



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – AGENDA

Meeting Type:	Regular Session #3
Meeting Location:	Media Ctr. (Rm. 306) McConnell Center
Meeting Date:	Monday, March 11, 2013
Meeting Time:	7:00 pm

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. CITIZENS' FORUM

D. APPROVAL OF MINUTES

1. Nonpublic Session #3, February 4, 2013
2. Budget Workshop Session #2, February 4, 2013
3. Nonpublic Student Discipline Session #2, February 6, 2013
4. Nonpublic Session #4, February 11, 2013
5. Regular Session #2, February 11, 2013
6. Special Session #2, February 18, 2013

E. CONSENT AGENDA

1. Correspondence:

- a. Granite State Open Bodybuilding Waiver 90-day Reservation Request
- b. Hyung Won Kim (UNH) Research Study at DHS
- c. Julie Sacco (UNH) Research Study at DHS

2. Resignations/Retirements:

- a. Marie Crowley, Dover Middle School
- b. Janis Hennessey, Dover High School
- c. Christine Lelecas, Garrison School
- d. Beverly O'Brien, Dover Middle School
- e. Erin C. McQuade, Dover High School/CTC
- f. Shauna Travaglini, Garrison School
- g. James Amara, CTC Director

3. Leaves of Absence:

- a. Amanda DeCew, Horne Street School
- b. Brandi Green, Garrison School

4. Nominations:

- Sheet 1: Nomination of Dover High School Principal (P. Driscoll)
Sheet 2: Nomination of Garrison School Principal (B. Dunton)
Sheet 3: Nomination and Election of Coaching Positions (Bennett-Turgeon)

5. Extended Travel (Student Trips):

- a. Music Dept England/Ireland Trip (Final Approval)
- b. DHS Art Trip to Europe April 19 – April 27, 2013 (Final Approval)

F. SUPERINTENDENT'S REPORT

G. STUDENT REPRESENTATIVE REPORT



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- H. COMMITTEE REPORTS**
- I. POLICY – CHANGES – PROPOSALS:** First Reading
 - a. Policy BHC Board/Staff Communications
 - b. Policy KHB Advertising in the Schools
- J. POLICY ADOPTION:** None
- K. SUBMISSION AND PAYMENT OF BILLS**
- L. RESOLUTIONS:**
 - 1. Recognition DHS Girls' Swim Team
- M. OLD BUSINESS:**
 - 1. FY14 Budget Discussion
- N. NEW BUSINESS:**
 - 1. Recommendation for 2013 Senior Graduation Date
 - 2. Scholarship and Trust Update – M. Limanni
 - 3. Internal Transportation Program Request – M. Limanni
 - 4. Month of February 2013 Condition of Accounts – 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 DISTRICT

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Budget Workshop
Meeting Location:	McConnell Center Media Access Room
Meeting Date:	Monday, February 4, 2013
Meeting Time:	6:30 pm

A workshop session of the Dover School Board was called to order by Chairperson Rocky D’Andrea on Monday, February 4, 2013, at 6:40 p.m. in the McConnell Center Media Access Room for the purpose of discussing the Superintendent’s proposed fiscal year 2014 budget.

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

Also present were Jean Briggs Badger, Superintendent; Michael Limanni, Business Administrator; Paula Glynn, CIA Director; Patrick Boodey, Principal WPS; Sandi Crosson, Pupil Personnel Services Director; Michael McKenney, Horne Street Principal, Kimberly Lyndes, DMS Principal, Christine Boston, Principal DHS; Dustin Gray, Principal GES, Jim Amara, CTC Director, Jim Verschueren Former DALC Executive Director, Maybeth Anderson, DTU President and Andrea Bullfinch, *Foster’s*.

B. PLEDGE OF ALLEGIANCE: Ken Appel led the Board in the Pledge of Allegiance.

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

D. BUDGET DISCUSSION: Jean Briggs Badger provided Board members with the Superintendent’s Proposed Fiscal Year 2014 Budget for discussion. Ms. Briggs Badger and Mr. Limanni showed a PowerPoint presentation highlighting key portions of the budget. School Board members were encouraged to ask questions during the presentation.

Ms. Briggs Badger added that a Community Coffee on February 21 from 6-8 pm at DMS would be added to the budget schedule.

During the presentation, Ms. Briggs Badger noted that the District is coming in below last year’s budget. She added that she is continuing to investigate the possibility of receiving additional adequacy aide with Senator Nancy Stiles.

Under the tax cap, the budget is only able to grow \$690,000 in the FY14 year. This will be the first time in many years that there will be negative growth in the budget. Ms. Briggs Badger commented that Dover has one of the lowest cost per pupil amounts in the area.

While reviewing the budget, Ms. Briggs Badger stated that most of the budget reductions would be personnel since 75% of the budget is personnel

Health care is providing good news because the premium holiday is offering savings to the budget. To offset the good news though, the district will be paying almost \$600,000 more in New Hampshire Retirement costs.



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Meeting Location:	McConnell Center Media Access Room
Meeting Date:	Monday, February 4, 2013
Meeting Time:	6:30 pm

Ms. Briggs Badger recapped positions, programs, and curriculum lost in the FY13 budget. Concluding the presentation, she presented proposed budget reductions for FY14. These reductions include 21 FTE's of personnel to be determined, teacher retirement incentive, CTC and Language Arts curriculum adoptions, supplies and equipment in the district, transportation cost reduction and facilities cost reductions.

Key points that Ms. Briggs Badger highlighted included:

- Decrease of \$164,893 in total appropriations due to FY14 Revenue Projections-local, state and federal sources
- Increase of \$690,000 allowed for school tax levy per tax cap formula
- Forecasted loss of tuition revenue in the amount of \$662,694 and the reduction of school impact fees in the amount of \$560,000.
- Increase in NH Retirement employer contributions of \$568,173 due to the elimination of the state's cost sharing requiring districts to budget at 100%.
- Proposed additional personnel reductions of 21 FTE's in the FY14 budget.

Dr. Butler asked what kind of track record other districts had with grant writers. Ms. Briggs Badger responded that it typically depends on what types of grants are being sought. She continued to say that Dover is in a difficult situation because the city isn't poor enough to qualify and be "in the running" for large grants. A possibility would be to partner with neighboring districts and form a consortium. She doesn't know of any districts who have a grant writer on staff.

Ms. Andrews Parker added that she thinks that the district should look into the possibility of hiring someone to write grants who would be paid a percentage if a grant was awarded to Dover. She stated that new federal grants are very time consuming and she doesn't see how current staff members would have time to explore and write grants.

Ms. Briggs Badger added that the pool of grant money is shrinking and there are fewer options for districts.

Mr. D'Andrea noted that the \$1.9M loss of adequacy and the increase in retirement of \$580,000 makes a loss of approximately \$2.4M in funding and comes at a huge cost for the children of Dover.

Ms. Russell noted that out of the 21 possible reductions in teachers, 14.5 would be teaching and 6.5 would be paraprofessionals. These are current positions in the district and the reductions are still undetermined at this time.



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Ms. Andrews Parker stated that the Revenue committee is trying to look outside the box and there will be an upcoming proposal that may be unpopular for some people. They are looking at advertising within the schools and will have a presentation and policy revisions at a future School Board meeting. The committee's goal was to not tax the parents. They are looking for any suggestions from citizens or staff that may help with this goal.

It was requested that Mr. Limanni email the excel spreadsheets to Board members and also note revision dates on the bottom of sheets for clarity. Mr. Limanni will also consolidate spreadsheets to make it less complicated and will increase the size of text and change to landscape orientation. He will also add a cell with the date a reduction was made.

Mr. D'Andrea reviewed the budget process for the public and stated the budget needs to be presented to the City Manager by March 15th. The Board will do a "straw vote" early in the process to see where discussion needs to happen.

Ms. Baker reminded Mr. Limanni that the ROTC reimbursement line should be removed from the operating budget comparison sheet.

Dr. Butler asked what a 21 FTE reduction would do to class size. Ms. Briggs Badger responded that it would increase class size and it would be difficult to do at the elementary level since they had reductions last year and classes are already large there. She suggested that there may need to be cuts to the kindergarten program or to the high school, which could affect the type of diploma offered.

Ms. Baker asked if there is any feedback on the possibility of receiving funds from refinancing of bonds. Mr. Limanni explained why that this would not be a possibility at this time and we need to proceed with making budget reductions. He added that in 5 years there will be a significant reduction in debt, but this doesn't help the district now.

Ms. Briggs Badger commented that the district will hear from Nottingham and Barrington by March 10th with the number of students that they will be sending. This will give the district an idea about the amount of revenue the district will receive.

Ms. Andrews Parker asked about the date that teachers need to inform the district about their retirement. Ms. Briggs Badger responded that teachers who intend to retire are required to inform the district by February 15. If the district added a retirement incentive for this year, the deadline would be extended. The DTU is aware of a retirement incentive proposal and will be discussing with the superintendent in the next few weeks. She added that the proposal included an incentive of \$5,000 for retirees. Sometimes money isn't saved by the district because of health insurance options. A retiree may have a single or 2-person plan and a new employee may have a family plan which would reduce or eliminate savings.



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E. ADJOURNMENT: Kathy Baker moved, Amanda Russell seconded, to adjourn at 7:40 p.m.
An oral **VOTE PASSED 6/0.**

Respectfully submitted,

BETSEY ANDREWS PARKER, Secretary
Dover School Board
BAP/ral



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DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #2
Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, February 11, 2013**
Meeting Time: **7:00 pm**

Chairperson Rocky D'Andrea called a meeting of the Dover School Board to order on Monday, February 11, at 7:10 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; DHS Principal Christine Boston, DMS Principal Kim Lyndes, Woodman Park Principal Patrick Boodey, HSS Principal Mike McKenney, DTU President Maybeth Anderson, DALC Executive Deanna Strand, CIA Director Paula Glynn, PPS Director Sandie Crosson, parents and teachers.

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

Amanda Russell moved, Kathy Baker seconded moving items E.5 b. and N.1 prior to the Superintendent's Comments in the agenda. An oral **VOTE PASSED 6/0**.

C. CITIZENS' FORUM: None

D. APPROVAL OF MINUTES

1. Nonpublic Session #1, January 14, 2013
2. Organizational Session #1, January 14, 2013
3. Regular Session #1, January 14, 2013
4. Nonpublic Discipline Session #1, January 24, 2013

Amanda Russell moved, Ken Appel seconded approval of the minutes. An oral **VOTE PASSED 5/1 (Grady opposed)**.

E. CONSENT AGENDA

1. **Correspondence:**
 - a. Request for Job Share Horvath/Friend-Gray, Dover Middle School
2. **Resignations/Retirements:**
 - a. Sandra Crosson, Pupil Personnel Services Director
 - b. Elaine Marhefka, Garrison 4th Grade
 - c. Donna Ashman, Supt's Administrative Assistant
3. **Leaves of Absence:**
 - a. Deborah Rockwell, Dover Middle School
 - b. Brooke Repucci, Dover High School
4. **Nominations:**

Sheet 1: Nomination and Election of Staff (Gilbert-McQuade)
Sheet 2: Nomination and Election of Administrative Personnel (McKenney)
5. **Extended Travel (Student Trips):**
 - a. Dover Winter Guard NESBA Competition, Plainfield, CT
 - b. Dover High Trip to France (April 17-April 26, 2014) Preliminary
 - c. Change to Request for DHS Art Trip to Europe (April 19 – April 27, 2013) Preliminary Request Approved at 9/10/12 SB Meeting



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Amanda Russell moved, Ken Appel seconded to approve the remaining consent agenda. An oral **VOTE PASSED 6/0.**

Chairperson D'Andrea explained that item E.5.b. was pulled for clarification. The documentation did not clearly state fundraising would occur as stipulated by the policy approved by the School Board. Ms. Hennessey confirmed that fundraising would be offered for all students if they chose to participate.

Amanda Russell moved, Ken Appel seconded to approve item E.5.b. on the consent agenda. An oral **VOTE PASSED 6/0.**

N.1 Dover Reads/Dover Listens Proposal—P.Glynn, M. Holt-Shannon-moved up in agenda

The Dover Reads Book this year, *Schools Can't Do It Alone*, by Jamie Vollmer is an adult read this year. While the project has been coordinated solely by the school district in the past, this year the project is being coordinated by the education committee of the Chamber of Commerce.

The Purpose of the Dover Reads Project this year is to use Jamie Vollmer's book as a springboard for initiating conversation that builds community awareness around:

1. The overwhelming tasks of the schools - all the additional tasks being asked of us. The book documents all the additional tasks that schools have been asked to take on since the early 1900's.
2. The need for schools not only to educate students on the 3 R's, but also educate them on the **new basics**, – technology, higher order thinking skills, collaboration and teamwork to name a few.
3. The need for the community to understand that in order for schools to provide a 21st century education the support of the community and its resources is needed - intellectual, financial, and emotional.

The Initial Stages of this project have involved first reaching out to our own community of staff members and parents:

1. Purchased 100 plus books, posters and cd's with Dover Reads money.
2. Presented at all building staff meetings to elicit the support of staff. Staff members need to understand the role they can play in helping with this conversation:
 - o Sharing the many positive things happening in our schools



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- Reading the book and having informal conversations with parents
 - Getting involved in the project as it morphs into Dover Listens and participate in conversations and perhaps as facilitators in some cases.
3. All PTO meetings in the next few weeks will have been attended so that we can get parents to read the book and involved in the conversation.

Another Dover group was discovered that is essentially trying to do the same thing. This group hosts community conversations to explore the community's expectations and priorities for Dover's schools. It makes complete sense for the groups to work together on this project. Collaboration will occur in any way possible and will really allow this year's Dover Reads Project to morph into Dover listens. Ms. Glynn would still like to suggest that citizens read Jamie Vollmer's book because it is full of factual information that leads to good conversation. However, Dover Listens will coordinate the actual conversation piece as they are a neutral party.

Ms. Holt-Shannon discussed the Dover Listens portion of the project:

She, along with John Leggett are co-founders of the group which was formed a few years ago and are working to earn the trust of Dover as a neutral convener. This would be the first large conversation for them.

Dover Listens, with the help of a balanced steering committee comprised of community leaders, will host a city-wide conversation to identify, explore, and weigh Dover's views, expectations, and priorities for the city's schools and education system. The conversation will be designed, and participants will be recruited, to reflect a diversity of citizen backgrounds with wide-ranging opinions regarding the education of Dover's students.

Proposed Process

In roughly this order, Dover Listens will:

1. Recruit a balanced steering committee of rational leaders representing diverse constituencies (Winter 2013);
2. With the steering committee, design an in depth dialogue opportunity (proposed title is Dover School System Community Conversation) to fairly explore the needs, wants, and complexities of educating Dover's students (Winter/Spring 2013).
3. Raise the modest funding needed develop and host the Dover School System Community Conversation (Winter/Spring 2013).
4. Promote the Dover School System Community Conversation and recruit a wide range of participants (students, teachers, parents, community members) who represent all



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socio-economic groups and a diversity of opinions regarding Dover's education system (Early Fall 2013).

5. Hold the Community Conversation(s) (Early to mid-October 2013).
6. Summarize and distribute findings to city leaders and decision makers (December 2013).

Expected Project Outcome

City leaders and decision makers will receive an accurate and in-depth report that fully describes the depth of thinking Dover's residents presented regarding expectations, needs, wants, and priorities for Dover's school system and its students. City leaders will use this report to guide their decision making on behalf of Dover's people.

About Dover listens

Dover Listens is a non-affiliated, diverse group of citizens whose sole purpose is to provide a safe and fair forum to get informed and discuss community issues that impact Dover and its residents. Our aim is to bring together people with different views to share ideas, get informed, and help shape the future of Dover. Ensuring and securing a range of perspectives for each project we pursue is critical to our mission.

How we work:

- Bring people together from all walks of life.
- Provide time for in-depth conversations in small groups.
- Respect differences and seek common ground.
- Create conversations among residents that are fair and lead to well-informed community solutions.

Dover Listens has no agenda beyond convening citizens for in-depth and meaningful community conversations. Our expectation is that community leaders can and will use the comprehensive input gleaned from citizen forums to set policy and make decisions that accurately reflect the will of Dover's people.

Ms. Holt-Shannon can be contacted through the Doverlistens.org website.

Ms. Briggs Badger thanked Ms. Holt-Shannon and Mr. Leggett for spearheading this program.

F. SUPERINTENDENT'S REPORT: Superintendent Briggs Badger spoke on the following items:

- President's Day will be observed on Monday, Feb. 25th and all district offices will be closed. Winter Recess is also that week, ending March 1.



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- Penguin Plunge took place on February 2 and DHS raised over \$7,800 for Special Olympics.
- DMS PTA will meet on 2/12 at 7 pm in DMS library.
- DMS 7/8 grade dance has been changed from Feb 8th to March 8th.
- DMS Drama Club Pancake breakfast has been rescheduled for February 16th.
- DMS parents were mailed NECAP scores last week,
- 8th grade parents received an informational letter regarding DHS course selection process.
- The Second Semester Open House at DHS scheduled for February 21st is being postponed until March and will change to a parent conference format. More information will be sent to parents in the upcoming week about the specific date and how to schedule conferences with teachers.
- Congratulations to Matthew Palczynski for being named a finalist in the National Merit Scholarship Program. Winners will be notified in March.
- Congratulations to Rose Clemons, Alex Roemer and Matt Palczynski on being selected for the 2013 All-New England Jazz Festival at Plymouth State University on March 12.
- The annual Poetry Out Loud performance will once again be held on Valentine's Day. About 20 of our classroom winners will be competing for the school title and the chance to participate in regional Poetry Out Loud competition in early March. Additionally, we will be displaying the art work of the Scholastic Art achievers, and featuring musical interludes by students from our outstanding ensembles. Our thanks to Mrs. Marcia Goodnow for her efforts in providing such a great experience for our students.
- The Dover High Drama Club will be presenting the musical "The Pajama Game" the weekend of February 15-17.
- Elliot Codd is a Latin IV honors student who has just earned first place in New Hampshire in the Classical Association of New England's yearly essay contest! His essay now advances to compete against all the top essays from the New England states.
- Elizabeth Malia was one of the few to be nominated by Commissioner Barry for consideration of the US Presidential Scholars Program and has been named a candidate by the U.S. Department of Education. Scholars will be announced at the beginning of May.
- In the 2013 Scholastic Art Awards of NH, Dover High had 23 Individual Works of Art and 5 Portfolios recognized and awarded honors in this year's competition.
- Recent contributions to the CTC include a 2003 Ford truck valued at \$9,000, Greenly Hydraulic Pipe Bender valued at \$10,000, a large three gang commercial 200amp meter and associated electrical supplies valued at \$1,500 all donated by an Electrical Contractor from Hebron NH. Also donated were 4 Amatrol Programmable Logic Controllers with a value of \$10,000-\$12,000 to be used in electrical motor controls and robotic advanced manufacturing environments. Dover Chevrolet-Dover Honda donated a Chief G16 Automobile Frame Straitening System and the accompanying Computer Laser Genesis Measuring device with



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supporting tools and supplies. Total value of equipment is estimated at \$10,500.

