



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – AGENDA

Meeting Type: **Regular Session #9**
Meeting Location: **Media Ctr. (Rm. 306) McConnell Center**
Meeting Date: **Monday, September 10, 2012**
Meeting Time: **7:00 pm**

- A. ROLL CALL**
- B. PLEDGE OF ALLEGIANCE**
- C. CITIZENS' FORUM**
- D. APPROVAL OF MINUTES**
 - 1. Nonpublic Session #25, August 6, 2012
 - 2. Special Session #11, August 6, 2012
 - 3. Nonpublic Session #26, August 13, 2012
 - 4. Regular Session #8, August 13, 2012
- E. CONSENT AGENDA**
 - 1. **Correspondence:**
 - a. **Moms on the Run** (Request for Waiver of 90 day policy and Rental Fee Waived) C. Faure, Facilities Recommendation attached
 - b. **NH Feline Fanciers, Inc.** (Waiver of Rental Time) C. Faure, Facilities Recommendation attached
 - 2. **Resignations/Retirements:**
 - a. Nancy Kach, DMS Teacher
 - b. Bridgit Valgenti, DMS Librarian
 - 3. **Leaves of Absence:** NONE
 - 4. **Nominations:**
 - Sheet 1: Nomination and Election of Teachers (Hamilton-Stewart)
 - Sheet 2: Nomination and Election of Aides (Cyr-Young)
 - Sheet 3: Nomination and Election of Coaching Positions (Allen-Zabkar)
 - Sheet 4: Nomination and Election of Staff (Allen-Wons)
 - Sheet 5: Nomination and Election of DALC Staff
 - 5. **Extended Travel (Student Trips):**
 - a. Preliminary Request for DHS Art Trip to Europe (April 19 – April 27, 2013)
- F. SUPERINTENDENT'S REPORT**
- G. STUDENT REPRESENTATIVE REPORT**
- H. COMMITTEE REPORTS**
- I. POLICY – CHANGES – PROPOSALS:**
 - a. ACAA Harassment and Sexual Harassment of Students
 - b. ACAA-R Student Discrimination and Harassment Complaint Procedure
 - c. ACAB Harassment and Sexual Harassment of School Employees
 - d. ACAB-R Employee Discrimination and Harassment Complaint Procedure
 - e. AC Nondiscrimination/Equal Opportunity
- J. POLICY ADOPTION: NONE**
- K. SUBMISSION AND PAYMENT OF BILLS**
- L. RESOLUTIONS: NONE**
- M. OLD BUSINESS: NONE**



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N. NEW BUSINESS:

1. New Teacher Induction Program Update (S. Vitko)
2. DHS Annual Homecoming Update (S. Vitko)
3. FY 2014 – 2019 School Capital Improvement Plan (M. Limanni)
4. FY 2012 Closing Out (M. Limanni)

O. SCHOOL BOARD MATTERS OF INTEREST

P. ADJOURNMENT

Citizens are invited to public meetings and shall be given an opportunity to speak. Time shall be set aside for citizen statements at all public meetings, unless a vote to the contrary is taken by the School Board. Statements shall be limited to three 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
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DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Special Session #11
Meeting Location:	McConnell Center, Media Center Room Rm. 306
Meeting Date:	Monday, August 6, 2012
Meeting Time:	6:30 P.M.

- A. ROLL CALL:** Present were Kathy Baker, Doris Grady, Ken Appel, Amanda Russell, and Rocky D'Andrea. Betsey Andrews Parker and Paul Butler were absent.
- B. PLEDGE OF ALLEGIANCE:** Ken Appel led the Board in the Pledge of Allegiance.
- C. CITIZEN'S FORUM (LIMITED TO AGENDA ITEMS ONLY):** No one addressed the Board.
- D. OLD BUSINESS:**
- 1. Award Food Service Bid**

Dr. Appel asked for more information on the comparisons between the food service companies. Ms. Russell stated that through her personal experience, she had felt that the quality of the food served at her district had taken a downward turn after Café Services had been contracted. She commented that she believed that for sustained quality, Abbey Group may be above the other two companies providing bids.

Dr. Appel also asked Mr. Limanni how the district can handle an observable decline in quality if the bid is awarded to Café Services.

Mr. Limanni responded that sometimes it looks as though the food service vendor is responsible for the food and snacks served, but may sometimes the food is served by outside groups such as the after school programs coordinated by other groups.

Mr. Limanni continued to say that he felt that an important part of the success of the program is the ability of the school district to collaborate with the company.

He believes that Café Services has a good financial system that will allow them to work with the district in an easier manner. He added that he likes Abbey Group as a vendor, but believes they are on an aggressive expansion path and would prefer that Dover were not part of this initial expansion. Café Services has a strong local network and a large presence in the area which will mean they have more to lose if they do not succeed in Dover.

Mr. Limanni added that he looked into the free breakfast provision that was offered by Abbey Group and found that this is a doable option, but this would not be a reimbursable expense.

Ms. Briggs Badger added that this is just a one year contract. If the district is not happy with the service, the contract does not need to be extended.



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Doris Grady moved, Kathy Baker seconded to approve the Business Administrator's recommendation adopting Café Services as our food vendor for next year. A roll call **VOTE PASSED 4/1 (Russell opposed)**

E. SCHOOL BOARD MATTERS OF INTEREST

Mr. D'Andrea apologized for the incorrect vote from last week and for the inconvenience. He also thanked Mr. Limanni for his work on this bid.

F. ADJOURNMENT

Kathy Baker moved, Ken Appel seconded to adjourn at 6:40. An oral **VOTE PASSED 5/0.**

Respectfully submitted,
Rocky D'Andrea, Chairperson
RD/ral



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Meeting Date: **Monday, August 13, 2012**
Meeting Time: **7:00 pm**

Chairperson Rocky D’Andrea called a meeting of the Dover School Board to order on Monday, August 13, at 7:00 p.m. in the McConnell Center Media Center.

A. ROLL CALL: Present were Rocky D’Andrea, Amanda Russell, Doris Grady, Kathy Baker, Betsey Andrews Parker and Ken Appel. Paul Butler was absent.

Also present were; Superintendent Jean Briggs Badger; DMS Principal Kim Lyndes, Garrison Principal Dustin Gray, Woodman Park Principal Patrick Boodey, Horne Street Principal Mike McKenney, DHS Principal Christine Boston and Unico Manager Tim Knowles,

B. PLEDGE OF ALLEGIANCE: Kathy Baker led the Pledge of Allegiance.

C. CITIZENS’ FORUM: No one addressed the Board.

D. APPROVAL OF MINUTES

1. Regular Session #7 July 9, 2012
2. Special Session #9, July 23, 2012
3. Nonpublic Session #24, July 30, 2012
4. Special Session #10, July 30, 2012

Betsey Andrews Parker moved, Amanda Russell seconded approval of the minutes. An oral **VOTE PASSED 6/0.**

E. CONSENT AGENDA

1. **Correspondence:** NONE
2. **Resignations/Retirements:**
 - a. Elliot Pope – DMS Social Studies
 - b. Tiffany D’Amour – DHS Business
 - c. Leah Weeks – WPS Gr. K
3. **Leaves of Absence:** NONE
4. **Nominations:**
 - Sheet 1: Nomination and Election of Teachers
 - Sheet 2: Nomination and Election of Aides
 - Sheet 3: Nomination and Election of Summer School Paras and Teachers
 - Sheet 4: Nomination and Election of Summer Positions
 - Sheet 5: Nomination and Election of Title I Staff
5. **Extended Travel (Student Trips):**
 - a. Preliminary Request for DMS Washington DC Trip (May 28 – June 1, 2013)

Betsey Andrews Parker moved, Amanda Russell seconded approval of the consent agenda. An oral **VOTE PASSED 6/0.**

F. SUPERINTENDENT’S REPORT: Ms. Briggs Badger showed a brief video created by Jamie Vollmer called “Schools Cannot Do it Alone” and then she gave the following report:

Brainstormed ideas at our annual Administrative Retreat:



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- Use book Schools Cannot Do It Alone as our Dover Reads selection for 2013. Have adults in community read, share book and discuss in partnership with the Rotary and Chamber of Commerce.
- Feature the video at the annual Chamber Education forum in March 2013.
- Expand our information on district website.
- Work to put more school events on video for Channel 95 – have more content development.
- Involve the PTO, PTA, PTGS in our community conversations.
- Focus on marketing our district and our educational achievements – expand public relations efforts.
- Invite all School Board Members and City Councilors to visit our schools during the school day to see teachers and students “in action.”
- Enlist teachers to help spread our message!
- Increase community understanding and support of our schools!
- Efforts will continue to educate our community about our schools.

District

Camp Explore, an introductory program for incoming kindergarten students, began today at our 3 elementary schools and runs through Thursday, Aug. 16th from 9 to noon. This is an exciting opportunity for each child to experience four days of kindergarten before school begins on August 29th.

Reminder that if you are new to the area or have moved during the summer make sure that your children have been transferred properly or have signed them up for school.

An open house for kindergarten and first grade students and those students in grades two through four who are NEW to Dover will be held on **Tuesday, August 28, 2012**, between 1:15 p.m. and 2:15 p.m. at Garrison School, Horne Street School and Woodman Park School.

The first day of school for ALL students is **Wednesday, August 29, 2012**.

- Elementary schools will open their doors at approximately 8:05 a.m. with students in their rooms at 8:15 a.m. School will be dismissed at 3:05 p.m.
- Middle school doors will open at 7:20 a.m. and school will begin at 7:30 a.m. Dismissal will be at 2:20 p.m.
- High school doors will open at 7:30 a.m. and school will begin at 7:40 a.m. Dismissal will be at 2:30 p.m.

Reminder there is no school for students on August 31st and September 3rd in observance of Labor Day.

SCHOOL Updates

Dover High School/Career Tech Ctr.

The building is coming together with thanks to Unicco for all of their hard work! The fields are full with students practicing for fall sports and the seniors are busy having their senior portraits done.



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Freshman orientation will be held on August 28th from 7:30 to 12:00. Incoming freshman received information regarding this day in the mailing this month. Students will have a chance to walk through their schedules, try lockers and meet their teachers.

Dover Middle School

Placement letters were mailed out on Monday, August 6th.

5th graders and families are invited to a dessert night on Monday, August 27th from 5:30 to 7:30. This is an excellent opportunity to meet your teachers and other 5th grade students.

Open house for grades 5/6 will be on Tuesday, September 18th and Open House for grades 7/8 will be on Wednesday, September 19th. Both nights will begin with a resource fair from 6:30-7:00 and classroom presentations from 7:00-8:30.

DMS is looking forward to a great 2012-2013 school year.

Horne St. School

HSS Open House is scheduled for Wednesday, Sept. 12th starting at 6:30 p.m.

The new parking lot is nearing completion and waiting for the final prep – it is looking good. Parents: There will be a change in the traffic patterns!

Woodman Park School

WPS Open House is scheduled for Thursday, Sept. 13th starting at 6:30 p.m.

The entire staff of WPS look forward to the new school year and strengthening our community by educating every student, every day.

Garrison School

The playground is getting a facelift with the replacement of the old swing set.

Parents should look for the postcard which is being mailed out tomorrow that states their child's teacher and bus number. Bus routes with pick up and drop off times are posted on our website and at Fosters.com. Parents should anticipate some fluctuations in times the first few days. A good rule of thumb would be to be out at the stops 10 minutes before pick-up times and plan for an additional 10 minutes to the drop off times the first few days.

GES Open House is scheduled for Tuesday, Sept. 11th starting at 6:30 p.m.



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After viewing the brief video, Mrs. Grady commented that she had lived what the film referred to and felt that the only really change has been with electronics. The burdens and problems were different, with air raids occurring, drug issues, etc, but there were similarities including girls playing sports. The issues of the day were always challenging and she continued to say that there are “not that many major changes in education”.

Amanda Russell moved, Doris Grady seconded acceptance of the Superintendent Report. An oral **VOTE PASSED 6/0.**

G. STUDENT REPRESENTATIVE REPORT: Since school is out of session, there is currently no student representative.

H. COMMITTEE REPORTS:

Ms Andrews Parker provided the following report on the Revenue Committee:

The revenue committee has had 3 meetings which have included 4 community members and school representatives. They are in the process of finalizing recommendations for the September School Board meeting. They are reviewing fiscal policies to make sure there are capital reserve accounts in case they do receive revenue. They are making sure that polices align with wellness committee, etc. They are also looking at fees and capital campaigns at the high school.

Mrs. Grady provided the following report on the JBC Committee:

Horne Street School is almost complete and there is a balance of approximately \$4,500. The paving of the parking lot should be done soon. Mr. Knowles added that there have been a few change orders that will take part of the balance. They will need extra lighting in the parking lot for safety. Mr. Limanni stated that if additional funds are needed, they can be taken from the facilities funds.

Ms. Russell noted that parking lot lighting has always been an issue and in the past, police have been paid to monitor the parking lot.

I. POLICY -- CHANGES – PROPOSALS: none

J. POLICY ADOPTION:

a. EHAA-School Acceptable Use Policy

SECOND READING

SCHOOLNET ACCEPTABLE USE POLICY



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PURPOSE: The purpose of this Acceptable Use Policy is to communicate the procedures, rules and guidelines for the use of **the** Dover School District's Information System, **collectively known as** SchoolNET. ~~and the Internet.~~ The District has established this policy as a means to achieve the following goals:

- To provide for compliance with the Children's Internet Protection Act (CIPA.)
- To describe **the methods used to provide for** the confidentiality, integrity and availability of all SchoolNET resources.
- To communicate the District's limitation of liability concerning information systems.
- To define roles and responsibilities with regard to SchoolNET.

The District intends to enforce the rules set forth below and reserves the right to change these rules at any time.

Use of SchoolNET

The Dover School District is pleased to offer its students and personnel access to Dover School District's information system, SchoolNET. SchoolNET allows students, faculty and staff access to local network resources, as well as the Internet, and to communicate and collaborate with other individuals and groups around the world, significantly expanding their available information base.

Successful operation of the network requires that all users conduct themselves in a responsible, decent, ethical, and polite manner while using the network. Each user is ultimately responsible for his or her own actions in accessing SchoolNET. Misuse of any aspect of the network, including school hardware, school software and peripherals will result in disciplinary actions. SchoolNET, has a limited educational purpose. Activities that are acceptable on SchoolNET include classroom activities, career development, high-quality personal research and all activities that relate to the day-to-day ~~running~~ **business** of the Dover School District. All other use of SchoolNET or the Internet is prohibited. You may not use SchoolNET for entertainment purposes. SchoolNET is not a public access service, nor a public forum. You may not use SchoolNET for commercial purposes; this means you may not offer, provide, or purchase products or services through SchoolNET. You may use the system to communicate with elected representatives and to express your opinion on political issues, but not for political lobbying.

The Dover School District has the right to place reasonable restrictions on the material you access or post through the system. You are expected to follow the rules set forth in Dover School District's disciplinary code, and the law, in your use of SchoolNET.

Accessing SchoolNET

SchoolNET is physically accessible via three methods, as follows:



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- **Wired Ethernet connections** are available in all schools and classrooms. ~~Wired connections are to be used~~ for District-owned devices only, or, staff or faculty personal devices with **Technical Support Services Department approval**.
- The **SchoolNET Secure Wireless Network** is available in all schools and classrooms. SchoolNET Secure is the wireless equivalent to SchoolNET and may only be connected to via District-owned devices only, or, Staff or Faculty personal devices with **Technical Support Services Department approval**.
- The **SchoolNET Public Wireless Network** is available in all schools and classrooms. This is an open network with Internet access available to students and staff, as well as the general the public while visiting our schools, with limited access to District resources.

“Users” are defined as all employees and students who have signed an Acceptable Use Form. All users (Faculty, Staff and Students) who wish to access SchoolNET or SchoolNET Secure must sign an Acceptable Use Form acknowledging the receipt of this AUP.

It is the responsibility of the user to become familiar with and abide by the rules of this policy and make appropriate use of the available resources. All users (or their parent or guardian) shall assume full liability – legal, financial, or otherwise – for their actions when using SchoolNET resources. All signed AUP’s will be maintained in individual school building technology offices. Disciplinary issues will be dealt with by the appropriate district personnel.

Employees will be issued a user ID and password for access to SchoolNET and SchoolNET Secure. This password should not be shared with anyone else.

Students may access SchoolNET and SchoolNET Secure via a shared, generic guest account appropriate to their location (for example, a “WPSSstudent” account, or a “library” account.) This account will be provided to them by a teacher or librarian.

~~It is the responsibility of the user to become familiar with and abide by the rules of this policy and make appropriate use of the available resources. All users (or their parent or guardian) shall assume full liability – legal, financial, or otherwise – for their actions when using SchoolNET resources. All executed user agreements will be maintained in individual school building technology offices. Disciplinary issues will be dealt with by the appropriate district personnel.~~

SchoolNET and SchoolNET Secure may only be accessed using District-purchased and/or District approved personal computers, laptops, wireless devices or other hardware. The computer systems, servers and software are owned by the District, and all messages or data composed, stored, sent, or received using the system are and remain the private property of the District.

Students of the Dover School District will be allowed access to SchoolNET resources during class time as well as during other periods designated as "open access," as follows:

- Grades K-4: will have limited use for specific projects by teacher request. Websites will be limited.



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- Grades 5-6: use will be project-focused, adult-directed, and supervised. Websites will be limited.
- Grades 7-8: use will be adult-directed and monitored. Websites will not be limited, but student use will be monitored.
- Grades 9-12: students will have independent use, but on-line computers and website access will be monitored.

Let's just be sure teachers know this. Some may allow free ranging of search engines.

Bring Your Own Technology (BYOT)

“Bring Your Own Technology” (BYOT) is a model that allows teachers to use their personal devices such as laptops and iPads on the SchoolNET network while in their classrooms. Teachers who wish to BYOT are encouraged to do so, and should be aware of the following:

- You may connect your wireless device to the SchoolNET Public wireless network. While on this network you will have limited access to Internet-available District resources (27/7 resources) only. You will not have access to a printer.
- You may not connect your personal devices to SchoolNET via a wired Ethernet connection, nor by connecting to the SchoolNET Secure wireless network without the approval of the Technical Support Services Department.

Content Filtering And Internet Access

The Dover School District is in receipt of federal education funding and has installed Internet **Content Filters** on SchoolNET, in accordance with the Children's Internet Protection Act. Students and staff should self-monitor to determine appropriateness of material and activities. It is not our intent to curtail any academic freedom to use appropriate materials for educational purposes; all staff should **evaluate** ~~be confident in evaluating~~ material accessed on the Internet for use in the classroom.

No automated or electronic means are in use to track individual staff or student internet activity. Student access is shared via generic “Student” accounts; therefore, staff will also monitor students for inappropriate use of the Network.

Use of ~~external proxy servers~~ **any technology used** to bypass content filters is expressly forbidden, and will result in disciplinary action. Students should notify staff immediately if they mistakenly access **material that does not comply with CIPA**. ~~prohibited material~~.

The Dover School District cannot monitor in accord with a multitude of different family values; therefore parents are encouraged to discuss values with their children.

Special authorization may be obtained from the School Administration or Librarian to allow exceptions to prohibited material in cases of legitimate research.



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The District Email System

All district employees will be given an email address and mailbox. District policy does not call for active monitoring of user email with regard to appropriateness of content. All users are expected to exercise reasonable judgment, ~~however~~, on what is sent and received via District email. Additionally, users should have no expectation of privacy in their e-mail. If a user is believed to be in violation of the guidelines stated in this policy, or in violation of the law, a system administrator or Administrator may need to gain access to private correspondence or files. E-mail messages, chat-room or Instant Message transcripts are subject to district review at any time. The computer and E-mail system is to be used for business purposes only. Personal business is unauthorized and should not be conducted on the system.

The electronic mail system may not be used to solicit or proselytize for commercial ventures, religious or political causes, outside organizations, or other non-job-related solicitations. Notwithstanding the District's right to retrieve and monitor any E-mail messages, such messages should be treated as confidential by other employees and accessed only by the intended recipient. Employees are not authorized to retrieve or read any E-mail that is not sent to them. Any exception to this policy must receive prior approval by the Superintendent.

Email may be accessed via the following:

- Online from within the District and on the Internet via Outlook Web App (OWA) at <http://mail.dover.k12.nh.us>.
- From within the District via Microsoft Outlook Client.
- On teacher/staff smartphones via Exchange ActiveSync.

The District Web Site and Edline

The District shall maintain an Internet Web Site (www.dover.k12.nh.us) for the purpose of publishing and disseminating District information to the general public. Each school shall maintain its own sub-section of this Web Site. The District shall also maintain an online tool used for communication of classroom activities, such as homework and grades (in a secured fashion,) between parents, teachers, students and principals.

Only information of a public nature will be made available online. At no time shall student information appear online on a district site, except in specific cases where parental permission to publish has been obtained. Please contact your child's school for more information on policies regarding publishing of student information.

All Web publications shall feature adequacy of research, proper spelling and grammar and appropriate material.

The District Web Site ~~and Edline~~ may not be used to publish opinion.



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~~Edline may be used to publish information regarding extra-curricular activities or groups sponsored by the District, provided those publication adhere to the documented standards discussed above.~~

Teachers may elect to maintain a web presence on their Schools website. Such a web site is considered a SchoolNET resource and thus must comply with the restrictions set forth in this policy.

The District reserved the right to remove material, or links to material, that are not reasonably related to District activities.

Social Networking and other 3rd party-Web Sites

The School Board strongly discourages school district staff from socializing with students outside of school on social networking websites, including but not limited to MySpace and Facebook. All school district employees, faculty and staff who participate in social networking web sites, shall not post any school district data, documents, photographs or other district owned or created information on any website. Further, the posting of any private or confidential school district material on such websites is strictly prohibited.

School district employees are prohibited from engaging in any conduct on social networking web sites that violates the law, or school board policies. Employees who violate this policy may face discipline and/or termination, in line with other school board policies and/or collective bargaining agreements, if applicable. Access of social networking websites during work hours on school district equipment for personal use is prohibited.

The Dover School District web site, along with individual school web sites, is hosted by SchoolCenter and constitutes the only official online source for District or School information. District, School or employee information located on other 3rd party web sites such as Facebook and Twitter are not guaranteed to be accurate and do not fall under this policy.

Responsible Personnel

- The District Technical Support Services Manager is responsible for overall administration, security and monitoring of SchoolNET and the email system. Any decisions involving significant changes to the system will be made by this manager, together with the Superintendent. The Technical Support Services Manager will also act as webmaster, maintaining overall management of the Web Site, and Edline.
- The District's Building Technology Coordinators are responsible for day-to-day activities relating to the maintenance and upkeep of SchoolNET.
- Technical Support Para-professionals assist Building Technology Coordinators and perform troubleshooting and maintenance of SchoolNET.
- School Building Librarians are responsible for the maintenance of school building web pages. Material on all web pages sponsored by the district must be updated on a regular basis.



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- ~~School secretaries are responsible for their school's Edline "home page."~~
- ~~Teachers given responsible for maintaining their own Edline web site content, as well as monitoring student online activities.~~
- Teachers are responsible for maintaining their own their own web site content.
- Teachers also bear responsibility for monitoring student use of SchoolNET while the students are under their aegis.

24/7 Access to Resources

The District believes that 24/7 Access to SchoolNET resources such as email, documents and courseware will be vital to 21st Century learning. Therefore, it is the policy of the Dover School District to make as much information as possible available to teachers while outside of the District. External access to District resources is generically known as "24/7 Access."

Examples include our email system, which is available from home via Outlook Web App (OWA.)

24/7 Access to Resources should comply with the following criteria:

- Access to Resources should be secured with a username/password combination.
- Access to Resources should be validated with an x.509 certificate wherever possible.
- Personal devices should not be used to store the only copy of any given piece of District information. In other words, personal devices may contain a synchronized or locally cached copy of District data such as email, web pages or files, but not the **ONLY** copy of that information.

Disciplinary Actions

When inappropriate use of the Internet is determined through due process the result may be the cancellation of those privileges. The Technical Support Services Manager, together with the Superintendent, will determine what "appropriate use" is and their decision is final. The Technical Support Services Manager may close or disable an account at any time as required. The administration, faculty, and staff may request the administrator to deny, revoke or suspend specific user accounts. Any student identified as a security risk may be denied access.

Limitation of Liability

The District makes no guarantee that the functions or the services provided by or through the District system will be error-free or without defect. The District will not be responsible for any damage users may suffer, including, but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising through the unauthorized use of the system. Parents may be held financially responsible for any harm to the system as a result of a student's intentional misuse. Damage to a district system caused by



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willful misuse of the system is no different than any other damage caused by staff or students and is subject to the same discipline measures in school policies.

Legal References

RSA 194:3-d

47 USC Section 254, Childrens' Internet Protection Act

Rules 306.08 (9) (1)

Amanda Russell moved, Doris Grady seconded approval of this policy. An oral **VOTE PASSED 6/0.**

b. EHAA-P—Personnel Acceptable Use Form

SECOND READING

PERSONNEL ACCEPTABLE USE FORM

The Dover School District is pleased to offer its students and personnel access to Dover School District's Network system: SchoolNET. SchoolNET allows students, faculty and staff to access the Internet, communicate and collaborate with other individuals and groups around the world, and significantly expand their available information base.

Successful operation of the network requires that all users conduct themselves in a responsible, decent, ethical, and polite manner while using **the** network. Each faculty and staff member is ultimately responsible for his or her own actions in accessing SchoolNET. Misuse of any aspect of the network, including school hardware, school software and peripherals will result in disciplinary actions.

