

A workshop session of the Dover School Board was called to order by Chairperson Marjorie Fisher on Monday, February 7, 2005, at 7:02 p.m. in Council Chambers for the purpose of discussing the Superintendent's proposed fiscal year 2006 budget.

A. ROLL CALL: Members present were Carolyn Mebert, Dorothea Hooper, Audra Lurvey, Marjorie Fisher, Kara Winton, and Doris Grady. Absent was Heather Orion-Hindle.

Also present were Superintendent John O'Connor; Business Manager, Laurie Verville; Garrison School Principal, Dennis Bentley; Dover High School Principal, Christopher George; Dover Middle School Principal, Larry DeYoung; Horne Street School Principal, Barbara Szabunka; Curriculum Director, Dr. Murray Ingraham; Jean Briggs, Director of Federal Projects; Director of Special Education, Jackie Adams; Network Manager, Bailey Rigg; Joanne Eaton, Facilities and Operations Manager; Ken Latchaw, Director of Regional Career Technical Center; Peter Wotton, Director of Athletics and Physical Education; and Damian Troise, *Foster's*.

B. PLEDGE OF ALLEGIANCE: Audra Lurvey led the Board in the Pledge of Allegiance.

C. CITIZEN'S FORUM: No one addressed the Board.

D. BUDGET DISCUSSION: Chairperson Fisher asked the Superintendent to explain which items were revised in Budget Revision #3 that was distributed to Board Members last Friday. Dr. O'Connor stated that some of the changes were reflective of questions raised by the Board during the last budget workshop. Other changes were due to adjustments made by the Business Manager, including moving the new positions that were added during this fiscal year from one line item (\$249,000) in Revision #2 and placing them in their appropriate categories by line and function item. "This process over the next several weeks will be fluid. We'll be getting information that will tell us, for example, that our revenues could go higher; they could go lower. Salaries could be adjusted based on retirements that might come to us early in the process; we are looking at shifting student enrollment at the elementary and middle school - we'll be watching that carefully because that could lead to a plus or minus new staff request depending on which way the enrollments are going." Superintendent O'Connor then introduced Business Manager, Laurie Verville, to explain the slight modifications made to Revision #3 of the budget:

- \$249,986 pulled from grand total of New Positions and redistributed under the following line items:

○ 1000-12-1100-100-100	2 FTE Instructional Aides	\$27,381.	Pg. 1
○ 1000-20-1100-100-200	Increase Tech Ed Period	\$5,148.	Pg. 1
○ 1000-30-1100-100-100	60% Latin Teacher	\$32,635.	Pg. 1
○ 1000-30-1100-100-129	2 ROTC Positions	\$95,001	Pg. 1
○ 1000-11-1101-100-100	50% Kinder Teacher	\$23,709.	Pg. 14
○ 1000-11-1210-100-100	2 FTE SPED Aides	\$29,545.	Pg. 16
○ 1000-20-1210-100-100	1 FTE SPED Aide	\$17,120.	Pg. 16
○ 1000-05-1220-100-100	Pre-School SPED Aide	\$3,904.	Pg. 26
- NOTE: Page 30 - WPS 504 position is not a new position. It was reported to the SAU as a vacancy but was already budgeted for during 04-05. This position was removed from Revision #3. (-\$15,543)

- A correction in the amount of \$66,956 was made for a teacher who left the district and was not replaced in 04-05. This should have been deleted. (-\$66,956)

- Corrections were made in the amount of \$72,276 for Reading Teacher Salaries and benefits that were included in the local budget. These positions are actually 50% local and 50% federally funded. (-\$72,276)
- Corrections were made in the Tech Aide line item. These positions are included under function #2843 and were entered twice. (-\$27, 324)
- A misunderstanding for an ESOL position was found in Revision #2. This was entered as an increase in salary when, in fact, it was a new position. The item has been removed from Revision #3. (-\$21,228)
- Corrections were made under Improvement to Instruction: Briggs salary changed to reflect 100% federally funded; Ingraham's salary changed to reflect 100% general fund. (-\$18,631)

Dr. O'Connor reviewed the Superintendent's prioritized new staff requests provided to Board members during the previous budget workshop and included the rationale for each position.