- Building Construction Technology Department-Community Project
Construction department students are presently working on two community projects. Project #1: Construction of two curved bridges to span Berry Brook as part of the towns walking path. Materials for the project were donated by UNH. Project#2: Three sheds are being constructed –One for the Horticulture/Community Garden Project, one for the Soccer Boosters and one for the Dover Middle School.
- The Aquaculture Department-Community Project Working with the New Hampshire Fish and Game department and Trout Unlimited students are raising trout from eggs to fry for spring release.
- Thirty-five senior student-athletes recognized at the 2013 NHADA/NHIAA Male and Female Scholar-Athlete Awards Ceremony held on Monday February 4th at the Capitol Center for the Arts in Concord. The recipients of this award MUST have a minimum of a B+ (3.33) G.P.A and be active in at least two NHIAA sanctioned Sports. Additionally the students must all be positive role models within and outside the school setting. We are very proud of these individuals.
- Congratulations goes out to the Dover High School girls swim team who won the NHIAA Division 1 Girls State Swim Championships yesterday at UNH's Swazey Pool. The Green Wave girls finished the meet with 225 points and ran (or swam) away with the title as the second place team finished the meet with 177 points – an almost 50 point difference. This is the Green Wave girls 6th state title in the last 8 years. The boys' team also had a nice showing finishing in 8th place on the boys side of the meet.
- 2/13 WPS PTO will be meeting at 6:30 in the Library.
- 2/21 Story teller Shawn Middleton will be performing at WPS starting at 6:30. Thank you to Title I funds and the WPS PTO.
- February 15th will be movie night at HSS. This event is sponsored by the Parent Teacher Group.
- February 19th will be the HSS monthly PTG meeting. The guest speaker will be Paula Glynn. She will be discussing the Jamie Vollmer book; Schools Cannot Do It Alone.
- At HSS, February 20th will be the Young Inventors Fair in the Gym. There will be daytime presentations with judging taking place and a night time presentation for families. Award presentation will take place at the night time event.
- HSS 3rd and 4th grade girls and boys basketball program is winding down. The last sessions will be the week prior to February vacation.
- February 20th – GES PTA meeting
- February 22nd is Garrison's Spirit Day – dress like a hero

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



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G. STUDENT REPRESENTATIVE REPORT: Dover High School student representative Matthew Palczynski was unable to attend the meeting. Substitute representative Elliot Codd reported on the following items:

- School musical, Pajama Game will be presented February 15-17 at DHS
- Poetry Out Loud national competition will take place on February 14 at DHS
- Winter Track participated in state meet. Congratulations to all participants and winners
- First Robotics team competed in January and February and performed well
- Student Council is sponsoring a canned goods drive all week
- National Honor Society will be running a Pantene “Beautiful Lengths” hair drive in May
- Student Council is also sponsoring a Matchmaker fundraiser for Valentine’s Day

H. COMMITTEE REPORTS:

Ms. Russell provided the following report on the Safety Review Committee meeting:

She commented that there is a diverse group of people including representatives from all major groups in the city as well as all of the schools. Primex and parents are also represented on this committee. Ms. Briggs Badger facilitated the meeting. A Primex Safety Review report was reviewed. Areas of completion of safety improvements were notated, as well as items that still needed to be completed. Many of the items hadn’t been accomplished due to budget limitations. The committee also discussed ways to improve communication between schools for improved safety of students. The possibility of Homeland Security grants was also discussed. More information of this subject will follow. The next meeting is February 21st at DMS.

Dr. Appel provided the following report on the Curriculum Planning Council Meeting held on February 7:

The Curriculum Planning Council meeting of February 7 began with a description of the Social Studies curriculum by Peter Driscoll. The freshman economics course benefits greatly by the replacement of a fourteen year old textbook by a brand new up to date text. At the sophomore level there was a considerable cost saving in having the publisher customize the material in an expensive textbook to what was actually used in Dover in an updated text which was used in conjunction with online material. He demonstrated how useful the new Ipad cart containing 30 Ipads could be in dealing with questions about American government (the sample he chose was elections in recent history).

A common theme that was discussed by Mr. Driscoll and the committee was the necessity of making sure that the language of the assigned material be appropriate to the reading level of the students or that the material be preceded by an introduction to the more difficult vocabulary. This led back to the collaboration between the English and Social Studies departments to make sure that the reading and writing levels of students taking social studies courses were appropriate to demands made in those courses.



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Paula Glynn indicated that an important continuing task of the council is to "re-visit common thread among curriculum needs and the wisdom of establishing district level practices/strategies that will help teachers and students respond to the demand of the common core". She circulated material that would help it to focus on that task and provide background for future discussions.

Ms. Andrews Parker asked Mr. Appel if he knew how teachers felt about the ipad carts. Mr. Appel responded that Mr. Driscoll commented that the teachers were very enthusiastic about them. Ms. Andrews Parker agreed that they were a great purchase by the District.

Mrs. Grady provided the following GED Completion Proclamation from Executive Director Deanna Strand:

This information is important since changes will be made on January 1, 2014

Local GED® Completion Proclamation

Whereas earning a New Hampshire certificate of High School Equivalency qualifies adults for many jobs and postsecondary education options, and

Whereas GED candidates must demonstrate skills equal to or better than sixty percent of graduating high school seniors in a national sample, and

Whereas more than 2,262 people have passed GED Tests® and earned the New Hampshire Certificate of High School Equivalency at Dover Adult Learning Center during the past decade, and

Whereas there are many adults who have passed some sections of the current GED Tests® but not yet completed and passed the entire testing battery, and

Whereas the GED Tests® are scheduled to change on January 1, 2014, and test-takers who have not completed and passed all sections will have to start over with a new high school equivalency test, and

Whereas Dover Adult Learning Center is available to help adults of all ages improve their educational skills and prepare for GED Tests®,

Now, therefore, be it resolved that residents eighteen years of age and older who lack a high school credential are urged to complete and pass GED Tests® during 2013.

I. POLICY -- CHANGES – PROPOSALS: None

J. POLICY ADOPTION: None

K. SUBMISSION AND PAYMENT OF BILLS: Betsey Andrews Parker moved, Amanda Russell seconded to direct the payment of manifest #13-H in the amount of \$7,367.26 for FY12 and \$2,236,346.28 for FY13 for a total of \$2,243,713.54. The time period for payments was from 1/15/13 to 2/11/13. A roll call **VOTE PASSED 6/0.**

L. RESOLUTIONS: Horne Street School JBC Final Acceptance



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Mrs. Grady stated that the HSS project was one of the longest in years and is happy that it has been completed. She continued to say that it was difficult, but they have a finished product that is comfortable and Principal McKenney will be overseeing it as of now.

Betsey Andrews Parker moved, Amanda Russell seconded to approve HSS JBC Final Acceptance. A roll call **VOTE PASSED 6/0.**

M. OLD BUSINESS: Budget Discussion

Mr. D'Andrea noted that the Board still needs to find \$946,895 to cut from the budget.

Ms. Andrews Parker commended administration for doing an amazing job on the budget. All areas have been researched to find savings. Her priority would be to save personnel in the budget. She, and other Board members have tried to think creatively of how to save funds.

Ms. Russell has found this year to be more frustrating than last year and is not sure where to find savings this year since so many reductions were made last year. The City cannot afford to have fewer personnel teaching students this year.

Each item below was discussed:

Facilities Coordinator: Ms. Andrews Parker would like to change funding from 50% local/50% facilities funding. Ms. Briggs Badger stated that there will hopefully be more revenue through rentals which could help pay for this position.

Courier: Ms. Andrews Parker recommended eliminating this position. She suggested looking into the busses as possible ways to transport materials within the school district. More research would need to be made into this. Ms. Russell agreed with this reduction.

Track Changes: Ms. Andrews Parker recommended reducing track changes.

Parking Lot Aide: Ms. Andrews Parker also recommended looking into a reduction of a parking lot aide at DHS. Mr. Limanni discussed the duties of this position which is not paid from the general fund. Ms. Boston stated that the person in this position watches for incidents of vandalism, and also ensures that students are parking in the appropriate places. The people who are in these parking lot positions also help with cafeteria duty and other duties within the school.

Ms. Baker asked about the school nurse item listed in the budget document. Mr. Limanni responded that this number is just the cost of the nurses within the district and does not represent a reduction in the budget. He listed the total cost of programs in his budget document for the Board to reference.

Ms. Baker also questioned DHS guidance. There are currently more counselors than what is required by the state. Ms. Briggs Badger responded that the CTC guidance position is among



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the 21 potential positions considered at this time. Ms. Russell referenced this position at a cost of approximately \$94,387 which was listed on a previous document.

Mrs. Grady clarified the “purple” sheet so everyone would have a clear idea of its format. She questioned the total cost of special education and asked its % of the total budget. Mr. Limanni responded that it was approximately 17% of the general fund.

Mr. D’Andrea recapped the conversation and stated that the Board is agreeable with most reductions, but would like to reduce the personnel reductions.

Ms. Russell stated that important items for her would be maintaining a 26 credit diploma at DHS and keeping class size low within the schools. She feels that reducing the diploma and increasing class size are not the right thing to do for the district and the city. She added that she “is at a loss” for finding areas to reduce. Mr. D’Andrea agreed that this budget seems more difficult than last year.

Ms. Andrews Parker brought up ideas including reducing school year and adding minutes to the day. She also wanted to try to determine which items on the reduction suggestion list would be “untouchable”. For her, replacing RN’s with LPN’s is a safety issue and would not support it if it were proposed. She would even prefer to add nurses if funding was available.

Mr. D’Andrea agreed that he would prefer not to touch most of the “Possible Budget Cuts” from the “purple” sheet. If we take any of those items away, the district would be going in the wrong direction.

Ms. Andrews Parker stated that the Revenue Committee met and asked the Booster clubs and parent groups how much they raised each year. It was determined that they raise almost \$1 million in a year to support and provide for the students. If additional fees are added, it needs to be remembered how much parents already contribute.

Mr. D’Andrea recommended taking a straw vote on items listed so that focus could be made on other reductions at future workshops.

Mrs. Grady preferred to take some time to review items and vote at a future Budget Workshop. It was agreed that an informal vote would be taken at this meeting and a final vote would be taken at a later date.

Informal Vote on “Possible Budget Cuts”

Mrs. Grady opted to abstain since we are not in attendance at the last meeting.

LPN’s vs RN’s	all agreed to keep
Behavior Specialists	Keep 5/0 (Grady abstain)
Reading Specialists	Keep 5/0 (Grady abstain)
Literacy Interventionists	Keep 5/0 (Grady abstain)



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Facilitator Coordinator	Change funding to 100% Facilities Fund 4/1 (Baker opposed, Grady abstain) (Baker would like to eliminate position)
HS Transportation	Keep 5/0 (Grady abstain)
Courier	Keep 0/5 (all opposed, Grady abstain)
Track Change Reduction	5/0 (Grady abstain)
Parking Lot attendant	Keep 3/2 (Russell, Andrews Parker opposed, Grady abstain)

Ms. Russell asked if the staff could be surveyed anonymously for their input on the budget and for revenue ideas. Ms. Briggs Badger stated that she would have a survey created on Survey Monkey and it would be sent to all staff members.

Mrs. Grady recommended generating a community survey as well.

It was agreed that citizens would be asked to send their input to the School Board via their email accounts. Ms. Andrews Parkers preferred email since input should not be anonymous.

Ms. Andrews Parker asked Mr. Limanni if he added anything to revenue from ideas submitted to him, including adding tuition to preschool. He stated that he would pass on the information to the Revenue Committee. Ms. Andrews Parker stated they had been discussed already.

Mr. Limanni responded that he reviewed the idea of raising tuition for preschool, but the addition of higher tuition would not help the cause and may possibly hurt. Interest has been greatly reduced in the preschool since tuition was added.

Mr. Limanni added that he is looking into facilities fees and other areas where revenue could increase for the district. Any revenue earned from parking or facilities would not go to the general fund, although it would help for improvements to facilities during the year.

Increase in gate fees would also go to facilities. Some sports are not able to charge fees since attendance is low.

Mr. Limanni continued to say that fees have not been charged to students for clubs at this point but he will examine this further. It can get tricky since there may be a much reduced participation in these clubs and sports if fees are charged.

Ms. Andrews Parker added that a profit cannot be made from an extra-curricular activity.

She added that the Board is looking at all items even if they seem minimal. If reductions are not able to be made, the Board would need to ask the City Council for an override and she believes this would not be granted.

Ms. Andrews Parker is not in favor or reducing athletics and activities, but also does not want to reduce kindergarten. She suggested possibly adding a minimum number of students participating in an activity for it to occur.



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It was determined that another budget workshop should be added. The School Board will meet on Monday, February 18th at 6:30 to discuss the budget.

Ms. Briggs Badger reminded that there would be a Budget Chat on Feb. 21 from 6-8 pm at DHS (previously scheduled for DMS). In addition, she and Mr. Limanni will be on WTSN on Monday, Feb. 18 from 11-12 am to discuss the budget.

N. NEW BUSINESS:

1. Dover Reads/Dover Listens Proposal-moved up in agenda

2. Approval of Concussion Survey

Athletic Director Peter Wotton asked the Board for approval to proceed with the concussion survey. Dover is one of 10 pilot schools selected to participate in the survey and if the district participates, the district has another 3 years of free impact testing. Mr. Wotton is just looking for permission from the Board to send out the survey after a final document it completed. Ms. Baker thanked Mr. Wotton for getting information out to parents on concussions and is appreciative of the Brain Injury Association for selecting Dover.

Ms. Russell asked if STA parents would be asked to participate in the survey since they share a sport with Dover. Mr. Wotton responded that it would just be Dover parents to the best of his knowledge.

Kathy Baker moved, Ken Appel seconded to approve Dover's participation in the Concussion Survey. A roll call **VOTE PASSED 6/0.**

3. Alternative School Update—S. Crosson

Sandie Crosson presented the Quarterly Alternative Program Report to the School Board. She is happy with some of the program changes. The students are doing many things in the community and being introduced to job sites and community based activities. They are also shadowing administrators at DHS and Mr. Carver is working with Mr. Amara on shadowing CTC teachers. Tuition numbers remain what they were at the beginning of the year and this seems to be a regional problem. Dover's tuition students are primarily coming from Dover Children's Home and communities where there is no high school or alternative program. Many of the neighboring alternative schools are also trying to re-organize their alternative programs.

At this point, it looks like Dover's program will end the year in a deficit. In order to change this, Ms. Crosson will move some costs into the IDEA grant which will allow the Alternative School to end the year "in the black". The program needs to change so that this doesn't happen again. A structure change to the program will hopefully also reduce the amount transferred to the Alternative Fund from the general fund.

Ms. Crosson stated that, to date, she did not use what she had budgeted for Out of District tuition in this year's budget, but this could change at any time if a student moves into Dover.



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Because of this, it looks like the special education budget could be in fairly good shape at the end of the year.

Ms. Russell asked if there are any students who are in out of district placement who may be able to return to either the Alternative School or to other Dover schools.

Ms. Crosson responded that the parents of two of the students do not want to place their students in the Alternative School, one student moved out of state, and one student dropped out. At this point, there are no more that can be brought back.

Mrs. Grady stated that the Alternative School was originally started to bring back Dover students from placement. She noticed that the number of tuition students remains below expectations and may continue to be that way. She asked how many students are left in the program. Ms. Crosson stated that all of the students are full time at the Alt School, even if they may take a class at Dover High School. These students do not deal with Mike Russo, the At-Risk Facilitator at DHS.

Mrs. Grady asked Mr. Limanni if the cost per student was \$868,000 divided by 18 students. Mr. Limanni responded that she would be correct in determining the cost per pupil, but also said that Ms. Crosson is also making a plan to reduce the program drastically. He believes the cost will end up being in the \$500,000's. The transfer from the general fund to the Alternative School is currently \$402,000, but the entire program is being streamlined to try and reduce this contribution.

Mrs. Grady added that it appeared the cost per student is extremely high and could be more than if they were placed out of district.

Mr. Limanni commented that if the program were eliminated, Dover would not receive the revenue. Ms. Crosson stated that the cost to send out a student would be a minimum of \$40,000 and could be as much as \$80,000. In addition, transportation costs would need to be paid by the District. She believes it is more cost effective to keep the alternative program at this point.

Mr. Limanni added that if the entire Alternative School were eliminated, the At-Risk Coordinator position would also be eliminated since it is paid out of the Enterprise fund.

4. DHS Merit Scholarship Fund Authorization

Ms. Briggs Badger presented information to the Board on this scholarship. A valuable bookcase was discovered at the McConnell Center a few years ago. A scholarship for \$1,000 is being offered to high school seniors based on merit. The funding for this scholarship will come from interest from the proceeds from the sale of the bookcase.

Kathy Baker moved, Ken Appel seconded to authorize the DHS Scholarship Committee to select a 2013 recipient for this \$1,000 scholarship. An oral **VOTE PASSED 6/0.**



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5. Formation of Transportation Policy Review Committee

Ms. Briggs Badger stated that a committee was being formed to review the transportation policy since there had been discussion a few months ago about making some changes to the policy.

Amanda Russell moved, Kathy Baker seconded forming a committee to discuss and make changes to the transportation policy. An oral **VOTE PASSED 6/0**.

Ken Appel and Kathy Baker volunteered to participate on the committee. Dr. Butler will be asked at a later date.

Ms. Briggs Badger commented that a representative from First Student should be included on the committee. Mr. Limanni suggested that a representative from The Provider also be included.

Ms. Baker noted that the current policy really only deals with in-district regular transportation. Ms. Briggs Badger and Mr. D'Andrea recommended only including First Student unless there was discussion on special education transportation.

Ms. Russell added that much of the policy is based on discipline and special needs students would not be held to the same standard. It was decided that the Provider would be included as needed.

6. Special Funds (Policy DFC) Quarterly Update—M. Limanni

Mr. Limanni discussed the Fund Balance Activity Reports for the Alternative School, the School Cafeteria Fund and the School Facilities Fund. Unlike the Alternative School Fund, the Food Service fund doesn't have a line for anticipated receivables. There should be \$1.4 in revenue coming in and there should be a balance of approximately \$100,000 in fund balance at the end of the year.

Ms. Andrews Parker asked if ice cream was being sold as an ala carte item in the cafeteria. If so, how could the district receive more revenue from this? Mr. Limanni responded that the money raised stays in the fund but could eventually be put aside for cafeteria improvements in a new high school. The District receives all revenue that is brought in. Their only profit is from the management fee. The district is only allowed 3 month revenue kept in fund balance. Money cannot be transferred to the general fund.

7. Federal and State Funding (Policy DD) Quarterly Update—M. Limanni

Mr. Limanni discussed the federal and state funding report.

8. Month of January 2013 Condition of Accounts—M. Limanni

Mr. Limanni presented the monthly condition of accounts. He noted there was a health care savings due the Schoolcare premium holiday. He will be able to communicate a firm number to



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the Board March 1. He is interested in using some savings from this year to reduce cuts for next year. The goal for the district would be to save positions for next year.

There also may be significant savings in out of district placements. He would also like to work with the City to build a contingency fund for Special Education out of district tuitions. There will also be savings in electricity and natural gas.

Mr. Limanni continued to say that he may try to re-program savings from this year for other items. An example would be to fund \$585,000 in a fund balance that would be used for the increase in NH retirement costs for FY14.

O. SCHOOL BOARD MATTERS OF INTEREST:

Mr. D'Andrea offered his thanks to Sandie Crosson for her years of service to the District. He appreciates her creative thinking and help with the budget. He also thanked Donna Ashman for her service to the District. Ms. Ashman is the Administrative Assistant to the Superintendent who will be retiring at the end of this year.

Mr. D'Andrea would also like to look into submitting the monthly Superintendent's report and Student Representative Report to Foster's Daily Democrat. There are many good things happening in Dover schools and people who don't watch or attend the meetings miss hearing about them.

Mr. D'Andrea also congratulated Mr. McKenney on being approved as permanent Horne Street School Principal.

Mrs. Grady stated that she has a grant of about \$3,500 received from Shell Oil and a former math student that she would like to offer to teachers. She is looking for possibly a grade 3 or grade 4 teacher who might be able to offer individualized instruction for struggling students. This might give students an opportunity to pick up skills they may have missed and move on with their peers. This money could go toward salary or other program costs for teachers. Any interested teachers could just write up a proposal and submit to her. Ms. Briggs Badger recommended using an application similar to the one used for grants distributed by the SEED committee. Mrs. Grady added that she would like the money to be used in total and not split.

P. ADJOURNMENT: Amanda Russell moved, Ken Appel seconded, to adjourn at 9:30 P.M. An oral **VOTE PASSED 6/0.**

Superintendent Briggs Badger and other's handouts have been archived with these Minutes.

Respectfully Submitted,
Betsey Andrews Parker, Secretary
BAP/ral



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- A. ROLL CALL:** Present were Doris Grady, Ken Appel, Amanda Russell, Betsey Andrews Parker and Paul Butler. Rocky D’Andrea was absent. Kathy Baker arrived at 6:50.
- 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. CONSENT AGENDA**
- 1. Correspondence: NONE**
 - 2. Resignations/Retirements: NONE**
 - 3. Leave of Absence: NONE**
 - 4. Nominations:**
Sheet 1: Nomination of Transfer of Christine Boston
 - 5. Extended Travel (Student Trips): NONE**

Ken Appel moved, Doris Grady seconded approval of the consent agenda. An oral **VOTE PASSED 5/0.**

After the vote, Superintendent Briggs Badger read the nomination letter highlighting Ms. Boston’s achievements and background.