Therefore, I hereby understand and agree to the following:

1. **Wired Ethernet connections** are available in all schools and classrooms for District-owned devices only, or, staff or faculty personal devices with **Technical Support Services Department approval.**
2. The **SchoolNET Secure Wireless Network** is available in all schools and classrooms. SchoolNET Secure is the wireless equivalent to SchoolNET and may only be connected to via District-owned devices only, or, Staff or Faculty personal devices with **Technical Support Services Department approval.**
3. The **SchoolNET Public Wireless Network** is available in all schools and classrooms. This is an open network with Internet access available to students and staff, as well as the general the public while visiting our schools, with limited access to District resources.



**DOVER SCHOOL
DISTRICT**

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4. ~~The use of technology within the district is limited to district-owned devices and software. I may not connect any other network-ready device to the School network. This includes wireless devices such as Wireless Access Points (WAP's,) iPhones and wireless mp3 players.~~
5. I will not attempt to alter the configuration of ~~any district-owned device~~ **SchoolNET in any way**. This includes **adding, removing or modifying** hardware (such as PC's, network devices, printers, keyboards, mice, etc...) and software (such as operating system settings, desktop settings, software settings, etc...) unless I have been authorized to do so by the Technical Support Services Department.
6. ~~I will not attach an external storage device (such as a flash drive, mp3 player, external hard drive, etc...) to the SchoolNET.~~
7. I will use the technology equipment for educational or district purposes ONLY.
8. The Dover School District uses content filters to filter internet access by minors to visual depictions that are obscene, child pornography, or harmful to minors as defined in Sections 1460 and 2256 of Title 18, United States Code, and Miller v. California, 413 U.S. 15(1973).

I will not attempt to circumvent district-wide content filters.
9. I will not attempt to gain access to any information I have not been authorized to view, nor will I attempt to modify/damage/destroy any information, hardware device or application.
10. I will not install software of any kind onto district computers without the approval or assistance of the Technical Support Services Department.
11. I will not use the network for any illegal purpose.
12. I will not change computer files that belong to others.
13. I will never create, transfer, or otherwise use any text, image, movies, or sound recording that contains pornography, profanity, obscenity, or language that offends or tends to degrade others.

Repetitive?

School Department personnel, in order to prevent any abuse of the system or to recover from disaster, reserve the authority to inspect any and all materials transferred by or stored on the Dover School Department Network. This inspection can occur at any time and without any cause.



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The Dover School Department and all other organizations related to the Dover School Department Network makes no warranties of any kind, neither expressed nor implied, for the Internet access Dover is providing. The School Department will not be responsible for damages that may result from the use of the Dover School Department Network. In addition, personnel must accept full responsibility and liability for their actions with regard to using the Dover School Department Network.

For Faculty and Para-professionals: ~~Computer technology and Internet access is made available throughout the district to all students. This access can be via permanent, wired computer labs, wireless PC labs available upon request, library computers and computers in every classroom. At each grade level, technology and Internet access is often a critical part of the learning environment.~~

A number of technical measures have been put in place to prevent student misuse of this valuable resource; for example Internet access is filtered and all workstations are locked down.

However, today's tech-savvy student is becoming more and more familiar with methods for circumventing these measures. In addition, outright vandalism to systems (such as destroying keyboards) is a constant problem within the district. Upon entering the district, upon entering the Middle School and upon entering the High School, all students are required to sign an Acceptable Use Form that outlines specific activities that are to be avoided on the network, and are considered unacceptable use. However, misuse still occurs. It is the Districts belief that accountability is the most important measure in place to prevent such misuse.

To that end, *the district believes it is also the responsibility of all teachers and staff members to monitor student use of technology. Teachers who require their students have access to technology must assume a level of responsibility for that technology, and for the use of the technology while under their supervision.* Student activities should be monitored and access to filtered websites reported. Damage to systems should be reported immediately, and the students held accountable. In some cases, faculty and staff members may be held accountable for damage or misuse as well.

I hereby certify that I will abide by the conditions set forth in this document and the SchoolNET Acceptable Use Policy.

Signature: _____

Date _____

Authorized Staff Member Signature _____

Date _____

Reference: Policy EGA

Amanda Russell moved, Kathy Baker seconded approval of this policy. An oral **VOTE PASSED 6/0.**



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c. EHAAS-Student Acceptable Use Form STUDENT ACCEPTABLE USE FORM

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Successful operation of the network requires that all users conduct themselves in a responsible, decent, ethical, and polite manner while using the network. Each student is ultimately responsible for his or her own actions in accessing SchoolNET. Misuse of any aspect of the network, including school hardware, school software and peripherals will result in disciplinary actions.

Therefore, I hereby understand and agree to the following:

- ~~14. I have read the Dover School District Acceptable Use Policy.~~
15. I will use my mobile device, smartphone or laptop in accordance with my school's policy, as described in my student handbook. I may connect my mobile device, smartphone or laptop to the **SchoolNET Public Wireless Network**.
 - a. Plugging my personal device such as a laptop or Mac Book directly into the School's network via an Ethernet Connection is expressly forbidden.
 - b. Connecting my mobile device, smart phone or laptop to the SchoolNET Secure wireless network is expressly forbidden.
- ~~16. The use of technology within the district is limited to district-owned devices and software. I may not connect a laptop or any other network-ready device to the School network. This includes wireless devices such as Wireless Access Points (WAP's,) iPhones and wireless mp3 players.)~~
17. I understand the installation, or attempted installation, of software of any kind onto school computers is expressly forbidden, and will result in disciplinary actions.
18. I will not attempt to alter the configuration of any school-owned device. ~~This includes all hardware (such as PC's, network devices, printers, keyboards, mice, etc...) and software (such as operating system settings, desktop settings, software settings, etc...)~~
19. I will treat all district technology (PC's, mice, keyboards, monitors, etc...) with care. Vandalism will result in disciplinary actions.



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20. I will use the Schools technology equipment for educational purposes ONLY. ~~Games, YouTube, adult-oriented sites, and social networking sites such as Facebook.com and MySpace.com are considered non-educational sites, and are expressly blocked by district-wide content filters.~~
21. ~~The Dover School District uses content filters (SonicWall devices) to filter internet access by minors to visual depictions that are obscene, child pornography, or harmful to minors as defined in Sections 1460 and 2256 of Title 18, United States Code, and Miller v. California, 413 U.S. 15(1973).~~
- I will not attempt to circumvent district-wide content filters, through the use of external proxy servers, or by any other means.
22. When using school computers I will:
- Be polite
 - Use appropriate language
 - Not look at or use anyone else's work without permission
23. ~~I will not use the network in such a way as to disrupt the network, or any other users.~~
24. ~~I will not attempt to gain access to any information I have not been authorized to view, nor will I attempt to modify/damage/destroy any information, hardware device or application.~~
25. I will not install any software of any kind onto school computers.
26. I will not view/download/listen to music or video files that are not approved by a staff or faculty member.
27. I will not plagiarize; I will cite my sources.
28. The unauthorized copying of software is illegal and will not be tolerated.
29. I will not bully, harass or otherwise threaten another student through the use of school computers.

~~Behaviors that can result in restriction/revocation of access privileges include, but are not limited to:~~

- ~~Involvement in any activity prohibited by law.~~
- ~~Using I will not use~~ profanity, vulgarities, or other language which tends to be inappropriate, offensive, or tends to degrade others



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- ~~3. Intentional use of invasive software such as “viruses” or “worms.”~~
- ~~4. Viewing, storing, or transferring inappropriate or sexually explicit materials.~~
- ~~5. Transferring, utilizing, or storing materials in violation of copyright laws or license agreements.~~
- ~~6. Intentionally infringing upon the intellectual property rights of others in computer programs or electronic information, including plagiarism and/or unauthorized use or reproduction.~~
- ~~7. Trespassing in another’s folders, work, or files.~~

Students: Additionally, I understand that the Dover School District monitors use of the SchoolNET, and access to it is a privilege, not a right. I understand the rules stated above and agree to abide by them. I understand that failure to follow the rules stated above will result in disciplinary actions and the possible suspension of my technology privileges.

Parents: I have discussed these rules with my children, and he/she agrees to follow them. This form will be held on file at the school.

Teachers: I have discussed these rules with my students because he/she will use school technology for individual work or in the context of another class.

Name of Student _____

Home Phone _____

School _____ Grade _____

I hereby certify that I will abide by the conditions set forth in this document, the Acceptable Use Procedures and the Code of Conduct.

Signature of Student _____

Signature of Parent/Guardian _____

Date _____

Date _____

Reference: Policy EGA

Kathy Baker moved, Amanda Russell seconded approval of this policy. An oral **VOTE PASSED 6/0.**



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d. JLCF-Student Wellness Policy

The Board recognizes the importance of proper nutrition and developmentally appropriate physical activity as ways of promoting healthy lifestyles, minimizing childhood obesity, and preventing other diet-related chronic diseases. The Board also recognizes that health and student success are inter-related. It is the therefore the goal of the Board that the entire learning environment be aligned to positively influence a student's understanding, beliefs, and habits as they relate to good nutrition and physical activity.

A district-wide Wellness Advisory Committee will be established with the purpose of assessing the nutrition and physical activity environment throughout the district and making recommendations to the Board for a comprehensive wellness program. The committee will consist of representation from parents, students, the school's food service program, the School Board, administration, and the public. Program implementation will be monitored and progress evaluated, with an annual report to the Board.

As part of the program, students will be given opportunities to gain the knowledge, skills, behavior, and motivation needed to be physically active for life through daily activity offerings such as recess periods, physical education classes, walking programs, the integration of physical activity into the academic curriculum, and after-school programs including intramurals, interscholastic athletics, and physical activity clubs. The Board directs the building principals to encourage student physical activity on a daily basis.

All foods available on school grounds and at school-sponsored activities will meet or exceed the district's nutrition standards. Under no circumstances will such offerings be less restrictive than the regulations and guidance issued by the US Secretary of Agriculture as applicable to schools. Schools in the district will offer food choices that are nutrient dense per calorie, have low fat and low sugar content, are of a moderate portion size, and include a variety of fruits and vegetables. Foods should be served with consideration toward variety, appeal, taste, safety, and packaging to ensure that students will participate in consuming high quality meals. These nutrition guidelines apply to the school lunch and breakfast program, foods and beverages sold in vending machines, snack bars, school stores, at parties/celebrations/meetings during the school day, and as part of in-school/District fundraising activities.

The Board directs the Superintendent or his/her designee to develop procedures to implement this policy based on the recommendations of the wellness advisory committee and in compliance with national and statewide nutritional guidelines for healthy living. The Wellness Advisory Committee: Food Service Director, School Nurses, Health, Physical Education Instructors, Administrators and Parent Representation will continue to serve. The meetings will be organized and facilitated by the District Business Administrator.

The Wellness Advisory Committee will meet bi-monthly for updates on how effective the policies we have in place are working, and to make recommendations for improvements, and changes that need to be made.



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The Board recognizes that wellness comprises physical, social, emotional, and academic health. Proper nutrition and developmentally appropriate physical activity are important ways of promoting healthy lifestyles, minimizing childhood obesity, and preventing other diet-related chronic diseases. Furthermore, health and student success are inter-related. The Board therefore maintains the goal that the District will foster a learning environment that helps students attain knowledge and habits that promote wellness. As part of the program, students will be given opportunities to gain the knowledge, skills, behavior, and motivation needed to be physically active for life through daily activity offerings such as recess periods, physical education classes, walking programs, the integration of physical activity into the academic curriculum, and after-school programs including intramurals, interscholastic athletics, and physical activity clubs. The Board directs the building principals to encourage student physical activity on a daily basis.

All foods available on school grounds and at school-sponsored activities will meet or exceed the district's nutrition standards. Under no circumstances will such standards be less restrictive than the regulations and guidance issued by the US Secretary of Agriculture as applicable to schools. Schools in the district will offer food choices that are nutrient dense, have low fat and low sugar content, are of a moderate portion size, and include a variety of fruits and vegetables. Foods should be served with consideration toward variety, appeal, taste, safety, and packaging. These nutrition guidelines apply to the school lunch and breakfast program, and foods and beverages sold in vending machines, snack bars, and school stores. Food provided at parties, celebrations, and meetings during the school day, and as part of in-school District fundraising activities also falls under the purview of this policy.

The Board directs the Superintendent or his/her designee to develop procedures to implement this policy based on the recommendations of the Wellness Advisory Committee and in compliance with national and statewide nutritional guidelines.

A district-wide Wellness Advisory Committee will be maintained to assess the nutrition and physical activity environment throughout the district and making recommendations to the Board for a comprehensive wellness program. The committee will consist of representation from parents, students, the school's food service program, school nurses and wellness educators, the School Board, administration, and the public. Program implementation will be monitored and progress evaluated, with an annual report to the Board. The Wellness Advisory Committee will meet quarterly for updates on how effective the policies we have in place are working, and to make recommendations for improvements, and changes that need to be made. The meetings will be organized and facilitated by the District Business Administrator.

Student Wellness Policy Guidelines

~~It is the intent of the Dover School District to promote wellness in all aspects of curriculum and school activities. Wellness is recognized as physical, social, emotional and academic health. To accomplish this goal, it is necessary that an integrated effort be organized between administrators, faculty, students and the community. All of our campuses will be a focal point to serve as a learning tool allowing our students, parents, and faculty to apply and develop the critical thinking skills necessary for wellness.~~



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It is our intent to fully utilize our knowledge and resources to develop the highest possible standards. We recognize that this is a process that will evolve. We promise to remain vigilant for the well-being and success of all our staff, students, and community.

To accomplish this vision:

Promoting wellness in the Dover School District requires a cooperative effort among administrators, faculty, students, parents, and the community at large. Part of this effort will come from the voluntary actions of the school community. Community members who maintain healthy lifestyles, share their knowledge, and encourage others to emulate their habits can promote wellness in the whole school community. To further facilitate the goal of wellness, however, the District Schools should meet the following guidelines:

1. ~~Nutrition Education is integrated in as many areas of the curriculum as possible.~~
 - ~~▪ Integrate education classes and the School Meals Program so that students will learn about various food groups and their health benefits. It is essential that students have the opportunity to bring their classroom knowledge into the cafeteria setting so they may make wise food choices. State Nutrition Standards will be posted on the appropriate District website.~~
 - ~~○ Nutrition will be included in the 10th grade health class.~~
 - ~~○ All other grades within the District will receive Health and Fitness Education as appropriate.~~
 - ~~○ It is recommended that teachers, staff and the Food Service Director collaborate with school and community, and foster relationships with qualified persons in the community.~~
 - ~~○ When possible, the curriculum will offer opportunities for students to receive nutrition education at all grade levels that will teach them to adopt healthy eating behaviors. The Food Service Director and Health and Wellness Teaching staff will meet semi-annually to discuss the progress of curriculum activities related to this policy.~~
 - ~~▪ The Food Service Director or designee will positively foster and support the classroom curriculum in order to promote nutritional education throughout all of the schools.~~
 - ~~○ Encourage a theme-based learning environment in the cafeterias. i.e.: “Veggie Tales” at the elementary level, and “My Pyramid” at all school levels.~~



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- ~~○ Positive promotional materials will be displayed throughout cafeteria areas that foster well-balanced diets and encourage increased physical activity. The purchase and coordination of placement in the cafeterias and updating educational materials will be the responsibility of the School Meals Program.~~

1. Nutrition Education

- ~~● Lessons on nutrition and healthy eating will be incorporated into the curriculum at all grade levels.~~
- ~~● The Food Service Director and the Curriculum Director will meet at least semi-annually to discuss ways that Food Services can assist with and complement nutrition education elements in the curriculum at all levels.~~

~~2. The School Meals Program will work to offer at least three balanced meal choices to students at the elementary level, at least four at the middle school level and at least six at the high school level on a daily basis in accordance with State Guidelines.~~

- ~~▪ Students will be encouraged by staff and parents to start each day with a healthy breakfast at school or at home.~~
- ~~▪ Breakfast will be available to all students at all schools.~~
- ~~▪ The Food Service Programs at each school will ensure that all students who do not qualify for F & R program will have affordable access to healthy breakfast and lunch choices, and that the foods offered are the best quality, varied, and nutritious.~~
- ~~▪ To encourage all students on a daily basis, in accordance with My Pyramid, to eat a balance of fruits, vegetables, and low fat milk.~~
- ~~▪ Dover School District will continue to maintain its affiliation as a Team Nutrition School and will utilize the Team Nutrition resources whenever applicable.~~
- ~~▪ It is recommended that the Food Service Director consult with qualified nutritional specialists who will assist with lunch and menu planning.~~
- ~~▪ Meals will be served in a clean and pleasant dining area. Each building administrator will determine a reasonable amount of time students will have to consume breakfast and lunch.~~
 - ~~○ The building administrator will determine the appropriate lunch schedules and coordinate with the Food Service Director prior to the start of each new school year.~~
 - ~~○ Students, when possible, will be provided time with at least 10 minutes for breakfast and 20 minutes for lunch and in accordance with State Guidelines.~~



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- ~~Information concerning the nutritional level and content of foods will be posted on the Dover School District's parent communication website, school newsletters, and on cafeteria bulletin displays. This may include calorie, fat, fiber, carbohydrate and sodium content of products sold to students. Information and articles may be added to existing newsletters; ex. healthy food choices and creative ways to increase physical activity.~~
 - ~~The Food Service Director or designee will be provided a copy of a current doctor's diet orders for all students with severe allergies or health issues with food that the student may come in contact with at school.~~
 - ~~Serving areas should be arranged to minimize student waiting time.~~
- 2. The School Meals Program will provide balanced meal choices**
- *in accordance with State and USDA Guidelines.*
 - *in accordance with the food services vendor's contract.*
- 3. ~~Faculty, staff and the school community will work together to promote and reinforce healthy lifestyle habits during school and after school hours in school sponsored activities.~~**
- ~~Snacks offered through educational and enrichment programs should promote a positive contribution towards a child's diet and health. Snacks offered will not contain more than 35% calories from fats and 10% saturated fats or trans fats. Foods with the primary ingredients of cheese, nuts, seeds, peanut butter, or other nuts or butters are exempt. No more than approximately one-third of the calories per serving can be sugars. No artificial sweeteners such as sucrose (Splenda), saccharine, and aspartame will be served.~~
 - ~~The Dover School District will make available a list of healthful snack products to teachers, after school program coordinators, and to parents. This list will also be posted on the District's website. Prior to the start of every school year, the Food Service Director will distribute an updated list to teachers, parent groups, after school program coordinators, and it will be posted on the District websites.~~
 - ~~All parent organizations and after school programs, affiliated with the schools are to promote nutrition education, wellness, and increased physical activity.~~
 - ~~School parties and celebrations will only include healthy food and/or non-food items.~~
 - ~~Snacks during or after school should make a positive contribution to students' diet and health, with an emphasis on serving fruits and vegetables as the primary snack, and milk and water as the primary beverage.~~



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- ~~4. Food will not be used as a reward or punishment unless specified in a student's IEP or behavior plan. Any snacks offered during the school day must follow the guidelines incorporated in the District's Healthy Snack List.~~
- ~~5. Foods and beverages offered in school stores and vending machines, accessible to students, will be consistent with the State Vending Guidelines.~~
- ~~▪ Food or drinks in school vending machines that is accessible to students, must first be approved by the Food Service Director or nutritional consultant(s) to be certain they meet the current nutrition standards that have been put in place.~~
- 3. Wellness and discipline**
- *Food will not be used as a reward or punishment unless specified in a student's IEP or behavior plan*
 - *Students will not be denied recess as punishment.*
- 4. Promoting healthy lifestyles**
- *Snacks offered during or after school, whether by the District Food Service or by extra-curricular programs, should meet State health and nutrition guidelines emphasize fruits and vegetables as the primary snack, and milk or water as the primary beverage.*
 - **Parties and Celebrations**
 - *The building principal will authorize any seasonal celebrations.*
 - *Classrooms will have at most one celebration for all the birthdays occurring in a given month.*
 - *Teachers and staff will encourage parents to provide healthy snacks.*
 - *During celebrations, adults will be responsible for limiting the number of sweet items children have.*
 - *The Dover School District will make available a list of healthful snack products to teachers, after-school program coordinators, and parents. This list will be updated annually and posted on the District's website. See Attachments A and B.*
 - *Foods and beverages offered in school stores and vending machines accessible to students will be consistent with the State Vending Guidelines*
- ~~6. In addition to PE class, opportunities for other physical activities will be encouraged on a regular basis to achieve current state recommendations/standards.~~
- ~~▪ District will encourage all staff to promote, be creative, and engage students in increased physical activity.~~
 - ~~▪ Encourage students to participate in physical after school activities. Instructional staff to encourage several physical activities throughout the day.~~
 - ~~The District will explore partnerships with local fitness facilities and the Dover Parks and Recreation ways to promote physical fitness awareness.~~



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- ~~▪ Students will not be denied recess as punishment.~~

5. Physical activity

- *Opportunities for physical activities in addition to PE class should be provided to students.*
- *The school will communicate with parents about opportunities to provide children with after school physical activities.*
- *The school will work with parent-teacher groups to sponsor physical activities such as walk-to-school or bike-to-school days.*

7. ~~Organizations and classes will look for alternate ways to fundraise other than the sale of food.~~

- ~~▪ Organizations and various parent-teacher groups, booster clubs, and student organizations, are encouraged to adhere to the practices and guidelines outlined in this policy by the Dover School District. Groups will not be prohibited from selling food or beverage products but will be strongly encouraged to find other healthy alternatives for fundraising.~~

~~○ Food sales will be restricted to the cafeteria. No food sales will be allowed in the classroom or hallway without administrator's prior approval.~~

~~○ Principals will work with the Food Service Director or designee for any rare exceptions to this rule.~~

~~○ It is recommended that a maximum of one food sale be allowed per month per school. A group may have only one food sale per year with the exception that the sale would be 'healthy foods or products' ex. fruits, flowers, gift wrap, candles, etc.~~

~~○ All fundraising sales must be approved in advance by the building administrator.~~

~~○ The School District encourages the Marketing Program Director and students to explore and promote non-food fund raising alternatives~~

- ~~▪ Academic incentives will not be allowed for fund raising participation.~~

6. Fund-raising and food.

- *Organizations and classes should not use the sale of food as a primary means of fund-raising*
- *All fund-raising activities must be approved by the building principal.*

8. ~~Monitoring of the School Wellness Policy will be reported to the School Board on an annual basis.~~



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- ~~▪ The Wellness Advisory Committee will collate, review, and report the implementation of the policy.~~

7. Monitoring and Reporting

- *The School Wellness Policy will be reviewed annually by the committee and updated as necessary*
- *Resulting reviews and updates will be reported to the School Board.*
- *The 2012-2013 Wellness committee will establish monitoring and reporting procedures to assure compliance with N.H. D.O.E Technical Advisory 21*

K. SUBMISSION AND PAYMENT OF BILLS: Amanda Russell moved, Betsey Andrews Parker seconded to direct the payment of manifest #13-B in the amount of \$449,701.67 for FY12 and \$1,502,855.16 for FY13 for a total of \$1,952,556.83. The time period for payments was from 7/10/12 to 8/13/12. A roll call **VOTE PASSED 6/0.**

L. RESOLUTIONS: None

M. OLD BUSINESS:

1. Alternative School Program and Out of District Budget Update

Ms. Briggs Badger summarized the District's plans for the new Alternative School Program and stated changes are being made to infuse a robust curriculum and a focus on academics. At the same time, the Special Education Director is attempting to recapture students that have had been in out of district placements. There are currently 7 tuition students from out-of-district enrolled at the Alternative School Students. Additionally, there are 12 Dover students, 2 having returned to the District from outside placements. Two out-of-district student placements are also returning to the District with one attending DHS and another attending DMS.

Ms. Briggs Badger continued to say that it is the goal to make students in out-of-district placements want to come back. There is a capacity for 36 students in the Alternative School. Initially, there were three equal shares of identified, Dover non-identified, and out of district students. This has changed over time since the program will now be a special education focused program with most of the students who attend the Alternative Program being identified. The at-risk Dover students who had previously been enrolled in the Alternative Program will now attend Dover High School under the supervision of the At-Risk Coordinator.

Mrs. Grady stated that she had questions for Director of Pupil Personnel Services Director Sandie Crosson, who was on vacation for this meeting. Mrs. Grady is hopeful that at some point, the \$400,000 from the local budget that is allocated for the Alternative Program will be able to be given back to the local budget, with the Alternative School being self-sustaining. It seemed to her that \$400,000 is a lot of money to be spent on 12 Dover students.

She asked for a monthly report on the new Alternative Program so that the Board will be able to determine if the program is worthwhile.



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Mr. D'Andrea agreed that the program should be monitored during the year. Ms. Briggs Badger noted that there had been a \$50,000 reduction in local funding to the Alt School over the past two years. She added that Ms. Crosson had asked her to stress that it is not just about the money. They are trying to determine what is best for each student's individual needs. The parents also have a voice in the decision.

Mr. D'Andrea noted that the local contribution to the Alternative School has been reduced continually over the past few years and hopefully will continue to do so.

Ms. Russell asked how much the savings was from the four returning students. Ms. Briggs Badger responded that the savings would be \$98,000 for the two students who were returning to the Alternative School, although there is a \$76,000 cost to educate the students at the Alt School.

Ms. Baker asked what was originally reported by the SPED Director as projected revenue when program changes were presented to the Board for consideration. Ms. Briggs Badger responded that the projected revenue presented to the Board in April was \$769,148.

