be given an opportunity to speak. Time shall be set aside for citizen statements, Citizen's Forum, at all public meetings, unless a vote to the contrary is taken by the School Board.

Citizens shall identify themselves by name and address for the record; address comments to the presiding officer and the Board as a body and not individual members. Citizen's Forum will ensure citizens have the opportunity to speak to all other items on a meeting agenda and/or matters pertaining to the business of the School Board. At workshop meetings and special sessions, Citizens' Forum will be restricted to items on the meeting agenda. Statements shall be limited to five (5) minutes unless otherwise extended by the chairperson, with the approval of the School Board.

All citizens are permitted to place items on the agenda through written application to the Superintendent at least one week prior to the meeting date. Citizen items will require a formal motion and a second by seated members to bring the item to the floor for debate.

DOVER SCHOOL DISTRICT
Condition of Accounts - June 13, 2022

DISTRICT-WIDE Expenditures						
Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
1100	REGULAR EDUCATION PROGRAMS	\$ 22,638,769	\$ 17,555,904	\$ 5,082,865	\$ 5,531,925	\$ (449,060)
1200	SPECIAL EDUCATION PROGRAMS	\$ 15,109,962	\$ 11,418,054	\$ 3,691,908	\$ 3,086,821	\$ 605,087
1300	VOCATIONAL EDUCATION PROGRAMS	\$ 2,563,623	\$ 1,470,500	\$ 1,093,122	\$ 449,686	\$ 643,436
1400	OTHER EDUCATIONAL PROGRAMS	\$ 739,826	\$ 598,067	\$ 141,760	\$ 171,987	\$ (30,228)
1600	ADULT/CONTINUING EDUCATION PROGRAMS	\$ 225,968	\$ 186,395	\$ 39,573	\$ 17,261	\$ 22,312
2100	SUPPORT SERVICES - Students	\$ 4,929,848	\$ 3,466,395	\$ 1,463,453	\$ 1,127,848	\$ 335,605
2200	SUPPORT SERVICES - Instructional Staff	\$ 1,635,780	\$ 991,034	\$ 644,746	\$ 305,010	\$ 339,735
2300	SUPPORT SERVICES - General Admin.	\$ 1,555,713	\$ 1,197,380	\$ 358,333	\$ 216,431	\$ 141,902
2400	SUPPORT SERVICES - School Admin.	\$ 3,118,535	\$ 2,625,667	\$ 492,868	\$ 408,413	\$ 84,454
2600	SUPPORT SERVICES - Operation Maint/Plant	\$ 5,125,976	\$ 4,583,042	\$ 542,934	\$ 1,204,728	\$ (661,794)
2700	SUPPORT SERVICES - Student Transportation	\$ 3,374,362	\$ 2,855,478	\$ 518,884	\$ 1,020,791	\$ (501,907)
2800	SUPPORT SERVICES - Centralized Services	\$ 1,388,748	\$ 1,025,165	\$ 363,583	\$ 139,483	\$ 224,100
2900	SUPPORT SERVICES - Other	\$ 24,342	\$ 22,347	\$ 1,995	\$ 16,579	\$ (14,584)
5200	FUND TRANSFERS OUT	\$ 814,573	\$ 800,000	\$ 14,573	\$ -	\$ 14,573
47190	SCHOOL DEBT - Principal & Interest	\$ 6,439,335	\$ 1,986,725	\$ 4,452,610	\$ 4,406,900	\$ 45,710
TOTAL GENERAL FUND EXPENDITURES:		\$ 69,685,360	\$ 50,782,154	\$ 18,903,206	\$ 18,103,865	\$ 799,341
TOTAL FOOD SERVICES EXPENDITURES:		\$ 1,650,000	\$ 1,443,940	\$ 206,060	\$ 163,336	\$ 42,724
TOTAL FEDERAL, STATE, AND LOCAL SR FUND EXPENDITURES:		\$ 10,618,354	\$ 3,817,782	\$ 6,800,572	\$ 611,165	\$ 6,189,408
Summarized Condition of District Expenditures:		\$ 81,953,714	\$ 56,043,876	\$ 25,909,838	\$ 18,878,366	\$ 7,031,472