E. OLD BUSINESS:

1. FY 2014 Budget Discussion

Mr. Limanni recapped the previous week’s straw poll.

Ms. Russell asked about the possibility of reducing a guidance counselor. Ms. Briggs Badger responded that the CTC Support Services position was a potential elimination.

Mrs. Grady requested a paper copy of Mr. Limanni’s budget calculator. Mr. Limanni stated that he would that before the next meeting.

Ms. Andrews Parker asked if reading specialist can be paid with federal funds. Ms. Briggs Badger responded that currently there is .5 FTE paid out of federal funds at each of the elementary schools. Ms. Glynn added that there are limitations as to what can be funded out of the federal funds.

Ms. Andrews Parker also asked if a behavior aide can be eliminated at Garrison School. Ms. Briggs Badger summarized the behavior management employees at each school and didn’t think that it would be possible.

Ms. Crosson stated that if an aide were to be eliminated, the savings should go into adding a full time behavior specialist to Horne Street School. Ms. Crosson added that the aides are used differently in each school and all very necessary.



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Dr. Appel asked if there would be savings in our transportation costs by using drivers of the school district fleet formerly used by the Alternative School. Mr. Limanni responded that there is no savings in the budget since he is still trying to quantify what the savings could be. He believes there could be some savings in athletics and special education. Staff members would need to be trained by an in-house trainer and these staff members could transport special education students and athletes. A staff member needs to be certified to drive if even one identified student needs to be transported so all drivers would need the certification. Initial costs are being determined and the costs would come from facilities fund. There could also be revenue from this. Once the program has been outlined, he will bring the details to the Board.

Ms. Briggs Badger explained a process of sending questions to the SAU. Mr. Limanni is answering all questions submitted to the SAU by Friday of each week and emailing to all Board members.

Ms. Briggs Badger discussed some of the results of the survey sent out last week. Ms. Russell thanked the staff for answering questions.

Ms. Andrews Parker commented that she does not want the district to go backwards and does not feel that this is the way to go, but would like Mr. Limanni to research a possible fee for the full day kindergarten program. She is not in favor of a \$3,000 per student fee which was what was presented last year. She would prefer a fee of \$1,000 or \$1,500. She would like a fee structure plan with information on how families with multiple students will be charged. Mr. Limanni stated that the system would be similar to preschool tuition invoicing. He added that the district would not be hiring someone for this position.

Ms. Andrews Parker asked if this fee could go toward a flexible spending account. Ms. Briggs Badger stated that she would look into it.

Ms. Andrews Parker wished that the district started charging from the beginning of the full day kindergarten program since it is more difficult to go back.

She is also interested in perhaps charging a small bus fee for students. Ms. Russell commented that this can only be charged to Kindergarten and high school, although this would be affecting kindergarten families twice.

Ms. Andrews Parker commented that athletes are penalized more than other students. She feels that music students and others should pay transportation fees also. Ms. Russell believes that they already do pay fees.



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Ms. Andrews Parker suggested a possible increase in parking fees for high school students. The Revenue Committee is in favor of an increased fee with a “Good Student Discount”.

Principal Christine Boston added that the revenue generated is to pay the parking attendants. The Board would need to look into who owns the Bellamy lot. She believes the City owns the lot and they would need to take that into consideration. The school monitors the lots.

Mrs. Grady stated that she was surprised and amazed by the results of the survey. She liked the comments regarding steering away from textbooks and going more online. She needs more time to review them, but felt the staff was very effective with their comments. There were also many similar responses and pleased with the honesty in the answers.

Ms. Briggs Badger thanks Ann Marie Hinz for her quick turnaround on the survey. The staff is also to be commended of completing the survey in such a timely manner.

Mrs. Grady appreciated the educationally directed comments about the future and appreciated the courage of the staff for offering comments.

The Board requested that the answers be consolidated.

Ms. Baker noted that one recurring theme was an energy audit to reduce costs. In the past, the Fire Department has stated that appliances and other extra items that are used in the classrooms should be eliminated. Ms. Briggs Badger commented that she will be addressing this again sharing Facilities Director Jeff White. Mr. Limanni added that Unicco did an energy audit and Tim Knowles did a behavioral evaluation of the district that could provide savings if the entire district is involved. Oyster River saved \$60,000 per quarter based on results. He has also spoken with Fire Department representative Rebecca Jalbert about this issue.

Ms. Russell asked when the district will have a savings figure if a plan is implemented completely. Mr. Limanni responded that he will have a general idea soon and can provide concrete information in a few weeks.

Mrs. Grady stated that she believed there is a policy that outlines what appliances can be used in the classrooms.

Ms. Briggs Badger commended Rebecca Jalbert for helping to make the schools safe and within policy.



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Ms. Andrews Parker asked about eliminating days from the school year and increasing minutes of each school day in order to make up the time. This idea also came up in the survey. She believes this may be a good idea since money could be saved on substitutes and transportation. She added that the district is at a point where we need to look at outrageous ways to save money. She continued to say that she hates to lose people when other things could be done. If we don't do this, programs would need to be considered for savings. Each reduced day of students attending school could save \$33,000. She understands that contractual obligations would need to be considered for any of these changes, but feels that the district really needs to look outside the box so that jobs can be preserved.

Ms. Briggs Badger asked if the district may be self-defeating by stating that there will never be an override. Ms. Andrews Parker feels the district needs an override of at least \$900,000 to preserve people. A clear message was given by the City Council at the Joint Fiscal Meeting that an override would not occur this year.

She feels that a minimum of \$800,000 is needed so that the district doesn't go backwards.

Mr. Limanni stated that if the district would increase by 1.7%, all obligations would be covered. This isn't really growing, but maintaining. He added that an override is part of tax cap language. This should be remembered when an unusual situation occurs, such as an increase in NH retirement or outdated tuition agreement..

Ms. Briggs Badger commented that the Barrington contract is from 2003 and it punishes the district since there is a ceiling but no floor. She also reminded the Board that only 19% of people voted when the tax cap was approved and even then, it was a very close vote. She has faith in the citizens of Dover and is not ready to say that there will be no override. Facts need to be provided in a thoughtful way to inform all citizens.

Mrs. Grady asked if there is an innovative idea that would provide online classrooms within the high school. This could help students to receive more credits. She also asked about replacing RN's with LPN's in the schools.

Mr. Limanni responded that it would be difficult to replace RN's since they would require a supervising RN who would be close by so that services could be provided if necessary.

Mrs. Grady also asked that information from Brian Gottlob, regarding early retirement incentive, be sent to Board members. HR Coordinator, Robin LaFleur commented that she spoke with Mr. Gottlob who provided documents about the program. To the best



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of his knowledge, the School Board, at that time, did not implement the incentive. After researching the idea, they didn't feel that it was a good option.

Ms. Boston stated that there is currently a Novanet lab used for credit recovery. Students are always able to use the lab, although most prefer to do the work at home.

For more online learning, the high school would need more space, proctors, and computers.

Ms. Russell commented that reducing required credits at DHS and half-day kindergarten are moves that would be going backward.

Ms. Russell reviewed responses from survey and noted that the survey was produced because there is nowhere else to cut and ideas are needed. This is an emergency situation and the council should look at an override for the school budget as well as the city. The streets are in need of repair and the city is also looking at an increased retirement cost to NH retirement.

Ms. Andrews Parker asked if a bus could be eliminated at every level. Ms. Briggs Badger responded that the busses are already at capacity. They could review the walking radius to determine if they want to extend it. She also noted that if busses are overcrowded, there are more discipline issues and there was also a bus eliminated this year.

Mr. Limanni stated that a transportation committee has been established to review and change policy if needed. Many of the larger solutions discussed will not help this year's budget cycle.

Ms. Russell asked if stipends for coaching could be the same for all sports and a fee added to offset costs.

Athletic Director Peter Wotton explained how the stipends were established (12-14 years ago with a committee) and added that the sports are on different schedules with some being a much shorter season. Different sports warrant different salaries. This stipend is already very low considering the time commitment for many of the sports.

Ms. Andrews Parker inquired about eliminating sports or activities that don't meet minimum requirements. Mr. Wotton would need to research what the specific minimum requirements are for high schools.



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Ms. Andrews Parker noted that many families live in Dover because of the athletic and other requirements.

Mr. Wotton stated that he doesn't agree with fees, but understands the reason for them. He would prefer to change the fee structure rather than to eliminate the sport.

Some students have stopped participating in sports because of the fees, and they be more, if the fee increases, but it's difficult to know how many.

Ms. Briggs Badger added that the sports make it attractive for Nottingham and Barrington students to attend Dover High School.

Ms. Andrews Parker commented that everything is being placed on the table so that there is a transparent budget process.

Ms. Baker asked for a consolidated survey list. She added that there were some items in the survey that were not accurate. She requested a recommendation also next to some of the items.

Ms. Briggs Badger clarified a few of the responses including no lifetime health benefits for SAU office staff, the outsourcing of bussing, facilities and food service. Changing any of those programs would not save any money. She also noted that the McConnell Center was renovated with building aid and the district is committed to paying the bond no matter where the staff is located. The district could possibly ask for a rent waiver.

Ms. Russell clarified that job shares don't really save money since medical and dental is offered for one of the people involved.

Ms. Baker noted that one of the survey responses asked about a wage freeze. Mr. Limanni stated that there has been no increase in 4 years for most employees. People not at top of scale have only been receiving steps. There has been no merit pay or bonuses.

Ms. Baker added that one of the survey responses asked about renting out building space. This is a process that already happens. Ms. Briggs Badger stated that we sometimes lose rentals due to the poor condition of the buildings.

Ms. Russell asked what process the Board wanted to take at this time. Should they move forward with the cuts and find the \$940,000 or say that they have gone as far as they can go before cutting the credits and core programs.



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Mr. Limanni stated that the budget is being scrubbed for savings in the current year, which parallels the FY14 budget in many areas. He is noticing savings in utilities and payroll by eliminating the safety, saving about \$100,000 and may be able to provide more options by March 1. This would leave \$639,399 left to cut with the current straw votes.

The reductions would include the change in funding of facilities coordinator, courier, CTC guidance, and track changes.

This total does not include revenue—parking, kindergarten, and bussing

Dr. Butler commented that they should work a bit longer at the process. He asked if students can pay a fee for courses where they earn college credit. Ms. Boston responded that there are fees for CTC courses and \$100 per course for university credits.

Mr. Limanni and Ms. Briggs Badger recommended making the straw votes permanent. Mr. Limanni also wanted to include the School Resource Officer in the vote. Dr. Butler asked for Ms. Boston's opinion on the SRO at the high school. Ms. Russell expressed her opinion on that position and was in favor of keeping it. The SRO is the first responder and the city shares the cost with the city. Ms. Boston added that the SRO is a huge presence in the school and sees him as a positive part of the school. He carries a firearm and Ms. Boston takes comfort having him in the building as a principal and a parent. When is out, a replacement is provided.

Mrs. Grady would rather not vote on items at this meeting since they just received results of the survey. She would prefer to have a total list and go through the list and vote on each item. She added that it may be better to wait until the Community Chat on Thursday night to get input from the community.

Ms. Baker commented that there are a few items that they need additional feedback on a few items, but she is comfortable voting at this meeting.

Ms. Andrews Parker feels that they owe it to the administration and staff to let them know what's happening with their future. She also wants to be able to let people know outcome of some votes at the community chat.

Betsey Andrews Parker moved, Kathy Baker seconded keeping the SRO at DHS. An oral **VOTE PASSED 6/0.**

Mr. Limanni noted that they can add these items back at any time also if they choose to do so.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Special Session #1
Meeting Location:	McConnell Center, Media Center Room Rm. 306
Meeting Date:	Monday, February 18, 2013
Meeting Time:	6:30 P.M.

Betsey Andrews Parker moved, Kathy Baker seconded reducing track changes by \$20,000. An oral **VOTE PASSED 6/0**.

Mrs. Grady stated that the list is not broken down by priority and it is difficult to rationalize where the cuts will be coming from. She is uncomfortable voting at this time. Mr. Limanni will email his cut calculator to the School Board in order to make clearer.

Betsey Andrews Parker moved Ken Appel seconded to increase facilities coordinator funding from 50% to 100%. An oral **VOTE PASSED 5/0 (Grady abstained)**.

Ms. Russell recapped the parking lot supervisor duties including parking, lunch duty and hallway supervision.

Dr. Butler asked for Ms. Boston's opinion on the CTC Counselor position. She commented that the person mostly counsels area students. This position doesn't provide many services for Dover services and is more of a career counselor. Ms. Boston felt that the other similar position could cover the duties.

Kathy Baker moved, Betsey Andrews Parker seconded eliminating the DHS CTC Support Services Coordinator (Guidance) position. An oral **VOTE PASSED 5/0 (Grady abstained)**.

Ms. Briggs Badger asked Ms. Boston if a hall monitor at DHS could be eliminated. Ms. Boston responded it may be a possible reduction to consider.

Betsey Andrews Parker moved, Kathy Baker seconded eliminating the courier. An oral **VOTE PASSED 4/1 (Appel opposed, Grady abstained)**.

A possible option for the courier position would be for the Facilities Coordinator to pick up the mail at each school. Ms. Andrews Parked brought up the idea of putting a tote on a bus and have it delivered to each school. Mr. Limanni commented that there would be an issue of confidentiality with this option. The tote would also need to be secured on the bus in a locked box.

Ms. Andrews Parker commented that items could be scanned if the district had the capacity. All options need to be reviewed.

Ms. Baker approved of the idea to add courier duties to the tasks of the facilities coordinator and would like to further investigate the elimination of the DHS hall monitor at the next meeting.



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Special Session #1
Meeting Location:	McConnell Center, Media Center Room Rm. 306
Meeting Date:	Monday, February 18, 2013
Meeting Time:	6:30 P.M.

Ms. Russell commented that there are too many questions remaining to vote on anything else at this meeting.

Items including increase in parking fees, energy plan, hall monitor, club fees, kindergarten fees, will be discussed at the next meeting.

Ms. Briggs Badger added that an analysis of fees would be completed for the next meeting.

Ms. Andrews Parker also requested more research on minimum state standards regarding athletics in the district.

There will also be an Alternative School update at the next meeting. Mr. Limanni added that an additional savings of \$10,000 was added from the reduction of the general fund transfer to the Alternative School. This will be discussed in greater detail in March.

F. SCHOOL BOARD MATTERS OF INTEREST: None

G. ADJOURNMENT

Kathy Baker moved, Ken Appel seconded to adjourn at 8:37. An oral **VOTE PASSED 6/0.**

Respectfully submitted,
Amanda L. Russell, Vice Chairperson
ALR/ral

19th Annual Granite State Open Bodybuilding, Figure, Bikini Championships
Saturday, October 26, 2013

February 14, 2013

Jean Briggs Badger
Superintendent of Dover Schools
McConnell Center
61 Locust Street, Suite 409
Dover, NH 03820-4132

*E. CONSENT AGENDA
I.a.*

Dear Ms. Badger:

It is a pleasure to once again come to the office of the Superintendent with an Annual request. The Granite State Open has been held at the Dover High School Auditorium since 2006 and we would love to return this year on October 26th. Cathy Faure has been a specific asset with our endeavors and the show is always a success for everyone involved.

At this time, may we please request a waiver of the districts 90 day maximum reservation policy for use of the Dover High School Auditorium. This early approval allows for the necessary preparation and promotion of the 19th Annual Granite State Open Bodybuilding, Figure, Bikini Championships and Women's 2013 Pro Purse. Our needs for facilities remain consistent with past years.

I look forward to your approval of our October 26, 2013 date and the waiver of the 90-day advance rental confirmation.

Thank you so very much. Please feel free to contact me at any time to discuss any details. I can be reached at 603 659-2288.

Respectfully,

Laura Tourtellot

Laura J Tourtellot
GSO Promoter
149 Dartmouth Circle
Newmarket, NH 03857
www.granitestateopen.com



L.J. Turtle Promotions

149 Dartmouth Circle • Newmarket, NH 03857 • (603) 659-2288

www.granitestateopen.com

Ashman, Donna

From: Faure, Cathy
Sent: Monday, February 18, 2013 9:15 AM
To: Ashman, Donna
Subject: Granite State Open Bodybuilding

Donna,

This office has no problems with the GSOB using our facilities on October 26 for their annual bodybuilding competition. This group has always paid on time and is very thoughtful and considerate of our concerns. If you have any further questions please don't hesitate to contact me.

Cathy

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

University of New Hampshire

Research Integrity Services, Service Building
51 College Road, Durham, NH 03824-3585
Fax: 603-862-3564

05-Mar-2013

Kim, Hyung Won
Mathematics & Statistics, Kingsbury Hall
66 Trestle Way
Dover, NH 03820

IRB #: 5681

Study: Developing Mathematics Teachers' Pedagogical Identities in the Classroom Context

Approval Date: 05-Mar-2013

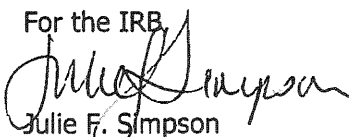
The Institutional Review Board for the Protection of Human Subjects in Research (IRB) has reviewed and approved the protocol for your study as Expedited as described in Title 45, Code of Federal Regulations (CFR), Part 46, Subsection 110 with the following comment(s):

1. Before starting the study in a site, the researcher needs to forward to the IRB for the file a letter from the principal/School Board in support of the study, and receive a response from the IRB giving approval for the study to start in that site.

Approval is granted to conduct your study as described in your protocol for one year from the approval date above. At the end of the approval date you will be asked to submit a report with regard to the involvement of human subjects in this study. If your study is still active, you may request an extension of IRB approval.

Researchers who conduct studies involving human subjects have responsibilities as outlined in the attached document, *Responsibilities of Directors of Research Studies Involving Human Subjects*. (This document is also available at <http://unh.edu/research/irb-application-resources>.) Please read this document carefully before commencing your work involving human subjects.

If you have questions or concerns about your study or this approval, please feel free to contact me at 603-862-2003 or Julie.simpson@unh.edu. Please refer to the IRB # above in all correspondence related to this study. The IRB wishes you success with your research.

For the IRB

Julie F. Simpson
Director

cc: File
McCrone, Sharon



UNIVERSITY of NEW HAMPSHIRE

INSTITUTIONAL REVIEW BOARD FOR THE PROTECTION OF HUMAN SUBJECTS IN RESEARCH

RESPONSIBILITIES OF DIRECTORS OF RESEARCH STUDIES INVOLVING HUMAN SUBJECTS

University of New Hampshire (UNH) tenure-track faculty, lecturers, senior lecturers, visiting faculty with rank, research faculty with rank, clinical faculty with rank, and permanent staff may serve as directors of research studies (researcher) involving human subjects. Adjunct faculty, courtesy faculty (affiliate, affiliate research, and affiliate clinical), and graduate and undergraduate students must be sponsored by an individual who qualifies to serve as a project director.