Ms. Andrews Parker appreciates the detail and has faith in the Strafford Learning Center because they have a good record of bringing students back. The program needs to build up and grow just as other district programs do. She would like to be fair on how the District is looking at this. She continued to say that she ran for the School Board so that she could look outside the box and be visionary. If this program is being reviewed on a monthly basis, then other programs should be reviewed as well. Ms. Andrews Parker continued to say the district does not have the staff to provide services needed by some of the students. Dover isn't able to provide everything. It is a savings to send students out of district, as opposed to hiring additional staff. It is also the legal responsibility of the district.

Mrs. Grady added that she also trusted Strafford Learning Center. She stated that this originated about 3 months ago when the McConnell Center had 4 vacant rooms. She was asked to bring to the Board the possibility of bringing back out of district students to be housed at the McConnell Center. Mrs. Grady told the people who requested this to go to the administration with this request. The budget would be the first part of the process.

Mrs. Grady said that her biggest objective is to have all students educated, not just the identified students. Every child in the students should have opportunities

N. NEW BUSINESS:

1. Facilities Summer Operations Update—T. Knowles

Mr. Knowles updated the School Board on the progress of the maintenance of the schools over the summer. Unicco has been outsourced to provide services for 4 years. They provide maintenance, custodial, grounds, and some project management. There are 42 people



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #8
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, August 13, 2012**
Meeting Time: **7:00 pm**

employed by Unicco who work in Dover schools. Mr. Knowles thanked his entire staff for their great job all school year and during the summer.

John Minnehan, the custodial manager summarized the summer operations. The ceilings, lights, walls, windows and floors have been cleaned and maintained. As of now, the schools are about 85-100% complete. They've used 800 gallons of floor finish and 4 of the 5 gym floors have been completed.

The summer grounds crew is trying to minimize synthetic fertilizers and have been using organic types. There were a few grub and pest issues, so they are now using a hybrid. They have been trying to minimize chemicals. 700 lbs of grass seed has been used.

They have been painting certain areas of the schools. This year they painted 30 classrooms and some office space. The painting is all done internally and at night.

Summer projects include the HSS parking lot which needs a base coat, top coat, hand rails on the handicap ramp, hydro-seeding. The project should be completed on 8/21 or 8/22. There is also a back-up power generation. They are trying to integrate curriculum with projects. CTC classes will be heavily involved, including building trades and electrical classes. Students will also be helping with the security system. This gives students real world experience.

The computer room conversion at Dover Middle School will occur and rough wiring will be installed.

New carpeting will be added to DHS main office. Garrison school will receive new painting and carpeting.

2. Graduation Policy Update—C. Boston

DHS Principal Christine Boston discussed graduation guidelines with the Board. Ms. Boston surveyed area schools to compare their requirements. There are three schools who do not allow students to march in graduation ceremonies if they only have a 20 (basic) credit diploma. She added that some schools allow adult education schools to walk in the ceremonies because they do not have adult education in their community. Many policies are very specific as to who may participate and who may not.

Ms. Baker stated that she would like to see a revision of the policy which clearly states requirements. The entire Board agreed that they would like to see changes.

Ms. Boston will make changes to the policy and bring back to the Board.

3. Policy DFC—Special Funds Update—M. Limanni

Business Administrator Mike Limanni presented informed the Board that as of June 30, 2012 the Alternative Fund balance is \$19,438.78, the Facilities Fund balance is \$239,591.01, and the Food Service Fund Balance is \$293,605.72. The money in each of the funds needs to be used specifically for those programs.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

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Meeting Time: **7:00 pm**

4. Policy DD—State and Federal Funding Update—M. Limanni

Mr. Limanni reviewed the state and federal funds. Ms. Andrews Parker asked if any of them were defunded for the next program year. Ms. Briggs Badger responded that the district would lose funding because Our House for Girls closed and Edjobs money is also gone for this year. The major reduction was in ARRA Funds last year. Some of the funding rolls over each year. Ms. Andrews Parker if the district received all of the adult education funding. Ms. Briggs Badger responded that the funding was in good shape for adult education.

3. Scholarship and Trust Fund Update—M. Limanni

Mr. Limanni reviewed the scholarship information and stated that an extra column was added to show the available balance of each scholarship.

Ms. Andrews Parker asked if the district awarded scholarships with minimal balances. Ms. Boston responded that small amounts of money would not be awarded, but would wait to see if funding was added during the next year or by the family.

O. SCHOOL BOARD MATTERS OF INTEREST:

Dr. Appel stated that he has received emails regarding class size. There are several at WPS that are near or at state standards. Ms. Briggs Badger presented current enrollment figures stating that Kindergarten, 3rd and 4th grade at WPS are high. Parents have expressed concern that classes are too high. Ms. Briggs Badger stated that she had responded to questions regarding class size that the budget does not allow for additional staff. She continued to say that one option may be to add paraprofessionals to larger classes so that there will be another adult in those classrooms, with a cost that is lower than adding a teacher. She continued to say that the principals agree that it is disruptive to add a teacher after school starts in September. She will be meeting with administrators to discuss a solution and will be monitoring the situation.

Ms. Andrews Parker stated she had been involved in a similar situation and remembers the difficulty. She would prefer to hire one teacher rather than multiple paraprofessionals and asked Ms. Briggs Badger what the actual needs are. Ms. Briggs Badger responded that they would most likely need more than one teacher. Highest needs are for kindergarten and grades 3 and 4 at Woodman Park. Mr. Boodey responded that kindergarten would be the top priority. He continued to say that from previous history, there will be more students enrolling on the first day of school. There is an obligation to uphold the minimum standards and policies in the district.

Ms. Russell asked how many students typically will leave. Mr. Boodey responded that the students will leave, but it will be later in the year, sometimes as late as April when evictions are high.

Ms. Andrews Parker suggested that Mr. Boodey talk with her later regarding community action so that some of these families can obtain assistance.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #8
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Meeting Time: **7:00 pm**

Mr. Boodey reiterated that adding a teacher after school starts is not a good plan.

Ms. Andrews Parker asked how much it would cost to add a kindergarten. Ms. Briggs Badger responded that it could cost \$85,000 for a teacher and paraprofessional.

Mr. Limanni stated that we have already budgeted \$300,000 in savings from retirements, so we cannot take advantage of that again. He will know more in the next few weeks, when staff has been completed.

Mrs. Grady said that the same thing happens every year and the board doesn't really know final enrollment numbers until October 1.

Mrs. Grady offered a few solutions to the high enrollment situation. She stated that parents can ask to attend another elementary school in Dover if there is room there and they can provide transportation. She also suggested looking into re-organization where there will be the elimination of neighborhood schools. If this happens, all classes will be evened out. She said that it was studied several years ago, but some parents objected and it did not work out at that time.

Mr. Boodey agreed with Mrs. Grady about re-organization, but added that the district had never been so close to state minimum standards so this year is slightly different.

Mr. D'Andrea commented that the Board has only one employee who is the superintendent. They are trusting her to do what is right for the 4,000 students in the district. The decision should be left to her and the administrators.

Ms. Russell stated that she had been involved in a similar situation where a teacher was added. Her heart goes out to parents now who have sent emails and she would have liked to add 3 teachers earlier in the budget process. She added that she agrees that it would be the decision of the administrators if teachers should be added.

Ms. Baker stated that she respected Mr. Boodey's concerns about adding a teacher after school begins and agreed it would be disruptive to the students. She then indicated her support for an additional teacher at Woodman Park School if the Superintendent can find the money in the budget.

Ms. Andrews Parker asked if there would need to be a meeting if a decision to add a teacher was made. Mr. D'Andrea stated there would not be the need for a meeting since money is just being re-allocated and additional money is not being requested. The School Board will make a decision when they approve the Consent Agenda with the nomination at the September Board meeting.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

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Ms. Russell wanted to remind the public of the previous cuts to the budget. She noted there were many teaching positions eliminated and other losses in order to meet the tax cap and the district will not be able to do it again.

The Board confirmed to the administrators and superintendent that adding a teacher would be a top priority if funding is available.

P. ADJOURNMENT: Kathy Baker moved, Amanda Russell seconded, to adjourn the meeting to non-public at 8:54 P.M. An oral **VOTE PASSED 6/0.**

Respectfully Submitted,
Betsey Andrews Parker, Secretary
BAP/ral

DRAFT

Moms on the Run

E. CONSENT AGEND.

l. a.

August 1st, 2012

Dear School Board Members,

On Mother's Day 2012, we held our 6th annual event at the Dover High School. We had another amazing turnout, 679 participants. Our community came together on Mother's Day to support Our House for Girls. We would like to thank you again for allowing us to use the Dover High School's mezzanine and restrooms. Your generosity has allowed us to make a generous donation of \$11,450 to Our House for Girls.

On Sunday May 12th, 2013, we will have our 7th annual Mother's Day 5k Run/Walk. For 2013, we have chosen another Dover non-profit organization, Zebra Crossings. Zebra Crossings, based in Dover NH, provide a broad range of day and overnight programs throughout the year for children with a chronic health condition. Their programs serve youth who have a chronic health condition and those at risk of developing a chronic health condition. More information can be found at www.zebra-crossings.org

For 2013, I would like to know if we could have use of your mezzanine, restroom facilities, and cafeteria. Having use of the cafeteria has been extremely beneficial. This area would be used for our post-race snacks. If possible, could we have the rental fee waived for next year? We certainly appreciate the use of the facilities and we also understand that Moms on the Run is responsible for the compensation of the custodian. Each year, I contact Cathy Faure the Facilities Coordinator at the Dover High School.

Thank you very much for your time, consideration and your support. If you have any questions, please contact me at 742-6350. Also, please visit our website for more information regarding our event, www.momsontherun.org

Best Regards,



Nicole Kurr
Race Director

**DOVER PUBLIC SCHOOLS
FACILITIES RENTAL WAIVER FORM**

NAME OF ORGANIZATION Moms on the Run

ADDRESS: P.O. Box 1408, Dover

CONTACT PERSON & DAYTIME TELEPHONE Nicole Kura 747-6350

GROUP CLASSIFICATION: Group III (the beneficiary is non-profit can provide 501 if needed)

- 1. GROUP I - SCHOOL/SCHOOL SPONSERED USE
- 2. GROUP II - COMMUNITY/COMMUNITY SPONSERED USE
- 3. GROUP III - SCHOOL/COMMUNITY AFFILIATED USE-NON PROFIT 501C3 STATUS
- 4. GROUP IV - GENERAL USE PRIVATE OR COMMERCIAL - PROFIT

SCHOOL REQUESTED Dover High School

ACTIVITY TO BE HELD 5K road race

DATES REQUESTED Sunday May 18th, 2013 (Mother's Day)

TIME(S) IN & OUT 6a - 11a

WE WILL/WILL NOT CHARGE ADMISSION

INDIVIDUALS OR ORGANIZATION WILL WILL NOT RECEIVE COMPENSATION

I/WE ARE REQUESTING A WAIVER OF:

- 1. FACILITY RENTAL FEE
- 2. 3 MONTH RESERVATION
- 3. CUSTODIAL FEE
- 4. GROUP CLASSIFICATION

FOR THE FOLLOWING REASON(S):

- 1. We try hard to have our sponsors pay for all expenses
- 2. all proceeds after expenses goes to the non-profit org.
- 3. Our goal is to create awareness and to educate our community
- 4. _____

SIGNED Nicole Kura
(APPLICANT)

DATE 7/9/13

FACILITIES OFFICE USE

DATE IS AVAILABLE YES/NO

BUILDING USE PRIORITY ASSIGNED YES/NO

REGULAR RENTAL FEE _____

WAIVER AMOUNT REQUESTED _____

COMMENTS _____

FACILITIES DIRECTOR/DESIGNEE _____ DATE _____

SAU OFFICE USE

APPROVAL _____

DISAPPROVAL _____

COMMENTS _____

SUPERINTENDENT/DESIGNEE _____ DATE _____

RENTAL OF SCHOOL APPLICATION

DOVER SCHOOL DISTRICT
DOVER HIGH SCHOOL
25 ALUMNI DRIVE
DOVER, NH 03820-4181
603-516-6890

FULL NAME OF ORGANIZATION: Moms on the Run
ADDRESS: P.O. Box 1408, Dover NH
CONTACT PERSON & DAYTIME TELEPHONE Nicole Kurr 742-6350
EMAIL ADDRESS Kurr4@comcast.net
BILLING ADDRESS P.O. Box 1408, Dover
ACTIVITY TO BE HELD: 5K road race
DATE(S) REQUESTED: Sunday May 12th, 2013 (Mother's Day)
TIME (S) IN & OUT: 6:00a - 11:00a
DOORS WILL OPEN AT:

REQUEST USE OF THE FOLLOWING FACILITIES:

DOVER HIGH SCHOOL

- Auditorium
Cafeteria
Cafeteria with kitchen
Classroom (educational agencies only)
Gym
Library
Locker Rooms

DOVER MIDDLE SCHOOL

- Cafeteria
Cafeteria with kitchen
Conference Room
Gym
Library
Renaissance Room

*For Field Use-See Attached

GARRISON SCHOOL

- Cafeteria
Cafeteria with kitchen
Gym
Library

HORNE STREET ELEMENTARY

- Cafeteria
Cafeteria with kitchen
Gym
Library

WOODMAN PARK ELEMENTARY

- Cafeteria
Cafeteria with kitchen
Gym
Library

We expect ___ people. We will need ___ chairs. We will need ___ tables.
We will not ___ will ___ charge admission.
We will not ___ will ___ want use of the public address system (High School Only)
We will not ___ will ___ need a rehearsal. If so, when? Date: ___ Time: ___
We will not ___ will ___ want to use the piano.
We will not ___ will ___ want to use the bleachers.

Tickets may not be sold or admission granted in excess of the approved capacity of the facility.

Only those facilities or equipment specifically designated in this application may be used.

This is to certify that the undersigned has read the Rule and Regulations for use of the school facilities and agrees to abide by them.

Signature: Nicole Kurr

Date: 7/9/12

REVISED STATUE ANNOTATED

126-K-7

**USE OF TOBACCO PRODUCTS ON PUBLIC EDUCATIONAL FACILITY
GROUNDS PROHIBITED.**

- I. No person shall use any tobacco product in any public educational facility or on the grounds of any public educational facility.**
- II. Any person who violates this section shall be guilty of a violation and, notwithstanding RSA 651:2, shall be punished by a fine not to exceed \$100.00 for each offense.**

I understand and agree to abide with the above RSA.

Nicole K... 7/9/12

SIGNATURE/DATE

Ashman, Donna

From: Faure, Cathy
Sent: Tuesday, September 04, 2012 11:06 AM
To: Ashman, Donna
Subject: Mom's On The Run

Donna,

The Mom's On The Run have requested the use of DHS foyer, restrooms and cafeteria for their annual run on May 12th 2013, fee free. They have been a great group to work with and are always very responsive to payment. To date there are no conflicts at the high school.

I recommend waiving the space fee with the understanding they would have to pay for the custodian.

If you have any questions please feel free to contact me with any questions.

Cathy

Cathy Faure
Dover School Department
Facilities Coordinator
c.faure@dover.k12.nh.us
603-516-6890

Ashman, Donna

From: Faure, Cathy
Sent: Wednesday, August 22, 2012 6:53 AM
To: Ashman, Donna
Subject: Cat Show

Donna,

The NH Feline Fanciers have requested usage of the DMS on January 26-27, 2013. They have been using our schools over 10 years with no problems whatsoever. I have no problem with them doing it again this year with the understanding they will not be able to set up the gym on Friday night until after our sporting events. Please let me know if you have any further questions.

Cathy

Cathy Faure
Dover School Department
Facilities Coordinator
c.faure@dover.k12.nh.us
603-516-6890

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

TO: **DOVER SCHOOL BOARD**

DATE: September 10, 2012

MEMORANDUM: Nomination and Election of Teachers.

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 2012-2013 school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY
Hamilton, Kelly	Social Studies Teacher	Alternative School	Nicole Gallagher	\$36,029.00
Ludwig, Benjamin	Literacy Facilitator	Dover Middle School	Amanda Isabelle (Federally Funded)	\$42,175.00
Marr, Katherine	Librarian	Dover Middle School	Bridgit Valgenti	\$37,182.00
Nevins, Kelly	Language Arts Teacher	Dover Middle School	Nancy Kach	\$46,355.00
Ragazzo, Larissa	60% Title I Coordinator	Dover Middle School	Amanda Isabelle (Federally Funded)	\$24,366.00
Russell-Bickford, Jennifer	Kindergarten Teacher	Woodman Park School	Additional Position	\$36,029.00
Stewart, Christine	Business Teacher	Dover High School	Tiffany D'Amour	\$44,358.00

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

*E. CONSENT AGEND,
4. SHEET 2*

TO: DOVER SCHOOL BOARD

DATE: September 10, 2012

MEMORANDUM: Nomination and Election of Aides

In accordance with Chapter 189, Section 39 of the New Hampshire School laws of 1963, I hereby nominate the following persons for the following funded positions for the 2012-2013 school year.

NAME	POSITION	SCHOOL	REPLACING	HOURS	SALARY
Cyr, Karissa	Sped Aide	DMS	Eleanor Dimambro	6.5 hrs/day	11.70/hr
Dawson, Sarah	Sped Aide	WPS	Laurie Foster	6.5 hrs/day	11.70/hr
Dionne, Megan	Sped Aide	DMS	Jennifer Johnson	6.5 hrs/day	15.38/hr
Downer, Kristie	Instructional Aide	HSS	Michele Jensen- LeClair	6.0 hrs/day	15.38/hr
Ecker, Christine	Noon Supervisor	HSS	Open position	2 hrs/day	10.00/hr
Edwards, Hillary	Sped Aide	DMS	Tyler Alie	6.5 hrs/day	12.26/hr
Glidden, Melissa	Sped Aide	WPS	Shelly Vetter	6.5 hrs/day	2.69/hr
Kelly, Juliet	Sped Aide	DMS	Andrea Picardy	6.5 hrs/day	15.38/hr
Langlois, Carol	Attendance/Sec/Aide	GES	Dan Casey	6.25 hrs/day	14.02/11.04/hr
Leggett, Zaharoula	Sped Aide	DMS	Mal Speidel	6.5 hrs/day	13.42/hr
Marshall, Janet	Sped Aide	WPS	Diana Pettis (reduced position from GES)	6.5 hrs/day	15.38/hr
Marsillo, Kelly	Kindergarten Aide	WPS	Mary Calcagni	6.5 hrs/day	12.26/hr
Murphy, Sarah	Speech Assistant	PS	Lauren Melburg	6.5 hrs/day	17.56/hr
Peterson, Haley	Sped Aide	WPS	Melissa Glidden	6.5 hrs/day	
Proto, Lauren	Noon Supervisor	HSS	Open Position	2 hrs/day	10.00/hr
Spargo, Jennifer	Parent Outreach Coordinator	WPS	Sandra Tremblay	17.5 hrs/week	23.50/hr
Whitehouse, Denise	GED Options Educator	DHS	Jill Taylor	7 hrs/week	30.00/hr
Young, Jennifer	Sped Aide	HSS	Additional Federal aide	6.5 hrs/day	15.08/hr

OFFICE OF THE SUPERINTENDENT
DOVER PUBLIC SCHOOLS
DOVER, NEW HAMPSHIRE

*E. CONSENT AGENDA
4. SHEET 3*

TO: DOVER SCHOOL BOARD

DATE: September 10, 2012

MEMORANDUM: Nomination and Election of Coaching Positions.

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 2012-13 school year.

NAME	POSITION	SCHOOL	REPLACING	SALARY
Allen, Andy	Boys Soccer	DHS		3,458.00
Boucher, Wayne	Asst Football	DHS		3,488.00
Boyle, Kevin	Freshman Football	DHS		3,007.00
Cole, Ron	Girls JV Soccer	DHS		2,407.00
Daniels, Stephanie	JV Field Hockey	DHS		2,407.00
Dunn, Jim	Asst Football	DHS		3,488.00
Fennessy, Matt	B/G Golf	DHS		1,865.00
Hambrook, Corey	Freshman Boys Soccer	DHS		1,895.00
Howard, Caitlin	Girls JV Volleyball	DHS		2,407.00
Harte, Colleen	Girls Varsity Volleyball	DHS		3,458.00
Heagarty, Kristen	Varsity Cheering	DHS		4,059.00
Hippern, Mary Jean	Head Field Hockey	DHS		3,458.00
Hocking, Lesley	Girls Soccer	DMS	Jake Roy	1,895.00
Innis, Don	Freshman Football	DHS		3,007.00
Larkin, Ben	Boys Soccer	DMS	Jeremiah Newcomb	1,895.00
Osbon, Ken	Head Football	DHS		5,264.00
Piatti, Nick	B/G Cross Country	DHS		3,127.00
Santin, Amy	JV Cheering	DHS		2,407.00
Towle, Laura	Cross Country	DMS		1,504.00
Wason, Don	Boys JV Soccer	DHS		2,407.00
Zabkar, Cliff	JV Football	DHS		3,488.00

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

TO: **DOVER SCHOOL BOARD**

DATE: September 10, 2012

MEMORANDUM Nomination and Election of Staff

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 2012-2013 school year.

STAFF	ACTIVITY/POSITION	SALARY
Allen, Amanda	33% Band Advisor-Garrison	609.00
Anderson, Maybeth	Webmaster-DHS	1,200.00
Bascom, Carrie	FFA-Cat. II	916.00
Bonello, Jessica	50% National Honor Society-Cat. II	458.00
Boulanger, Michele	Band Director-DHS	2,460.00
Cabral, Jessica	50% Colorguard-Cat. III	913.50
Cancellieri, Bethann	DECA Cat. I	561.00
Cancellieri, Bethann	Career Technical Center Academic Coordinator	3,965.00
Cheney, Debra	Webmaster-GES	1,200.00
Connelly, Jennifer	Latin Club-Cat. I	561.00
Copley, Denise	DMS Team Leader	1,275.00
DeMatteo, Stephanie	50% National Honor Society-Cat. II	458.00
DeMatteo, Stephanie	Junior Class Advisor-Cat. II	916.00
Dematteo, Stephanie	Math Academic Coordinator	2,815.00
Detroia, Lyndsey	Senior Class Advisor-Cat. II	916.00
Driscoll, Peter	Social Studies Academic Coordinator	2,585.00
Dunton, Beth	DMS Team Leader	1,275.00
Dunton, Beth	DMS Yearbook-Cat. II	916.00
Fontaine, Kathryn	DHS Student Council-Cat. III	1,827.00
Gilbert, Jacqueline	50% Equestrian Club-Cat. III	913.50
Granfield, Brittany	DMS Team Leader	1,275.00
Hallbach, Lisa	50% Math Team-Cat. I	280.50
Hennessey, Jan	World Language Academic Coordinator	2,180.00
Hippirn, MJ	Master Teacher in Wellness-DHS	765.00
Horan, Laura	Webmaster-WPS	1,200.00

Johnson, Matthew	DMS Team Leader	1,275.00
Kennedy, Carol	50% 5/6 Grade Student Council Advisor-Cat. II	458.00
Kontos, Francine	World Arts-Cat. I	561.00
Kostis, Stacey	Spanish Club-Cat. I	561.00
Leaf, Jeffrey	DMS Drama Club-Cat.III	1,827.00
Ludwig, Benjamin	DMS Team Leader	1,275.00
Madden, Linda	Special Education Academic Coordinator-DHS	3,775.00
Males, Kathie	50% 5/6 Grade Student Council Advisor-Cat. II	458.00
Males, Kathie	DMS Team Leader	1,275.00
Marr, Katherine	Webmaster-DMS	1,200.00
McBride, Audrey	Newspaper-Cat. I	561.00
McCann, Chris	Key Club-Cat. I	561.00
McQuade, Erin	FBLA-Cat. I	561.00
McQuade, Erin	Yearbook-Cat. III	1827.00
Meffen, Fran	DMS Team Leader	1,275.00
Mersereau, Marjorie	Drama Club-Cat III	1,827.00
Mitchell, Dana	Youth-to-Youth-Cat. I	561.00
Mone, Jen	DMS Team Leader	1,275.00
Moniz, Sue	33% Band Advisor-Horne	609.00
Mulqueen, Patty	DMS Team Leader	1,275.00
Parsont, Jennifer	English Academic Coordinator	2,700.00
Patrick, Bruce	7/8 Grade Student Council Advisor-Cat. III	1,827.00
Pinkham, Abigail	Special Education Academic Coordinator-ELEM	4,177.50
Pirkola, Joseph	Escoffier Club-Cat. I	561.00
Ring, Judith	Skills USA-Cat.II	916.00
Ross, Katie	Sophomore Class Advisor-Cat. I	561.00
Russo, Michael	Science Academic Coordinator	2,930.00
Sheehan, Sherrie	Special Education Coordinator-DMS	3,372.50
Sheehan, Sherrie	DMS Team Leader	1,275.00
Smart, Linda	Webmaster-HSS	1,200.00
Spencer, Katherine	Freshman Class Advisor-Cat. I	561.00
Spencer, Katherine	50% Math Team-Cat. I	280.50
Spires, Diane	33% Band Advisor-Woodman	609.00
Staples, Ann Marie	French Club-Cat. I	561.00
Strickland, Christopher	Art Curriculum Coordinator	2,400.00

Thorn, Sally	Guidance Academic Coordinator	2,000.00
Tromba, Dave	Band Advisor-DMS	1,827.00
Tromba, Dave	Music Curriculum Advisor	2,400.00
Wons, Peter	DMS Team Leader	1,275.00