DISTRICT-WIDE Revenue						
Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
01311.3410	TUITION - REGULAR FROM PARENTS	\$ -	\$ 6,020	\$ (6,020)	\$ 1,505	\$ (7,525)
01314.3390	TUITION - SUMMER SCHOOL, ELEME	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
01314.3390	TUITION - SUMMER SCHOOL, DHS	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500
01321.3390	TUITION - OTHER NH DISTRICTS	\$ 40,417	\$ 52,899	\$ (12,482)	\$ 6,516	\$ (18,998)
01321.3390	TUITION - BARRINGTON	\$ 2,596,147	\$ 2,149,219	\$ 446,928	\$ 657,399	\$ (210,471)
01321.3390	TUITION - NOTTINGHAM	\$ 1,881,216	\$ 1,279,797	\$ 601,419	\$ 342,403	\$ 259,016
01321.3390	TUITION - PRESCHOOL PROGRAM	\$ 10,000	\$ 7,800	\$ 2,200	\$ -	\$ 2,200
01321.3390	TUITION - BELLAMY ACADEMY	\$ 81,690	\$ 80,439	\$ 1,251	\$ 36,962	\$ (35,711)
01322.3390	TUITION - SPED AIDES	\$ 275,000	\$ 261,456	\$ 13,544	\$ 36,169	\$ (22,625)
01323.3390	TUITION - CTE-NH DISTRICTS	\$ 115,000	\$ 65,686	\$ 49,314	\$ -	\$ 49,314
01333.3390	TUITION - CTE-OUT OF STATE DIST	\$ 35,000	\$ 20,921	\$ 14,079	\$ -	\$ 14,079
01420.3410	ATHLETIC TRANSPORTATION DMS	\$ 30,000	\$ 14,931	\$ 15,069	\$ -	\$ 15,069
01420.3410	ATHLETIC TRANSPORTATION DHS	\$ 104,000	\$ 73,537	\$ 30,463	\$ -	\$ 30,463
01990.3599	OTHER LOCAL REVENUE DW	\$ 38,000	\$ -	\$ 38,000	\$ -	\$ 38,000
03190.3700	STATE ADEQUATE EDUCATION GRANT	\$ 10,750,684	\$ 10,750,740	\$ (56)	\$ -	\$ (56)
03210.3700	SCHOOL BUILDING AID	\$ 389,462	\$ 389,462	\$ (0)	\$ -	\$ (0)
03230.3700	SPECIAL EDUCATION AID (CATASTROPHIC AID)	\$ 1,075,000	\$ 1,251,338	\$ (176,338)	\$ -	\$ (176,338)
03241.3700	CTE TUITION AID	\$ 364,552	\$ 478,839	\$ (114,287)	\$ -	\$ (114,287)
03242.3700	CTE TRANSPORTATION AID	\$ 2,500	\$ 4,373	\$ (1,873)	\$ -	\$ (1,873)
03290.3700	OTHER RESTRICTED STATE AID	\$ -	\$ 40,200	\$ (40,200)	\$ -	\$ (40,200)
04210.3599	INDIRECT COST ALLOCATION	\$ 85,000	\$ 58,547	\$ 26,453	\$ -	\$ 26,453
04220.3599	ABE ALLOCATION	\$ 45,918	\$ 35,175	\$ 10,743	\$ -	\$ 10,743
04310.3311	IMPACT AID	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ 6,000
04580.3311	MEDICAID DISTRIBUTION	\$ 250,000	\$ 137,134	\$ 112,866	\$ -	\$ 112,866
05251.3918	FUND TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL GENERAL FUND REVENUE:		\$ 18,182,086	\$ 17,158,511	\$ 1,023,575	\$ 1,080,954	\$ (57,379)
TOTAL FOOD SERVICES FUND REVENUE:		\$ 1,650,000	\$ 1,725,167	\$ (75,167)	\$ -	\$ (75,167)
TOTAL FEDERAL, STATE, AND LOCAL SR FUND REVENUE:		\$ 10,541,239	\$ 2,192,440	\$ 8,348,799	\$ -	\$ 8,348,799
Summarized Condition of District Revenue:		\$ 30,373,325	\$ 21,076,118	\$ 9,297,207	\$ 1,080,954	\$ 8,216,253

	Budget	Actual + Enc
General Fund Supporting Revenue Total:	\$ 18,182,086	\$ 18,239,465
State Wide Property Tax:	\$ 7,093,652	\$ 7,093,652
Local Property Tax:	\$ 44,412,854	\$ 44,412,854
TOTAL GF Revenue:	\$ 69,688,592	\$ 69,745,971
TOTAL GF Expenditure:	\$ (69,685,360)	\$ (68,886,019)
Ending GF Fund Balance:	\$ 3,232	\$ 859,952
TOTAL FS Revenue:	\$ 1,650,000	\$ 1,725,167
TOTAL FS Expenditures:	\$ (1,650,000)	\$ (1,607,276)
Ending FS Fund Balance:	\$ -	\$ 117,891
TOTAL Other SR Fund Revenue:	\$ 10,541,239	\$ 2,192,440
TOTAL Other SR Fund Expenditures:	\$ (10,618,354)	\$ (4,428,947)
Ending Grant Fund Balance:	\$ (77,115)	\$ (2,236,507)

2022 Unencumbered Projects - Request Funding Approval

Status	Location	Description	Dept Owner	Est. Cost
Out to Bid	DW	Tech Assessment	Tech	\$ 21,000.00
Coop Purchase	DW	Wage Study - Hannover Research	SAU	\$ 46,000.00
Coop Purchase	DW	Facilities Study - Hannover Research	SAU	\$ 46,000.00
Out for Quotes	GES	Replace Kitchen Dishwasher	Fac	\$ 20,000.00
TBD	HSS	Furniture Replacement (Cut from FY23 Budget)	Inst	\$ 13,000.00
City Pricing	HSS	ADA Compliant Playground - Design & Build	Parks & Rec	\$ 25,000.00
Out to Bid	HSS	Replace heads, expansion tank, flush, and new compliant glycol	Fac	\$ 22,175.00
Out for Quotes	DMS	Weight Room Floor Resurfacing	Fac	\$ 3,500.00
				<u>\$ 196,675.00</u>