- A. Researchers are responsible for complying with
 - I. UNH's Policy on the Use of Human Subjects in Research (<http://usnholpm.unh.edu/UNH/II.Acad/E.htm>),
 - II. UNH's Federalwide Assurance (FWA) (<http://www.unh.edu/osr/compliance/support/ohrp.pdf>), and
 - III. Title 45, Code of Federal Regulations, Part 46: Protection of Human Subjects (45 CFR 46) (<http://www.hhs.gov/ohrp/humansubjects/guidance/45cfr46.htm>).
- B. Researchers are responsible for gaining familiarity with, and adhering to, the ethical principles stated in *The Belmont Report* (<http://www.hhs.gov/ohrp/humansubjects/guidance/belmont.htm>).
- C. Researchers must submit all proposed research activities involving human subjects to the UNH Institutional Review Board (IRB) for review before commencing. Researchers must not involve human subjects in research activities until the researcher has received written, unconditional approval from the IRB for the study.
- D. Researchers are responsible for protecting the rights and welfare of human subjects in their research studies.
- E. Researchers are responsible for keeping co-researchers and all research staff informed about the nature and goals of the study, and the need to adhere to ethical and responsible practices.
- F. Researchers are responsible for adhering to the IRB-approved protocol and consent process, including providing a copy of the IRB-approved and signed informed consent document to each subject at the time of consent, unless the IRB has specifically waived this requirement. The researcher must retain all signed consent documents for at least 3 years after the end of the study.
- G. Researchers must request IRB approval for proposed changes in previously approved human subject research activities before initiating them, except where necessary to eliminate apparent immediate hazards to the subjects.
- H. Researchers are responsible for reporting progress of approved research to the IRB as often as, and in the manner, prescribed by the approving IRB on the basis of risks to subjects. For studies approved at the Expedited and Full Board review levels, this must be no less than once a year (365 days) from the last review date.
- I. Researchers must report to the IRB any injuries or unanticipated problems involving risks to subjects and others within one working day of occurrence.
- J. Researchers will not seek to obtain research credit for, or use data from, patient interventions that constitute the provision of emergency medical care without prior IRB approval. A physician may provide emergency medical care to a patient without prior IRB review and approval, to the extent permitted by law. However, such activities will not be considered research nor may the data be used in support of research.
- K. Researchers who collaborate with colleagues at other institutions/sites have additional responsibilities. Researchers will advise the IRB, the Office of Sponsored Research, and appropriate officials of other institutions of the intent to engage human subjects in research studies for which the UNH FWA or any related Inter-Institutional Amendment or Non-institutional Investigator Agreement applies. Institutions in the collaboration must possess an OHRP-approved Assurance prior to the involvement of human subjects in a research study.

Description of Project

1. Introduction

As teaching plays a significant role in student learning, it is important to understand how an individual mathematics teacher's teaching style is formed in his or her practice. In particular, regarding the domains of student learning and teacher preparation in mathematics education, it is important to understand (1) how mathematics teachers perceive mathematics learning theories suggested by research findings or the guidelines for teaching mathematics espoused by university credentialing programs, (2) how they evolve their teaching approach in practice over time, (3) what efforts teachers take to make their teaching successful or even viable and (4) ultimately, what environmental conditions these teachers are in need of in their classrooms. However, these questions might not be answerable in a simple manner because "many of their actions that [new mathematics teacher take] are being "tried out" and are not yet rooted in their identity or philosophy" (Gainsberg, 2012, p. 362) and "various personal characteristics have been theorized to influence whether and how a teacher will appropriate a tool [for teaching]" (Gainsberg, p.363). Thus each individual mathematics teacher would have different answers to them. To probe these questions we must take into consideration how mathematics teachers identify themselves as a teacher, which is referred to as professional identity or teacher identity (Peressini, Borko, Romagnano, Knuth, & Willis, 2004; Grootenboer and Ballantye, 2010).

Grootenboer and Ballantye (2010) define teacher identity as a teacher's own conception of who he or she is as a teacher. This includes beliefs, learning experiences and classroom behaviors, among others. They claimed, in the context of mathematics education, that teacher identities play an important role in the effectiveness of teaching. Aligning with this perspective, to help understand how teachers impact student learning, it is crucial to recognize what mathematics teacher identities consist of, how teacher identities impact the ways they design and implement classroom activities, how the classroom milieu is formed as a result with regard to the teacher identity, and ultimately how students come to learn mathematics in the classroom. For example, many university credentialing programs emphasize student-centered teaching approaches, which suggest intensive classroom interaction. A mathematics teacher with weak social skills and language barrier would come to believe that these teaching methods are effective in student learning after having his or her education in such credentialing programs. However, this teacher might struggle due to the conflict caused by the disjuncture between the practice that she came to believe is the best for student learning and the practice that she actually would feel comfortable with.

Such issues necessitate research studies that (1) explore how mathematics teachers develop their teacher identity (or pedagogical identity) in relation to their participation to classroom interactions and (2) investigate how classroom dynamics evolve in relation to the development of a mathematics teacher's pedagogical identity.

2. Specific Aims

The research questions I intend to answer for my dissertation study include:

1. How does a mathematics teacher's pedagogical identity develop in the social context of his or her classroom interactions?
 - a. How do a teacher's pedagogical experiences prior to their teaching, such as classroom experience as a learner and university preparation, impact a teacher's pedagogical identity in their early years of the teaching career?
 - b. How, if at all, do the cognitive aspects of a mathematics teacher identity impact the teacher's practices in the classroom (social behaviors), in conjunction with the overall classroom dynamics?
 - c. How do mathematics teachers perceive student reactions to the classroom activities and reflect their perception in developing their pedagogical identity?
2. How do classroom dynamics unfold as the result of the development of the pedagogical identity of a mathematics teacher?
 - a. Do teachers perceive any challenges in advancing the classroom dynamics?
 - b. If the teacher's pedagogical identity develops against the guidelines of NCTM or the university credentialing programs, how do they respond to this disjuncture?

3. Research Protocol

a. Setting

The setting for the proposed study will be in mathematics classes of up to six teachers in Dover High School and Concord High School. The source of the subjects will be in-service mathematics teachers and pre-service teachers from the University of New Hampshire that are student-teaching in these two schools. The principal of Concord High School has agreed to allow me to conduct my study in the building with some of the teachers in the Mathematics Department. A letter from Mr. Connelly, principal of Concord HS should be arriving via e-mail. The Dover school district will make a decision once I have received IRB approval from UNH. Several teachers at Dover High School have already expressed interest in working with me as participants in my study. I will forward Dover School Board approval as soon as I receive it.

b. Researcher Experience

Mr. Kim is a graduate student in the mathematics education program at the University of New Hampshire. He has several years of experience teaching college-level mathematics courses at various schools in New Hampshire and Vermont. He has completed several research studies in mathematics and statistics education. Though his experience as a researcher is limited, he is well-read on current research methodologies in mathematics education. He will serve as the main researcher of this study. He has previously received IRB approval for work with human subjects three times.

McCrone is currently an Associate Professor in the Department of Mathematics and Statistics at UNH and has more than 15 years of full-time teaching/research experience. She holds a Ph.D. in Mathematics Education from the University of New Hampshire. She has

previous research experience in mathematics education using both qualitative and quantitative methodologies in both large- and small-scale studies. She will be serving as an advisor of this research study. A letter of support from Dr. McCrone is attached to this application.

Dr. Fukawa-Connelly is currently an Assistant Professor in the Department of Mathematics and Statistics at UNH and has more than 6 years of full-time teaching and research experience. He holds a Ph.D. in mathematics education from the University of Maryland, College Park and his research specialty is undergraduate mathematics education. He has previous research experience in mathematics education using both qualitative and quantitative methodologies in both large- and small-scale studies. He will serve as a subsidiary advisor of this research study.

Other members of the dissertation committee include Dr. Karen Graham, Dr. Brian Gleason, Dr. Sharon Nodie Oja, all of whom are graduate faculty at UNH. Mr. Choi is a senior undergraduate student majoring in business administration at UNH. He will serve as a transcriber in this study.

c. Protocols

The following types of data will be collected during the research study.

Initial Survey: Teacher participants will be surveyed with questions about their teacher identity. This survey is attached.

Classroom Observations: I will observe 8 – 12 classes from each teacher. The classes will be audio-recorded. Sometimes, the class observation will be followed by a 5 – 10 minute interview to discuss about certain behaviors observed in the classroom.

Survey and Interviews: Teacher participants will be surveyed with questions about their classroom behaviors. Immediately after the survey, the same participants will participate in a 40-minute interview as a means of understanding why they made certain choices during the mathematics lesson and why they responded as they did to the survey. A proposed survey and interview protocol are attached. Audio recordings will be made of the interviews using a digital recorder. I will assure that no student data is used in the study.

Consent

Consent forms will be distributed to the mathematics teachers of the above high schools. Mr. Kim will present to the potential teacher participants the opportunity to participate in the study and emphasize that participation is voluntary. Concord High School has asked that teachers are not contacted directly by Mr. Kim. Rather, the school's administrative assistant will provide consent forms with a description of the research to all mathematics teachers.

Prior to collecting any data, Mr. Kim will send letters to the students and the parents of the students in the classes that he will be audiotaping. The letter is to notify the parents that Mr. Kim is observing and audio-recording in the classroom for research purposes in mathematics education. The letter will inform the parents that the focus of the study is on the teachers and that any of the student comments will not be transcribed and the recordings will be erased upon transcription.

Data

Data will be analyzed using qualitative and quantitative methods. All data including audio-recordings of interviews will be kept in a secure location. The data will be used for the publication of Mr. Kim's doctoral thesis. The data could be used for further publications of the studies that are built on the dissertation.

All audio recordings will be preserved for no more than 5 years (May 2018). At the end of 5 years all recordings will be destroyed. The audio recordings will be kept in sound-files on Mr. Kim's computer on a password protected hard drive. The faculty advisor, Dr. McCrone will have access to this data and maintain a back-up copy on a password protected external hard drive stored in her office.

All interviews will be transcribed by either Mr. Kim or Mr. Choi. The transcripts will be preserved and kept under the control of the researchers. All data on paper will be kept in a locked file cabinet in Mr. Kim's office and preserved for no more than 5 years (May 2018). The data will only be available to transcribers, Mr. Kim and Dr. McCrone. Dr. McCrone will supervise all data collection, analysis, and dissemination of results.

Risks

This study presents very little risk to participants. Confidentiality of all teachers' comments and involvement will be maintained completely, being accessible only to the researchers. Mr. Kim will assign a pseudonym to each participant. All data will be coded using only that pseudonym.

Benefits

This study will offer each participant a chance to reflect upon their current teaching practices and learn more about their role as a teacher. The subsequent dissertation will provide valuable information on how mathematics teachers develop their identities as teachers in the classroom context.

References

- Gainsburg, J. (2012). Why new mathematics teachers do or don't use practices emphasized in their credential program. *Journal of Mathematics Teacher Education*, 15, 359-379.
- Grootenboer, P. & Ballantyne, J. (2010). *Mathematics teachers: Negotiating professional and discipline identities*. Adelaide, Australia: Mathematics Education Research Group of Australasia.
- Peressini, D., Borko, H., Romagnano, L., Knuth, E., & Willis, C. (2004). A conceptual framework for learning to teach secondary mathematics: A situative perspective. *Educational Studies in Mathematics*, 56(1), 67-96.

Copies of All Recruitment Materials

I, Mr. Kim, will handout a brief description of my study, as well as my contact information, consent form, and possibly a flyer to invite teachers to participate. I will address the teachers with something like the following:

"I am carrying out a study for my dissertation. In this study, I am investigating the interplay between the development of mathematics teachers' professional identities and their pedagogical choices in the classroom. I am talking to you today to invite you to participate in my study, which will be done in three stages. Your participation is completely voluntary. Also, all data I collect will be analyzed and reported anonymously. Only my advisor (Dr. McCrone), a transcriber (Mr. Choi) and I will be able to access the raw data which includes your name.

Participation would include the following: First, you will be given a 15 minute initial survey, which has rating scale items. This survey will ask you what personal or professional characteristics are important in your pedagogical choices. Second, your class will be observed by me around 8-12 times. During my observation, you will be audio- taped. Occasionally, after observation, you will be invited for a short conversation-like interview to follow up the observation. This interview will be audio recorded. Third, you will be given a follow-up survey. The survey items will ask you questions regarding your classroom behaviors. Then you will be invited to another interview (long interview) for me to have a deeper understanding of your classroom behaviors and pedagogical choices. The post-survey and long interview together will take no more than 1 hour.

If you give your consent to participate at the beginning of this study, you are still free to withdraw at any time."

Informed Consent Form

The purpose of this study is to understand how mathematics teachers develop their sense of who they are as teachers in the classroom context. My primary focus during this study will be exploring how a mathematics teacher's pedagogical identity develops in the social context of his or her classroom interactions and how classroom dynamics unfold as the result of the development of the pedagogical identity of a mathematics teacher. Your participation in this study will enable me to identify how teachers develop their teacher identities and how this process impacts the classroom dynamics.

This study will take place over the course of the spring 2013 semester and is expected to include three to six teacher participants. Your participation consists of three steps: an initial survey, a sequence of classroom observations with short interviews, and a final survey and interview. If you agree to participate, you will be first asked to do the five minute initial survey. Once the survey is done, all observation times and venues will be determined at your discretion. All students will be briefly addressed as to the reason for my presence in the classroom. Classroom activities will be audio recorded as well. Additionally, I would like to hold approximately five ten-minute interviews with the instructors after the class observation. The final survey and interview will take around twenty minutes and forty minutes, respectively. The observations and interviews will be audio-recorded to assist with transcription and data analysis.

Your participation in this study is voluntary. Participation in this study is expected to present minimal risk to you. By participating in this study, you may be able to reflect on your own teaching characteristics, which may help inform your teaching practice. Further, by this experience, you may learn the data collection process for mathematics education.

You may decide to withdraw at any time and you may refuse to answer any questions during interviews. Audio-files from observations and interviews will be transcribed by two persons, Mr Kim – the research conductor - and Mr. Choi - an undergraduate UNH student. Your identity will be kept confidential on all transcripts, and I will share all study data with only my dissertation committee members (Dr. Sharon McCrone, Dr. Timothy Fukawa-Connelly, Dr. Karen Graham, Dr. Brian Gleason and Dr. Nodie Oja) and a transcriber (Mr. Kyu Sung Choi).

There are rare instances when I may be required to share personally-identifiable information (e.g., according to policy, contract, or regulation). For example, in response to a complaint about the research, officials at the University of New Hampshire, designees of the sponsor(s), and/or regulatory and oversight government agencies may access research data. However, there are no foreseeable risks to your involvement in this study. No official compensation, monetary or otherwise, will be provided for your involvement. During the data collection period, some snacks will be provided.

If you have questions or concerns about the research or your participation, please contact Hyung Kim (802-355-9654, hwy3@wildcats.unh.edu), Dr. Sharon McCrone (603-862-3587, smy72@unh.edu), or Dr. Julie Simpson at UNH Research Integrity Services (603-862-2003, Julie.Simpson@unh.edu).

Your signature below indicates that you have read and understood the above information and agree to be a participant in this study. You may decide to withdraw at any time and you may refuse to answer any questions during interviews. You will receive a copy of the signed document for your records.

Printed Name

Signature and Date

3/8/2013

Dear Parent,

My name is Hyung Kim. I am a doctoral student at the University of New Hampshire, studying mathematics education. As part of my doctoral thesis, I plan to collect data about the mathematics teacher from whom your child is learning mathematics. The principal has given permission for my study to take place at Dover High School.

The data collection for my study involves my presence in the classroom about 8-12 times in the Spring of 2013. During this time, I plan to audio-tape the class to record the teachers' comments when teaching students. When the class lecture or discussion is recorded, it is possible that the children's voice will be captured on the recording. The students' comments will not be used as part of this study, and when the recordings are transcribed, only the teacher's comments will be used. The recordings will be kept for five years and then destroyed.

I plan for only myself, Dr. Sharon McCrone at UNH, and Mr. Choi, a transcriptionist, to have access to the recordings. While comments by your child may be recorded as part of the data collection for my study, your child is not considered a participant in the study as I will not use any of the information collected about him/her.

For any questions about the study, please contact me at hwy3@wildcats.unh.edu or my UNH faculty advisor, Dr. Sharon McCrone at sharon.mccrone@unh.edu. If you have concerns about your child being recorded as part of this study, please contact Dr. Julie Simpson julie.simpson@unh.edu. She works at the University of New Hampshire Research Integrity Services and

Thank you,

Hyung Kim

3/15/2013

Dear students,

My name is Hyung Kim. I am a doctoral student at the University of New Hampshire, studying mathematics education. As part of my doctoral thesis, I plan to collect data about your mathematics teacher. The principal has given permission for my study to take place at Dover High School. Also, your parent(s) are aware of my study.

The data collection for my study involves my presence in the classroom about 8-12 times in the Spring of 2013. During this time, I plan to audio-tape the class to record the teachers' comments. When the class lecture or discussion is recorded, it is possible that your voice will be captured on the recording. However, your comments will not be used as part of this study, and when the recordings are transcribed, only the teacher's comments will be used. The recordings will be kept for five years and then destroyed.

I plan for only myself, Dr. Sharon McCrone at UNH, and Mr. Choi, a transcriptionist, to have access to the recordings. There are, however, rare circumstances when others may access identifiable information, such as in the case of a compliant. While comments by you may be recorded as part of the data collection for my study, you are not considered a participant in the study as I will not use any of the information collected about you.

For any questions about the study, please you can contact me at hwy3@wildcats.unh.edu or my UNH faculty advisor, Dr. Sharon McCrone at sharon.mccrone@unh.edu. If you have concerns about your child being recorded as part of this study, please contact Dr. Julie Simpson julie.simpson@unh.edu. She works at the University of New Hampshire Research Integrity Services and

Thank you,
Hyung Kim

Survey and Interview items

The items in the survey and questions in the interviews are presented below. Because of the nature of my research, it is unavoidable to change the questions slightly to fit each individual teacher's characteristics. For any significant change, I will discuss with my advisor Dr. Sharon McCrone to have a modification request for IRB as the study goes on.

1. Pre-survey

Among the following characteristics, which ones influence your decision making process for what teaching method to use in your class? Circle one of the five numbers: 1, 2, 3, 4 and 5, where the numbers indicate: 1 – Strongly Disagree, 2 – Disagree, 3 – Neutral, 4 – Agree, 5 – Strongly Agree.

- | | |
|---|-----------|
| 1. My English fluency
(only if you are a non-native English speaker) | 1 2 3 4 5 |
| 2. My social nature (how extroverted/introverted I am) | 1 2 3 4 5 |
| 3. The mathematics content of the course | 1 2 3 4 5 |
| 4. My mathematics content knowledge | 1 2 3 4 5 |
| 5. My knowledge of teaching mathematics | 1 2 3 4 5 |
| 6. My beliefs about what needs to be learned | 1 2 3 4 5 |
| 7. My beliefs about how mathematics can be best learned | 1 2 3 4 5 |
| 8. My beliefs about what mathematics is | 1 2 3 4 5 |
| 9. My own experience of learning mathematics (k-12) | 1 2 3 4 5 |
| 10. My comfort level on the teaching methods | 1 2 3 4 5 |
| 11. Recommendations from university credentialing programs | 1 2 3 4 5 |
| 12. Characteristics of the students in the class | 1 2 3 4 5 |
| 13. Recommendations by the colleagues | 1 2 3 4 5 |
| 14. Recommendations by experienced teachers | 1 2 3 4 5 |

2. Short Interview

Short interview will consist of some of the following items:

- Discussing lesson just taught:
 - What did you enjoy/not enjoy about today's class?
 - How would you describe the teaching approach of today's class?
>Would you have done differently with different content/level of math?
 - How did you feel about implementing... approaches?
 - What were some of the disadvantages of using ... approaches for your sake or for your students' sake?
 - How did the change of approaches help you?

- Asking about teaching methods used by teacher:
 - Do you commonly use this teaching approach in this class?
 - In what ways does the particular teaching approach you chose today benefit the class or you?
 - Would you choose this method again? Why or why not?
 - What other approaches have you tried?
 - How do you find these approaches benefit/dis-benefit you or the class?
 - What are some of the reasons you chose this method today? Recommendations from other teachers? Ideas learned from university? Is it related with your belief on learning mathematics? Did you consider the characteristics of your students?

- Asking about methods used by other teachers:
 - Do you know what approaches other teachers take?
 - What are your feelings about conducting such approaches?

- General questions about personal strengths and weaknesses:
 - Are there aspects about the approach that you don't like? (What challenges do you have in using this approach?)
 - What do you think your strengths are as a mathematics teacher?
 - How do you use your strengths in practice?
 - When you take certain approach and find that it doesn't go well, what action do you take?

3. Post-survey and Interview

Post-survey and Interview will consist of some of the following items:

- About the content knowledge:
 - (Survey)
 - What university degree(s) do you hold? What was your major area of study?
 - What range of mathematics courses have you taken?
 - What about courses specific to teaching mathematics?
 - (Interview)
 - (if the teacher has a master's degree in mathematics)
How does your content knowledge impact your belief about mathematics and teaching mathematics?
>Are there certain courses that influence your decision making on teaching methods?