Nominations Date: September 01, 2012
Dover Adult Learning Center Suggested Staff Nominations
For School Year 2012-2013 PAY RATES EFFECTIVE 9/1/2012
Deanna Strand, Executive Director

1 Adult Basic Education staff, paid with federal & state funds in ABE grant #37015

Name	Position	Hourly Rate
William Badgley	ESOL	\$27.57
Tiffany Brand	ABE/Computer	\$27.57
Tracey Donaldson	Counselor/Teacher/Coordinator	\$28.76
Paula DuBois	ABE	\$27.57
Muriel Farrar	ABE	\$27.57
Kimberly Hanson	ABE	\$27.57
Lien Harris	ESOL	\$27.57
Minnett Induisi	ABE	\$27.57
Joyce Malley	ESOL	\$27.57
Barbara Murray	ABE	\$27.57
Thuy Nguyen	ESOL	\$27.57
Denise Reddington	ABE	\$27.57
Pamela Shore	ESOL/ABE	\$27.57
Martha Solomon-Kies	ESOL	\$26.63
Jill Taylor	ABE	\$27.57

Teaching Aides

Mary Caulfield	ABE	\$15.25
Jodi Edwards	ESOL	\$15.25
Joyce Malley	ESOL	\$15.25
Isabel Padial	ESOL/ABE	\$15.25

Technology Specialist

Tiffany Brand	Aide	\$16.10
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General Aide

Donna Ciereszynski	Counselor Aide/Data	\$16.10
Cindy St. Germain	Aide to Counselor	\$16.42

2 Adult High School Staff, paid with ADP Grant #37324 & in- and out- funds from student tuition & Contracts, contingent on sufficient enrollment

Sarah Piatti	Math	\$ 21.33
Gail Condon	Computer	\$ 27.57
Julie Doyle	Secretary	\$ 16.42
Minnett Induisi	Counselor	\$ 27.57
Bev O'Brien	Counselor	\$ 27.57
Steve Larson	Chemistry	\$ 27.57
Leslie Lewis	English	\$ 21.33
Sam Little	English	\$ 27.57
Margo Martin	Biology	\$ 27.57
Jennifer Parsont	English	\$ 21.33
Eric Salmonsens	Social Studies	\$ 21.33
Christopher Strickland	Art	\$ 24.03
Jill Taylor	Algebra	\$ 27.57
Karen VanDyke	Social Studies	\$ 27.57

3 GED Examiner paid with in-and-out funds generated by student fees or third party pay

Donna Ciereszynski	GED Alternate Examiner	\$ 21.33
Donna Ciereszynski	GED Proctor	\$ 15.25
Denise Daigle	GED Alternate Examiner	\$ 21.33
Denise Daigle	GED Proctor	\$ 15.25
Darlene McEwan	GED Proctor	\$ 15.25
Carlo Nittoli	GED Alternate Examiner	\$ 21.33
Carlo Nittoli	GED Proctor	\$ 15.25
Theresa Snook	GED Chief Examiner	\$ 21.33
Marilyn Yorke	GED Alternate Examiner	\$ 21.33
Marilyn Yorke	GED Proctor	\$ 15.25

4 Child care at DALC, paid with in-and-out funds from Dover Adult

To Be Announced	Childcare Coordinator	\$15.25
Susan Hardy	Childcare assistant	\$12.68
Barbara Rottet	Childcare aide	\$9.00

5 ABE related staff, paid with in-and-out funds from special grants & contracts

Minnett Induisi	Counselor	\$27.57
Nora Irvine	Corrections-pre-employment	\$27.57
Donna Shannon	Life Skills teacher	\$27.57

6 Adult Learning Services Coordinator, funded with ALS Grant#37410

Debbie Liskow	Tutorial Coordinator	\$33,150
To be Announced	Childcare Coordinator	\$15.25
Susan Hardy	Childcare Assistant	\$12.68

7 Enrichment teachers paid with in-and-out funds from student tuition contingent on sufficient enrollment

Nancy Little	Computers/Professional Track	\$27.57
Tiffany Brand	Computers	\$21.33
Cathy Minch	Language	\$21.33
Sue Wheeler	Writing	\$21.33

8 Cleaning person, paid with in-and-out funds from DALC

Denise Vachon	Cleaning Person	\$14.70
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9 Dover Adult Learning secretary, paid by Dover School District up to amount specified in budget

Darlene McEwan	Office Manager	\$20.78
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10 Dover Adult Learning Center Staff, paid with in-and-out funds from DALC

Theresa Snook	Office Assistant/Days	* \$16.42
Janet McConnell	Office Assistant/Evenings	\$15.25

11 Lead Counselor funded with federal and state funds in ABE grant and county incentive funds

Pam Shaw	Lead Counselor and ABE teacher-annual contract	\$58,888
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12 Citizenship Grant # 37501

Bill Badgley	Teacher/Coordinator	\$ 27.57
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13 College Transition Grant #37603

Pamela Shore	Guidance & Counseling	\$ 27.57
Maryanne MacKenzie	Teacher	\$ 27.57
Kim Hanson	Teacher	\$ 27.57

E. CONSENT AGENDA
5. a.

DOVER HIGH SCHOOL
AND
REGIONAL CAREER TECHNICAL CENTER



CHRISTINE BOSTON
Principal
c.boston@dover.k12.nh.us

25 ALUMNI DRIVE
DOVER, NEW HAMPSHIRE 03820-4365
(603) 516-6900 Fax (603) 516-6926
www.dover.k12.nh.us/DHS/Index.shtml

JIM AMARA
Director of Career Technical Education
j.amara@dover.k12.nh.us

JON ALTBERGS
Dean of Instruction
j.altbergs@dover.k12.nh.us

MICHAEL PEREZ
Dean of Students
m.perez@dover.k12.nh.us

KIM STEPHENS
Dean of Freshmen
k.stephens@dover.k12.nh.us

Dover School District
61 Locust Street, Suite 4
Dover, NH 03820
Attn: Superintendent Jean Briggs-Badger

August 15, 2012

Dear Ms. Briggs-Badger

I am writing to endorse the proposed DHS Art Trip to Europe, April 19th through April 27th 2013.

This trip will provide students with the opportunity to visit three different countries and a principality. As the students travel they will be exposed to art, culture and communities that are very different from Dover. Experiences such as this will broaden their world and promote tolerance and understanding of the global society in which we live.

In short, this is a rich and rewarding experience for all who attend. We are very pleased to be able to offer a trip of this caliber to our students. If you have any further questions, please feel free to contact me at your convenience.

Best Regards,

A handwritten signature in cursive script that reads "Christine Boston".

Christine Boston
Principal DHS

4A Greenfield Dr.
Dover, NH 03820
08/01/2012

Dear Ms. Briggs-Badger and School Board Members:

I am writing this letter to obtain preliminary approval for a student trip to Europe in April of 2013. Since I have been working at Dover High School, I have led six safe, successful trips to Europe (1999, 2001, 2003, 2005, 2009, 2011), two weekends in New York City and four fun-filled camping weekends. I have enjoyed these unique opportunities to bond with my students and to expose them to the world beyond Dover, NH.

The trip I have chosen for next spring will take us to three different countries and a principality. We will start in Italy and travel by bus to France, Monaco and Spain. I have included a detailed itinerary in this packet. I have offered this trip in the past and found it to be a wonderful introduction to a variety of the different art forms of these three countries, as well as their rich history. We explored the tiny villages of Cinque Terre that are cut into cliffs and that you can only get to by boat or train. We learned about the ancient art of making perfume from flowers in Nice. After spending the day traveling through the Spanish countryside, we visited the Picasso museum in Barcelona and took in his unique interpretations of that rugged landscape. It has been my pleasure to offer this opportunity to my students in the past. I have always felt that exposing them to the art world outside of Dover High is a very important part of my job. A trip like this provides the ultimate experience. It teaches tolerance as well. Within ten days time they will move from an Italian speaking country, to a French speaking country, to a Catalan speaking country. Each time they cross the border, things look will different, sound different and smell different.

I am proposing that we fly out on Friday, April 19, 2013, in the evening. The students and teachers involved in the trip will need to miss one half day of school. I am required to give the travel agency a two-day leeway to obtain flights. If we leave Friday night, we will return on Saturday, April 27, 2013. If they have to change our departure date to Thursday, April 18, 2013, we will return on Friday, April 26, 2013, thereby requiring us to miss a full day of school. There will be one adult for every six students traveling. I have included information from our travel agency detailing their policies, educational affiliations and insurance options. Each chaperone will travel without cost to them as they are working and insuring the safety of our children.

I have done my best to provide you with any information you might need to approve this trip. Please contact me if there is anything else you require. You can call me at work at 516-6965, at home at 749-1571 or email me at francine.kontos@dover.k12.nh.us.

Sincerely,



Francine Kontos
Art Teacher
World Arts Club Advisor
Dover High School

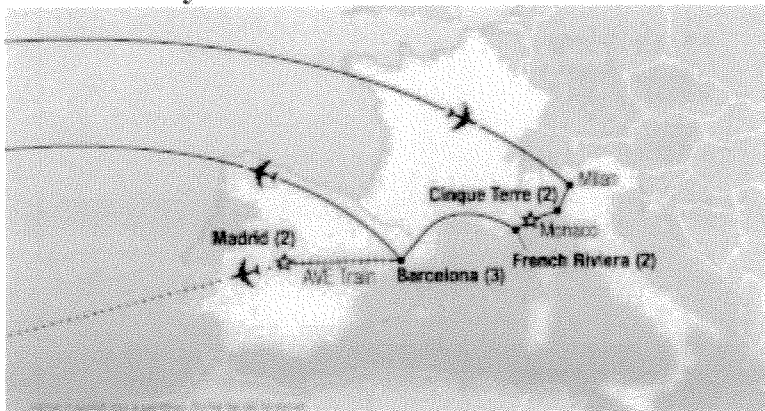
Europe's Mediterranean Coast

Group Leader: Francine Kontos

Departure Date: Friday, Apr 19, 2013

Return Date: Saturday, Apr 27, 2013

Number of Days: 9



Itinerary

- Day 1: Fly overnight to Italy
- Day 2: Milan • Cinque Terre
- Day 3: Cinque Terre
- Day 4: Monaco • French Riviera
- Day 5: French Riviera
- Day 6: Barcelona
- Day 7: Barcelona
- Day 8: Barcelona
- Day 9: Depart for home
-

Program fee includes

- Round-trip flights
- Comfortable motorcoach •
- 7 overnight stays in hotels with private bathrooms
- European breakfast and dinner daily
- Full-time Tour Director
- 1 sightseeing tour led by licensed local guides • 2 sightseeing tours led by your tour director • 2 walking tours
- Entrance to: Parque Guell •

Price Details

Enrollment Fee: \$95

Program Fees: \$1,980

Current Departure Fees: \$599

Weekend Supplement: \$70

Total: \$2744.00

Travel insurance

We encourage all participants to sign up for the All-Inclusive Insurance Plan because most U.S. insurance companies do not provide adequate coverage for people traveling abroad. EF's recommended plan provides comprehensive protection for your child should something unexpected happen before or during the tour. In the event of an emergency, both you and your child will have 24-hour access to English-speaking emergency service, no matter where your child may be.

The All-Inclusive Insurance Plan includes:

Tour Cancellation and Interruption Insurance

A refund of the Program Fee if your child needs to cancel from or interrupt the tour due to reasons of serious injury or illness requiring hospitalization, financial hardship due to unexpected job loss, jury duty, military call to active duty or severe damage to home.

Medical and Accident Insurance

Coverage of up to \$35,000 for hospital bills, doctors' fees and medical transportation for illnesses or injury while on tour, as well as travel and accommodation expenses for a family member to be with your child while hospitalized in the event of a life-threatening illness.

Baggage and Property Insurance

Coverage for baggage, cash, airline tickets, travel documents and valuable property in cases of theft or delay, including emergency on-tour cash reimbursement of up to \$300 within 24 hours of a theft.

Flight Delay Insurance

Coverage up to \$200 per day (\$400 maximum) for expenses due to flight delays (lodging, food, and other reasonable expenses) as well as a refund for every full land day missed of your tour (2 days maximum) due to flight delays or cancellations.

24-hour Emergency Assistance

Round-the-clock handling of claims and assistance from English-speaking insurance representatives during your child's tour.

These insurances are underwritten by [Efekta Insurance International Ltd.](#), Bermudiana Arcade, 3rd floor, 27 Queens Street, HM 11, Hamilton, Bermuda, through a Master Policy issued to EF Cultural Travel Ltd., registration # 35879. The information above is a summary. For complete terms, conditions and exclusions, please refer to the Master Policy, which may be obtained on the Efekta Insurance website noted above or by calling EF at 1-877-205-9909. The Efekta Travel Insurance policy shall always be secondary to all other policies of insurance.

Total Cost: \$145



Educational Tours

Educational affiliations

Accreditation

EF is the only international travel organization to be accredited by five accrediting agencies:

- Middle States Association of Colleges and Schools (MSA-CES)
- Southern Association of Colleges and Schools (SACS) Northwest Association of Colleges and Schools (NAAS)
- Western Association of Schools and Colleges (WASC)
- North Central Association of Colleges and Schools (NCA)
- National Council for Private Schools Accreditation (NCPSA)

Educational alliances

EF Educational Tours is associated with several key leaders in education:

- The Partnership for 21st Century Skills
- Apple
- Public Broadcasting Service (PBS)
- Advanced Placement Program of the College Board
- United Nations Association-USA

Professional affiliations

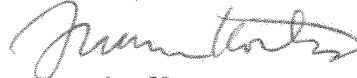
EF Educational Tours is also affiliated with several professional organizations:

- United States Tour Operators Association (USTOA)
- International Air Transport Association (IATA)
- The European Tour Operators Association (ETOA)
- The Better Business Bureau (BBB)
- The Student Youth Travel Association (SYTA)
- National Travel Association (NTA)

Dear Parent/Guardian:

The art department is excited to be offering a trip to Europe in April of 2013. We will be visiting Italy, (Cinque Terre), Monaco, France (Nice), and Spain (Barcelona) over a nine-day period. I hope you will consider allowing your son/daughter to accompany us. Enclosed in this packet you will find an itinerary and a payment schedule. Please look them over. We will schedule an evening meeting in the next couple of weeks to discuss the trip and any questions you might have. In the meantime I can be reached at school at 516-6965 or at home at 749-1571 or through e-mail at Frantic100@comcast.net.

Sincerely,



Francine Kontos

Advisor of the World Arts Club

Complete costs of Europe's Mediterranean Coast tour

Non-refundable Registration fee : \$95.00

Program fee : \$1980.00

Weekend supplement: \$70.00

Airport fees* : \$599.00

Suggested spending money for lunch, incidentals, souvenirs : \$300.00 - \$400.00

*Subject to change

Tour payment schedule

Friday, September 21, 2012 : EF Tours application and \$95.00 registration fee

Friday, October 26, 2012 : \$400.00 payment toward the program fee

Tuesday, October 30, 2012 : Dover High permission slip and health form

Friday, January 4, 2013 : Payment in full

Friday, April 19, 2013 : Projected departure date

Saturday, April 27, 2013 : Projected return date

Dover High School
25 Alumni Drive
Dover, NH 03820

Statement of Agreement

I agree to adhere to the following rules while on the trip to Europe 2013:

1. To not consume, purchase, or ship home alcohol or illegal substances.
2. To not purchase body art or piercing services.
3. To not purchase or ship home any type of weapon.

I understand that I am accountable to Mrs. Kontos.
I understand that failure to comply with these rules will result in being sent back to the USA at my own expense and/or disciplinary action upon returning to Dover High School.

Student's signature

I have read and discussed this agreement with my son/daughter, and I support these rules and regulations.

Parent/guardian's signature

As a chaperone on this trip, I agree to adhere to the same standards of behavior as defined for student participants.

Chaperone's signature

PERMISSION/RELEASE STATEMENTS FOR FOREIGN OR EXTENDED TRAVEL

The undersigned _____,
 hereby grants permission for _____ to travel to
 _____ with _____ as chaperones, as part
 of a Dover School District extended travel program. The scheduled departure date is
 _____ and the scheduled return date is _____.

1. The undersigned hereby agrees to indemnify and save harmless the Dover School District, its officials and agents, from any act, default, injury (including death), loss, expense, damage, deviation, delay, curtailment, or inconvenience caused to or suffered by any person, or their property, howsoever arising, which may occur or be incurred by any organization or person, even though such act, default, injury, loss, expense, damage, deviation, delay, curtailment, or inconvenience may have been caused or contributed to by the actions, negligence or default of the chaperones and/or the Dover School District, its officials or agents.
2. The parent/guardian and student acknowledge that they and their personal property, to include baggage, are at all times solely at their own risk. The district strongly recommends the students be adequately insured in respect to illness, injury, or death for the duration of the trip and to insure fully against loss, or damage to their property. The chaperones or the Dover School District shall not, in any circumstances whatever, be liable in respect of any personal injury, illness, or death or in respect of any damage to or loss of property even if the same arises from their negligent actions. The undersigned will accept the authority and decisions of the chaperones during the trip.
3. The chaperones are authorized by the signers of this document to arrange for any medical services deemed appropriate for the student named above by medical personnel while on the trip.
4. It is also agreed that the District reserves the right to remove a student from this program for failure to maintain program standards or if it deems his or her acts of conduct detrimental to or incompatible with the interest of the program. If a student's participation is terminated, only the funds not actually used will be returned and he or she will be sent home at the parent(s)/guardian or student's expense.
5. The undersigned represent that they are parents or guardians of the named student and are authorized to execute this agreement.

IN WITNESS WHEREOF, the parties have signed this agreement on the

_____ day of _____, 20____

 Parent/Guardian Signature

 Parent/Guardian Signature

 Student Signature

DOVER SCHOOL DISTRICT	POLICY CODE: ACAA
DATE OF ADOPTION:	PAGE 1 OF 2

FIRST READING

HARASSMENT AND SEXUAL HARASSMENT OF STUDENTS

Harassment of students because of sex, sexual orientation, religion, race, color, ancestry, national origin, age, marital status, familial status, pregnancy, physical or mental disability is prohibited. Such conduct is a violation of Board policy and may constitute illegal discrimination under state and federal laws.

Harassment includes but is not limited to verbal abuse based on sex, sexual orientation, religion, race, color, ancestry, national origin, age, marital status, familial status, pregnancy, physical or mental disability. Complaints of bullying and cyberbullying not based on the characteristics described above may also be pursued under Board Policy JICK – Pupil Safety and Violence Prevention.

Sexual Harassment

Sexual harassment includes but is not limited to unwelcome sexual advances, requests for sexual favors or pressure to engage in sexual activity, physical contact of a sexual nature, gestures, comments, or other physical, written or verbal conduct that is gender-based that interferes with a student’s education. School employees, fellow students, volunteers and visitors to the school, and other persons with whom students may interact in order to pursue school activities are required to refrain from such conduct.

Harassment/sexual harassment of students by school employees is considered grounds for disciplinary action, up to and including discharge. Harassment/sexual harassment of students by other students is considered grounds for disciplinary action, up to and including expulsion. The Superintendent will determine appropriate sanctions for harassment of students by persons other than school employees and students.

The Superintendent or the employee designated as the Nondiscrimination Officer will investigate complaints of harassment in accordance with the Student Discrimination and Harassment Complaint Procedure. School employees, students, and parents shall be informed of this policy/procedure through handbooks and/or other means selected by the school administration.

Legal Reference: Americans with Disabilities Act (28 CFR § 35.07), as amended
 Section 504 of the Vocational Rehabilitation Act (29 USC § 794), as amended; 34 CFR § 104.7

Title IX of the Education Amendments of 1972 (20 USC § 1681 et seq.)

Title VI of the Civil Rights Act of 1964 (P.L. 88-352)

NH Code Admin. R. Ed. 303.01(i) and (j)

Cross Reference: ACAA-R – Student Discrimination and Harassment Complaint Procedure

AC – Nondiscrimination/Equal Opportunity

JICFA - Hazing

JICK – Pupil Safety and Violence Prevention

DOVER SCHOOL DISTRICT	POLICY CODE: ACAA-R
DATE OF ADOPTION:	PAGE 1 OF 3

FIRST READING

STUDENT DISCRIMINATION AND HARASSMENT COMPLAINT PROCEDURE

This procedure has been adopted by the Board in order to provide a method of prompt and equitable resolution of student complaints of discrimination or discriminatory harassment as described in policies AC - Nondiscrimination/Equal Opportunity and ACAA - Harassment and Sexual Harassment of Students.

Definitions

For purposes of this procedure:

- A. A “Complaint” is defined as an allegation that a student has been discriminated against or harassed on the basis of sex, sexual orientation, religion, race, color, ancestry, national origin, age, marital status, familial status, pregnancy, physical or mental disability is prohibited.
- B. “Discrimination or harassment” means discrimination or harassment on the basis of sex, sexual orientation, religion, race, color, ancestry, national origin, age, marital status, familial status, pregnancy, physical or mental disability.
- C. Complaints of bullying and cyberbullying not involving the protected classes described above may also be pursued under Board Policy JICK – Pupil Safety and Violence Prevention..

How to Make a Complaint

- A. Any individual who believes a student has been discriminated against or harassed should report his/her concern promptly to the **Building Administrator** and utilize this complaint procedure. Students or parents who are unsure whether discrimination or harassment has occurred are encouraged to discuss the situation with the **Building Administrator**.
- B. School employees are expected to report possible incidents of discrimination or harassment of students.

- C. Students and others will not be retaliated against for making a Complaint. Any retaliation by students or school staff will result in disciplinary measures, up to and including expulsion or dismissal.
- D. Students are encouraged to utilize this Complaint Procedure. However, students are hereby notified that they also have the right to report complaints to the New Hampshire Commission for Human Rights, 2 Chenell Drive, Unit 2, Concord, NH 03301-8501 (telephone: 603-271-2767) and/or to the federal Office for Civil Rights, Regional Director, U.S. Department of Education, 5 Post Office Square, 8th Floor, Boston, MA 02110-1491 (telephone: 617-289-0111).

Complaint Handling and Investigation

- A. The **Building Administrator** shall promptly inform the Superintendent and the person(s) who is the subject of the Complaint that a Complaint has been received.
- B. The **Building Administrator** may pursue a prompt and equitable informal resolution of the Complaint with the agreement of the parties involved. The informal resolution is subject to the approval of the Superintendent, who shall consider whether the informal resolution is in the best interest of the parties in light of the particular circumstances and applicable policies and laws.
- C. The Complaint will be investigated by the **Building Administrator**, unless the Superintendent chooses to investigate the complaint or designates another person to investigate it on his/her behalf. Any Complaint about an employee who holds a supervisory position shall be investigated by a person who is not subject to that supervisor's authority. Any Complaint about the Superintendent should be submitted to the Chair of the School Board, who should consult with legal counsel concerning the handling and investigation of the Complaint.
 - 1. The person who is the subject of the Complaint will be provided with an opportunity to be heard as part of the investigation.
 - 2. If the Complaint is against an employee of the District, any applicable individual or collective bargaining contract provisions shall be followed.
 - 3. Privacy rights of all parties to the Complaint shall be maintained in accordance with applicable state and federal laws.
 - 4. The **Building Administrator** shall keep a written record of the investigation process.

5. The **Building Administrator** may take interim remedial measures to reduce the risk of further discrimination or harassment while the investigation is pending.
 6. The **Building Administrator** shall consult with the Superintendent concerning the investigation, conclusions, and any remedial and/or disciplinary actions.
 7. The investigation shall be completed within 21 business days of receiving the Complaint, if practicable.
- D. If the **Building Administrator** determines that discrimination or harassment occurred, he/she shall, in consultation with the Superintendent:
1. Determine what remedial action is required, if any;
 2. Determine what disciplinary action should be taken against the person(s) who engaged in discrimination or harassment, if any; and
 3. Inform the complainant in writing of the results of the investigation and its resolution (in accordance with applicable state and federal privacy laws).
- E. If the complainant is dissatisfied with the resolution, an appeal may be made in writing to the Superintendent within 14 business days after receiving notice of the resolution. The Superintendent shall review the investigation report and may conduct further investigation if deemed appropriate. The Superintendent's decision shall be final.

Legal Reference: Americans with Disabilities Act (28 CFR § 35.07), as amended
Section 504 of the Vocational Rehabilitation Act (29 U.S.C. § 794), as amended; 34 CFR § 104.7
Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.)
Title VI of the Civil Rights Act of 1964 (P.L. 88-352)
20 U.S.C. § 1232g; 34 CFR Part 99
NH Code Admin R. Ed. 303.01(i) and (j)

Cross Reference: AC - Nondiscrimination/Equal Opportunity
ACAA - Harassment and Sexual Harassment of Students
JICFA - Hazing
JICK – Pupil Safety and Violence Prevention

DWM PROCEDURE 2012

NEPN/NSBA CODE: ACAA-R

DOVER SCHOOL DISTRICT	POLICY CODE: ACAB
DATE OF ADOPTION:	PAGE 1 OF 2

FIRST READING

HARASSMENT AND SEXUAL HARASSMENT OF SCHOOL EMPLOYEES

Harassment of school employees because of age, sex, race, creed, color, marital status, familial status, physical or mental disability, national origin or sexual orientation is prohibited. Such conduct is a violation of Board policy and may constitute illegal discrimination under state and federal laws.