1. English Teacher (3/5 to FTE) Dover High School: English class sections, and junior class CP and TP English sections have very large enrollments. Numerous classes currently approach the cut-off number of 30. These numbers will increase next year when the largest class becomes 11th graders. Two additional electives will be offered to students in the program of studies and this would add to the demand for teacher resources.
2. Math Specialist (Grade 6) Dover Middle School: The most recent analysis of NHEIAP test data reveals our 6th grade students have not made AYP in math over the past three years. This position will help the students with the transition from 5th to 6th grade and will offer remedial enrichment math classes.
3. Computer Teacher Dover Middle School: For full utilization of the computer lab, a teacher is needed to offer computer classes. This had been a Board priority for the past few years.
4. Wellness/PE/Health Teacher – Dover High School: Dover High School has three physical education and health teachers instructing full-time covering 19 semester classes for freshmen this year, 7 semester classes for sophomores, 3 semester classes for juniors and seniors, and 1 health class. This totals 30 semester classes. Next year the school anticipates 19 classes for freshmen, 19 classes for sophomores, 1 class for juniors and seniors, and 1 health class. This will total 40 semester classes and will require four full-time teachers to instruct these classes.
5. Guidance Counselor (4/5 to FTE) – Horne Street School: Currently, the position is 4 days – 3 days from the regular budget and 1 day from IDEA funds. Horne Street School has the largest number of students grades K-4 and a full-time counselor is needed.
6. Maintenance Worker – Facilities and Grounds: Facilities Manager Joanne Eaton is requesting an additional maintenance staff person for 2nd shift due to the fact that more work is being done within the school district that is state mandated. Also, additional square footage has been added to school buildings with no support staff to assist in the up-keep.

The Superintendent then added a seventh position to his list of priorities – ESOL Teacher. This position was initially anticipated as additional hours for existing staff when, in fact, it is a new position due to increasing ESOL student enrollments.

Dr. O'Connor ended by stating his total request for new positions would cost between \$270,000 and \$280,000.

Chairperson Fisher asked whether the new position in facilities and grounds would eliminate the overtime line item for the groundskeeper that was contained in the budget. Laurie Verville stated that it would not.

Dorothea Hooper expressed her concern that the district might be cutting its budget too tight. She cited emergent items that occurred during the previous fiscal year and also noted that the State Department of Education was considering revisions to maximum class sizes that might necessitate the addition of staff for Dover to be in compliance. The Superintendent explained that mandated class sizes, if adopted, would not go into effect until the 2006-2007 school year. Ms. Hooper stated that she would like to see some money in the budget to cover emergencies.

Kara Winton asked the Superintendent if the remedial enrichment math specialist being requested for Dover Middle School would be a part or full-time position and, how many students would meet with this specialist. The Superintendent stated it would be a full-time position and that approximately 10% of all students would use this service.

Doris Grady noted that Board members received Revision #3 to the budget on Friday, February 4th. Ms. Verville explained changes to revision this evening, and the Superintendent explained his rationale for new positions. Ms. Grady then asked the Superintendent, "Is this it? Is this the final one?" Dr. O'Connor stated Revision #3 would be the final budget given to the Board unless they directed changes during this meeting.

Ms. Grady then recommended the Board take the new information and budget and adjourn until the scheduled February 28th Budget Workshop. That would give Board members time to digest the information and propose definite cuts and additions.

Chairperson Fisher stated she had a few budget questions for the Superintendent:

Page 11: Ms. Fisher recalled that the Superintendent had stated earlier that textbook line items had been reduced to zero and that students would be made responsible to pay for lost or damaged books. She then asked what the \$10,000 (233.33% increase) under Texts, Replacements (DHS) would be used for. The Superintendent explained that various subject level textbook accounts had been deleted from the budget and that this was the amount for the entire high school (\$10,000) listed under one line item.

Page 89: Ms. Fisher asked for an explanation of the \$1200 line item for Salaries, School Board, Audio Visual. Ms. Verville explained that previous budgets had never included a line item for the students who performed audio/visual services (television) during School Board meetings. This item was added to reflect the actual expense.

Ski Coach: Ms. Fisher asked if the ski coach was included in the fiscal year 2006 budget. Ms. Verville stated that it had been interpreted as a one-year-only (2004-2005) position cut and had been added back into the 2006 budget. Board members agreed it was not their intent to remove the position for only one year. Superintendent O'Connor stated he would have it removed from the budget.

Dorothea Hooper thanked the Superintendent and Business Manager for preparing a budget that was easy to understand and gave "accolades" for a job well done. Chairperson Fisher agreed.

Superintendent O'Connor reminded Board members that there were only two budget workshops left (February 28 and March 7) before submission of the budget to the City Council on March 15, 2005.

E: ADJOURNMENT: Kara Winton moved, Carolyn Mebert seconded, to adjourn to non-public session at 8:30 p.m. A roll call **VOTE PASSED 6-0.**

Respectfully submitted,

AUDRA LURVEY, Secretary
Dover School Board
AL/kgb
2/9/05