- About teaching experience:
 - (Survey)
 - How many years have you taught?
 - How many times have you taught this course?
 - (Interview)

- How would you teach, for example, the concept of a function? Do you give students definition first? Do you try to teach it in a non-mathematical context? Would you do group activities?
 - >What are the factors that determine your pedagogical choices? Are they the course content, students, your belief, learning experience, or teaching experience?
 - >How did you teach these topics 5 years ago? How would you describe the change?

- About k-12 education:
 - (Survey)
 - How would you describe your k-12 mathematics education? Was it more lecture-based or more activity-based? Are there particular teaching approaches that worked well for you as a student?
 - What do you see as advantages or disadvantages of group activities, simple lecturing, or a whole class discussion? (Alternately, when is lecture beneficial and when isn't it beneficial?)
 - (Interview)
 - Do you use methods in your classes that are familiar to you from your own learning experiences? If so, which methods? Why did you decide to try these in your own class?
 - >What are some of the teaching methods?
 - >What did you like about it?
 - Have you tried such approaches in the classes you teach?
 - >How did it come out?
 - (For any negative comments above) why do you think this is happening?
 - > Do you think your students are different? If so, can you describe the difference?
 - > Do you think you are different from your teacher? Describe
 - > Do you think the nature of the classroom content in your class is different?

- About the university credentialing programs:
 - (Survey)
 - What approaches to teaching mathematics were recommended in your university classes? Can you give examples?
 - How much did you agree then (while a student in the program)? Explain.
 - How much do you agree now? Explain.
 - (Interview)
 - Did you try to implement the teaching methods promoted by university credential programs?
 - >Can you give an example?
 - Are there aspects of the recommendations that you don't agree with? Why not?
 - >Did you have the same belief years ago?
 - >If not, what caused the change in your belief?
 - What challenges do you feel in implementing these approaches?

- >Are there any outside pressures for using certain methods?
 - >What alternative methods did you take?
 - Have you talked with other people about this challenge?
 - >Do you feel that this is a common challenge?
 - >How personal would you say these challenges are?
- About the teacher's teaching style and role as a teacher (metacognition): (interview)
 - How do you balance between conceptual understanding and procedural skills?
 - >What are some of the things that you do to promote student conceptual understanding or procedural skills?
 - >How do you think you have reached that balance? I.e., What are some of the factors?
 - >Are your current classes designed to promote students to achieve this?
 - >Can you tell me some of the things that you tried for students to achieve procedural skills (or conceptual understanding)?
 - How would you describe your teaching style?
 - >why did you choose to do... and ...?
 - >How do students respond to this?
 - How do you think students can best learn mathematics?
 - >Why do you think that?
 - >Is this how you teach your class?
 - >If not, can you explain why?
 - What teaching methods do you feel most comfortable using?
 - >Is this how you teach your class?

University of New Hampshire

Research Integrity Services, Service Building
51 College Road, Durham, NH 03824-3585
Fax: 603-862-3564

05-Mar-2013

Sacco, Julie
Mathematics & Statistics - Kingsbury Hall
60 Strafford Ave, Apt D5
Durham, NH 03824

IRB #: 5669

Study: Definitions in Mathematics: What Do High School Students Know?

Approval Date: 04-Mar-2013

The Institutional Review Board for the Protection of Human Subjects in Research (IRB) has reviewed and approved the protocol for your study as Expedited as described in Title 45, Code of Federal Regulations (CFR), Part 46, Subsection 110 with the following comment(s):


1. Before starting the study in the site, the researcher needs to forward to the IRB for the file a letter from the principal/School Board in support of the study, and receive a response from the IRB giving approval for the study to start in that site.

Approval is granted to conduct your study as described in your protocol for one year from the approval date above. At the end of the approval date you will be asked to submit a report with regard to the involvement of human subjects in this study. If your study is still active, you may request an extension of IRB approval.

Researchers who conduct studies involving human subjects have responsibilities as outlined in the attached document, *Responsibilities of Directors of Research Studies Involving Human Subjects*. (This document is also available at <http://unh.edu/research/irb-application-resources>.) Please read this document carefully before commencing your work involving human subjects.

If you have questions or concerns about your study or this approval, please feel free to contact me at 603-862-2003 or Julie.simpson@unh.edu. Please refer to the IRB # above in all correspondence related to this study. The IRB wishes you success with your research.

For the IRB



Julie F. Simpson
Director

cc: File
McCrone, Sharon



UNIVERSITY of NEW HAMPSHIRE

INSTITUTIONAL REVIEW BOARD FOR THE PROTECTION OF HUMAN SUBJECTS IN RESEARCH

RESPONSIBILITIES OF DIRECTORS OF RESEARCH STUDIES INVOLVING HUMAN SUBJECTS

University of New Hampshire (UNH) tenure-track faculty, lecturers, senior lecturers, visiting faculty with rank, research faculty with rank, clinical faculty with rank, and permanent staff may serve as directors of research studies (researcher) involving human subjects. Adjunct faculty, courtesy faculty (affiliate, affiliate research, and affiliate clinical), and graduate and undergraduate students must be sponsored by an individual who qualifies to serve as a project director.

- A. Researchers are responsible for complying with
 - I. UNH's Policy on the Use of Human Subjects in Research (<http://usnholpm.unh.edu/UNH/II.Acad/E.htm>),
 - II. UNH's Federalwide Assurance (FWA) (<http://www.unh.edu/osr/compliance/support/ohrp.pdf>), and
 - III. Title 45, Code of Federal Regulations, Part 46: Protection of Human Subjects (45 CFR 46) (<http://www.hhs.gov/ohrp/humansubjects/guidance/45cfr46.htm>).
- B. Researchers are responsible for gaining familiarity with, and adhering to, the ethical principles stated in *The Belmont Report* (<http://www.hhs.gov/ohrp/humansubjects/guidance/belmont.htm>).
- C. Researchers must submit all proposed research activities involving human subjects to the UNH Institutional Review Board (IRB) for review before commencing. Researchers must not involve human subjects in research activities until the researcher has received written, unconditional approval from the IRB for the study.
- D. Researchers are responsible for protecting the rights and welfare of human subjects in their research studies.
- E. Researchers are responsible for keeping co-researchers and all research staff informed about the nature and goals of the study, and the need to adhere to ethical and responsible practices.
- F. Researchers are responsible for adhering to the IRB-approved protocol and consent process, including providing a copy of the IRB-approved and signed informed consent document to each subject at the time of consent, unless the IRB has specifically waived this requirement. The researcher must retain all signed consent documents for at least 3 years after the end of the study.
- G. Researchers must request IRB approval for proposed changes in previously approved human subject research activities before initiating them, except where necessary to eliminate apparent immediate hazards to the subjects.
- H. Researchers are responsible for reporting progress of approved research to the IRB as often as, and in the manner, prescribed by the approving IRB on the basis of risks to subjects. For studies approved at the Expedited and Full Board review levels, this must be no less than once a year (365 days) from the last review date.
- I. Researchers must report to the IRB any injuries or unanticipated problems involving risks to subjects and others within one working day of occurrence.
- J. Researchers will not seek to obtain research credit for, or use data from, patient interventions that constitute the provision of emergency medical care without prior IRB approval. A physician may provide emergency medical care to a patient without prior IRB review and approval, to the extent permitted by law. However, such activities will not be considered research nor may the data be used in support of research.
- K. Researchers who collaborate with colleagues at other institutions/sites have additional responsibilities. Researchers will advise the IRB, the Office of Sponsored Research, and appropriate officials of other institutions of the intent to engage human subjects in research studies for which the UNH FWA or any related Inter-Institutional Amendment or Non-institutional Investigator Agreement applies. Institutions in the collaboration must possess an OHRP-approved Assurance prior to the involvement of human subjects in a research study.

Description of Project

Introduction

I, Julie Sacco, the Project Director, will be conducting a research project as part of my senior thesis as an undergraduate in the Secondary Mathematics Education program at UNH. Dr. Sharon McCrone has agreed to be my faculty advisor for this study. For this study, I will investigate the role of definitions in a high school pre-calculus class. I will work with a small group of students to learn what they understand about a few given terms or concepts that they have studied, if they can write precise definitions of those terms, and if that affects their ability to solve mathematical problems related to the given terms.

The purpose of this study is to understand to what extent formal definitions are important in the math class. The questions I hope to answer are: (1) Are students able to write their own precise definitions for various mathematical terms in a high school pre-calculus class, and (2) Does the ability to write precise definitions translate to students being able to successfully do mathematics? Related, does the inability to write precise definitions translate to students being unable to successfully do mathematics? These are important questions because their answers affect how much emphasis teachers should or should not place on teaching formal mathematical definitions.

Specific Aims

The objectives of this research are to:

- collect verbal and written definitions by several students in a pre-calculus class of a few terms/concepts they have studied.
- use students' definitions and previous work to determine how well students actually understand the given terms/concepts.
- work together with the students to write a precise definition of each given term/concept.
- return to evaluate students' understanding of the given terms/concepts after writing precise definitions.

Research Protocol

Setting

This study will take place at Dover High School. Ms. Elizabeth St. Cyr has agreed to let me conduct this study in her pre-calculus class. I will provide consent forms for all students in the class and will ask them to bring home and share with their parents. Consent forms will be in sealed envelopes. I will ask for consent forms to be returned within one week (return date will be printed on the letter). When consent forms are returned, I will share assent forms with those students whose parents have agreed to allow their child to participate. I will provide the letter and I will read the letter aloud. I will answer any questions the students may have before collecting their signed assent forms. Students will not be compensated for their participation.

Protocols

I plan to meet with the small group of students twice. The first time, students will be asked describe and then write definitions of three mathematical terms related to material they are currently or have previously studied. Students will then be asked to solve a math problem related to the given terms and explain their solutions. Finally, the students and I will work together to write a concise definition of each mathematical term. In the second meeting, students will be asked to define the same terms again and complete another math problem related to the given terms; I will ask follow-up questions to better characterize their knowledge of the definition. I will take audio recordings of both sessions in order to record students' explanations of their thought processes and solutions. See the attached list of terms and questions. More details on management and use of the audio recordings can be found in the Data section below.

Consent

I will obtain parental consent and student assent by the attached consent and assent forms. I will then choose 4-5 students to participate, conferring with Ms. Elizabeth St. Cyr to ensure a range of abilities in the participants.

Study Personnel

I, Julie Sacco, will be conducting this research study. This will be my first research study, although I have spent many hours observing middle and high school math classes during my undergraduate career at UNH. Please see the attached letter from the advisor, Dr. Sharon McCrone.

Data

Students' definitions will be analyzed for accuracy and conciseness. Solutions to problems will be analyzed for accuracy. Audio recordings of students' oral explanations, as well as their written explanations, will be analyzed qualitatively for understanding. Students' self-reported confidence in their responses will follow a numerical scale. Audio recordings and student work will be kept locked in Dr. Sharon McCrone's office. Recordings will be erased at the end of the study. Pseudonyms will be used for all participants when sharing the results of this study. Data will be used in writing my thesis and in a final presentation either as part of the UNH Undergraduate Research Conference or as part of the Mathematics Department's senior thesis forum.

Risks

The risks associated with this research project are minimal, but include the possibility of student or teacher recognition during the presentation of this study. I will minimize these risks by using pseudonyms for all participants in the study. There is also the possibility of participants sharing information outside of the study; I will minimize this risk by asking students not to talk about the study outside of the group in order to maintain confidentiality.

Benefits

Students participating in this study may benefit from the additional attention to certain mathematical concepts they are studying. Also, this study may be useful to prospective teachers in gauging the importance of mathematical definitions.



UNIVERSITY of NEW HAMPSHIRE

February 2013

Dear Parent(s) or Guardian(s),

My name is Julie Sacco and I am a senior undergraduate student in the Math Department at UNH and I am conducting a research project as part of my thesis to find out the role of definitions in a high school pre-calculus class. I am writing to invite your child to participate in this project. I plan to work with approximately 4-5 students in this study.

I will be working with students in a group setting. If you allow your child to participate in this study, your child will be asked to define various mathematical terms and solve several related problems. Audio recordings will be taken for students to explain their solutions. The total time commitment is expected to be approximately one hour, consisting of two half-hour meetings during your child's pre-calculus class, coordinated with Ms. St. Cyr so that your child does not miss instruction of new material. Neither you nor your child will receive any compensation to participate in this project.

The potential risks of your child participating in this study are minimal; I will minimize the possibility of recognition in my written thesis and presentation by using pseudonyms for all participants. I will maintain confidentiality of your child's responses by asking students not to talk about the study outside of the group. Although your child is not expected to receive any direct benefits from participating in this study, (s)he may benefit from the extra practice with definitions, leading to a better understanding of the material. Additionally, this study may be useful to current and future teachers in gauging the importance of mathematical definitions for student understanding.

Participation is strictly voluntary; your refusal to allow your child to participate will involve no prejudice, penalty, or loss of benefits to which you or your child would otherwise be entitled. Your child may refuse to answer any question. If you allow your child to participate in this project and your child wants to, and then either you change your mind or your child changes his/her mind, you may withdraw your child, or your child may withdraw, at any time during the study without penalty.

I seek to maintain the confidentiality of all data and records associated with your child's participation in this research; however, it is possible that other participants will repeat responses outside of the study. I will ask students not to share information from the study outside of the group and explain that this is to maintain confidentiality of their responses. I will keep all student work and audio recordings locked in Dr. Sharon McCrone's office (my thesis advisor); only Dr. McCrone and I will have access to the data. Audio recordings will be destroyed upon completion of this study. I will report the data using pseudonyms for all participants. The results will be used in writing my thesis and a presentation.

If you have any questions about this research project or would like more information before, during, or after the study, you may contact Julie Sacco at (603) 496-3017 or by email, jmn597@unh.edu or Dr. Sharon McCrone at (603) 862-3587 or by email, smv72@unh.edu. If you have questions about your child's rights as a research subject, you may contact Dr. Julie Simpson in UNH Research Integrity Services at 603-862-2003 or Julie.simpson@unh.edu to discuss them.

Please sign and return the following page indicating your choice no later than Friday, March 15. You may keep this letter for your records. Thank you for your consideration.

Sincerely,

Julie Sacco and Dr. Sharon McCrone

Parent/Guardian Informed Consent Form
(Students 17 years of age or younger)

I understand the purpose of this study is to investigate students' knowledge of mathematical definitions and the effect this has on how they do the related mathematics.

I understand that participation is voluntary and I/we or my child may choose to withdraw from the study at any time without penalty.

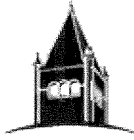
Yes, I, _____ consent/allow my child _____ to participate in this research project.

No, I, _____ do not consent/allow my child _____ to participate in this research project.

Signature of Parent/Guardian

Date

Printed Name(s) of Parent(s)/Guardian(s)



UNIVERSITY of NEW HAMPSHIRE

February 2013

Dear Student,

My name is Julie Sacco and I am a senior undergraduate student in the Math Department at UNH and I am conducting a research project as part of my thesis to find out the role of definitions in a high school pre-calculus class. I am writing to invite you to participate in this project. I plan to work with approximately 4-5 students in this study.

I will be working with students in a group setting. If you agree to participate in this study, you will be asked to define various mathematical terms and solve several related problems along with others in the group. Audio recordings will be taken for you to explain your solutions. The time total commitment is expected to be approximately one hour, consisting of two half-hour meetings during your pre-calculus class, coordinated with Ms. St. Cyr so that you do not miss instruction of new material. You will not receive any compensation to participate in this project.

The potential risks of participating in this study are minimal; I will minimize the possibility of recognition in my thesis and presentation by using pseudonyms for all participants. I will ask you and your fellow participants not to talk about the study outside of the group in order to maintain confidentiality of your responses. Although you are not expected to receive any direct benefits from participating in this study, you may benefit from the extra practice with definitions, leading to a better understanding of the material. Additionally, this study may be useful to current and future teachers in gauging the importance of mathematical definitions in student learning.

Participation is strictly voluntary; your refusal to participate will involve no prejudice, penalty, or loss of benefits to which you would otherwise be entitled. You may refuse to answer any question. If you agree to participate in this project, and then you change your mind, you may withdraw, at any time during the study without penalty.

I seek to maintain the confidentiality of all data and records associated with your participation in this research; however, it is possible that other participants will repeat responses outside of the study. I will ask students not to share information from the study outside of the group and explain that this is to maintain confidentiality of your responses. I will keep all student work and audio recordings locked in Dr. Sharon McCrone's office (my thesis advisor); only Dr. McCrone and I will have access to the data. Audio recordings will be destroyed upon completion of this study. I will report the data using pseudonyms for all participants. The results will be used in writing my thesis and a presentation.

If you have any questions about this research project or would like more information before, during, or after the study, you may contact Julie Sacco at (603) 496-3017 or by email, jmn597@unh.edu or Dr. Sharon McCrone at (603) 862-3587 or by email, smy72@unh.edu. If you have questions about your rights as a research subject, you may contact Dr. Julie Simpson in UNH Research Integrity Services at 603-862-2003 or Julie.simpson@unh.edu to discuss them.

Please sign and return the following page indicating your choice. You may keep this letter for your records. Thank you for your consideration.

Sincerely,

Julie Sacco and Dr. Sharon McCrone

Student Assent Form

I understand the purpose of this study is to investigate students' knowledge of mathematical definitions and the effect this has on how they do the related mathematics.

I understand that my participation is voluntary and I may choose to withdraw from the study at any time without penalty.

Yes, I, _____ agree to participate in this research project.

No, I, _____ do not agree to participate in this research project.

Signature of Student

Date

Printed Name of Student

Describe the following terms using words, pictures, examples, or any other way you can think of. Then define the terms in complete sentences.

Domain

How confident are you that your definition is correct? Not at all confident ----> Very confident

1 2 3 4 5

Range

How confident are you that your definition is correct? Not at all confident ----> Very confident

1 2 3 4 5

Function

How confident are you that your definition is correct? Not at all confident ----> Very confident

1 2 3 4 5

Please solve the following problems.

1. Which of the following are functions? Explain why or why not. State the domain and range of each.

a. $y = 3x^2$

d. $x^2 + y^2 = 9$

b. $x = 3y^2$

e. $y = \frac{x+1}{x^2-1}$

c. $f(x) = \frac{4}{3} \sin\left(2x - \frac{\pi}{4}\right) + 3$

f. $f(t) = \pm\sqrt{t}$

2. You work forty hours a week at a furniture store. You receive a \$220 weekly salary, plus a 3% commission on sales over \$5000. Assume that you sell enough this week to get the commission. Given the functions $f(x) = 0.03x$ and $g(x) = x - 5000$, which of $(f \circ g)(x)$ and $(g \circ f)(x)$ represents your commission? (<http://www.purplemath.com/modules/fcncomp5.htm>)

3. An additional word problem for which students must write the equation of a function.

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

To: Dover School Board

From: Jean Briggs Badger, Superintendent

Date: March 11, 2013

Re: Nomination of Dover High School Principal

It is with pleasure that I nominate Peter Driscoll as Interim Dover High School Principal replacing Christine Boston. Mr. Driscoll is a Dover native and veteran Dover educator currently working as the Social Studies Academic Coordinator and teacher at Dover High School. His long association with Dover began in 1989 when he was a teaching intern in the district. After his internship, he taught at Berwick Academy for five years before beginning his long career in Dover in 1995. His first position was as a social studies teacher at Dover Middle School, transferring to Dover High School in 2006. Mr. Driscoll has been involved in many committees including, but not limited to the School Improvement Planning Committee, School Crisis Management Planning Committee, and Scheduling Committees. In addition, he chaired the Social Studies Curriculum Revision Committee, was involved in the Curriculum Adoptions in 2006 and 2012 and was Team Leader at Dover Middle School. He served as Interim Assistant Principal of Dover Middle School for the 1997-1998 school year and has often provided administrative coverage at the middle and high schools during times of absences of building administrators.

Mr. Driscoll's start date will be July 1, 2013 at an annual salary of \$85,000. I would like to extend to Mr. Driscoll a contract with no additional stipends and/or contractual obligations other than those outlined in the agreement between the Dover Administrators' Association and the Dover School Board (Policy Code: GCBF).