Harassment

Harassment includes but is not limited to verbal abuse, threats, physical assault and/or battery based on age, sex, race, creed, color, marital status, familial status, physical or mental disability, national origin or sexual orientation.

Sexual Harassment

Unwelcome sexual advances, suggestive or lewd remarks, requests for sexual favors, and other verbal and physical conduct of a sexual nature constitute sexual harassment when:

- A. Submission to such conduct is made either explicitly or implicitly a term or condition of an employee’s work environment or employee benefits;
- B. Submission to or rejection of such conduct by an employee is used as the basis for decisions on employment benefits; and/or
- C. Such conduct has the purpose or effect of substantially interfering with an individual’s work performance or creating an intimidating, hostile or offensive work environment.

Any employee who engages in harassment or sexual harassment will be subject to disciplinary action, up to and including discharge.

All complaints of harassment will be investigated in accordance with the School Employee Discrimination and Harassment Complaint Procedure.

Notice and Training

Annually, each employee shall receive a copy of this policy and the School Employee Discrimination and Harassment Complaint Procedure. This may be accomplished by including the policy/procedure with employee paychecks or by using other appropriate means to ensure that each employee receives a copy.

Legal References: Title IX of the Education Amendments of 1972 (20 USC § 1681 et seq.)
Title VI of the Civil Rights Act of 1964 (42 USC § 2000d)
Americans with Disabilities Act (42 USC § 12101 et seq.)
Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 et seq.); 34 CFR § 104.7
Title VII (42 USC § 2000c-2; 29 CFR § 1604.11)
Age Discrimination in Employment Act (29 USC §623)
NH RSA 354-A:7
NH Code Admin. R. Ed. 303.01(i) and (j)

Cross Reference: ACAB-R- School Employee Discrimination and Harassment
Complaint Procedure
AC- Nondiscrimination/Equal Opportunity

DOVER SCHOOL DISTRICT	POLICY CODE: ACAB-R
DATE OF ADOPTION:	PAGE 1 OF 3

FIRST READING

Employee Discrimination and Harassment Complaint Procedure

This procedure has been adopted by the Board in order to provide a method of prompt and equitable resolution of employee complaints of discrimination and harassment as described in policies AC – Nondiscrimination/Equal Opportunity and ACAB – Harassment and Sexual Harassment of School Employees.

Definitions

For purposes of this procedure:

- A. “Complaint” is defined as an allegation that an employee has been discriminated against or harassed on the basis of age, sex, race, creed, color, marital status, familial status, physical or mental disability, national origin or sexual orientation.
- B. “Discrimination or harassment” means discrimination or harassment on the basis of age, sex, race, creed, color, marital status, familial status, physical or mental disability, national origin or sexual orientation.

How to Make a Complaint

- A. Any employee who believes he/she has been harassed or discriminated against is encouraged to try to resolve the problem by informing the individual(s) that the behavior is unwelcome or offensive and by requesting that the behavior stop. This shall not prevent the employee, however, from making an immediate formal complaint.
- B. Any employee who believes he/she has been harassed or discriminated against should report their concern promptly to the **Building Administrator**. If the employee is uncomfortable reporting concerns to the **Building Administrator**, he/she may report the concern to **another school administrator**.

Employees who are unsure as to whether unlawful discrimination or harassment has occurred are encouraged to discuss their concerns with the **Building Administrator**. Employees will not be retaliated against for reporting suspected discrimination or harassment.

- C. Any employee who believes he/she has been discriminated against or harassed is encouraged to utilize the District’s complaint procedure. However, employees are hereby notified that they also have the right to report incidents of discrimination or harassment to the New Hampshire Commission on Human Rights, 2 Chenell Drive, Concord, NH 03301-8501 (telephone: 603-271-2767) and/or to the federal Office for Civil Rights,

Regional Director, U.S. Department of Education, 5 Post Office Square, 8th Floor,
Boston, MA 02110-1491 (telephone: 617-289-0111).

Complaint Handling and Investigation

- A. The **Building Administrator** will promptly inform the Superintendent and the person who is the subject of the Complaint that a Complaint has been received.
- B. The **Building Administrator** may pursue an informal resolution of the Complaint with the agreement of the parties involved. The informal resolution is subject to the approval of the Superintendent who shall consider whether the resolution is in the best interest of the parties in light of the particular circumstances and applicable policies and law.
- C. The Complaint will be investigated by the **Building Administrator**, unless the Superintendent chooses to investigate the complaint or designates another person to investigate it on his/her behalf. Any Complaint about an employee who holds a supervisory position shall be investigated by a person who is not subject to that supervisor's authority. Any Complaint about the Superintendent should be submitted to the Chair of the Board, who should consult with legal counsel concerning the handling and investigation of the complaint.
 - 1. The person who is the subject of the Complaint will be provided with an opportunity to be heard as part of the investigation.
 - 2. If the Complaint is against an employee of the District, any rights conferred under an applicable collective bargaining agreement shall be applied.
 - 3. Privacy rights of all parties to the Complaint shall be maintained in accordance with applicable state and federal laws.
 - 4. The **Building Administrator** shall keep a written record of the investigation process.
 - 5. The **Building Administrator** may take interim remedial measures (consistent with any applicable collective bargaining agreement provisions) to reduce the risk of further discrimination or harassment while the investigation is pending.
 - 6. The **Building Administrator** shall consult with the Superintendent concerning the investigation, conclusions, and any remedial and/or disciplinary actions.
 - 7. The investigation shall be completed within 21 calendar days of receiving the Complaint, if practicable.

D. If the **Building Administrator** determines that discrimination or harassment occurred, he/she shall, in consultation with the Superintendent:

1. Determine what remedial action is required, if any;
2. Determine what disciplinary action should be taken against the person(s) who engaged in discrimination or harassment, if any; and
3. Inform the employee who made the Complaint in writing of the results of the investigation and its resolution (in accordance with applicable state and federal privacy laws).

E. If the employee who made the Complaint is dissatisfied with the resolution, he/she may appeal to the Superintendent within 14 calendar days after receiving notice of the resolution. The Superintendent shall review the investigation report and may conduct further investigation if deemed appropriate. The Superintendent's decision shall be final.

Legal Reference: Americans with Disabilities Act (28 CFR § 35.07)
Section 504 of the Vocational Rehabilitation Act (29 U.S.C. § 794); 34
CFR § 104.7
Title IX of the Educational Amendments of 1972 (34 CFR § 106.8(b))
Age Discrimination in Employment Act (34 CFR § 110.25)
NH Code Admin. R. Ed. 303.01(i) and (j)

Cross Reference: AC – Nondiscrimination/Equal Opportunity
ACAB – Harassment and Sexual Harassment of School Employees

DOVER SCHOOL DISTRICT	POLICY CODE: AC
DATE OF ADOPTION:	PAGE 1 OF 2

FIRST READING

NONDISCRIMINATION/EQUAL OPPORTUNITY

Discrimination against and harassment of school employees because of age, sex, race, creed, color, marital status, familial status, physical or mental disability, genetic information, national origin or sexual orientation are prohibited. Discrimination against and harassment of students because of sex, race, creed, color, age, marital status, familial status, physical or mental disability, national origin or sexual orientation are prohibited.

The Board directs the school administration to implement a continuing program designed to prevent discrimination against all applicants, employees, students and individuals with disabilities having access rights to school premises and activities. The District will designate a Nondiscrimination Officer who will be responsible for ensuring compliance with all federal and state requirements relating to nondiscrimination. The Nondiscrimination Officer will be a person with direct access to the Superintendent.

The Board directs the administration to implement internal complaint procedures for resolving complaints of discrimination under this policy and to provide adequate notice of the availability of such complaint procedures.

The Board directs the administration to provide notice of compliance with federal and state civil rights laws to all applicants for employment, employees, students, parents, and other interested persons, as appropriate.

The District will require all persons, agencies, vendors, contractors, and other persons and organizations doing business with or performing services for the District to subscribe to all applicable federal and state laws pertaining to contract compliance.

- Legal Reference:
- Equal Employment Opportunities Act of 1972 (P.L. 92-261) amending Title VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000(e) et seq.)
 - Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.)
 - Title VI of the Civil Rights Act of 1964 (P.L. 88-352)
 - Age Discrimination in Employment Act of 1967 (29 U.S.C. § 621 et seq.)
 - Equal Pay Act of 1963 (29 U.S.C. § 206)
 - Rehabilitation Act of 1973 (Section 504) (29 U.S.C. § 794 et seq.); 34 CFR § 104.7, as amended
 - Americans with Disabilities Act (42 U.S.C. § 12101 et seq.), as amended

DWM DRAFT POLICY – 2012

NEPN/NSBA Code: AC

Genetic Information Nondiscrimination Act of 2008 (42 U.S.C. § 2000ff et seq.)

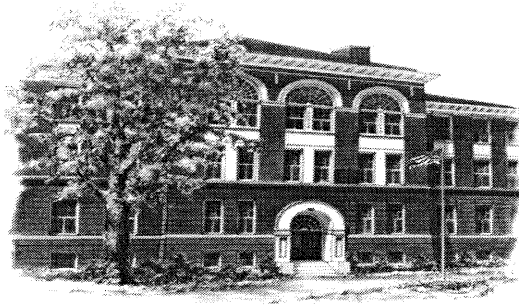
NH RSA 186:11; 354-A:7

NH Code Admin. R. Ed. 303.01(i)

Cross Reference: ACAA - Harassment and Sexual Harassment of Students
 ACAA-R – Student Discrimination and Harassment
 Complaint Procedure
 ACAB - Harassment and Sexual Harassment of School Employees
 ACAB – Employee Discrimination and Harassment Complaint Procedure

JEAN BRIGGS BADGER
Superintendent

MICHAEL LIMANNI
Business Administrator



SCHOOL ADMINISTRATIVE UNIT #11
McCONNELL CENTER
61 LOCUST STREET SUITE 409
DOVER, NEW HAMPSHIRE 03820-4132
TEL (603) 516-6800
FAX (603) 516-6809

THE DOVER SCHOOL DISTRICT

MEMORANDUM

TO: Jean Briggs Badger, Superintendent of Schools
FROM: Michael A. Limanni, Business Administrator
DATE: April 9th, 2012
RE: District's Financial Condition – Third Quarter FY2012

Attached is the current condition of the Dover School Department Budget. When reviewing these items please take note that some wage related items are not currently encumbered, and we will need to adjust the final remaining budget down by approximately \$500K due to a loss in revenue. The business office staff will be meeting with me on Monday April 16th to discuss our end of the year strategy for purchasing, severance funding, and retention of funds going forward.

Dover School District Mission Statement

Strengthening our community by educating every child, every day!

City of Dover, New Hampshire

*ML - Condition of Accounts (Major Object By Func)

Fiscal Year: 2011-2012

From Date: 1/1/2012 To Date: 3/31/2012

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02213.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
1000.2.000.02213.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$100,811.54	\$19,205.00	\$36,747.04	\$64,064.50	\$57,804.65	\$6,259.85	6.21%
1000.2.000.02213.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$13,178.81	\$3,543.02	\$4,528.01	\$8,650.80	\$499.00	\$8,151.80	61.86%
	Func: STAFF DEVELOPMENT - 02213	\$118,990.35	\$22,748.02	\$41,275.05	\$77,715.30	\$58,303.65	\$19,411.65	16.31%
1000.2.000.02215.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$8,017.02	(\$1,551.00)	\$10,829.00	(\$2,811.98)	\$0.00	(\$2,811.98)	-35.08%
1000.2.000.02215.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$4,070.10	(\$291.76)	\$2,017.35	\$2,052.75	\$0.00	\$2,052.75	50.43%
1000.2.000.02215.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$21,094.00	\$25.00	\$16,670.00	\$4,424.00	\$0.00	\$4,424.00	20.97%
1000.2.000.02215.4400.000000.00.000.000.000.000	Purchased Property Svcs.	\$690.00	\$0.00	\$666.90	\$23.10	\$0.00	\$23.10	3.35%
1000.2.000.02215.4500.000000.00.000.000.000.000	Other Purchased Svcs.	\$1,710.00	\$0.00	\$0.00	\$1,710.00	\$0.00	\$1,710.00	100.00%
1000.2.000.02215.4600.000000.00.000.000.000.000	Supplies	\$167,120.89	\$1,460.61	\$167,850.24	(\$729.35)	\$175.50	(\$904.85)	-0.54%
	Func: CURRICULUM DEVELOPMENT - 02215	\$202,702.01	(\$357.15)	\$198,033.49	\$4,668.52	\$175.50	\$4,493.02	2.22%
1000.2.000.02216.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$3,713.15	\$0.00	\$528.99	\$3,184.16	\$0.00	\$3,184.16	85.75%
1000.2.000.02216.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$627.82	\$97.78	\$97.78	\$530.04	\$0.00	\$530.04	84.43%
1000.2.000.02216.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$2,900.00	\$2,255.36	\$2,869.36	\$30.64	\$0.00	\$30.64	1.06%
1000.2.000.02216.4500.000000.00.000.000.000.000	Other Purchased Svcs.	\$2,633.00	\$92.35	\$92.35	\$2,540.65	\$695.67	\$1,844.98	70.07%
1000.2.000.02216.4600.000000.00.000.000.000.000	Supplies	\$1,805.00	\$335.93	\$729.37	\$1,075.63	\$183.77	\$891.86	49.41%
1000.2.000.02216.4800.000000.00.000.000.000.000	Other Objects	\$560.00	\$0.00	\$530.00	\$30.00	\$30.00	\$0.00	0.00%
	Func: PROFESSIONAL DEVELOPMENT - 02216	\$12,238.97	\$2,683.64	\$4,847.85	\$7,391.12	\$909.44	\$6,481.68	52.96%
1000.2.000.02222.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$319,724.88	\$87,725.57	\$200,656.01	\$119,068.87	\$119,325.25	(\$256.38)	-0.08%
1000.2.000.02222.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$128,099.93	\$36,595.35	\$83,627.06	\$44,472.87	\$46,070.42	(\$1,597.55)	-1.25%
1000.2.000.02222.4400.000000.00.000.000.000.000	Purchased Property Svcs.	\$1,188.69	\$137.54	\$531.59	\$657.10	\$0.00	\$657.10	55.28%
1000.2.000.02222.4600.000000.00.000.000.000.000	Supplies	\$33,045.70	\$10,521.78	\$24,092.21	\$8,953.49	\$8,205.00	\$748.49	2.27%
1000.2.000.02222.4700.000000.00.000.000.000.000	Property	\$19,615.11	\$3,834.10	\$18,772.26	\$842.85	\$86.62	\$756.23	3.86%
	Func: LIBRARY SERVICES - 02222	\$501,674.31	\$138,814.34	\$327,679.13	\$173,995.18	\$173,687.29	\$307.89	0.06%
1000.2.000.02223.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$26,232.36	\$7,586.81	\$18,122.01	\$8,110.35	\$7,843.99	\$266.36	1.02%
1000.2.000.02223.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$5,043.04	\$1,290.12	\$3,075.70	\$1,967.34	\$1,322.90	\$644.44	12.78%
1000.2.000.02223.4400.000000.00.000.000.000.000	Purchased Property Svcs.	\$882.36	\$203.19	\$348.14	\$534.22	\$69.00	\$445.22	50.46%
1000.2.000.02223.4600.000000.00.000.000.000.000	Supplies	\$1,123.49	\$407.19	\$691.18	\$432.31	\$344.00	\$88.31	7.86%
1000.2.000.02223.4700.000000.00.000.000.000.000	Property	\$1,599.54	\$512.78	\$740.74	\$858.80	\$685.00	\$173.80	10.87%
	Func: AUDIOVISUAL SERVICES - 02223	\$34,880.79	\$10,000.09	\$22,977.77	\$11,903.02	\$10,284.89	\$1,618.13	4.64%
1000.2.000.02311.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$7,200.00	\$1,800.00	\$5,400.00	\$1,800.00	\$2,050.00	(\$250.00)	-3.47%
1000.2.000.02311.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$550.80	\$137.73	\$413.19	\$137.61	\$137.73	(\$0.12)	-0.02%
1000.2.000.02311.4500.000000.00.000.000.000.000	Other Purchased Svcs.	\$97,250.00	\$0.00	\$64,344.65	\$32,905.35	\$0.00	\$32,905.35	33.84%
1000.2.000.02311.4800.000000.00.000.000.000.000	Other Objects	\$0.00	\$0.00	\$2,500.00	(\$2,500.00)	\$0.00	(\$2,500.00)	0.00%
	Func: SCHOOL BOARD SERVICES - 02311	\$105,000.80	\$1,937.73	\$72,657.84	\$32,342.96	\$2,187.73	\$30,155.23	28.72%
1000.2.000.02312.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$3,625.00	\$882.88	\$2,472.84	\$1,152.16	\$0.00	\$1,152.16	31.78%
1000.2.000.02312.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$741.37	\$645.13	\$1,703.14	(\$961.77)	\$0.00	(\$961.77)	-129.73%
	Func: SCHOOL BOARD SECRETARY - 02312	\$4,366.37	\$1,528.01	\$4,175.98	\$190.39	\$0.00	\$190.39	4.36%
1000.2.000.02317.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$19,865.00	\$0.00	\$17,475.00	\$2,390.00	\$0.00	\$2,390.00	12.03%
	Func: AUDIT SERVICES - 02317	\$19,865.00	\$0.00	\$17,475.00	\$2,390.00	\$0.00	\$2,390.00	12.03%
1000.2.000.02318.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$50,110.59	\$20,021.23	\$26,678.80	\$23,431.79	\$0.00	\$23,431.79	46.76%
	Func: SCHOOL BOARD LEGAL SERVICES - 02318	\$50,110.59	\$20,021.23	\$26,678.80	\$23,431.79	\$0.00	\$23,431.79	46.76%
1000.2.000.02319.4600.000000.00.000.000.000.000	Supplies	\$150.00	\$0.00	\$399.00	(\$249.00)	\$0.00	(\$249.00)	-166.00%

City of Dover, New Hampshire

***ML - Condition of Accounts (Major Object By Func)**

From Date: 1/1/2012 To Date: 3/31/2012

Fiscal Year: 2011-2012 Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02319.4800.000000.00.000.000.000.000	Other Objects	\$6,300.00	\$0.00	\$5,788.94	\$511.06	\$0.00	\$511.06	8.11%
	Func: SCHOOL BOARD-OTHER - 02319	\$6,450.00	\$0.00	\$6,187.94	\$262.06	\$0.00	\$262.06	4.06%
1000.2.000.02321.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$460,424.80	\$119,526.57	\$358,311.58	\$102,113.22	\$108,979.18	(\$6,865.96)	-1.49%
1000.2.000.02321.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$236,833.39	\$62,143.58	\$179,118.86	\$57,714.53	\$52,117.80	\$5,596.73	2.36%
1000.2.000.02321.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$20,800.00	\$1,059.25	\$2,551.79	\$18,248.81	\$1,359.00	\$16,889.81	81.20%
1000.2.000.02321.4400.000000.00.000.000.000.000	Purchased Property Svcs.	\$69,668.54	\$32,377.93	\$60,811.94	\$8,856.60	\$6,739.46	\$2,117.14	3.04%
1000.2.000.02321.4500.000000.00.000.000.000.000	Other Purchased Svcs.	\$26,047.00	\$4,274.36	\$13,105.61	\$12,941.39	\$6,287.35	\$6,674.04	25.62%
1000.2.000.02321.4600.000000.00.000.000.000.000	Supplies	\$8,925.83	\$1,551.82	\$9,460.11	(\$534.28)	\$216.62	(\$750.90)	-8.41%
1000.2.000.02321.4700.000000.00.000.000.000.000	Property	\$0.00	\$0.00	\$0.00	\$0.00	\$404.64	(\$404.64)	0.00%
1000.2.000.02321.4800.000000.00.000.000.000.000	Other Objects	\$6,700.00	\$0.00	\$10,368.50	(\$3,668.50)	\$90.00	(\$3,758.50)	-56.10%
	Func: OFFICE OF THE SUPERINTENDENT - 02321	\$829,399.56	\$220,933.51	\$633,727.79	\$195,671.77	\$176,174.05	\$19,497.72	2.35%
1000.2.000.02410.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$1,273,630.91	\$338,492.67	\$953,850.78	\$319,780.13	\$310,382.87	\$9,397.26	0.74%
1000.2.000.02410.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$571,862.17	\$148,142.34	\$408,346.12	\$163,516.05	\$129,293.38	\$34,222.67	5.98%
1000.2.000.02410.4400.000000.00.000.000.000.000	Purchased Property Svcs.	\$118,248.00	\$17,963.88	\$85,636.32	\$32,611.68	\$32,199.23	\$412.45	0.35%
1000.2.000.02410.4500.000000.00.000.000.000.000	Other Purchased Svcs.	\$188,408.49	\$40,547.86	\$103,393.57	\$65,014.92	\$46,729.20	\$18,285.72	10.86%
1000.2.000.02410.4600.000000.00.000.000.000.000	Supplies	\$11,383.44	\$1,997.01	\$4,845.11	\$6,538.33	\$1,189.52	\$5,348.81	46.99%
1000.2.000.02410.4700.000000.00.000.000.000.000	Property	\$800.00	\$0.00	\$0.00	\$800.00	\$536.95	\$263.05	32.88%
1000.2.000.02410.4800.000000.00.000.000.000.000	Other Objects	\$6,853.00	\$217.94	\$5,564.88	\$1,288.12	\$0.00	\$1,288.12	18.80%
	Func: OFFICE OF THE SCHOOL PRINCIPAL - 02410	\$2,151,186.01	\$547,361.70	\$1,561,636.78	\$589,549.23	\$520,331.15	\$69,218.08	3.22%
1000.2.000.02490.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$82,704.28	\$18,836.39	\$51,574.82	\$31,129.46	\$20,223.28	\$10,906.18	13.19%
1000.2.000.02490.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$6,828.06	\$1,749.13	\$4,661.58	\$2,166.48	\$1,884.66	\$281.82	4.13%
1000.2.000.02490.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$10,241.86	\$0.00	\$2,245.25	\$7,996.61	\$0.00	\$7,996.61	78.08%
1000.2.000.02490.4600.000000.00.000.000.000.000	Supplies	\$12,541.71	\$0.00	\$1,477.31	\$11,064.40	\$430.00	\$10,634.40	84.79%
1000.2.000.02490.4800.000000.00.000.000.000.000	Other Objects	\$2,756.00	\$0.00	\$2,756.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: SCHOOL ADMINISTRATION-OTHER - 02490	\$115,071.91	\$20,585.52	\$62,714.96	\$52,356.95	\$22,537.94	\$29,819.01	25.91%
1000.2.000.02610.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$29,940.96	\$7,925.12	\$21,196.00	\$8,744.96	\$7,651.84	\$1,093.12	3.65%
1000.2.000.02610.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$15,738.09	\$4,039.22	\$10,498.84	\$5,239.25	\$3,596.94	\$1,642.31	10.44%
1000.2.000.02610.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$80,332.00	\$0.00	\$80,332.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02610.4400.000000.00.000.000.000.000	Purchased Property Svcs.	\$1,078.00	\$272.22	\$1,787.22	\$290.78	\$290.78	\$0.00	0.00%
1000.2.000.02610.4500.000000.00.000.000.000.000	Other Purchased Svcs.	\$5,313.00	\$1,456.55	\$2,918.85	\$2,394.15	\$2,094.15	\$300.00	5.65%
1000.2.000.02610.4600.000000.00.000.000.000.000	Supplies	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
	Func: SUPERVISION OF PLANT SERVICES - 02610	\$132,502.05	\$13,693.11	\$115,732.91	\$16,769.14	\$13,633.71	\$3,135.43	2.37%
1000.2.000.02620.4100.000000.00.000.000.000.000	Personal Svcs - Wages	\$12,494.00	\$2,312.50	\$6,925.00	\$5,569.00	\$2,250.00	\$3,319.00	26.56%
1000.2.000.02620.4200.000000.00.000.000.000.000	Personal Svcs - Emp. Benefits	\$877.00	\$176.92	\$529.81	\$347.19	\$172.14	\$175.05	19.96%
1000.2.000.02620.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$2,179,798.00	\$641,774.23	\$1,844,990.69	\$334,807.31	\$334,807.31	\$0.00	0.00%
1000.2.000.02620.4400.000000.00.000.000.000.000	Purchased Property Svcs.	\$243,854.66	\$31,412.87	\$100,170.44	\$143,684.22	\$105,696.31	\$37,987.91	15.58%
1000.2.000.02620.4500.000000.00.000.000.000.000	Other Purchased Svcs.	\$42,623.00	\$1,118.00	\$28,456.35	\$14,166.65	\$1,112.00	\$13,054.65	30.63%
1000.2.000.02620.4600.000000.00.000.000.000.000	Supplies	\$1,390,738.22	\$366,645.82	\$655,469.55	\$735,268.67	\$374,861.24	\$360,407.43	25.91%
1000.2.000.02620.4800.000000.00.000.000.000.000	Other Objects	\$370.00	\$0.00	\$0.00	\$370.00	\$0.00	\$370.00	100.00%
	Func: OPERATION OF BUILDINGS - 02620	\$3,870,754.88	\$1,033,440.34	\$2,636,541.84	\$1,234,213.04	\$818,899.00	\$415,314.04	10.73%
1000.2.000.02630.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$254,022.00	\$0.00	\$0.00	\$254,022.00	\$254,022.00	\$0.00	0.00%
	Func: GROUNDS UPKEEP - 02630	\$254,022.00	\$0.00	\$0.00	\$254,022.00	\$254,022.00	\$0.00	0.00%
1000.2.000.02650.4300.000000.00.000.000.000.000	Purchased Prof. and Tech. Svcs	\$21,301.00	\$0.00	\$0.00	\$21,301.00	\$21,301.00	\$0.00	0.00%
1000.2.000.02650.4600.000000.00.000.000.000.000	Supplies	\$1,021.25	(\$578.10)	\$2,049.03	(\$1,027.78)	\$0.00	(\$1,027.78)	-100.64%
	Func: VEHICLE OPERATIONS - 02650	\$22,322.25	(\$578.10)	\$2,049.03	\$20,273.22	\$21,301.00	(\$1,027.78)	-4.60%

City of Dover, New Hampshire

***ML - Condition of Accounts (Major Object By Func)**

Fiscal Year: 2011-2012

From Date: 1/1/2012 To Date: 3/31/2012

Include pre encumbrance

Print accounts with zero balance

Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
Func: SUPPORT SERVICES - Other - 02900		\$10,905.50	\$5,110.76	\$5,458.42	\$5,447.08	\$0.00	\$5,447.08	49.95%
1000.2.000.05222.4900.000000.00	Other Uses of Funds	\$416,566.22	\$0.00	\$416,566.22	\$0.00	\$0.00	\$0.00	0.00%
Func: TRANSFER TO ALL OTHER SPECIAL REV FUNDS - 05222		\$416,566.22	\$0.00	\$416,566.22	\$0.00	\$0.00	\$0.00	0.00%
Grand Total:		\$41,850,210.90	\$11,107,662.64	\$27,295,555.12	\$14,554,655.78	\$12,993,226.61	\$1,561,429.17	3.73%

End of Report

JEAN BRIGGS BADGER
Superintendent

MICHAEL LIMANNI
Business Administrator



SCHOOL ADMINISTRATIVE UNIT #11
McCONNELL CENTER
61 LOCUST STREET SUITE 409
DOVER, NEW HAMPSHIRE 03820-4132
TEL (603) 516-6800
FAX (603) 516-6809

THE DOVER SCHOOL DISTRICT

MEMORANDUM

TO: Jean Briggs Badger, Superintendent of Schools
FROM: Michael A. Limanni, Business Administrator
DATE: August 30th, 2012
RE: District's Financial Condition – Fourth Quarter FY2012

Attached is the condition of the Dover School Department budget for the fiscal year ending 6/30/2012. Typically this document would pair with the end financial reports due the state by September 1st, and approved by the School Board in the first meeting in September. When reviewing these items please take note that the school district came in under budget by \$334,799.81. This was necessary as the revenue received came in at \$331,045.42 below the expectation set by the FY12 Adopted Budget. Thus, it is reasonable to expect that we will be returning approximately \$3,754.39 to the City of Dover's fund balance.