2022 Encumbered Projects - Request Funding Approval

Quotes Received	ATH	Pole Vault Mats	Ath	\$ 28,160.00
Stanbury - Winning Qu	DHS	Band Uniform Replacement (Cut from FY23 Budget)	Inst	\$ 21,526.00
Reqs Pending	DHS	Text Book Purchases (Cut from FY23 Budget)	Inst	\$ 143,236.25
				<u>\$ 192,922.25</u>

TOTAL EOY PROJECTS FOR APPROVAL :

\$ 389,597.25

Ending Budget Balance \$ 799,340.82

Unencumbered EOY Projects \$ 196,675.00

Sub Total: \$ 602,665.82

Request for Board Approval Transfer - SPED **\$ 250,000.00**

(See Resolution) Transfer - Tech **\$ 300,000.00**

Estimated Rемаing Budget Balance: \$ 52,665.82

RESOLUTION

RE: TRANSFER FUNDS TO THE SCHOOL TECHNOLOGY AND STUDENT SUPPORT SERVICES CAPITAL RESERVE FUNDS

WHEREAS: The Dover City Council established capital reserve funds titled Technology and Student Support Services Capital Reserve funds; and

WHEREAS: The Dover School Board has recognized an amount up to five hundred and fifty thousand (\$550,000) dollars in unencumbered funds within the 2021-2022 Dover City Council adopted budget appropriation available for transfer into capital reserves; and

WHEREAS: If necessary, the Superintendent, or designee, must be able to rescind or reduce the amount of the requested transfer if additional unanticipated expenses are incurred prior to June 26, 2022; and

NOW, THEREFORE, BE IT RESOLVED THAT HEREIN IS A FORMAL REQUEST FROM THE DOVER SCHOOL BOARD TO THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council transfer an amount up to \$550,000 into the School Department Capital Reserve accounts and to appropriate those funds from General Fund-Education as noted below:

Transfer Budget Increase

Account	Detail Description	Transfer Amount
1000.2.600.05251.4918.00000.00.000.000.910	Technology CRF	\$ 300,000
1000.2.600.05251.4918.00000.00.000.000.910	Student Support Services CRF	\$ 250,000

Budget Reductions

Account	Detail Description	Transfer Amount
1000.2.630.01100.4110.00000.00.000.120.100	SALARIES TEACHERS DHS	\$ 300,000
1000.2.620.01100.4110.00000.00.000.120.100	SALARIES TEACHERS DMS	\$ 250,000

AND BE IT FURTHER RESOLVED THAT:

The Dover School Board gives authority to the Superintendent, or designee, the authority to rescind or reduce, if necessary, the amount of the requested transfer if additional unanticipated expenses are incurred prior to June 26, 2022.

SUBMITTED BY:

Carolyn Mebert, Chairperson

Jessica Rozzo, Vice-Chairperson

Kathleen Morrison, Secretary

Maggie Fogarty

RESOLUTION

RE: TRANSFER FUNDS TO THE SCHOOL TECHNOLOGY AND STUDENT SUPPORT SERVICES CAPITAL RESERVE FUNDS

Robin Trefethen

Micaela Demeter

Michelle Clancy

**OFFICE OF THE SUPERINTENDENT
DOVER PUBLIC SCHOOLS
DOVER, NEW HAMPSHIRE**

TO: **DOVER SCHOOL BOARD**

DATE: May 23, 2022

MEMORANDUM: Nomination and Election of Non-Union Employees

In accordance with Chapter 189, Section 39 of the New Hampshire School laws of 1963, I hereby nominate the following persons for the designated positions for the 2022-2023 school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY	TRACK
Simmons, Libby	Operations and Accounting Manager	SAU	New Position	\$85,000	N/A

Recommendations

To: Dr. William Harbron
From: Peter Wotton
Re: Girls Junior Varsity Softball Coaching
Date: May 17, 2022
Cc: Peter Driscoll
Tammy Badger

I would like to recommend the following individuals for the Girls Junior Varsity Softball Coaching position for the Spring 2022 sports season at Dover High School. Both coaches will split the stipend amount>

<u><i>Position</i></u>	<u><i>Name</i></u>	<u><i>Replaces</i></u>	<u><i>Stipend</i></u>
Girls JV Softball	Sarah Derick	John Thompson	\$1,387.50
Girls JV Softball	David Roberts	John Thompson	\$1,387.50

Please contact me with any questions or concerns

Recommendations

To: Dr. William Harbron
From: Peter Wotton
Re: Girls Varsity Basketball Coaching Recommendation
Date: May 23, 2022
Cc: Peter Driscoll
Tammy Badger

I would like to recommend the following individual for the Girls Varsity Basketball Coaching position for the Winter 2022-23 sports season at Dover High School.

<u>Position</u>	<u>Name</u>	<u>Replaces</u>	<u>Amount</u>
Girls Varsity Basketball	James Flynn	Dan Casey	5587.50

Please contact me with any questions or concerns.