I believe that Mr. Driscoll is an excellent candidate for the position and I have no doubt that he will be a successful leader of Dover High School.

Dover School District Mission Statement
Strengthening our community by educating every child, every day!

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

To: Dover School Board

From: Jean Briggs Badger, Superintendent

Date: March 11, 2013

Re: Nomination of Garrison School Principal

It is with pleasure that I nominate Elizabeth Dunton as Principal of Garrison School replacing Dustin Gray. Beth's start date will be July 1, 2013 at an annual salary of \$85,000.00. Most recently, Ms. Dunton has been employed by the Dover School District as a Science Teacher at Dover Middle School. Since her employment at Dover Middle School in 2004, Beth has been a leader at Dover Middle School in many ways including her roles as Team Leader and Acting Dean of Students. She is a strong proponent of technology often teaching to others on professional development days. She organized and hosted Edcamp Granite State, a free conference for teachers and most recently coordinated the NAEP test for Dover Middle School 8th grade students in 2013. She has been a member of the District Professional Development Committee for 8 years and acted as liaison for DMS teachers regarding professional development and recertification issues.

Ms. Dunton will be receiving her Certificate of Advanced Graduate Studies in May of this year from University of Southern Maine.

I would like to extend to Ms. Dunton a contract with no additional stipends and/or contractual obligations other than those outlined in the agreement between the Dover Administrators' Association and the Dover School Board (Policy Code: GCBF).

I believe Beth will be a wonderful addition to the Garrison School family.

OFFICE OF THE SUPERINTENDENT
DOVER PUBLIC SCHOOLS
DOVER, NEW HAMPSHIRE

TO: DOVER SCHOOL BOARD

DATE: March 11, 2013

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
Bennett, Jordan	Asst Spring Track	DMS		\$1,504.00
Carver, John	Varsity Baseball	DHS		\$4,059.00
Casey, Dan	Girls Tennis	DHS		\$2,345.00
Drouin, Rob	Boys Tennis	DHS		\$2,345.00
Dudley, Tim	Varsity Softball	DHS		\$4,059.00
Hinkle, Katie	2 nd Asst Sprint Track	DHS	Hillary Edwards	\$1,859.00
Hippert, MJ	Girls Head Spring Track	DHS		\$4,059.00
Houlahan, Sean	Boys Varsity Lacrosse	DHS		\$2,886.00
Lucius, Scott	JV Baseball	DHS		\$2,616.00
Piatti, Nick	Boys Head Spring Track	DHS		\$4,059.00
Sawler, Jaime	1 st Asst Spring Track	DHS		\$2,407.00
Spadafora, Amanda	Girls Varsity Lacrosse	DHS		\$2,886.00
Towle, Laura	Head Spring Track	DMS		\$2,407.00
Turgeon, Paula	JV Softball	DHS		\$2,616.00

Jean Briggs-Badger, Superintendent of Schools
School Dept.
McConnell Center
Locust St.
Dover NH 03820

Dear Superintendent Briggs-Badger:

Attached please find the itinerary and student list for the DHS Music Department trip to the UK and Ireland scheduled for April 18-26, as approved for preliminary planning last spring. We are requesting final approval for the trip.

This is our sixth trip working with Bruce MacKay, retired teacher, administrator and superintendent of schools in the Berlin School District. Bruce works under the auspices of World Affairs Travel LLC, and carries full insurance for the trip. Permission forms have been collected. The cost to the students was \$2200. A quilt raffle fund-raiser is being held to help students defray the costs of the trip. We have 36 students traveling, with three parents: Lynn Padley, Rebecca Clerkin and Tom Massingham, and one teacher, Marge Mersereau, serving as chaperones. Bruce and I round out the list of adults traveling with the group.

We will fly out of Logan Airport Thursday afternoon April 18, and students have been informed that they must be in school through noon that day. Ms. Boulanger and Ms. Mersereau will need substitutes for Thursday afternoon and Friday April 19. We return Friday afternoon, April 26 so students will have the weekend to recover before school starts on Monday.

The DHS students will be performing in concerts at Carlisle Cathedral, Trinity School, and at the Colaiste Bride School. They will tour London, Edinburgh and Dublin. They will stay with students from Trinity School in Carlisle and meet students from the Colaiste Bride School in County Meath, Ireland. We are all looking forward to another memorable trip and appreciate your support in this endeavor. Please let me know if you need any other information regarding the trip.

Sincerely,

Michele Boulanger
DHS Music Director

Dover High School Band. England, Scotland, Northern Ireland, Ireland. April 18-26, 2013

Day 1 Thur April 18. Fly Logan, Boston to London, England.

Day 2 Fri April 19. AM Arrival London. Coach pick-up. Tour London. Travel to Oxford. Hotel.

Day 3 Sat April 20. Hotel Breakfast. Tour Oxford. Tour Stratford. Travel to Carlisle. Meet Homestays at Trinity School. Evening with Homestays.

Day 4 Sun April 21. Day and evening with Homestays. Concert at Carlisle Cathedral.

Day 5 Mon April 22. Edinburgh. Evening with Homestays.

Day 6 Tue April 23. Depart Carlisle and travel to Cairnryan. Ferry across the Irish Sea to Larne. Travel through Northern Ireland to Dublin. Arrive Colaiste Bride Secondary School, Clondalkin, Ireland. Evening with Homestays.

Day 7 Wed April 24. Day tour of Dublin. Irish night in Dublin. Homestays.

Day 8 Thur April 25. Visit School. Concert. Clondalkin or return to Dublin. Evening with Homestays.

Day 9 Fri April 26. Flight Dublin to Boston.

E. CONSENT AGENDA
5.6.

02/21/2013

Jean Briggs Badger
Superintendent
Dover School System
Dover, NH

MAR 1 11:11

Dear Mrs. Briggs Badger:

In October of 2012, the World Arts Club was granted preliminary approval to plan a trip to Europe. We are now coming up to the departure date and I am writing to request final approval for our trip.

We will be traveling with EFtours. EF has been planning student tours for 45 years. They have offices in 50 different countries; giving them a real global presence. This will be the 8th time I have used this particular company. They keep the students moving, arrange interesting tours of museums and cities, and provide clean lodging and decent food. There will be a six to one, student to teacher ratio. We will fly out of Boston 4:50pm on Friday, April 19th and return on Saturday, April 27th. We will need to leave the school at 12:00pm to get to the airport on time. There will only need to be a half-day substitute hired and the students will miss a half-day.

I have included with this letter: an itinerary, cost of the trip, addresses of all travelers and emergency contact information. Please let me know if you need any other information.

Thank You,



Francine Kontos
DHS Art Teacher
World Arts Club Advisor

Date	Time	City(Airport)	Flight / Transportation	Additional Flight Info	Flight has stopover(s)	Primary Confirmation Number	Paper/E-Ticket
Depart							
4/19/2013	4:50 PM	Boston	Delta Airlines			78BPQX	E
4/20/2013	5:50 AM	Amsterdam	Delta Airlines	Flight # 266			
4/20/2013	8:25 AM	Amsterdam	KLM Royal Dutch Airlines			78BPQX	E
4/20/2013	10:05 AM	Milan (Linate)	KLM Royal Dutch Airlines	Flight # 1619			
Return							
4/27/2013	12:55 PM	Rome	Delta Airlines			78BPQX	E
4/27/2013	4:40 PM	New York (JFK)	Delta Airlines	Flight # 245			
4/27/2013	8:00 PM	New York (JFK)	Delta Airlines			78BPQX	E
4/27/2013	9:34 PM	Boston	Delta Airlines	Flight # 985			

Additional Confirmation Numbers: DL-ZDFKS4 (E)



**Educational
Tours**

Welcome, Francine! | [Log out](#)

Bell' Italia

Name: Francine Waters Kontos
Account Number: 165583
Tour Number: 1098124
Individual Travel Dates: 4/19/2013 - 4/27/2013 ⓘ
Group Travel Dates: 4/19/2013 - 4/27/2013 ⓘ
Tour Length: 9 days ⓘ
Departing in: 56 days (4/19/2013)
Departure Gateway: Boston ⓘ

Tour details

Day 1: Fly overnight to Italy

Day 2: Milan • Venice

Meet your Tour Director at the airport
 Travel to Venice

Day 3: Venice

Take a guided tour of Venice

- St. Mark's Square
- Grand Canal

Visit the Doge's Palace
 See a glass-blowing demonstration

Day 4: Florence

Travel to Florence
 Take a guided tour of Florence
 With your expert local guide you will see:

- Piazza della Signoria
- Ponte Vecchio
- Chiesa di Santa Croce
- Gates of Paradise

Visit the Duomo
 See a leather-making demonstration

Day 5: Florence

Enjoy a free day in Florence

Optional: Siena



On this half-day excursion, travel to Siena, a longtime rival of nearby Florence offering some of Italy's finest art and architecture. Take a guided tour of this enchanting city with a visit to the

Duomo and the Piccolomini Library, and then walk along medieval streets to St. Dominique's Church and the Piazza del Campo. Later, enjoy free time for lunch before returning to Florence.

Day 6: Assisi • Rome

Travel to Assisi
 Visit the Basilica of St. Francis

[Download Itinerary](#) [Print](#)

Everything you get:

- ✈ Round-trip flights
- 🚗 Comfortable motorcoach
- 🏠 7 overnight stays in hotels with private bathrooms (9 with extension)
- 🍴 European breakfast and dinner daily
- 👤 Full-time Tour Director
- 📷 4 sightseeing tours led by licensed local guides (6 with extension)

Entrances: Doge's Palace • Glass-blowing demonstration • Duomo • Leather-making demonstration • Basilica of St. Francis • Sistine Chapel • St. Peter's Basilica • Colosseum • Roman Forum • With extension: Pompeii Roman Ruins • Capri island cruise

Optional:
 Siena • Pompeii

Continue on to Rome

Day 7: Rome

Take a guided tour of Vatican City

Visit the Sistine Chapel

Visit St. Peter's Basilica

Take a guided tour of Rome

Visit the Colosseum

Visit the Roman Forum

Take a self-guided walking tour of Rome:

- Trevi Fountain
 - Pantheon
 - Piazza Navona
 - Spanish Steps
-

Day 8: Rome

Enjoy a free day in Rome

Optional: Pompeii



Gain unparalleled insight into the lives of the ancient Roman elite on this optional excursion. Buried in volcanic ash in 79 A.D., the former resort town of Pompeii is now fully excavated and, uniquely

preserved as it was, one of the world's richest archaeological sites. After a guided tour, enjoy an included lunch and free time before returning to Rome for dinner. Note: Comfortable shoes are recommended.

Day 9: Depart for home



Bell' Italia

Tour information

Group Leader:	Francine Kontos
Sales Tour ID:	1098124
Tour Name:	Bell' Italia
Tour Provider:	Educational Tours
Departure Date:	Friday, Apr 19, 2013
Return Date:	Saturday, Apr 27, 2013
Number of Days:	9
Departure City:	Boston

Tour description

Discover the regional traditions, the unique sights and the vibrant culture of Italy. Venice's canals make this city like no other on Earth. In Florence, history and culture are one and the same—the Renaissance Duomo symbolizes a major turning point in Western civilization. And the Roman Colosseum reminds us of the ancient empire's crucial role in shaping our world.

Total price

\$3,243 for Students	N/A per month
\$3,578 for Adults	N/A per month

Price details ¹

Enrollment Fee	\$95
Program Fee ²	\$2,160
Late Enrollment Fee	\$145
Current Departure Fees ³	\$628
Weekend Supplement	\$70
All Inclusive Insurance	\$145
Peace of Mind	Free

	Monthly	Total
For Students (under 20)	N/A	\$3,243
Adult Supplement		\$335
For Adults	N/A	\$3,578

EF is the World Leader in International Education

Our mission and our passion are one and the same. For almost 50 years, we've helped millions of people become citizens of the world by breaking down barriers of language, culture and geography. Through cultural exchanges, educational travel, language training and degree programs we are the World Leader in International Education.

EF's guaranteed lowest price includes:



On-tour transportation

We take care of all the travel details so teachers, chaperones and students can enjoy the tour to the fullest. That means we take care of flights, buses, trains, cruise ships, ferries, and subways.



Accommodations

Ok, everyone might be too excited to sleep. But for those who are ready for a good night's rest, we ensure safe, comfortable hotels with private bathrooms.



Meals

Regional-style breakfasts and local restaurants for some dinners are part of the tour experience. We leave lunches up to the individual so everyone has the chance to explore their own tastes.



Full-time Tour Director

We have the best Tour Directors in the business. These trusted, friendly individuals are with the group 24/7 to handle all on-tour logistics and to provide cultural insights everywhere the group goes.



Sightseeing tours led by expert local guides

Your group will get the in-depth version of the world's greatest attractions. The group will be joined by licensed, local guides on tours of anything from the Vatican City to Versailles.



Entrances into the world's greatest attractions

Students, alongside their teachers, will step inside the world's most inspiring places. With EF, those entrance fees are included.



Connections with friends and family

TourLink, our online travel journal, is the place for students, teachers and chaperones to share the tour with friends and family back home. It also connects to Facebook for even more fun.



Worldwide support, safety and security

We have over 400 schools and offices in more than 50 countries, which means if something happens, we can react quickly and in person. We also include our \$15 million liability policy and \$1 million consumer protection plan at no additional cost to travelers.



Accreditation

We're fully accredited, just like your school. Students and teachers can earn credit by taking an EF tour and completing required coursework.

Everything included in this EF tour:

Round-trip flights

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

FIRST READING

BOARD/STAFF COMMUNICATIONS

The Dover School Board desires an open and collaborative relationship with all members of the Dover School Community.

Local and state rules and customs, along with state law, have set up certain boundaries governing the interaction between and amongst School Board Members, the Superintendent, Administrators, and Staff Members.

The following outline shall govern certain types of communications throughout the District:

COMMUNICATION: Is defined as any contact in person or by telephone, email, or other electronic device. It is further defined as debate and dialogue on issues related to education.

GENERAL STATEMENT: The Dover School Board encourages open dialogue and respectful debate between and amongst Board members and District staff. It encourages the sharing of views concerning diverse topics and issues which include, but are not limited to, education philosophy, District curricula, school policies, facility needs, and innovations and reforms in education.

LIMITATIONS

SUPERINTENDENT/BOARD COMMUNICATION:

The Superintendent shall follow all policies or rules that have been approved by the School Board and execute all directives adopted by the Board regardless of the Superintendent's personal or professional position. (Footnote #1)

The Superintendent may take issue with a member or members of the School Board, *publically or privately*, concerning the actions, statements, or positions taken by any individual member or group of members. Once an affirmative vote of the School Board has been taken on any issue, the Superintendent is expected to carry out the change or order. *Any Board member requesting information from the administration shall forward a request to the superintendent's office. If responding to the request appears to require more than 120 minutes of administrative time or if the request creates concerns over conflicts with pre-existing Board projects/requests, the Superintendent may forward the request to the School Board for approval and prioritization . All information provided to any Board member pursuant to a request for information shall be shared with the entire School Board.*

Any complaints/concerns regarding the Superintendent, School Board decisions/practices, or the interactions between the School Board and the City of Dover shall be directed to the Chair of the School Board.

DOVER SCHOOL DISTRICT	POLICY CODE: BHC
DATE OF ADOPTION:	PAGE 2 OF 2

SCHOOL BOARD/EMPLOYEE COMMUNICATION:

The Board recognizes the Superintendent as the employer of all District personnel. All employees work for the Superintendent of School. A School Board member or members shall not direct, order, or make a request of any employee of the School District in any work related matter.

Board members shall forward all constituent complaints regarding an employee or other personnel matters solely to the Superintendent.

Board members shall only discuss personnel matters with the Superintendent or in the presence of the Superintendent.

STAFF/SCHOOL BOARD:

All District employees shall use the chain of command to discuss issues related to their employment, including but not limited to, compensation, payroll, evaluations, discipline, work load, insurance, and work environment.

All District staff shall refrain from contacting any member of the School Board regarding any grievance hearing or other personnel matter that may be adjudicated by the Board.

SCHOOL BOARD/ADMINISTRATORS:

School Board members shall provide reasonable notice to a building principal before visiting a school building. (Footnote #2)

Footnote #1: Said policies, rules, and directives shall not conflict with the Dover City Charter, Dover School Board By-laws, Administrative Rules of the Department of Education, and/or State/Federal laws.

Footnote #2: No notice is required for a School Board member frequenting a building in the role of a parent or guardian, or in the role of a committee person appointed by the Board.

DOVER SCHOOL DISTRICT	POLICY CODE: BHC
DATE OF ADOPTION:	PAGE 3 OF 2

FIRST READING**ADVERTISING IN THE SCHOOLS**

Neither the ~~facilities~~~~facilities~~, the name, the staff, nor the children of the schools, ~~school system, nor any part thereof~~ shall be employed in any manner for advertising or otherwise promoting the interests of any commercial or other non-school agency or organization except that:

1. The school may cooperate in furthering the work of any nonprofit, community-wide social service agency, provided that such cooperation does not restrict or impair the educational program of the schools.
2. The schools may accept and use educational materials, supplies, and equipment which bear only simple mention of the producing or sponsoring business. In instances where the Superintendent questions the appropriateness of such acceptance or use, the materials, supplies, or equipment may be declined, or the matter may be referred to the School Board.
3. The schools may participate in radio or television programs under acceptable commercial sponsorship when such participation is supplementary or beneficial to the program of the schools.
4. The Superintendent may, at his/her discretion, announce or authorize to be announced, any lecture or other community activity of particular educational merit.
5. The schools may, upon approval of the Superintendent, cooperate with any governmental agency in promoting activities in the general public interest which are nonpartisan and non-controversial and which promote the education or other best interests of the pupils.
6. School publications may accept and publish paid advertising under established procedures.
6. The School District may enter into a contract to allow content and age appropriate fee based advertising in the schools with the prior written approval of the School Board. Such advertising shall be subject to the editorial control of the Superintendent.

Promotional literature will not be distributed through the schools except for recognized educational and youth-oriented organizations.

POSTING OF COMMUNITY NOTICES

1. Non-school notices may be posted on school bulletin boards if the following requirements are met:
 - a. Approval by the principal
 - b. Clearly state on notice that the function or activity is not a school-sponsored activity
 - c. The function or activity is directly of benefit to local youth

DOVER SCHOOL DISTRICT	POLICY CODE: KHB
DATE OF ADOPTION: OCTOBER 10, 2005	PAGE 2 OF 1

- d. The notice does in no way include information or advertising of promotional nature which would benefit private enterprise
2. All notices regarding school-sponsored activities may be posted under the jurisdiction of the principal.

Dover High School Girls' Swim Team
Resolution of Recognition

WHEREAS the Dover High School Girls' Swim Team, a group of eighteen student-athletes and two coaches joined together in late November with high aspirations, and

WHEREAS the Dover High School Girls' Swim Team, on Sunday, February 10, 2013 was crowned NHIAA State Champions at the University of New Hampshire's Swazey Pool, and

WHEREAS the Dover High School Girls' Swim Team was made up of the following student-athletes; Zoe Albion, Cassidy Black, Tessa Chapman, Rose Clemons, Julia DeGregorio, Hannah Graham, Mackenzie Katz, Molly Kepharrt, Abigail Lent, Mallory, Long, Elizabeth Malia, Haley Markos, Gwen Muscato, Alyssa Nicolella, Jazzmin Penaskovic, Caroline Schoenbucher, Meghan Wotton , Sarah Wydra and Coaches Linda Long and Zarina Brown, and

WHEREAS members of the Dover High School Girls' Swim Team 200 medley relay team, consisting of Sarah Wydra, Julia DeGregorio, Tessa Chapman and Abigail Lent won their event and the 400 free relay team consisting of Tessa Chapman, Elizabeth Malia, Haley Markos and Julia DeGregorio also won their event, and

WHEREAS the Dover High School Girls' Swim Team has won a fifth New Hampshire Interscholastic Athletic Association Girls State Championship in the past seven years, and

WHEREAS the Dover High School Swim Team demonstrated hard work, sportsmanship, perseverance, and character and continue to excel academically and athletically throughout the season , and

WHEREAS the Dover High School Girls' Swim Team has brought great pride, recognition, enthusiasm, and honor to themselves, to their parents and families, to Dover High School, and to the City of Dover,

NOW THEREFORE BE IT RESOLVED that the Dover School Board applauds, honors and recognizes the many achievements of the Dover High School Girls' Swim Team and the Coach

SUBMITTED BY:

Rocky D' Andrea, Chairperson

Amanda L. Russell, Vice Chairperson

Betsey Andrews Parker, Secretary

Kenneth Appel

Kathy Baker

Paul Butler

Doris Grady

March 11, 2013



**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

To: Superintendent Jean Briggs Badger

From: Christine Boston

Date: March 6, 2013

Re: Recommendation for 2013 senior graduation date

I am recommending the date of Wednesday, June 12, at 7:00 pm, for Dover High School's Class of 2013 commencement ceremony. The Whittemore Center at the University of New Hampshire is available on this date. Underclassmen final exams will follow on June 14, 17, 18, and 19, with June 19 being the last day of school.