Dover School District Mission Statement

Strengthening our community by educating every child, every day!

City of Dover, New Hampshire

***ML - Condition of Accounts (Obj and Function)**

Fiscal Year: 2011-2012

From Date: 4/1/2012 To Date: 6/30/2012

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.01100.4101.00000.00.000.000.000.000	TRACK CHANGES	\$20,500.00	\$0.00	\$0.00	\$20,500.00	\$0.00	\$20,500.00	100.00%
1000.2.000.01100.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$11,404,737.09	\$4,107,162.24	\$11,186,441.87	\$218,295.22	\$0.00	\$218,295.22	1.91%
1000.2.000.01100.4111.00000.00.000.000.000.000	BENEFIT REIMBURSEMENT	\$15,900.00	\$0.00	\$15,825.00	\$75.00	\$0.00	\$75.00	0.47%
1000.2.000.01100.4160.00000.00.000.000.000.000	Severance Pay	\$120,000.00	\$84,834.89	\$84,834.89	\$35,165.11	\$0.00	\$35,165.11	29.30%
1000.2.000.01100.4170.00000.00.000.000.000.000	Longevity Pay	\$59,572.00	\$19,428.30	\$51,574.87	\$7,997.13	\$0.00	\$7,997.13	13.42%
1000.2.000.01100.4211.00000.00.000.000.000.000	Health Insurance	\$2,926,768.34	\$1,075,598.19	\$2,833,726.38	\$93,041.96	\$0.00	\$93,041.96	3.18%
1000.2.000.01100.4212.00000.00.000.000.000.000	Dental Insurance	\$128,479.30	\$46,654.13	\$127,023.87	\$1,455.43	\$0.00	\$1,455.43	1.13%
1000.2.000.01100.4213.00000.00.000.000.000.000	Life Insurance	\$16,488.00	\$3,257.05	\$15,673.41	\$814.59	\$0.00	\$814.59	4.94%
1000.2.000.01100.4214.00000.00.000.000.000.000	Disability Insurance	\$22,845.03	\$4,059.52	\$20,736.71	\$2,108.32	\$0.00	\$2,108.32	9.23%
1000.2.000.01100.4220.00000.00.000.000.000.000	FICA	\$889,779.15	\$309,853.11	\$835,867.89	\$53,911.26	\$0.00	\$53,911.26	6.06%
1000.2.000.01100.4230.00000.00.000.000.000.000	Retirement	\$1,140,654.94	\$438,127.63	\$1,173,144.16	(\$32,489.22)	\$3,116.13	(\$35,605.35)	-3.12%
1000.2.000.01100.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	(\$1,200.00)	(\$1,118.29)	(\$1,118.29)	(\$81.71)	\$0.00	(\$81.71)	6.81%
1000.2.000.01100.4433.00000.00.000.000.000.000	Maint Chrgs - Equipment	\$5,001.00	\$540.00	\$1,481.00	\$3,520.00	\$0.00	\$3,520.00	70.39%
1000.2.000.01100.4580.00000.00.000.000.000.000	Travel Expense	\$390.00	\$87.28	\$224.75	\$165.25	\$0.00	\$165.25	42.37%
1000.2.000.01100.4611.00000.00.000.000.000.000	Office Supplies	\$191,874.03	\$23,281.96	\$170,490.17	\$21,383.86	\$16,887.47	\$4,496.39	2.34%
1000.2.000.01100.4640.00000.00.000.000.000.000	Books/Publications	\$51,109.58	\$3,583.17	\$38,714.12	\$12,395.46	\$56,395.58	(\$44,000.12)	-86.09%
1000.2.000.01100.4731.00000.00.000.000.000.000	NEW/ADDL EQUIP	\$1,126.51	\$0.00	\$1,122.62	\$3.89	\$0.00	\$3.89	0.35%
1000.2.000.01100.4733.00000.00.000.000.000.000	NEW/ADDL FURNITURE	\$3,935.10	\$0.00	\$0.00	\$3,935.10	\$7,765.10	(\$3,830.00)	-97.33%
1000.2.000.01100.4734.00000.00.000.000.000.000	NEW/ADDL TECH. EQUIP.	\$16,535.60	\$1,504.00	\$7,099.36	\$9,436.24	\$17,002.99	(\$7,566.75)	-45.76%
1000.2.000.01100.4735.00000.00.000.000.000.000	REPLACE EQUIPMENT	\$15,940.73	\$0.00	\$5,700.99	\$10,239.74	\$9,811.00	\$428.74	2.69%
1000.2.000.01100.4737.00000.00.000.000.000.000	REPLACE FURNITURE	\$7,019.32	\$0.00	\$5,799.32	\$1,220.00	\$1,624.00	(\$404.00)	-5.76%
1000.2.000.01100.4737.00000.00.000.000.000.000	Func: REGULAR EDUCATION PROGRAMS - 01100	\$17,037,455.72	\$6,116,853.18	\$16,574,363.09	\$463,092.63	\$112,602.27	\$350,490.36	2.06%
1000.2.000.01101.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$985,558.83	\$334,423.70	\$936,450.76	\$49,108.07	\$0.00	\$49,108.07	4.98%
1000.2.000.01101.4170.00000.00.000.000.000.000	Longevity Pay	\$2,849.00	\$1,056.96	\$2,948.00	(\$99.00)	\$0.00	(\$99.00)	-3.47%
1000.2.000.01101.4211.00000.00.000.000.000.000	Health Insurance	\$223,862.22	\$83,971.50	\$224,218.67	(\$356.45)	\$0.00	(\$356.45)	-0.16%
1000.2.000.01101.4212.00000.00.000.000.000.000	Dental Insurance	\$10,123.80	\$3,374.76	\$9,279.66	\$844.14	\$0.00	\$844.14	8.34%
1000.2.000.01101.4213.00000.00.000.000.000.000	Life Insurance	\$2,160.00	\$533.42	\$2,160.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01101.4214.00000.00.000.000.000.000	Disability Insurance	\$2,043.95	\$547.54	\$2,043.95	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01101.4220.00000.00.000.000.000.000	FICA	\$75,613.65	\$24,431.25	\$68,620.85	\$6,992.80	\$0.00	\$6,992.80	9.25%
1000.2.000.01101.4230.00000.00.000.000.000.000	Retirement	\$74,116.82	\$29,164.18	\$75,817.92	(\$1,701.10)	\$0.00	(\$1,701.10)	-2.30%
1000.2.000.01101.4230.00000.00.000.000.000.000	Func: REGULAR ED. KINDERGARTEN - 01101	\$1,376,328.27	\$477,503.31	\$1,321,539.81	\$54,788.46	\$0.00	\$54,788.46	3.98%
1000.2.000.01210.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$3,228,960.69	\$1,003,636.30	\$3,101,470.72	\$127,489.97	\$0.00	\$127,489.97	3.95%
1000.2.000.01210.4170.00000.00.000.000.000.000	Longevity Pay	\$17,814.03	\$2,658.12	\$18,861.00	(\$1,046.97)	\$0.00	(\$1,046.97)	-5.88%
1000.2.000.01210.4211.00000.00.000.000.000.000	Health Insurance	\$486,654.77	\$152,330.28	\$444,521.43	\$42,133.34	\$0.00	\$42,133.34	8.66%
1000.2.000.01210.4212.00000.00.000.000.000.000	Dental Insurance	\$23,050.92	\$7,005.11	\$20,424.90	\$2,626.02	\$0.00	\$2,626.02	11.39%
1000.2.000.01210.4213.00000.00.000.000.000.000	Life Insurance	\$8,121.60	\$2,005.34	\$8,121.60	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01210.4214.00000.00.000.000.000.000	Disability Insurance	\$6,593.59	\$1,766.25	\$6,593.59	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01210.4220.00000.00.000.000.000.000	FICA	\$248,497.60	\$73,729.77	\$228,596.18	\$19,901.42	\$0.00	\$19,901.42	8.01%
1000.2.000.01210.4230.00000.00.000.000.000.000	Retirement	\$176,928.79	\$60,498.86	\$168,873.73	\$8,055.06	\$0.00	\$8,055.06	4.55%
1000.2.000.01210.4322.00000.00.000.000.000.000	PROF SERVICES INSTRUCTIONAL	\$40.00	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01210.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$57,613.00	\$27,254.28	\$51,547.79	\$6,065.21	\$947.20	\$5,118.01	8.88%
1000.2.000.01210.4409.00000.00.000.000.000.000	PHOTOCOPIER MAINTENANCE	\$2,899.00	\$926.79	\$3,495.21	(\$596.21)	\$0.00	(\$596.21)	-20.57%
1000.2.000.01210.4433.00000.00.000.000.000.000	Maint Chrgs - Equipment	\$270.00	\$0.00	\$270.00	\$0.00	\$2,470.00	(\$2,470.00)	-914.81%
1000.2.000.01210.4531.00000.00.000.000.000.000	Telecommunications	\$2,410.00	\$847.32	\$2,508.68	(\$98.68)	\$0.00	(\$98.68)	-4.09%
1000.2.000.01210.4534.00000.00.000.000.000.000	Postage	\$1,956.00	\$178.93	\$850.95	\$1,105.05	\$0.00	\$1,105.05	56.50%
1000.2.000.01210.4540.00000.00.000.000.000.000	Advertising	\$0.00	\$241.50	\$241.50	(\$241.50)	\$0.00	(\$241.50)	0.00%
1000.2.000.01210.4550.00000.00.000.000.000.000	Printing & Binding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01210.4561.00000.00.000.000.000.000	Tuition - Public/Other	\$317,533.24	\$96,707.90	\$321,607.31	(\$4,074.07)	\$0.00	(\$4,074.07)	-1.28%
1000.2.000.01210.4563.00000.00.000.000.000.000	Tuition-Private	\$940,378.90	\$232,881.31	\$1,073,508.72	(\$133,129.82)	\$2,700.00	(\$135,829.82)	-14.44%
1000.2.000.01210.4580.00000.00.000.000.000.000	Travel Expense	\$5,673.75	\$3,678.17	\$6,257.87	(\$584.12)	\$0.00	(\$584.12)	-10.30%

City of Dover, New Hampshire

***ML - Condition of Accounts (Obj and Function)**

Fiscal Year: 2011-2012

From Date: 4/1/2012 To Date: 6/30/2012

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.01210.4611.00000.00.000.000.000.000	Office Supplies	\$8,800.00	\$98.78	\$4,894.48	\$3,905.52	\$0.00	\$3,905.52	44.38%
1000.2.000.01210.4643.00000.00.000.000.000.000	INFORMATION ACCESS FEES	\$20,135.00	\$0.00	\$20,135.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01210.4731.00000.00.000.000.000.000	NEW/ADDL EQUIP	\$1,012.50	\$37.65	\$240.57	\$771.93	\$5,936.40	(\$5,164.47)	-510.07%
1000.2.000.01210.4734.00000.00.000.000.000.000	NEW/ADDL TECH. EQUIP.	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
1000.2.000.01210.4810.00000.00.000.000.000.000	Membership Dues	\$1,205.00	\$0.00	\$925.00	\$280.00	\$89.94	\$190.06	15.77%
	Func: SPECIAL EDUCATION - 01210	\$5,557,548.38	\$1,666,482.66	\$5,483,986.23	\$73,562.15	\$12,143.54	\$61,418.61	1.11%
1000.2.000.01220.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$319,272.62	\$101,782.84	\$289,206.50	\$30,066.12	\$0.00	\$30,066.12	9.42%
1000.2.000.01220.4170.00000.00.000.000.000.000	Longevity Pay	\$1,937.00	\$301.96	\$1,235.00	\$702.00	\$0.00	\$702.00	36.24%
1000.2.000.01220.4211.00000.00.000.000.000.000	Health Insurance	\$45,421.20	\$25,205.01	\$66,439.95	(\$21,018.75)	\$0.00	(\$21,018.75)	-46.28%
1000.2.000.01220.4212.00000.00.000.000.000.000	Dental Insurance	\$2,033.52	\$792.79	\$2,043.99	(\$10.47)	\$0.00	(\$10.47)	-0.51%
1000.2.000.01220.4213.00000.00.000.000.000.000	Life Insurance	\$662.40	\$163.57	\$662.40	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01220.4214.00000.00.000.000.000.000	Disability Insurance	\$640.06	\$171.45	\$640.06	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01220.4220.00000.00.000.000.000.000	FICA	\$24,573.01	\$7,470.57	\$21,252.99	\$3,320.02	\$0.00	\$3,320.02	13.51%
1000.2.000.01220.4230.00000.00.000.000.000.000	Retirement	\$21,307.03	\$8,291.82	\$21,630.87	(\$323.84)	\$0.00	(\$323.84)	-1.52%
	Func: SPECIAL ED. PRESCHOOL - 01220	\$415,846.84	\$144,180.01	\$403,111.76	\$12,735.08	\$0.00	\$12,735.08	3.06%
1000.2.000.01230.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$89,885.00	\$927.04	\$65,770.52	\$24,114.48	\$0.00	\$24,114.48	26.83%
	Func: SPECIAL ED. CONSULTANT - 01230	\$89,885.00	\$927.04	\$65,770.52	\$24,114.48	\$0.00	\$24,114.48	26.83%
1000.2.000.01231.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$7,270.00	\$1,543.75	\$4,072.15	\$3,197.85	\$0.00	\$3,197.85	43.99%
1000.2.000.01231.4611.00000.00.000.000.000.000	Office Supplies	\$4,803.00	\$86.90	\$1,906.24	\$2,896.76	\$0.00	\$2,896.76	60.31%
	Func: SPECIAL EVALUATION & TESTING - 01231	\$12,073.00	\$1,630.65	\$5,978.39	\$6,094.61	\$0.00	\$6,094.61	50.48%
1000.2.000.01270.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$237,815.14	\$75,928.40	\$232,600.62	\$5,214.52	\$0.00	\$5,214.52	2.19%
1000.2.000.01270.4170.00000.00.000.000.000.000	Longevity Pay	\$1,011.00	\$215.72	\$561.00	\$450.00	\$0.00	\$450.00	44.51%
1000.2.000.01270.4211.00000.00.000.000.000.000	Health Insurance	\$47,338.26	\$18,643.70	\$48,482.72	(\$1,144.46)	\$0.00	(\$1,144.46)	-2.42%
1000.2.000.01270.4212.00000.00.000.000.000.000	Dental Insurance	\$1,885.20	\$673.32	\$1,776.78	\$108.42	\$0.00	\$108.42	5.75%
1000.2.000.01270.4213.00000.00.000.000.000.000	Life Insurance	\$576.00	\$142.23	\$576.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01270.4214.00000.00.000.000.000.000	Disability Insurance	\$509.59	\$136.51	\$509.59	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01270.4220.00000.00.000.000.000.000	FICA	\$18,563.70	\$5,357.63	\$16,641.06	\$1,922.64	\$0.00	\$1,922.64	10.36%
1000.2.000.01270.4230.00000.00.000.000.000.000	Retirement	\$9,173.70	\$3,808.06	\$9,901.02	(\$727.32)	\$0.00	(\$727.32)	-7.93%
1000.2.000.01270.4322.00000.00.000.000.000.000	PROF SERVICES INSTRUCTIONAL	\$6.00	\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	100.00%
1000.2.000.01270.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$0.00	\$157.50	\$157.50	(\$157.50)	\$0.00	(\$157.50)	0.00%
1000.2.000.01270.4530.00000.00.000.000.000.000	TELETRANSLATOR	\$412.00	\$0.00	\$329.90	\$82.10	\$0.00	\$82.10	19.93%
1000.2.000.01270.4580.00000.00.000.000.000.000	Travel Expense	\$1,439.62	\$67.86	\$1,281.82	\$157.80	\$0.00	\$157.80	10.96%
	Func: ELL-ENGLISH LANGUAGE LEARNERS - 01270	\$318,730.21	\$105,130.93	\$312,818.01	\$5,912.20	\$0.00	\$5,912.20	1.85%
1000.2.000.01280.4810.00000.00.000.000.000.000	Membership Dues	\$5,250.00	\$0.00	\$4,050.00	\$1,200.00	\$0.00	\$1,200.00	22.86%
	Func: GIFTED AND TALENTED - 01280	\$5,250.00	\$0.00	\$4,050.00	\$1,200.00	\$0.00	\$1,200.00	22.86%
1000.2.000.01290.4433.00000.00.000.000.000.000	Maint Chrgs - Equipment	\$120.00	\$0.00	\$113.39	\$6.61	\$360.00	(\$353.39)	-294.49%
1000.2.000.01290.4731.00000.00.000.000.000.000	NEW/ADDL EQUIP	(\$120.00)	\$0.00	\$0.00	(\$120.00)	\$0.00	(\$120.00)	100.00%
	Func: 504 PROGRAMS - 01290	\$0.00	\$0.00	\$113.39	(\$113.39)	\$360.00	(\$473.39)	0.00%
1000.2.000.01300.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$1,187,523.35	\$416,480.37	\$1,136,114.58	\$51,408.77	\$0.00	\$51,408.77	4.33%
1000.2.000.01300.4111.00000.00.000.000.000.000	BENEFIT REIMBURSEMENT	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
1000.2.000.01300.4170.00000.00.000.000.000.000	Longevity Pay	\$4,470.00	\$949.12	\$3,768.00	\$702.00	\$0.00	\$702.00	15.70%
1000.2.000.01300.4211.00000.00.000.000.000.000	Health Insurance	\$314,591.44	\$127,141.64	\$333,026.07	(\$18,434.63)	\$0.00	(\$18,434.63)	-5.86%
1000.2.000.01300.4212.00000.00.000.000.000.000	Dental Insurance	\$14,574.61	\$5,033.31	\$13,723.73	\$850.88	\$0.00	\$850.88	5.84%
1000.2.000.01300.4213.00000.00.000.000.000.000	Life Insurance	\$1,656.00	\$408.90	\$1,656.00	\$0.00	\$0.00	\$0.00	0.00%

City of Dover, New Hampshire

*ML - Condition of Accounts (Obj and Function)

From Date: 4/1/2012 To Date: 6/30/2012

Fiscal Year: 2011-2012

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.01300.4214.00000.00.000.000.000	Disability Insurance	\$2,300.56	\$616.34	\$2,300.56	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01300.4220.00000.00.000.000.000	FICA	\$86,692.63	\$30,492.82	\$83,443.67	\$3,248.96	\$0.00	\$3,248.96	3.75%
1000.2.000.01300.4230.00000.00.000.000.000	Retirement	\$115,886.31	\$43,164.95	\$119,239.12	(\$3,352.81)	\$0.00	(\$3,352.81)	-2.89%
1000.2.000.01300.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$2,165.00	\$558.52	\$1,954.82	\$210.18	\$279.26	(\$69.08)	-3.19%
1000.2.000.01300.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$13,631.00	\$2,099.36	\$9,415.54	\$4,215.46	\$3,405.00	\$810.46	5.95%
1000.2.000.01300.4440.00000.00.000.000.000	FACILITY REPAIRS/RENOVATIONS	\$24,800.00	\$7,500.00	\$23,800.00	\$1,000.00	\$0.00	\$1,000.00	4.03%
1000.2.000.01300.4460.00000.00.000.000.000	Taxes	\$1,300.00	\$0.00	\$500.00	\$800.00	\$0.00	\$800.00	61.54%
1000.2.000.01300.4525.00000.00.000.000.000	Student Insurance	\$1,200.00	\$0.00	\$1,180.00	\$20.00	\$0.00	\$20.00	1.67%
1000.2.000.01300.4531.00000.00.000.000.000	Telecommunications	\$6,725.00	\$2,395.70	\$7,211.03	(\$486.03)	\$0.00	(\$486.03)	-7.23%
1000.2.000.01300.4532.00000.00.000.000.000	DATA COMMUNICATIONS	\$1,618.04	\$227.58	\$1,007.24	\$610.80	\$500.00	\$110.80	6.85%
1000.2.000.01300.4534.00000.00.000.000.000	Postage	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01300.4550.00000.00.000.000.000	Printing & Binding	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
1000.2.000.01300.4561.00000.00.000.000.000	Tuition - Public/Other	\$4,994.51	\$4,602.37	\$11,803.75	(\$6,809.24)	\$6,696.24	(\$13,505.48)	-270.41%
1000.2.000.01300.4580.00000.00.000.000.000	Travel Expense	\$1,150.00	\$0.00	\$1,174.44	(\$24.44)	\$0.00	(\$24.44)	-2.13%
1000.2.000.01300.4611.00000.00.000.000.000	Office Supplies	\$98,321.55	\$17,583.88	\$62,050.91	\$36,270.64	\$1,730.60	\$34,540.04	35.13%
1000.2.000.01300.4612.00000.00.000.000.000	Operating Supplies	\$5,996.00	\$1,158.31	\$5,922.45	\$73.55	\$0.00	\$73.55	1.23%
1000.2.000.01300.4640.00000.00.000.000.000	Books/Publications	\$27,749.29	\$601.18	\$23,717.48	\$4,031.81	\$0.00	\$4,031.81	14.53%
1000.2.000.01300.4650.00000.00.000.000.000	SOFTWARE	\$8,600.00	\$2,523.00	\$6,138.20	\$2,461.80	\$0.00	\$2,461.80	28.63%
1000.2.000.01300.4731.00000.00.000.000.000	NEW/ADDL EQUIP	\$15,719.71	\$4,561.78	\$13,374.38	\$2,345.33	\$43,466.80	(\$41,121.47)	-261.59%
1000.2.000.01300.4734.00000.00.000.000.000	NEW/ADDL TECH. EQUIP.	\$5,240.00	\$7,658.00	\$15,899.31	(\$10,659.31)	\$24,306.90	(\$34,966.21)	-667.29%
1000.2.000.01300.4735.00000.00.000.000.000	REPLACE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$3,950.00	(\$3,950.00)	0.00%
1000.2.000.01300.4810.00000.00.000.000.000	Membership Dues	\$735.00	\$0.00	\$135.00	\$600.00	\$0.00	\$600.00	81.63%
	Func: VOCATIONAL EDUCATION PROGRAMS - 01300	\$1,951,640.00	\$675,757.13	\$1,879,356.28	\$72,283.72	\$84,334.80	(\$12,051.08)	-0.62%
1000.2.000.01350.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)	\$0.00	(\$1,000.00)	0.00%
1000.2.000.01350.4531.00000.00.000.000.000	Telecommunications	\$360.00	\$118.97	\$341.43	\$18.57	\$0.00	\$18.57	5.16%
1000.2.000.01350.4611.00000.00.000.000.000	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: CAREER TECH-VOC INCLUSION SERV - 01350	\$360.00	\$118.97	\$1,341.43	(\$981.43)	\$0.00	(\$981.43)	-272.62%
1000.2.000.01390.4110.00000.00.000.000.000	Regular Salaried Employees	\$129,034.00	\$49,659.28	\$129,034.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01390.4211.00000.00.000.000.000	Health Insurance	\$29,869.77	\$11,959.56	\$29,999.73	(\$129.96)	\$0.00	(\$129.96)	-0.44%
1000.2.000.01390.4212.00000.00.000.000.000	Dental Insurance	\$1,083.36	\$386.30	\$1,037.38	\$45.98	\$0.00	\$45.98	4.24%
1000.2.000.01390.4213.00000.00.000.000.000	Life Insurance	\$144.00	\$35.55	\$144.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01390.4214.00000.00.000.000.000	Disability Insurance	\$252.00	\$67.51	\$252.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01390.4230.00000.00.000.000.000	FICA	\$9,871.10	\$3,683.44	\$9,584.44	\$286.66	\$0.00	\$286.66	2.90%
1000.2.000.01390.4230.00000.00.000.000.000	Retirement	\$13,481.46	\$5,611.44	\$14,580.64	(\$1,099.18)	\$0.00	(\$1,099.18)	-8.15%
1000.2.000.01390.4531.00000.00.000.000.000	Telecommunications	\$355.00	\$114.31	\$335.91	\$19.09	\$0.00	\$19.09	5.38%
1000.2.000.01390.4580.00000.00.000.000.000	Travel Expense	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
	Func: CAREER TECH - SPECIAL SERVICES - 01390	\$184,190.69	\$71,517.39	\$184,968.10	(\$777.41)	\$0.00	(\$777.41)	-0.42%
1000.2.000.01391.4170.00000.00.000.000.000	Longevity Pay	\$0.00	\$215.72	\$561.00	(\$561.00)	\$0.00	(\$561.00)	0.00%
1000.2.000.01391.4220.00000.00.000.000.000	FICA	\$0.00	\$16.50	\$42.90	(\$42.90)	\$0.00	(\$42.90)	0.00%
1000.2.000.01391.4230.00000.00.000.000.000	Retirement	\$0.00	\$24.39	\$63.43	(\$63.43)	\$0.00	(\$63.43)	0.00%
	Func: CAREER TECH - GUIDANCE - 01391	\$0.00	\$256.61	\$667.33	(\$667.33)	\$0.00	(\$667.33)	0.00%
1000.2.000.01402.4110.00000.00.000.000.000	Regular Salaried Employees	\$9,000.00	\$1,024.00	\$4,091.20	\$4,908.80	\$0.00	\$4,908.80	54.54%
1000.2.000.01402.4220.00000.00.000.000.000	FICA	\$688.50	\$78.36	\$312.97	\$375.53	\$0.00	\$375.53	54.54%
1000.2.000.01402.4230.00000.00.000.000.000	Retirement	\$138.87	\$0.00	\$91.15	\$47.72	\$0.00	\$47.72	34.36%
	Func: OTHER-HOMEBOUND INSTRUCTION - 01402	\$9,827.37	\$1,102.36	\$4,495.32	\$5,332.05	\$0.00	\$5,332.05	54.26%
1000.2.000.01410.4110.00000.00.000.000.000	Regular Salaried Employees	\$43,053.00	\$32,693.51	\$38,313.04	\$4,739.96	\$0.00	\$4,739.96	11.01%
1000.2.000.01410.4220.00000.00.000.000.000	FICA	\$3,293.55	\$2,501.00	\$2,930.91	\$362.64	\$0.00	\$362.64	11.01%

City of Dover, New Hampshire

***ML - Condition of Accounts (Obj and Function)**

Fiscal Year: 2011-2012

From Date: 4/1/2012

To Date: 6/30/2012

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.01410.4230.00000.00.000.000.000.000	Retirement	\$4,520.05	\$3,153.52	\$3,548.11	\$971.94	\$0.00	\$971.94	21.50%
1000.2.000.01410.4611.00000.00.000.000.000.000	Office Supplies	\$828.00	\$0.00	\$0.00	\$828.00	\$0.00	\$828.00	100.00%
1000.2.000.01410.4810.00000.00.000.000.000.000	Membership Dues	\$2,675.00	\$0.00	\$2,875.00	(\$200.00)	\$0.00	(\$200.00)	-7.48%
	Func: CO-CURRICULAR ACTIVITIES - 01410	\$54,369.60	\$38,348.03	\$47,667.06	\$6,702.54	\$0.00	\$6,702.54	12.33%
1000.2.000.01420.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$264,669.00	\$69,831.61	\$273,963.21	(\$9,294.21)	\$0.00	(\$9,294.21)	-3.51%
1000.2.000.01420.4111.00000.00.000.000.000.000	BENEFIT REIMBURSEMENT	\$2,136.00	\$1,922.40	\$3,844.80	(\$1,708.80)	\$0.00	(\$1,708.80)	-80.00%
1000.2.000.01420.4170.00000.00.000.000.000.000	Longevity Pay	\$962.50	\$127.00	\$962.50	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01420.4211.00000.00.000.000.000.000	Health Insurance	\$23,774.64	\$5,519.54	\$23,807.54	(\$32.90)	\$0.00	(\$32.90)	-0.14%
1000.2.000.01420.4212.00000.00.000.000.000.000	Dental Insurance	\$1,695.60	\$389.00	\$1,693.20	\$2.40	\$0.00	\$2.40	0.14%
1000.2.000.01420.4213.00000.00.000.000.000.000	Life Insurance	\$216.00	\$56.33	\$216.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01420.4214.00000.00.000.000.000.000	Disability Insurance	\$209.42	\$53.00	\$209.42	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01420.4220.00000.00.000.000.000.000	FICA	\$20,604.46	\$5,482.24	\$21,167.79	(\$563.33)	\$0.00	(\$563.33)	-2.73%
1000.2.000.01420.4230.00000.00.000.000.000.000	Retirement	\$27,473.28	\$4,798.49	\$19,759.57	\$7,713.71	\$0.00	\$7,713.71	28.08%
1000.2.000.01420.4322.00000.00.000.000.000.000	PROF SERVICES INSTRUCTIONAL	\$1,500.00	\$140.00	\$1,190.00	\$310.00	\$0.00	\$310.00	20.67%
1000.2.000.01420.4323.00000.00.000.000.000.000	PROF SERVICES INSTRUCTIONAL PUPIL	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01420.4391.00000.00.000.000.000.000	OFFICIAL SERVICES	\$48,805.00	\$14,245.00	\$42,842.00	\$5,963.00	\$0.00	\$5,963.00	12.22%
1000.2.000.01420.4433.00000.00.000.000.000.000	Maint Chrgs - Equipment	\$7,000.00	\$4,729.20	\$11,729.20	(\$4,729.20)	\$875.00	(\$5,604.20)	-80.06%
1000.2.000.01420.4441.00000.00.000.000.000.000	Rental of Land & Buildings	\$1,200.00	\$270.00	\$1,080.00	\$120.00	\$0.00	\$120.00	10.00%
1000.2.000.01420.4525.00000.00.000.000.000.000	Student Insurance	\$2,088.00	\$0.00	\$5,000.00	(\$2,912.00)	\$0.00	(\$2,912.00)	-139.46%
1000.2.000.01420.4531.00000.00.000.000.000.000	Telecommunications	\$1,510.00	\$491.45	\$1,476.60	\$33.40	\$0.00	\$33.40	2.21%
1000.2.000.01420.4534.00000.00.000.000.000.000	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01420.4580.00000.00.000.000.000.000	Travel Expense	\$2,700.00	\$1,805.97	\$2,646.80	\$53.20	\$0.00	\$53.20	1.97%
1000.2.000.01420.4611.00000.00.000.000.000.000	Office Supplies	\$31,740.00	\$1,253.91	\$27,405.06	\$4,334.94	\$117.91	\$4,217.03	13.29%
1000.2.000.01420.4715.00000.00.000.000.000.000	Land Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$1,380.00	(\$1,380.00)	0.00%
1000.2.000.01420.4735.00000.00.000.000.000.000	REPLACE EQUIPMENT	\$0.00	\$8,250.00	\$8,250.00	(\$8,250.00)	\$6,867.00	(\$15,117.00)	0.00%
1000.2.000.01420.4810.00000.00.000.000.000.000	Membership Dues	\$35,020.00	\$1,700.00	\$36,289.00	(\$1,269.00)	\$0.00	(\$1,269.00)	-3.62%
	Func: ATHLETICS - 01420	\$503,303.90	\$121,045.23	\$513,532.69	(\$10,228.79)	\$9,239.91	(\$19,468.70)	-3.87%
1000.2.000.01602.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$149,762.40	\$22,648.20	\$124,394.90	\$25,367.50	\$0.00	\$25,367.50	16.94%
1000.2.000.01602.4170.00000.00.000.000.000.000	Longevity Pay	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01602.4211.00000.00.000.000.000.000	Health Insurance	\$36,603.60	\$8,498.18	\$36,654.18	(\$50.58)	\$0.00	(\$50.58)	-0.14%
1000.2.000.01602.4212.00000.00.000.000.000.000	Dental Insurance	\$2,203.68	\$503.88	\$2,198.88	\$4.80	\$0.00	\$4.80	0.22%
1000.2.000.01602.4213.00000.00.000.000.000.000	Life Insurance	\$288.00	\$71.10	\$288.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01602.4214.00000.00.000.000.000.000	Disability Insurance	\$220.50	\$59.06	\$220.50	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01602.4220.00000.00.000.000.000.000	FICA	\$11,510.37	\$2,044.45	\$9,644.46	\$1,865.91	\$0.00	\$1,865.91	16.21%
1000.2.000.01602.4230.00000.00.000.000.000.000	Retirement	\$12,199.99	\$2,729.51	\$12,046.76	\$153.23	\$0.00	\$153.23	1.26%
	Func: ADULT EDUCATION - 01602	\$213,488.54	\$36,554.38	\$186,147.68	\$27,340.86	\$0.00	\$27,340.86	12.81%
1000.2.000.02112.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02112.4220.00000.00.000.000.000.000	FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02112.4230.00000.00.000.000.000.000	Retirement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02112.4392.00000.00.000.000.000.000	POLICE SERVICES	\$45,906.69	\$0.00	\$45,906.69	\$0.00	\$0.00	\$0.00	0.00%
	Func: RESOURCE OFFICERS - 02112	\$45,906.69	\$0.00	\$45,906.69	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02114.4550.00000.00.000.000.000.000	Printing & Binding	\$4,606.50	\$0.00	\$106.50	\$4,500.00	\$0.00	\$4,500.00	97.69%
	Func: ATTENDANCE-REPORTING - 02114	\$4,606.50	\$0.00	\$106.50	\$4,500.00	\$0.00	\$4,500.00	97.69%
1000.2.000.02122.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$878,898.19	\$291,609.96	\$856,211.52	\$22,686.67	\$0.00	\$22,686.67	2.58%
1000.2.000.02122.4111.00000.00.000.000.000.000	BENEFIT REIMBURSEMENT	\$5,767.50	\$0.00	\$0.00	\$5,767.50	\$0.00	\$5,767.50	100.00%
1000.2.000.02122.4170.00000.00.000.000.000.000	Longevity Pay	\$5,625.00	\$862.92	\$2,957.00	\$2,668.00	\$0.00	\$2,668.00	47.43%
1000.2.000.02122.4211.00000.00.000.000.000.000	Health Insurance	\$242,054.22	\$75,770.02	\$219,114.32	\$22,939.90	\$0.00	\$22,939.90	9.48%

City of Dover, New Hampshire

***ML - Condition of Accounts (Obj and Function)**

From Date: 4/1/2012 To Date: 6/30/2012

Fiscal Year: 2011-2012

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02122.4212.00000.00.000.000.000.000	Dental Insurance	\$9,726.72	\$2,876.34	\$8,612.10	\$1,114.62	\$0.00	\$1,114.62	11.46%
1000.2.000.02122.4213.00000.00.000.000.000.000	Life Insurance	\$1,368.00	\$337.81	\$1,368.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02122.4214.00000.00.000.000.000.000	Disability Insurance	\$1,772.86	\$474.91	\$1,772.86	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02122.4220.00000.00.000.000.000.000	FICA	\$68,122.67	\$21,378.13	\$62,853.72	\$5,268.95	\$0.00	\$5,268.95	7.73%
1000.2.000.02122.4230.00000.00.000.000.000.000	Retirement	\$93,812.11	\$32,445.35	\$94,846.41	(\$1,034.30)	\$0.00	(\$1,034.30)	-1.10%
1000.2.000.02122.4409.00000.00.000.000.000.000	PHOTOCOPIER MAINTENANCE	\$1,963.00	\$402.26	\$1,307.88	\$655.12	\$0.00	\$655.12	33.37%
1000.2.000.02122.4433.00000.00.000.000.000.000	Maint Chrgs - Equipment	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
1000.2.000.02122.4531.00000.00.000.000.000.000	Telecommunications	\$3,775.00	\$1,225.74	\$3,729.58	\$45.42	\$0.00	\$45.42	1.20%
1000.2.000.02122.4534.00000.00.000.000.000.000	Postage	\$600.00	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02122.4550.00000.00.000.000.000.000	Printing & Binding	\$500.00	\$0.00	\$155.80	\$344.20	\$0.00	\$344.20	68.84%
1000.2.000.02122.4580.00000.00.000.000.000.000	Travel Expense	\$450.00	\$39.57	\$224.94	\$225.06	\$0.00	\$225.06	50.01%
1000.2.000.02122.4611.00000.00.000.000.000.000	Office Supplies	\$3,165.22	\$483.17	\$2,423.77	\$741.45	\$629.75	\$111.70	3.53%
1000.2.000.02122.4644.00000.00.000.000.000.000	MAGAZINES	\$445.00	\$0.00	\$445.00	\$0.00	\$0.00	\$0.00	0.00%
Func: GUIDANCE - 02122		\$1,318,145.49	\$428,506.18	\$1,256,622.90	\$61,522.59	\$629.75	\$60,892.84	4.62%
1000.2.000.02123.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$1,765.82	\$0.00	\$1,765.82	\$0.00	\$0.00	\$0.00	0.00%
Func: APPRAISAL SERVICES - 02123		\$1,765.82	\$0.00	\$1,765.82	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02130.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$308,673.98	\$118,188.59	\$311,256.17	(\$2,582.19)	\$0.00	(\$2,582.19)	-0.84%
1000.2.000.02130.4170.00000.00.000.000.000.000	Longevity Pay	\$2,274.00	\$874.64	\$2,274.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02130.4211.00000.00.000.000.000.000	Health Insurance	\$60,478.50	\$23,514.80	\$60,731.92	(\$253.42)	\$0.00	(\$253.42)	-0.42%
1000.2.000.02130.4212.00000.00.000.000.000.000	Dental Insurance	\$3,287.04	\$1,219.90	\$3,221.66	\$65.38	\$0.00	\$65.38	1.99%
1000.2.000.02130.4213.00000.00.000.000.000.000	Life Insurance	\$360.00	\$88.90	\$360.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02130.4214.00000.00.000.000.000.000	Disability Insurance	\$586.06	\$156.98	\$586.06	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02130.4220.00000.00.000.000.000.000	FICA	\$23,790.17	\$8,719.71	\$22,977.62	\$812.55	\$0.00	\$812.55	3.42%
1000.2.000.02130.4230.00000.00.000.000.000.000	Retirement	\$29,662.57	\$12,337.03	\$31,934.03	(\$2,271.46)	\$0.00	(\$2,271.46)	-7.66%
1000.2.000.02130.4433.00000.00.000.000.000.000	Maint Chrgs - Equipment	\$703.00	\$588.00	\$588.00	\$115.00	\$0.00	\$115.00	16.36%
1000.2.000.02130.4550.00000.00.000.000.000.000	Printing & Binding	\$68.75	\$0.00	\$18.75	\$50.00	\$0.00	\$50.00	72.73%
1000.2.000.02130.4580.00000.00.000.000.000.000	Travel Expense	\$85.00	\$0.00	\$0.00	\$85.00	\$0.00	\$85.00	100.00%
1000.2.000.02130.4611.00000.00.000.000.000.000	Office Supplies	\$2,736.55	\$113.56	\$1,954.54	\$782.01	\$0.00	\$782.01	28.58%
1000.2.000.02130.4611.00000.00.000.000.000.000	NEW/ADDL EQUIP	\$1,245.00	\$0.00	\$979.00	\$266.00	\$0.00	\$266.00	21.37%
Func: HEALTH SERVICES - 02130		\$433,950.62	\$165,802.11	\$436,881.75	(\$2,931.13)	\$0.00	(\$2,931.13)	-0.68%
1000.2.000.02134.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$7,717.50	\$4,838.75	\$4,838.75	\$2,878.75	\$0.00	\$2,878.75	37.30%
Func: NURSING SERVICES - 02134		\$7,717.50	\$4,838.75	\$4,838.75	\$2,878.75	\$0.00	\$2,878.75	37.30%
1000.2.000.02143.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$0.00	\$60,307.50	\$182,834.00	(\$182,834.00)	\$0.00	(\$182,834.00)	0.00%
1000.2.000.02143.4211.00000.00.000.000.000.000	Health Insurance	\$0.00	\$8,115.25	\$29,189.17	(\$29,189.17)	\$0.00	(\$29,189.17)	0.00%
1000.2.000.02143.4212.00000.00.000.000.000.000	Dental Insurance	\$0.00	\$597.11	\$1,909.59	(\$1,909.59)	\$0.00	(\$1,909.59)	0.00%
1000.2.000.02143.4220.00000.00.000.000.000.000	FICA	\$0.00	\$4,492.43	\$13,520.09	(\$13,520.09)	\$0.00	(\$13,520.09)	0.00%
1000.2.000.02143.4230.00000.00.000.000.000.000	Retirement	\$0.00	\$6,814.71	\$20,660.11	(\$20,660.11)	\$0.00	(\$20,660.11)	0.00%
1000.2.000.02143.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$1,473.50	\$0.00	\$0.00	\$1,473.50	\$0.00	\$1,473.50	100.00%
Func: PSYCHOLOGICAL COUNSELING - 02143		\$1,473.50	\$80,327.00	\$248,112.96	(\$246,639.46)	\$0.00	(\$246,639.46)	-16738.34%
1000.2.000.02152.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$276,020.25	\$85,981.99	\$251,825.75	\$14,194.50	\$0.00	\$14,194.50	5.14%
1000.2.000.02152.4170.00000.00.000.000.000.000	Longevity Pay	\$2,734.00	\$787.68	\$2,048.00	\$686.00	\$0.00	\$686.00	25.09%
1000.2.000.02152.4211.00000.00.000.000.000.000	Health Insurance	\$38,955.00	\$13,621.16	\$36,522.49	\$2,432.51	\$0.00	\$2,432.51	6.24%
1000.2.000.02152.4212.00000.00.000.000.000.000	Dental Insurance	\$2,439.24	\$628.74	\$1,885.10	\$554.14	\$0.00	\$554.14	22.72%
1000.2.000.02152.4213.00000.00.000.000.000.000	Life Insurance	\$360.00	\$88.90	\$360.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02152.4214.00000.00.000.000.000.000	Disability Insurance	\$560.04	\$149.98	\$560.04	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02152.4220.00000.00.000.000.000.000	FICA	\$21,696.47	\$6,379.10	\$19,313.82	\$2,382.65	\$0.00	\$2,382.65	10.98%
1000.2.000.02152.4230.00000.00.000.000.000.000	Retirement	\$25,987.99	\$8,305.40	\$21,580.48	\$4,407.51	\$0.00	\$4,407.51	16.96%

City of Dover, New Hampshire

***ML - Condition of Accounts (Obj and Function)**

Fiscal Year: 2011-2012

From Date: 4/1/2012 To Date: 6/30/2012

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02152.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$5,340.00	\$4,895.25	\$4,895.25	\$444.75	\$0.00	\$444.75	8.33%
1000.2.000.02152.4611.00000.00.000.000.000.000	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: SPEECH PATHOLOGY - 02152	\$374,092.99	\$120,838.20	\$348,990.93	\$25,102.06	\$0.00	\$25,102.06	6.71%
1000.2.000.02160.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$63,490.00	\$21,602.00	\$57,267.00	\$6,223.00	\$0.00	\$6,223.00	9.80%
	Func: PHYSICAL THERAPY - 02160	\$63,490.00	\$21,602.00	\$57,267.00	\$6,223.00	\$0.00	\$6,223.00	9.80%
1000.2.000.02163.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$108,885.00	\$39,951.16	\$119,441.40	(\$10,556.40)	\$0.00	(\$10,556.40)	-9.69%
1000.2.000.02163.4211.00000.00.000.000.000.000	Health Insurance	\$28,452.60	\$15,885.01	\$45,792.05	(\$17,339.45)	\$0.00	(\$17,339.45)	-60.94%
1000.2.000.02163.4212.00000.00.000.000.000.000	Dental Insurance	\$1,389.48	\$543.83	\$1,598.71	(\$209.23)	\$0.00	(\$209.23)	-15.06%
1000.2.000.02163.4213.00000.00.000.000.000.000	Life Insurance	\$144.00	\$35.55	\$144.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02163.4214.00000.00.000.000.000.000	Disability Insurance	\$228.66	\$61.25	\$228.66	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02163.4220.00000.00.000.000.000.000	FICA	\$8,327.41	\$2,616.02	\$7,900.63	\$426.78	\$0.00	\$426.78	5.13%
1000.2.000.02163.4230.00000.00.000.000.000.000	Retirement	\$11,400.35	\$3,428.40	\$7,374.54	\$4,025.81	\$0.00	\$4,025.81	35.31%
1000.2.000.02163.4323.00000.00.000.000.000.000	PROFESSIONAL SERVICES PUPIL	\$10,793.00	\$0.00	\$0.00	\$10,793.00	\$0.00	\$10,793.00	100.00%
	Func: OCCUPATIONAL THERAPY SERVICES - 02163	\$169,620.50	\$62,521.22	\$182,479.99	(\$12,859.49)	\$0.00	(\$12,859.49)	-7.58%
1000.2.000.02190.4564.00000.00.000.000.000.000	TUITION (OTHER) - GED OPTIONS	\$7,225.00	\$4,705.00	\$13,318.00	(\$6,093.00)	\$140.00	(\$6,233.00)	-86.27%
	Func: OTHER SUPPORT SERVICES - STUDENT - 02190	\$7,225.00	\$4,705.00	\$13,318.00	(\$6,093.00)	\$140.00	(\$6,233.00)	-86.27%
1000.2.000.02211.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$144,835.00	\$58,727.02	\$129,688.50	\$15,146.50	\$0.00	\$15,146.50	10.46%
1000.2.000.02211.4111.00000.00.000.000.000.000	BENEFIT REIMBURSEMENT	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
1000.2.000.02211.4212.00000.00.000.000.000.000	Dental Insurance	\$1,016.16	\$74.80	\$822.80	\$193.36	\$0.00	\$193.36	19.03%
1000.2.000.02211.4213.00000.00.000.000.000.000	Life Insurance	\$144.00	\$35.55	\$144.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02211.4214.00000.00.000.000.000.000	Disability Insurance	\$178.50	\$47.81	\$178.50	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02211.4220.00000.00.000.000.000.000	FICA	\$11,309.40	\$4,492.70	\$9,921.38	\$1,388.02	\$0.00	\$1,388.02	12.27%
1000.2.000.02211.4230.00000.00.000.000.000.000	Retirement	\$15,436.34	\$6,636.24	\$14,842.90	\$593.44	\$0.00	\$593.44	3.84%
	Func: ACADEMIC COORDINATORS - 02211	\$175,919.40	\$70,014.12	\$155,598.08	\$20,321.32	\$0.00	\$20,321.32	11.55%
1000.2.000.02212.4110.00000.00.000.000.000.000	Regular Salaried Employees	\$56,902.60	\$16,141.08	\$57,179.26	(\$276.66)	\$0.00	(\$276.66)	-0.49%
1000.2.000.02212.4170.00000.00.000.000.000.000	Longevity Pay	\$420.00	\$385.00	\$385.00	\$35.00	\$0.00	\$35.00	8.33%
1000.2.000.02212.4211.00000.00.000.000.000.000	Health Insurance	\$12,869.32	\$4.86	\$596.36	\$12,272.96	\$0.00	\$12,272.96	95.37%
1000.2.000.02212.4212.00000.00.000.000.000.000	Dental Insurance	\$508.70	\$107.00	\$515.04	(\$6.34)	\$0.00	(\$6.34)	-1.25%
1000.2.000.02212.4213.00000.00.000.000.000.000	Life Insurance	\$86.40	\$21.38	\$86.40	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02212.4214.00000.00.000.000.000.000	Disability Insurance	\$46.61	\$12.49	\$46.61	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02212.4220.00000.00.000.000.000.000	FICA	\$4,417.32	\$1,212.77	\$4,325.26	\$92.06	\$0.00	\$92.06	2.08%
1000.2.000.02212.4230.00000.00.000.000.000.000	Retirement	\$2,461.72	\$419.94	\$2,001.49	\$460.23	\$0.00	\$460.23	18.70%
1000.2.000.02212.4290.00000.00.000.000.000.000	FSA Fees	\$0.00	\$0.00	\$27.50	(\$27.50)	\$0.00	(\$27.50)	0.00%
1000.2.000.02212.4409.00000.00.000.000.000.000	PHOTOCOPIER MAINTENANCE	\$685.00	\$0.00	\$127.46	\$557.54	\$0.00	\$557.54	81.39%
1000.2.000.02212.4531.00000.00.000.000.000.000	Telecommunications	\$1,290.00	\$591.34	\$1,750.67	(\$460.67)	\$0.00	(\$460.67)	-35.71%
1000.2.000.02212.4534.00000.00.000.000.000.000	Postage	\$339.90	\$339.90	\$339.90	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02212.4590.00000.00.000.000.000.000	Travel Expense	\$1,200.00	\$0.00	\$900.00	\$300.00	\$0.00	\$300.00	25.00%
1000.2.000.02212.4611.00000.00.000.000.000.000	Office Supplies	\$1,700.00	\$108.62	\$1,255.38	\$22.62	\$0.00	\$22.62	1.77%
1000.2.000.02212.4640.00000.00.000.000.000.000	Books/Publications	\$1,700.00	\$0.00	\$1,677.00	\$23.00	\$0.00	\$23.00	1.35%
1000.2.000.02212.4680.00000.00.000.000.000.000	Membership Dues	\$10.00	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: CURRICULUM SUPERVISION AND DEV - 02212	\$84,215.57	\$18,959.38	\$71,223.33	\$12,992.24	\$0.00	\$12,992.24	15.43%
1000.2.000.02213.4111.00000.00.000.000.000.000	BENEFIT REIMBURSEMENT	\$5,000.00	\$7,500.00	\$7,500.00	(\$2,500.00)	\$0.00	(\$2,500.00)	-50.00%
1000.2.000.02213.4220.00000.00.000.000.000.000	FICA	\$382.50	\$573.75	\$573.75	(\$191.25)	\$0.00	(\$191.25)	-50.00%
1000.2.000.02213.4230.00000.00.000.000.000.000	Retirement	\$0.00	\$44.00	\$44.00	(\$44.00)	\$0.00	(\$44.00)	0.00%
1000.2.000.02213.4240.00000.00.000.000.000.000	Staff Development Reimbursable	\$90,491.04	\$35,485.95	\$72,232.99	\$18,258.05	\$9,321.52	\$6,936.53	9.88%
1000.2.000.02213.4322.00000.00.000.000.000.000	PROF SERVICES INSTRUCTIONAL	\$10,190.63	\$4,000.61	\$8,528.62	\$1,662.01	\$0.00	\$1,662.01	16.31%