I am happy to meet with you to further discuss the options.

Thank you.

Dover School District - SAU #11				
Expendable and Nonexpendable Scholarship and Trust Fund Balances				
As of January 31, 2013				
Fund #	Name	Purpose	Total Fund Balances as of 1/31/13 (includes Principal & Income)	Balances Available for Use as of 1/31/13
8809	Guy Bergeron Memorial Scholarship	DHS Scholarship - for graduates with financial need who are continuing their education	\$ 8,152.99	\$ 144.17
8810	Jason P. Gabarro Memorial Scholarship	DHS annual scholarship	\$ 1,340.00	\$ 1,340.00
8811	Hildred Berwick Scholarship	DHS teaching scholarship - (5) annual scholarships in the amount of \$1,000 for graduates continuing their education, majoring in teaching	\$ 211,638.35	\$ 20,894.81
8812	George Kay Memorial Scholarship	Vocational scholarship - for graduates attending any vocational or technical school	\$ 14,426.28	\$ 537.52
8813	DHS Merit Scholarship	DHS Scholarship - for tuition only merit scholarships for graduates attending any college or university	\$ 46,440.48	\$ 7,374.07
8814	Mary McCooey Memorial Scholarship	DHS Scholarship - for graduates continuing their education, with intentions of concentration in mathematics	\$ 11,870.01	\$ 428.60
8815	Anna K. Buckley Memorial Scholarship	DHS Scholarship - for graduates continuing their education in the subject of foreign language	\$ 10,619.29	\$ 201.30
8816	Raymond Martineau Memorial Scholarship	DHS Scholarship - two annual scholarships to one male and one female athlete (\$500/each)	\$ 1,150.26	\$ 1,150.26
8817	Ike Isaacson Memorial Scholarship	DHS annual scholarship	\$ 520.39	\$ 520.39
8818	Mary Ellen Driscoll Memorial Scholarship	DHS Scholarship - annual scholarship in the amount of \$500 (health field)	\$ 6,375.23	\$ 6,375.23
8819	Pete McDonough Memorial Scholarship	DHS annual scholarship	\$ 15,761.11	\$ 15,761.11
8820	Bernard Ryder Memorial Scholarship	DHS annual scholarship	\$ 2,994.99	\$ 2,994.99
8821	Linda Ivey Memorial Scholarship	DHS annual scholarship - annual awarded in the amount of \$250 for a graduate intending to pursue secondary education.	\$ 11,679.37	\$ 11,679.37
8822	Alan Sheldon Memorial Scholarship	DHS annual scholarship - annual scholarship in the amount of \$100 for a graduate who was a DHS athlete	\$ 1,272.86	\$ 1,272.86
8823	Mike Wilson Memorial Scholarship	DHS Scholarship - annual scholarship in the amount of \$250 for a graduate from the CTC automotive program	\$ 2,785.55	\$ 2,785.55
8824	Arnold "Bud" Falcione Memorial Scholarship	DHS Scholarship - annual scholarship in the amount of \$1,000 for a graduate continuing their education with a specific interest in social studies	\$ 11,167.09	\$ 11,167.09

Dover School District - SAU #11				
Expendable and Nonexpendable Scholarship and Trust Fund Balances				
As of January 31, 2013				
Fund #	Name	Purpose	Total Fund Balances as of 1/31/13 (includes Principal & Income)	Balances Available for Use as of 1/31/13
8825	Charles & Zena Boulanger Memorial Scholarship	DHS Scholarship - annual scholarship in the amount of \$250 for a graduate who plans a career in teaching at any academic level and subject area	\$ 1,729.88	\$ 1,729.88
8826	John F. Kenney Memorial Scholarship	DHS Scholarship - annual scholarship in the amount of \$100 for a graduate who plans to pursue education at a technical school in any field of study	\$ 6,404.27	\$ 6,404.27
8827	Edward D. Lozier Memorial Scholarship	DHS Scholarship - annual scholarship in the amount of \$100 for a graduate who plans to pursue education at a career technical school in the field of auto technical or auto collision	\$ 5,457.14	\$ 5,457.14
8828	The "Wave" Expendable Trusts, Projects & Events	Contributions made to the District for specific purposes	\$ 2,301.64	\$ 2,301.64
8829	Donald & Rita MacLeod Memorial Scholarship	DHS Scholarship - to benefit two graduating Dover High School seniors, each from a needy family, and who will attend the University of New Hampshire	\$ 9,138.24	\$ 9,138.24
8830	Maria Faskianos Scholarship Fund	DMS Scholarship - annual scholarship in the amount of \$500 to be granted to an eighth grade student deserving of participation in the DMS annual trip to Washington D.C.	\$ 2,211.85	\$ 2,211.85
8831	Class of 1971	DHS Scholarship - one time scholarship to a member of the DHS graduating class who has improved most over his/her final year at Dover High School	\$ 1,028.77	\$ 1,028.77

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: Members of the School Board & Jean Briggs Badger, Superintendent of Schools
FROM: Michael A. Limanni, Business Administrator
DATE: March 7th, 2013
RE: Internal Transportation Budget and Training Program

As we began restructuring the Alternative School, the question as to what would be the best use of our van and mini-bus quickly arose. This combined with the understanding that all employees who could potentially transport a student with an IEP would now require a bus driver's certificate license. This meant we had to make some changes to our approach towards our "Out-of-District" and other unique transportation needs.

To begin, we made the move to centralizing all District vehicles and driver files under the facilities department. We then made sure all of these vehicles were safe and operational, and then we developed the following proposal to certify employees to use our vehicles and transport our students.

Proposal: Conduct two training classes of up to 12 participants in each for a 10 Hour Pre-Service Bus Driver Training which would meet the Department of Safety regulations for a Bus Driver Certificate.

The following is a description of services offered along with an estimate of the time needed to train participants to be a bus driver for the District's 14 passenger bus and 7 passenger van (as well as their personal vehicle if deemed appropriate).

Participants will be required to schedule a DOT physical with a physician (required of all drivers every 2 years), and sign a release for the SAU to conduct a motor vehicle record check.

Training will include 10 hours classroom time plus behind the wheel experience (up to two hours per individual anticipated) with the 14 passenger non-CDL bus (or van). After successful completion of the classroom training, proof of a DOT physical and a clear driving record, participants will be placed on the District Roster and be eligible to take the DMV written test for a School Bus Certificate (base license required of all drivers, this also meets DOE regulation). Upon passing the DMV test participants will then be eligible to drive the van and 14 passenger bus for the District.

Dover School District Mission Statement

Strengthening our community by educating every child, every day!

Proposed dates: Five Afternoon sessions April (TBD) 2:45-4:45pm
Saturday sessions April (TBD) 8am-2pm (1hr lunch)
Behind the wheel time to be scheduled individually or in small groups

We anticipate time to prepare materials and documentation, provide the training, and manage vehicles and practice sites totaling 44 hours per class. At the district rate of \$23.50 per hour, the total cost would be \$1,034, to be billed in two phases; 20 hours billed upon completion of classroom training, up to 24 hours billed after behind the wheel trainings.

Cost for the participants has been calculated at \$4,752.14 putting the cost of the program at \$5,786.14.

Dover School District Mission Statement

Strengthening our community by educating every child, every day!

City of Dover, New Hampshire

*ML - Monthly Condition of Accounts (Obj & Func)

From Date: 2/1/2013

To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

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	Contingency For Track Changes	\$22,500.00	\$0.00	\$0.00	\$22,500.00	\$0.00	\$22,500.00	100.00%
1000.2.000.01100.4110.00000.00.000.000.000	Regular Salaried Employees	\$11,100,645.31	\$890,755.45	\$5,742,765.64	\$5,357,879.67	\$5,349,337.09	\$8,542.58	0.08%
1000.2.000.01100.4111.00000.00.000.000.000	Benefit Reimbursement	\$16,050.00	\$0.00	\$15,900.02	\$149.98	\$0.00	\$149.98	0.93%
1000.2.000.01100.4160.00000.00.000.000.000	Severance Pay	\$120,000.00	\$0.00	\$16,545.66	\$103,454.34	\$0.00	\$103,454.34	86.21%
1000.2.000.01100.4170.00000.00.000.000.000	Longevity Pay	\$66,261.00	\$4,369.91	\$30,301.11	\$35,959.89	\$29,216.39	\$6,743.50	10.18%
1000.2.000.01100.4200.00000.00.000.000.000	Personal Svcs - Emp. Benefits	\$21,928.17	\$0.00	\$21,928.17	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01100.4211.00000.00.000.000.000	Health Insurance	\$2,902,858.83	\$237,333.30	\$1,323,755.68	\$1,579,103.15	\$1,443,573.69	\$135,529.46	4.67%
1000.2.000.01100.4212.00000.00.000.000.000	Dental Insurance	\$119,300.25	\$9,631.04	\$61,333.81	\$57,966.44	\$59,190.64	(\$1,224.20)	-1.03%
1000.2.000.01100.4213.00000.00.000.000.000	Life Insurance	\$15,960.00	\$1,056.89	\$9,421.17	\$6,538.83	\$6,610.83	(\$72.00)	-0.45%
1000.2.000.01100.4214.00000.00.000.000.000	Disability Insurance	\$22,577.68	\$1,678.91	\$13,694.54	\$8,883.14	\$8,981.10	(\$97.96)	-0.43%
1000.2.000.01100.4220.00000.00.000.000.000	FICA	\$867,243.95	\$65,764.72	\$428,573.64	\$438,670.31	\$395,047.93	\$43,622.38	5.03%
1000.2.000.01100.4230.00000.00.000.000.000	Retirement	\$1,171,034.30	\$91,723.01	\$602,046.55	\$568,987.75	\$575,679.62	(\$6,691.87)	-0.57%
1000.2.000.01100.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$8,100.00	\$0.00	\$268.84	\$7,831.16	\$0.00	\$7,831.16	96.68%
1000.2.000.01100.4580.00000.00.000.000.000	Travel Expense	\$1,404.00	\$0.00	\$130.98	\$1,273.02	\$0.00	\$1,273.02	90.67%
1000.2.000.01100.4611.00000.00.000.000.000	Office Supplies	\$257,634.11	\$11,148.80	\$143,439.32	\$114,194.79	\$8,153.32	\$106,041.47	41.16%
1000.2.000.01100.4640.00000.00.000.000.000	Books/Publications	\$97,651.50	\$66.72	\$39,145.21	\$58,506.29	\$4,410.08	\$54,096.21	55.40%
1000.2.000.01100.4641.00000.00.000.000.000	REFERENCE BOOKS	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
1000.2.000.01100.4644.00000.00.000.000.000	MAGAZINES	\$331.25	\$0.00	\$0.00	\$331.25	\$0.00	\$331.25	100.00%
1000.2.000.01100.4733.00000.00.000.000.000	NEW/ADDL FURNITURE	\$8,700.00	\$0.00	\$2,120.00	\$6,580.00	\$0.00	\$6,580.00	75.63%
1000.2.000.01100.4734.00000.00.000.000.000	NEW/ADDL TECH. EQUIP.	\$32,000.00	\$2,868.08	\$25,249.32	\$6,750.68	\$1,260.45	\$5,490.23	17.16%
1000.2.000.01100.4735.00000.00.000.000.000	REPLACE EQUIPMENT	\$2,300.00	\$0.00	\$2,201.00	\$99.00	\$0.00	\$99.00	4.30%
1000.2.000.01100.4737.00000.00.000.000.000	REPLACE FURNITURE	\$500.00	\$0.00	\$371.81	\$128.19	\$0.00	\$128.19	25.64%
	Func: REGULAR EDUCATION PROGRAMS - 01100	\$16,856,180.35	\$1,316,396.83	\$8,479,192.47	\$8,376,987.88	\$7,881,461.14	\$495,526.74	2.94%
1000.2.000.01101.4110.00000.00.000.000.000	Regular Salaried Employees	\$1,013,765.40	\$75,441.26	\$456,208.06	\$557,557.34	\$427,371.89	\$130,185.45	12.84%
1000.2.000.01101.4170.00000.00.000.000.000	Longevity Pay	\$3,897.00	\$567.33	\$2,190.95	\$1,706.05	\$1,991.05	(\$285.00)	-7.31%
1000.2.000.01101.4211.00000.00.000.000.000	Health Insurance	\$261,691.00	\$7,273.18	\$81,603.19	\$180,087.81	\$90,079.00	\$90,008.81	34.40%
1000.2.000.01101.4212.00000.00.000.000.000	Dental Insurance	\$9,712.50	\$406.50	\$3,594.06	\$6,118.44	\$3,521.15	\$2,597.29	26.74%
1000.2.000.01101.4213.00000.00.000.000.000	Life Insurance	\$2,160.00	\$178.44	\$1,043.52	\$1,116.48	\$1,116.48	\$0.00	0.00%
1000.2.000.01101.4214.00000.00.000.000.000	Disability Insurance	\$2,084.90	\$186.21	\$1,088.75	\$996.15	\$996.15	\$0.00	0.00%
1000.2.000.01101.4220.00000.00.000.000.000	FICA	\$77,414.00	\$5,606.47	\$33,491.96	\$43,922.04	\$31,327.74	\$12,594.30	16.27%
1000.2.000.01101.4230.00000.00.000.000.000	Retirement	\$82,611.59	\$6,036.62	\$36,833.87	\$45,777.72	\$36,874.76	\$8,902.96	10.78%
	Func: REGULAR ED. KINDERGARTEN - 01101	\$1,453,336.39	\$95,696.01	\$616,054.36	\$837,282.03	\$593,278.22	\$244,003.81	16.79%
1000.2.000.01210.4110.00000.00.000.000.000	Regular Salaried Employees	\$3,291,167.09	\$275,758.21	\$1,753,251.60	\$1,537,915.49	\$1,437,733.79	\$100,181.70	3.04%
1000.2.000.01210.4111.00000.00.000.000.000	Benefit Reimbursement	\$5,872.50	\$0.00	\$0.00	\$5,872.50	\$0.00	\$5,872.50	100.00%
1000.2.000.01210.4170.00000.00.000.000.000	Longevity Pay	\$17,243.03	\$589.08	\$14,761.70	\$2,481.33	\$3,721.30	(\$1,239.97)	-7.19%
1000.2.000.01210.4211.00000.00.000.000.000	Health Insurance	\$492,690.46	\$40,761.24	\$235,614.56	\$257,075.90	\$229,989.86	\$27,086.04	5.50%
1000.2.000.01210.4212.00000.00.000.000.000	Dental Insurance	\$20,957.44	\$1,749.86	\$11,292.58	\$9,664.86	\$9,864.34	(\$199.48)	-0.95%
1000.2.000.01210.4213.00000.00.000.000.000	Life Insurance	\$8,271.36	\$677.37	\$3,961.39	\$4,309.97	\$4,237.97	\$72.00	0.87%
1000.2.000.01210.4214.00000.00.000.000.000	Disability Insurance	\$6,540.26	\$575.38	\$3,364.37	\$3,175.89	\$3,077.93	\$97.96	1.50%
1000.2.000.01210.4220.00000.00.000.000.000	FICA	\$253,010.02	\$20,046.56	\$129,634.22	\$123,375.80	\$104,018.67	\$19,357.13	7.65%
1000.2.000.01210.4230.00000.00.000.000.000	Retirement	\$178,967.16	\$13,505.67	\$91,228.37	\$87,738.79	\$82,353.30	\$5,385.49	3.01%
1000.2.000.01210.4322.00000.00.000.000.000	PROF SERVICES INSTRUCTIONAL	\$2,330.00	\$0.00	\$145.00	\$2,185.00	\$1,905.00	\$280.00	12.02%
1000.2.000.01210.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$119,841.29	\$9,469.50	\$34,302.48	\$85,538.81	\$47,363.62	\$38,175.19	31.85%
1000.2.000.01210.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$2,899.00	\$1,134.93	\$2,718.90	\$180.10	\$995.94	(\$815.84)	-28.14%
1000.2.000.01210.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$500.00	\$30.00	\$170.00	\$330.00	\$19.95	\$310.05	62.01%
1000.2.000.01210.4531.00000.00.000.000.000	Telecommunications	\$2,410.00	\$203.69	\$922.42	\$1,487.58	\$1,487.58	\$0.00	0.00%
1000.2.000.01210.4534.00000.00.000.000.000	Postage	\$1,980.17	\$12.55	\$791.68	\$1,188.49	\$250.00	\$938.49	47.39%
1000.2.000.01210.4561.00000.00.000.000.000	Tuition - Public/Other	\$345,156.69	\$2,279.04	\$68,185.60	\$276,971.09	\$110,058.63	\$166,912.46	48.36%
1000.2.000.01210.4563.00000.00.000.000.000	Tuition-Private	\$1,246,031.87	\$73,960.50	\$672,912.90	\$573,118.97	\$326,868.15	\$246,250.82	19.76%
1000.2.000.01210.4580.00000.00.000.000.000	Travel Expense	\$5,910.00	\$133.42	\$1,214.51	\$4,695.49	\$2,807.71	\$1,887.78	31.94%

City of Dover, New Hampshire

*ML - Monthly Condition of Accounts (Obj & Func)