City of Dover, New Hampshire

*ML - Condition of Accounts (Obj and Function)

Fiscal Year: 2011-2012

To Date: 6/30/2012

From Date: 4/1/2012

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02223.4230.00000.00.000.000.000	Retirement	\$2,909.17	\$678.96	\$2,273.70	\$635.47	\$0.00	\$635.47	21.84%
1000.2.000.02223.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$729.93	\$381.19	\$729.33	\$0.60	\$0.00	\$0.60	0.08%
1000.2.000.02223.4611.00000.00.000.000.000	Office Supplies	\$1,171.11	\$331.19	\$1,023.37	\$148.74	\$139.96	\$8.78	0.75%
1000.2.000.02223.4735.00000.00.000.000.000	REPLACE EQUIPMENT	\$1,806.94	\$1,086.20	\$1,806.94	\$0.00	\$0.00	\$0.00	0.00%
	Func: AUDIOVISUAL SERVICES - 02223	\$34,983.38	\$10,795.74	\$33,773.51	\$1,209.87	\$139.96	\$1,069.91	3.06%
1000.2.000.02311.4125.00000.00.000.000.000	Elected Officials	\$7,200.00	\$1,800.00	\$7,200.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02311.4220.00000.00.000.000.000	FICA	\$550.80	\$137.73	\$550.92	(\$0.12)	\$0.00	(\$0.12)	-0.02%
1000.2.000.02311.4521.00000.00.000.000.000	Property Insurance	\$96,000.00	\$0.00	\$64,194.65	\$31,805.35	\$0.00	\$31,805.35	33.13%
1000.2.000.02311.4524.00000.00.000.000.000	Public Liab Insurance	\$0.00	\$0.00	\$150.00	(\$150.00)	\$0.00	(\$150.00)	0.00%
1000.2.000.02311.4525.00000.00.000.000.000	Student Insurance	\$1,250.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$1,250.00	100.00%
1000.2.000.02311.4821.00000.00.000.000.000	JUDGMENTS AGAINST THE LEA	\$0.00	\$0.00	\$2,500.00	(\$2,500.00)	\$0.00	(\$2,500.00)	0.00%
	Func: SCHOOL BOARD SERVICES - 02311	\$105,000.80	\$1,937.73	\$74,595.57	\$30,405.23	\$0.00	\$30,405.23	28.96%
1000.2.000.02312.4110.00000.00.000.000.000	Regular Salaried Employees	\$3,625.00	\$429.51	\$2,902.35	\$722.65	\$0.00	\$722.65	19.94%
1000.2.000.02312.4211.00000.00.000.000.000	Health Insurance	\$0.00	\$233.05	\$1,451.29	(\$1,451.29)	\$0.00	(\$1,451.29)	0.00%
1000.2.000.02312.4212.00000.00.000.000.000	Dental Insurance	\$0.00	\$15.52	\$89.03	(\$89.03)	\$0.00	(\$89.03)	0.00%
1000.2.000.02312.4220.00000.00.000.000.000	FICA	\$277.31	\$32.47	\$217.46	\$59.85	\$0.00	\$59.85	21.58%
1000.2.000.02312.4230.00000.00.000.000.000	Retirement	\$464.06	\$37.80	\$264.20	\$199.86	\$0.00	\$199.86	43.07%
	Func: SCHOOL BOARD SECRETARY - 02312	\$4,366.37	\$748.35	\$4,924.33	(\$557.96)	\$0.00	(\$557.96)	-12.78%
1000.2.000.02317.4335.00000.00.000.000.000	Auditing Services	\$19,865.00	\$32,359.30	\$49,834.30	\$29,969.30	\$7,640.70	(\$37,610.00)	-189.33%
	Func: AUDIT SERVICES - 02317	\$19,865.00	\$32,359.30	\$49,834.30	\$29,969.30	\$7,640.70	(\$37,610.00)	-189.33%
1000.2.000.02318.4334.00000.00.000.000.000	Legal Services	\$50,110.59	\$13,099.29	\$39,778.09	\$10,332.50	\$0.00	\$10,332.50	20.62%
	Func: SCHOOL BOARD LEGAL SERVICES - 02318	\$50,110.59	\$13,099.29	\$39,778.09	\$10,332.50	\$0.00	\$10,332.50	20.62%
1000.2.000.02319.4644.00000.00.000.000.000	MAGAZINES	\$150.00	\$0.00	\$399.00	(\$249.00)	\$0.00	(\$249.00)	-166.00%
1000.2.000.02319.4810.00000.00.000.000.000	Membership Dues	\$6,300.00	\$0.00	\$5,788.94	\$511.06	\$0.00	\$511.06	8.11%
	Func: SCHOOL BOARD-OTHER - 02319	\$6,450.00	\$0.00	\$6,187.94	\$262.06	\$0.00	\$262.06	4.06%
1000.2.000.02321.4110.00000.00.000.000.000	Regular Salaried Employees	\$451,899.80	\$101,639.76	\$449,255.55	\$2,644.25	\$0.00	\$2,644.25	0.59%
1000.2.000.02321.4111.00000.00.000.000.000	BENEFIT REIMBURSEMENT	\$3,000.00	\$5,945.22	\$13,160.21	(\$10,160.21)	\$0.00	(\$10,160.21)	-338.67%
1000.2.000.02321.4170.00000.00.000.000.000	Longevity Pay	\$5,525.00	\$1,544.20	\$5,025.00	\$500.00	\$0.00	\$500.00	9.05%
1000.2.000.02321.4211.00000.00.000.000.000	Health Insurance	\$124,525.76	\$29,717.17	\$129,626.66	(\$5,100.90)	\$0.00	(\$5,100.90)	-4.10%
1000.2.000.02321.4212.00000.00.000.000.000	Dental Insurance	\$7,829.24	\$2,015.18	\$8,813.05	(\$983.81)	\$0.00	(\$983.81)	-12.57%
1000.2.000.02321.4213.00000.00.000.000.000	Life Insurance	\$1,332.80	\$329.11	\$1,332.80	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02321.4214.00000.00.000.000.000	Disability Insurance	\$911.79	\$244.24	\$911.79	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02321.4220.00000.00.000.000.000	FICA	\$36,041.05	\$8,280.92	\$34,609.79	\$1,431.26	\$0.00	\$1,431.26	3.97%
1000.2.000.02321.4225.00000.00.000.000.000	Medicare	\$0.00	\$0.00	\$1.19	(\$1.19)	\$0.00	(\$1.19)	0.00%
1000.2.000.02321.4230.00000.00.000.000.000	Retirement	\$59,342.75	\$10,012.59	\$44,348.79	\$14,993.96	\$0.00	\$14,993.96	25.27%
1000.2.000.02321.4240.00000.00.000.000.000	Staff Development Reimbursable	\$6,850.00	\$0.00	\$10,074.00	(\$3,224.00)	\$0.00	(\$3,224.00)	-47.07%
1000.2.000.02321.4322.00000.00.000.000.000	PROF SERVICES INSTRUCTIONAL	\$6,000.00	\$179.00	\$5,821.00	\$5,821.00	\$0.00	\$5,821.00	97.02%
1000.2.000.02321.4323.00000.00.000.000.000	PROFESSIOAL SERVICES PUPIL	\$14,800.00	\$1,559.10	\$4,110.29	\$10,689.71	\$0.00	\$10,689.71	72.23%
1000.2.000.02321.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$5,925.00	\$195.00	\$7,355.20	(\$1,430.20)	\$0.00	(\$1,430.20)	-24.14%
1000.2.000.02321.4410.00000.00.000.000.000	TECHNOLOGY MAINTENANCE	\$26,645.00	\$0.00	\$23,153.44	\$3,491.56	\$0.00	\$3,491.56	13.10%
1000.2.000.02321.4441.00000.00.000.000.000	Rental of Land & Buildings	\$37,098.54	\$6,099.66	\$36,597.96	\$500.58	\$0.00	\$500.58	1.35%
1000.2.000.02321.4531.00000.00.000.000.000	Telecommunications	\$5,697.00	\$1,760.85	\$5,286.45	\$410.55	\$0.00	\$410.55	7.21%
1000.2.000.02321.4534.00000.00.000.000.000	Postage	\$6,300.00	\$1,052.25	\$6,225.12	\$74.88	\$0.00	\$74.88	1.19%
1000.2.000.02321.4540.00000.00.000.000.000	Advertising	\$8,900.00	\$917.70	\$1,835.40	\$7,064.60	\$0.00	\$7,064.60	79.38%
1000.2.000.02321.4550.00000.00.000.000.000	Printing & Binding	\$100.00	\$0.00	\$2,312.25	(\$2,212.25)	\$0.00	(\$2,212.25)	-2212.25%
1000.2.000.02321.4580.00000.00.000.000.000	Travel Expense	\$5,050.00	\$832.13	\$2,009.32	\$3,040.68	\$0.00	\$3,040.68	60.21%

City of Dover, New Hampshire

*ML - Condition of Accounts (Obj and Function)

Fiscal Year: 2011-2012

From Date: 4/1/2012 To Date: 6/30/2012

Print accounts with zero balance Filter Encumbrance Detail by Date Range

Include pre encumbrance Range To Date

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02610.4531.000000.00.000.000.000.000	Telecommunications	\$3,813.00	\$1,288.96	\$3,811.53	\$1.47	\$0.00	\$1.47	0.04%
1000.2.000.02610.4580.00000.00.000.000.000.000	Travel Expense	\$1,500.00	\$188.15	\$584.43	\$915.57	\$0.00	\$915.57	61.04%
1000.2.000.02610.4611.000000.00.000.000.000.000	Office Supplies	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
	Func: SUPERVISION OF PLANT SERVICES - 02610	\$132,502.05	\$15,615.97	\$131,348.88	\$1,153.17	\$0.00	\$1,153.17	0.87%
1000.2.000.02620.4110.000000.00.000.000.000.000	Regular Salaried Employees	\$12,494.00	\$2,175.00	\$9,100.00	\$3,394.00	\$0.00	\$3,394.00	27.17%
1000.2.000.02620.4220.00000.00.000.000.000.000	FICA	\$877.00	\$166.40	\$696.21	\$180.79	\$0.00	\$180.79	20.61%
1000.2.000.02620.4330.00000.00.000.000.000.000	Other professional Services	\$2,179,798.00	\$333,145.23	\$2,178,135.92	\$1,662.08	\$0.00	\$1,662.08	0.08%
1000.2.000.02620.4411.000000.00.000.000.000.000	Water & Sewer Expense	\$52,886.83	\$15,112.44	\$38,255.10	\$14,631.73	\$11,074.73	\$3,557.00	6.73%
1000.2.000.02620.4412.000000.00.000.000.000.000	Sewer Expense	\$36,360.04	\$17,218.53	\$33,330.11	\$3,029.93	\$9,032.93	(\$6,003.00)	-16.51%
1000.2.000.02620.4414.000000.00.000.000.000.000	FIRE ALARM	\$7,008.00	(\$440.00)	(\$440.00)	\$7,448.00	\$440.00	\$7,008.00	100.00%
1000.2.000.02620.4415.000000.00.000.000.000.000	REPAIRS-FIRE EQUIPMENT	\$6,327.50	(\$98.50)	\$3,445.95	\$2,881.55	\$0.00	\$2,881.55	45.54%
1000.2.000.02620.4416.000000.00.000.000.000.000	REPAIRS-PLAYGROUND	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)	\$0.00	(\$1,000.00)	0.00%
1000.2.000.02620.4417.000000.00.000.000.000.000	REPAIRS BACKFLOW PROTECTION	\$2,600.00	\$0.00	\$0.00	\$2,600.00	\$0.00	\$2,600.00	100.00%
1000.2.000.02620.4421.000000.00.000.000.000.000	Waste Disposal Services	\$59,085.40	\$15,598.08	\$55,212.20	\$3,873.20	\$0.00	\$3,873.20	6.56%
1000.2.000.02620.4422.000000.00.000.000.000.000	Contract Snow Plowing	\$34,000.00	\$0.00	\$0.00	\$34,000.00	\$0.00	\$34,000.00	100.00%
1000.2.000.02620.4426.000000.00.000.000.000.000	REPAIRS-ELECTRICITY	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	(\$4,000.00)	0.00%
1000.2.000.02620.4428.000000.00.000.000.000.000	REPAIRS-HVAC	\$0.00	\$0.00	\$1,350.00	(\$1,350.00)	\$0.00	(\$1,350.00)	0.00%
1000.2.000.02620.4431.000000.00.000.000.000.000	Maint Chrgs - Buildings	\$3,294.43	\$125.00	\$11,758.60	(\$8,464.17)	\$0.00	(\$8,464.17)	-256.92%
1000.2.000.02620.4439.000000.00.000.000.000.000	REPAIRS-ROOFING	\$9,930.87	\$0.00	\$0.00	\$9,930.87	\$0.00	\$9,930.87	100.00%
1000.2.000.02620.4440.000000.00.000.000.000.000	FACILITY REPAIRS/RENOVATIONS	\$25,475.00	\$0.00	\$0.00	\$25,475.00	\$16,173.00	\$9,302.00	36.51%
1000.2.000.02620.4443.000000.00.000.000.000.000	Rental of Equipment	\$6,400.00	(\$4,058.88)	(\$284.85)	\$6,684.85	\$5,498.10	\$1,186.75	18.54%
1000.2.000.02620.4522.000000.00.000.000.000.000	Vehicle & Equip Insurance	\$39,275.00	\$0.00	\$26,220.35	\$13,054.65	\$0.00	\$13,054.65	33.24%
1000.2.000.02620.4531.000000.00.000.000.000.000	Telecommunications	\$3,348.00	\$1,118.00	\$3,354.00	(\$6.00)	\$0.00	(\$6.00)	-0.18%
1000.2.000.02620.4621.000000.00.000.000.000.000	Natural Gas	\$701,911.52	\$62,363.43	\$305,102.42	\$396,809.10	\$2,157.07	\$394,652.03	56.23%
1000.2.000.02620.4622.000000.00.000.000.000.000	Electricity	\$687,445.00	\$162,102.90	\$574,833.46	\$112,611.54	\$5,000.22	\$107,611.32	15.65%
1000.2.000.02620.4731.000000.00.000.000.000.000	NEW/ADDTL EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$28,382.50	(\$28,382.50)	0.00%
1000.2.000.02620.4732.000000.00.000.000.000.000	MEMBERSHIP DUES	\$372.00	\$384.00	\$384.00	(\$12.00)	\$0.00	(\$12.00)	-3.23%
1000.2.000.02620.4810.000000.00.000.000.000.000	Membership Dues	\$370.00	\$0.00	\$0.00	\$370.00	\$0.00	\$370.00	100.00%
	Func: OPERATION OF BUILDINGS - 02620	\$3,869,258.59	\$604,911.63	\$3,241,453.47	\$627,805.12	\$81,758.55	\$546,046.57	14.11%
1000.2.000.02630.4330.000000.00.000.000.000.000	Other professional Services	\$254,022.00	\$254,022.00	\$254,022.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: GROUNDS UPKEEP - 02630	\$254,022.00	\$254,022.00	\$254,022.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02650.4330.000000.00.000.000.000.000	Other professional Services	\$21,301.00	\$21,301.00	\$21,301.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02650.4626.000000.00.000.000.000.000	Vehicle Fuels	\$1,021.25	(\$1,863.23)	\$185.80	\$835.45	\$835.00	\$0.45	0.04%
	Func: VEHICLE OPERATIONS - 02650	\$22,322.25	\$19,437.77	\$21,486.80	\$835.45	\$835.00	\$0.45	0.00%
1000.2.000.02690.4330.000000.00.000.000.000.000	Other professional Services	\$33,306.00	\$33,306.00	\$33,306.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02690.4715.000000.00.000.000.000.000	Land Improvements	\$0.00	\$108,886.13	\$108,886.13	(\$108,886.13)	\$0.00	(\$108,886.13)	0.00%
	Func: MAINTENANCE OF BUILDINGS-STAFF - 02690	\$33,306.00	\$142,192.13	\$142,192.13	(\$108,886.13)	\$0.00	(\$108,886.13)	-326.93%
1000.2.000.02721.4514.000000.00.000.000.000.000	TRANS CONTRACTED - IN DISTRICT	\$1,110,283.00	\$300,088.01	\$1,009,330.32	\$100,952.68	\$0.00	\$100,952.68	9.09%
	Func: TRANSPORTATION-REGULAR PROGRAMS - 02721	\$1,110,283.00	\$300,088.01	\$1,009,330.32	\$100,952.68	\$0.00	\$100,952.68	9.09%
1000.2.000.02722.4513.000000.00.000.000.000.000	CONTRACTED TRANS OUT OF DIST	\$207,134.00	\$71,892.93	\$193,668.45	\$13,465.55	\$260.00	\$13,205.55	6.38%
1000.2.000.02723.4514.000000.00.000.000.000.000	TRANS CONTRACTED - IN DISTRICT	\$172,928.00	\$46,663.00	\$164,673.00	\$8,255.00	\$0.00	\$8,255.00	4.77%
	Func: TRANSPORTATION-SPECIAL PROGRAM - 02722	\$380,062.00	\$118,555.93	\$358,341.45	\$21,720.55	\$260.00	\$21,460.55	5.65%
1000.2.000.02723.4513.000000.00.000.000.000.000	CONTRACTED TRANS OUT OF DIST	\$90,800.00	\$26,612.92	\$86,120.80	\$4,679.20	\$0.00	\$4,679.20	5.15%
1000.2.000.02723.4514.000000.00.000.000.000.000	TRANS CONTRACTED - IN DISTRICT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02723.4626.000000.00.000.000.000.000	Vehicle Fuels	\$500.00	\$166.18	\$500.00	\$0.00	\$0.00	\$0.00	0.00%

City of Dover, New Hampshire

*ML - Condition of Accounts (Obj and Function)

Fiscal Year: 2011-2012

From Date: 4/1/2012

To Date: 6/30/2012

Include pre encumbrance

Print accounts with zero balance

Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02843.4738.000000.00.000.000.000.000.000.000	REPLACE TECH. EQUIP. Func: COMPUTER SYSTEMS MANAGEMENT - 02843	\$27,100.00	\$49,756.65	\$76,843.10	(\$49,743.10)	\$5,016.00	(\$54,759.10)	-202.06%
		\$632,439.99	\$169,602.03	\$687,998.43	(\$55,558.44)	\$124,361.02	(\$179,919.46)	-28.45%
1000.2.000.02900.4160.000000.00.000.000.000.000.000.000	Severance Pay	\$7,500.00	\$0.00	\$3,802.96	\$3,697.04	\$0.00	\$3,697.04	49.29%
1000.2.000.02900.4220.000000.00.000.000.000.000.000.000	FICA	\$573.75	\$0.00	\$290.92	\$282.83	\$0.00	\$282.83	49.29%
1000.2.000.02900.4230.000000.00.000.000.000.000.000.000	Retirement	\$831.75	\$573.20	\$907.86	(\$76.11)	\$0.00	(\$76.11)	-9.15%
1000.2.000.02900.4330.000000.00.000.000.000.000.000.000	Other professional Services Func: SUPPORT SERVICES - Other - 02900	\$2,000.00	\$759.35	\$1,789.23	\$210.77	\$119.95	\$90.82	4.54%
		\$10,905.50	\$1,332.55	\$6,790.97	\$4,114.53	\$119.95	\$3,994.58	36.63%
1000.2.000.05222.4912.000000.00.000.000.000.000.000.000	Transfer to Special Rev Func: TRANSFER TO ALL OTHER SPECIAL REV FUNDS - 05222	\$416,566.22	\$0.00	\$416,566.22	\$0.00	\$0.00	\$0.00	0.00%
		\$416,566.22	\$0.00	\$416,566.22	\$0.00	\$0.00	\$0.00	0.00%
Grand Total:		\$41,798,356.92	\$13,276,724.52	\$40,572,374.38	\$1,225,982.54	\$891,182.73	\$334,799.81	0.80%

End of Report

2011-2012 End of Year Priority Request Items

N. NEW BUSINESS
4

SCHOOL	EOY REQUEST - PRIORITY	COST (Estimated)
ATHLETICS	35 Football Helmets	\$ 8,250
ATHLETICS	Helmet Reconditioning	\$ 5,579
CTC	Front End Align. Machine and Car Lift	\$ 37,695
CTC	Saw Stop Table Saw	\$ 4,500
CTC	Engineering Computers	\$ 24,300
CTC	Engineering Server	\$ 3,000
CURRCIULUM	SS - DHS Economic Textbooks	\$ 35,500
CURRCIULUM	SS - DHS Global Studies	\$ 8,181
CURRCIULUM	SS - DHS American Gov't	\$ 38,306
CURRCIULUM	SS - DHS United States History	\$ 37,178
CURRCIULUM	SS - DHS Technology and PD - iPad/Tablet cart	\$ 24,317
CURRCIULUM	SS - DMS Geography	\$ 29,453
CURRCIULUM	SS - DMS Technology and PD - iPad/Tablet cart	\$ 19,689
CURRCIULUM	SS - Elem - Nystrom/Google Earth	\$ 24,081
CURRCIULUM	SS - Elem - Gr. 3&4	\$ 37,007
CURRCIULUM	STEM - HSS Texts, PD, and iPad Learning Lab	\$ 18,620
CURRCIULUM	STEM - GES Texts, PD, and iPad Learning Lab	\$ 18,620
CURRCIULUM	STEM - WPS Texts, PD, and iPad Learning Lab	\$ 18,620
CURRCIULUM	STAR Assessment/RTI	\$ 10,700
DHS	7/8th Grade Math & Focus Books	\$ 35,000
DHS	CP Stats Books	\$ 6,422
DHS	CP Pre-Calc books	\$ 17,525
DHS	White Boards/Science Equipment	\$ 12,934
DMS	5th Gr. Science Kit	\$ 2,600
DMS	Science Equipment	\$ 2,400
DMS	Math Materials	\$ 1,500
DMS	Library Encyclopedias	\$ 800
DMS	Music Equipment	\$ 1,200
DMS	Office Furniture	\$ 4,000
DMS	Exterior Lighting	\$ 1,000
Facilities	WPS - Emergency Lighting	\$ 4,000
Facilities	DHS - Variable Frequency Drive Motor Control	\$ 5,000
Facilities	DMS - Back generator for phone and data servers	\$ 23,400
HSS	Classroom Projectors	\$ 14,975
HSS	Additional Classroom Furniture	\$ 4,000
SAU	Check Printer, Office Supplies, Conference Room Projector	\$ 3,822
SPED	File Cabinets and Office Furniture	\$ 3,600
SPED	FM Hearing Center Warranties	\$ 2,700
TECHNOLOGY	Sophos Internet Content Filters	\$ 27,183
TECHNOLOGY	Lunchbox Upgrade	\$ 3,000
TECHNOLOGY	iPad Cart Support - Security Cases & iMac	\$ 13,000
TECHNOLOGY	(8) Cisco POE switches	\$ 12,392
TECHNOLOGY	Symantec eLibrary Course & MS ILT Training	\$ 4,726

2011-2012 End of Year Priority Request Items

TECHNOLOGY	Earth Walk side kick	\$	16,225
TECHNOLOGY	SAN Expansion Pack	\$	4,900
TECHNOLOGY	Tower Servers (6)	\$	3,870
TECHNOLOGY	HP Server for SQL server	\$	4,000
TECHNOLOGY	Expandable badge security system	\$	29,000
WPS	Classroom Projectors	\$	14,975
WPS	Office and Classroom Furniture	\$	3,830
	Total Cost (Estimated):	\$	687,574