From Date: 2/1/2013

To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

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	Office Supplies	\$13,745.94	\$721.18	\$6,579.36	\$7,166.58	\$479.04	\$6,687.54	48.65%
1000.2.000.01210.4640.00000.00.000.000.000	Books/Publications	\$2,009.49	\$0.00	\$0.00	\$2,009.49	\$0.00	\$2,009.49	100.00%
1000.2.000.01210.4731.00000.00.000.000.000	NEW/ADDL EQUIP	\$6,946.00	\$0.00	\$851.31	\$6,094.69	\$2,671.96	\$3,422.73	49.28%
1000.2.000.01210.4734.00000.00.000.000.000	NEW/ADDL TECH. EQUIP.	\$1,345.50	\$0.00	\$0.00	\$1,345.50	\$0.00	\$1,345.50	100.00%
1000.2.000.01210.4810.00000.00.000.000.000	Membership Dues	\$27,503.06	\$12,498.67	\$26,316.35	\$1,186.71	\$0.00	\$1,186.71	4.31%
	Func: SPECIAL EDUCATION - 01210	\$6,053,328.33	\$454,106.85	\$3,058,219.30	\$2,995,109.03	\$2,369,904.74	\$625,204.29	10.33%
1000.2.000.01220.4110.00000.00.000.000.000	Regular Salaried Employees	\$230,643.30	\$22,028.22	\$113,941.09	\$116,702.21	\$103,252.15	\$13,450.06	5.83%
1000.2.000.01220.4170.00000.00.000.000.000	Longevity Pay	\$1,011.00	\$43.16	\$530.54	\$480.46	\$280.46	\$200.00	19.78%
1000.2.000.01220.4211.00000.00.000.000.000	Health Insurance	\$51,730.20	\$3,577.74	\$20,632.99	\$31,097.21	\$23,255.29	\$7,841.92	15.16%
1000.2.000.01220.4212.00000.00.000.000.000	Dental Insurance	\$1,477.06	\$131.66	\$846.77	\$630.29	\$819.70	(\$189.41)	-12.82%
1000.2.000.01220.4213.00000.00.000.000.000	Life Insurance	\$590.40	\$48.78	\$285.25	\$305.15	\$305.15	\$0.00	0.00%
1000.2.000.01220.4214.00000.00.000.000.000	Disability Insurance	\$482.37	\$43.08	\$251.90	\$230.47	\$230.47	\$0.00	0.00%
1000.2.000.01220.4220.00000.00.000.000.000	FICA	\$17,722.31	\$1,646.83	\$8,510.04	\$9,212.27	\$7,654.59	\$1,557.68	8.79%
1000.2.000.01220.4230.00000.00.000.000.000	Retirement	\$14,395.03	\$1,107.32	\$7,197.58	\$7,197.45	\$7,197.55	(\$0.10)	0.00%
	Func: SPECIAL ED. PRESCHOOL - 01220	\$318,051.67	\$28,626.79	\$152,196.16	\$165,855.51	\$142,995.36	\$22,860.15	7.19%
1000.2.000.01230.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$87,765.00	\$7,113.75	\$33,486.38	\$54,278.62	\$35,122.25	\$19,156.37	21.83%
	Func: SPECIAL ED. CONSULTANT - 01230	\$87,765.00	\$7,113.75	\$33,486.38	\$54,278.62	\$35,122.25	\$19,156.37	21.83%
1000.2.000.01270.4110.00000.00.000.000.000	Regular Salaried Employees	\$228,708.07	\$18,819.40	\$112,105.64	\$116,602.43	\$101,475.46	\$15,126.97	6.61%
1000.2.000.01270.4170.00000.00.000.000.000	Longevity Pay	\$961.00	\$43.16	\$280.54	\$680.46	\$280.46	\$400.00	41.62%
1000.2.000.01270.4211.00000.00.000.000.000	Health Insurance	\$27,017.00	\$3,232.80	\$17,929.74	\$9,087.26	\$17,036.08	(\$7,948.82)	-29.42%
1000.2.000.01270.4212.00000.00.000.000.000	Dental Insurance	\$825.22	\$108.88	\$671.64	\$153.58	\$563.40	(\$409.82)	-49.66%
1000.2.000.01270.4213.00000.00.000.000.000	Life Insurance	\$576.00	\$47.59	\$278.27	\$297.73	\$297.73	\$0.00	0.00%
1000.2.000.01270.4214.00000.00.000.000.000	Disability Insurance	\$480.71	\$42.93	\$251.02	\$229.69	\$229.69	\$0.00	0.00%
1000.2.000.01270.4220.00000.00.000.000.000	FICA	\$17,527.11	\$1,304.15	\$7,832.56	\$9,694.55	\$6,353.81	\$3,340.74	19.06%
1000.2.000.01270.4230.00000.00.000.000.000	Retirement	\$5,712.65	\$439.44	\$2,856.36	\$2,856.29	\$2,856.33	(\$0.04)	0.00%
1000.2.000.01270.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%
1000.2.000.01270.4580.00000.00.000.000.000	Travel Expense	\$310.02	\$0.00	\$209.81	\$100.21	\$0.00	\$100.21	32.32%
1000.2.000.01270.4611.00000.00.000.000.000	Office Supplies	\$1,744.01	\$8.49	\$1,708.52	\$35.49	\$0.00	\$35.49	2.03%
1000.2.000.01270.4640.00000.00.000.000.000	Books/Publications	\$836.00	\$0.00	\$790.67	\$45.33	\$0.00	\$45.33	5.42%
1000.2.000.01270.4810.00000.00.000.000.000	Membership Dues	\$245.00	\$0.00	\$150.00	\$95.00	\$0.00	\$95.00	38.78%
	Func: ELL-ENGLISH LANGUAGE LEARNERS - 01270	\$285,842.79	\$24,046.84	\$145,064.77	\$140,778.02	\$129,092.96	\$11,685.06	4.09%
1000.2.000.01280.4810.00000.00.000.000.000	Membership Dues	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: GIFTED AND TALENTED - 01280	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.01290.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$610.00	\$0.00	\$0.00	\$610.00	\$0.00	\$610.00	100.00%
1000.2.000.01290.4611.00000.00.000.000.000	Office Supplies	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
1000.2.000.01290.4731.00000.00.000.000.000	NEW/ADDL EQUIP	\$3,200.00	\$0.00	\$1,630.39	\$1,569.61	\$0.00	\$1,569.61	49.05%
	Func: 504 PROGRAMS - 01290	\$3,910.00	\$0.00	\$1,630.39	\$2,279.61	\$0.00	\$2,279.61	58.30%
1000.2.000.01300.4110.00000.00.000.000.000	Regular Salaried Employees	\$1,236,094.55	\$93,301.97	\$629,156.80	\$606,937.75	\$567,632.23	\$39,305.52	3.18%
1000.2.000.01300.4111.00000.00.000.000.000	Benefit Reimbursment	\$0.00	\$0.00	\$0.01	(\$0.01)	\$0.00	(\$0.01)	0.00%
1000.2.000.01300.4170.00000.00.000.000.000	Longevity Pay	\$3,824.00	\$194.16	\$2,562.04	\$1,261.96	\$1,472.34	(\$210.38)	-5.50%
1000.2.000.01300.4211.00000.00.000.000.000	Health Insurance	\$333,235.86	\$24,594.36	\$148,394.35	\$184,841.51	\$154,695.78	\$30,145.73	9.05%
1000.2.000.01300.4212.00000.00.000.000.000	Dental Insurance	\$14,256.00	\$960.80	\$6,553.07	\$7,702.93	\$6,024.84	\$1,678.09	11.77%
1000.2.000.01300.4213.00000.00.000.000.000	Life Insurance	\$1,800.00	\$148.71	\$869.65	\$930.35	\$930.35	\$0.00	0.00%
1000.2.000.01300.4214.00000.00.000.000.000	Disability Insurance	\$2,440.14	\$217.93	\$1,274.27	\$1,165.87	\$1,165.87	\$0.00	0.00%
1000.2.000.01300.4220.00000.00.000.000.000	FICA	\$96,622.78	\$6,869.41	\$46,584.43	\$50,038.35	\$41,293.95	\$8,744.40	9.05%
1000.2.000.01300.4230.00000.00.000.000.000	Retirement	\$125,115.48	\$9,536.74	\$63,726.57	\$61,388.91	\$58,400.90	\$2,988.01	2.39%

City of Dover, New Hampshire

*ML - Monthly Condition of Accounts (Obj & Func)

From Date: 2/1/2013

To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.01300.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$5,430.00	\$301.40	\$2,619.48	\$2,810.52	\$1,381.20	\$1,429.32	26.32%
1000.2.000.01300.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$20,330.00	\$293.25	\$12,876.67	\$7,453.33	\$1,605.80	\$5,847.53	28.76%
1000.2.000.01300.4440.00000.00.000.000.000	FACILITY REPAIRS/RENOVATIONS	\$24,800.00	\$0.00	\$8,000.00	\$16,800.00	\$16,800.00	\$0.00	0.00%
1000.2.000.01300.4460.00000.00.000.000.000	Taxes	\$1,333.00	\$0.00	\$752.00	\$581.00	\$0.00	\$581.00	43.59%
1000.2.000.01300.4525.00000.00.000.000.000	Student Insurance	\$1,440.00	\$240.00	\$1,223.00	\$217.00	\$0.00	\$217.00	15.07%
1000.2.000.01300.4531.00000.00.000.000.000	Telecommunications	\$6,725.00	\$839.85	\$3,071.32	\$3,653.68	\$3,653.68	\$0.00	0.00%
1000.2.000.01300.4532.00000.00.000.000.000	DATA COMMUNICATIONS	\$1,218.00	\$72.00	\$571.44	\$646.56	\$352.56	\$294.00	24.14%
1000.2.000.01300.4534.00000.00.000.000.000	Postage	\$800.00	\$0.00	\$510.66	\$289.34	\$0.00	\$289.34	36.17%
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	\$24,900.00	\$2,190.84	\$3,189.84	\$21,710.16	\$9,346.70	\$12,363.46	49.65%
1000.2.000.01300.4580.00000.00.000.000.000	Travel Expense	\$1,250.00	\$29.97	\$788.90	\$461.10	\$0.00	\$461.10	36.89%
1000.2.000.01300.4611.00000.00.000.000.000	Office Supplies	\$100,140.00	\$2,031.16	\$70,631.01	\$29,508.99	\$19,541.53	\$9,967.46	9.95%
1000.2.000.01300.4612.00000.00.000.000.000	Operating Supplies	\$7,800.00	\$293.13	\$3,060.98	\$4,739.02	\$2,492.60	\$2,246.42	28.80%
1000.2.000.01300.4640.00000.00.000.000.000	Books/Publications	\$20,780.00	\$0.00	\$18,576.94	\$2,203.06	\$2,202.50	\$0.56	0.00%
1000.2.000.01300.4650.00000.00.000.000.000	SOFTWARE	\$20,585.00	\$399.95	\$17,993.76	\$2,591.24	\$59.00	\$2,532.24	12.30%
1000.2.000.01300.4731.00000.00.000.000.000	NEW/ADDL EQUIP	\$40,450.00	\$1,706.00	\$29,463.24	\$10,986.76	\$4,531.04	\$6,455.72	15.96%
1000.2.000.01300.4734.00000.00.000.000.000	NEW/ADDL TECH. EQUIP.	\$38,710.00	\$324.79	\$11,844.57	\$26,865.43	\$2,214.65	\$24,650.78	63.68%
1000.2.000.01300.4810.00000.00.000.000.000	Membership Dues	\$750.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00	100.00%
	Func: VOCATIONAL EDUCATION PROGRAMS - 01300	\$2,131,029.81	\$144,546.42	\$1,084,295.00	\$1,046,734.81	\$895,797.52	\$150,937.29	7.08%
1000.2.000.01350.4531.00000.00.000.000.000	Telecommunications	\$360.00	\$31.90	\$117.85	\$242.15	\$242.15	\$0.00	0.00%
	Func: CAREER TECH-VOC INCLUSION SERV - 01350	\$360.00	\$31.90	\$117.85	\$242.15	\$242.15	\$0.00	0.00%
1000.2.000.01390.4110.00000.00.000.000.000	Regular Salaried Employees	\$131,034.00	\$10,079.52	\$65,516.88	\$65,517.12	\$65,517.12	\$0.00	0.00%
1000.2.000.01390.4170.00000.00.000.000.000	Longevity Pay	\$561.00	\$0.00	\$0.00	\$561.00	\$0.00	\$561.00	100.00%
1000.2.000.01390.4211.00000.00.000.000.000	Health Insurance	\$31,320.00	\$2,409.24	\$13,894.18	\$17,425.82	\$15,660.06	\$1,765.76	5.64%
1000.2.000.01390.4212.00000.00.000.000.000	Dental Insurance	\$954.96	\$74.94	\$487.11	\$467.85	\$487.11	(\$19.26)	-2.02%
1000.2.000.01390.4213.00000.00.000.000.000	Life Insurance	\$144.00	\$11.90	\$69.58	\$74.42	\$74.42	\$0.00	0.00%
1000.2.000.01390.4214.00000.00.000.000.000	Disability Insurance	\$252.00	\$22.51	\$131.61	\$120.39	\$120.39	\$0.00	0.00%
1000.2.000.01390.4220.00000.00.000.000.000	FICA	\$10,024.10	\$747.90	\$4,876.29	\$5,147.81	\$4,861.38	\$286.43	2.86%
1000.2.000.01390.4230.00000.00.000.000.000	Retirement	\$14,806.84	\$1,138.98	\$7,403.37	\$7,403.47	\$7,403.40	\$0.07	0.00%
1000.2.000.01390.4531.00000.00.000.000.000	Telecommunications	\$355.00	\$31.90	\$117.15	\$237.85	\$237.85	\$0.00	0.00%
1000.2.000.01390.4580.00000.00.000.000.000	Travel Expense	\$100.00	\$0.00	\$48.84	\$51.16	\$0.00	\$51.16	51.16%
	Func: CAREER TECH - SPECIAL SERVICES - 01390	\$189,551.90	\$14,516.89	\$92,545.01	\$97,006.89	\$94,361.73	\$2,645.16	1.40%
1000.2.000.01391.4170.00000.00.000.000.000	Longevity Pay	\$0.00	\$86.32	\$561.08	(\$561.08)	\$560.92	(\$1,122.00)	0.00%
1000.2.000.01391.4220.00000.00.000.000.000	FICA	\$0.00	\$6.48	\$42.20	(\$42.20)	\$40.86	(\$83.06)	0.00%
1000.2.000.01391.4230.00000.00.000.000.000	Retirement	\$0.00	\$9.76	\$63.44	(\$63.44)	\$63.41	(\$126.85)	0.00%
	Func: CAREER TECH - GUIDANCE - 01391	\$0.00	\$102.56	\$666.72	(\$666.72)	\$665.19	(\$1,331.91)	0.00%
1000.2.000.01402.4110.00000.00.000.000.000	Regular Salaried Employees	\$9,000.00	\$499.38	\$1,856.51	\$7,143.49	\$223.25	\$6,920.24	76.89%
1000.2.000.01402.4220.00000.00.000.000.000	FICA	\$688.50	\$38.19	\$141.99	\$546.51	\$17.08	\$529.43	76.90%
1000.2.000.01402.4230.00000.00.000.000.000	Retirement	\$132.00	\$0.00	\$0.00	\$132.00	\$0.00	\$132.00	100.00%
	Func: OTHER-HOMEBOUND INSTRUCTION - 01402	\$9,820.50	\$537.57	\$1,998.50	\$7,822.00	\$240.33	\$7,581.67	77.20%
1000.2.000.01410.4110.00000.00.000.000.000	Regular Salaried Employees	\$34,809.00	\$166.67	\$2,246.86	\$32,562.14	\$30,925.18	\$1,636.96	4.70%
1000.2.000.01410.4220.00000.00.000.000.000	FICA	\$2,663.56	\$12.75	\$171.90	\$2,491.66	\$2,120.44	\$371.22	13.94%
1000.2.000.01410.4230.00000.00.000.000.000	Retirement	\$3,883.00	\$14.67	\$117.36	\$3,765.64	\$2,742.53	\$1,023.11	26.35%
1000.2.000.01410.4810.00000.00.000.000.000	Membership Dues	\$2,300.00	\$300.00	\$2,170.00	\$130.00	\$0.00	\$130.00	5.65%
	Func: CO-CURRICULAR ACTIVITIES - 01410	\$43,655.56	\$494.09	\$4,706.12	\$38,949.44	\$35,788.15	\$3,161.29	7.24%
1000.2.000.01420.4110.00000.00.000.000.000	Regular Salaried Employees	\$269,304.60	\$63,836.32	\$191,903.97	\$77,400.63	\$81,286.99	(\$3,886.36)	-1.44%

City of Dover, New Hampshire

*ML - Monthly Condition of Accounts (Obj & Func)

From Date: 2/1/2013

To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.01420.4111.00000.00.000.000.000	Benefit Reimbursement	\$2,175.00	\$0.00	\$1,957.50	\$217.50	\$1,957.50	(\$1,740.00)	-80.00%
1000.2.000.01420.4170.00000.00.000.000.000	Longevity Pay	\$962.50	\$42.30	\$772.05	\$190.45	\$190.45	\$0.00	0.00%
1000.2.000.01420.4211.00000.00.000.000.000	Health Insurance	\$24,205.20	\$1,861.94	\$14,461.77	\$9,743.43	\$8,378.73	\$1,364.70	5.64%
1000.2.000.01420.4212.00000.00.000.000.000	Dental Insurance	\$1,665.96	\$128.16	\$1,089.36	\$576.60	\$576.72	(\$0.12)	-0.01%
1000.2.000.01420.4213.00000.00.000.000.000	Life Insurance	\$216.00	\$17.85	\$104.36	\$111.64	\$111.64	\$0.00	0.00%
1000.2.000.01420.4214.00000.00.000.000.000	Disability Insurance	\$210.13	\$18.76	\$109.73	\$100.40	\$100.40	\$0.00	0.00%
1000.2.000.01420.4220.00000.00.000.000.000	FICA	\$20,675.55	\$4,874.36	\$14,791.88	\$5,883.67	\$6,327.12	(\$443.45)	-2.14%
1000.2.000.01420.4230.00000.00.000.000.000	Retirement	\$28,335.41	\$3,922.07	\$13,240.16	\$15,095.25	\$6,252.54	\$8,842.71	31.21%
1000.2.000.01420.4322.00000.00.000.000.000	PROF SERVICES INSTRUCTIONAL	\$0.00	\$0.00	\$1,115.00	(\$1,115.00)	\$0.00	(\$1,115.00)	0.00%
1000.2.000.01420.4323.00000.00.000.000.000	PROFESSIONAL SERVICES 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	OFFICIAL SERVICES	\$45,381.00	\$5,380.00	\$26,487.00	\$18,894.00	\$0.00	\$18,894.00	41.63%
1000.2.000.01420.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$7,000.00	\$0.00	\$436.17	\$6,563.83	\$243.96	\$6,319.87	90.28%
1000.2.000.01420.4441.00000.00.000.000.000	Rental of Land & Buildings	\$1,200.00	\$90.00	\$720.00	\$480.00	\$360.00	\$120.00	10.00%
1000.2.000.01420.4525.00000.00.000.000.000	Student Insurance	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
1000.2.000.01420.4531.00000.00.000.000.000	Telecommunications	\$1,510.00	\$136.82	\$509.46	\$1,000.54	\$1,000.54	\$0.00	0.00%
1000.2.000.01420.4580.00000.00.000.000.000	Travel Expense	\$2,075.00	\$0.00	\$1,026.75	\$1,048.25	\$160.95	\$887.30	42.76%
1000.2.000.01420.4611.00000.00.000.000.000	Office Supplies	\$31,860.00	\$513.03	\$24,057.67	\$7,802.33	\$146.37	\$7,655.96	24.03%
1000.2.000.01420.4810.00000.00.000.000.000	Membership Dues	\$39,350.00	\$12,022.50	\$32,560.25	\$6,789.75	\$1,431.00	\$5,358.75	13.62%
	Func: ATHLETICS - 01420	\$512,126.35	\$92,844.11	\$355,343.08	\$156,783.27	\$108,524.91	\$48,258.36	9.42%
1000.2.000.01602.4110.00000.00.000.000.000	Regular Salaried Employees	\$150,462.40	\$11,704.42	\$92,240.07	\$58,222.33	\$41,527.33	\$16,695.00	11.10%
1000.2.000.01602.4170.00000.00.000.000.000	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	Health Insurance	\$37,270.80	\$2,264.66	\$18,192.03	\$19,078.77	\$10,190.97	\$8,887.80	23.85%
1000.2.000.01602.4212.00000.00.000.000.000	Dental Insurance	\$2,143.44	\$166.38	\$1,412.73	\$730.71	\$748.71	(\$18.00)	-0.84%
1000.2.000.01602.4213.00000.00.000.000.000	Life Insurance	\$288.00	\$23.80	\$139.16	\$148.84	\$148.84	\$0.00	0.00%
1000.2.000.01602.4214.00000.00.000.000.000	Disability Insurance	\$220.50	\$19.69	\$115.14	\$105.36	\$105.36	\$0.00	0.00%
1000.2.000.01602.4220.00000.00.000.000.000	FICA	\$11,563.92	\$879.29	\$6,976.92	\$4,587.00	\$3,104.42	\$1,482.58	12.82%
1000.2.000.01602.4230.00000.00.000.000.000	Retirement	\$11,836.77	\$901.04	\$7,751.24	\$4,085.53	\$4,085.47	\$0.06	0.00%
	Func: ADULT EDUCATION - 01602	\$214,485.83	\$15,959.28	\$127,527.29	\$86,958.54	\$59,911.10	\$27,047.44	12.61%
1000.2.000.02112.4392.00000.00.000.000.000	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	Printing & Binding	\$9,408.00	\$0.00	\$688.00	\$8,720.00	\$0.00	\$8,720.00	92.69%
	Func: ATTENDANCE-REPORTING - 02114	\$9,408.00	\$0.00	\$688.00	\$8,720.00	\$0.00	\$8,720.00	92.69%
1000.2.000.02122.4110.00000.00.000.000.000	Regular Salaried Employees	\$876,554.44	\$68,709.18	\$475,936.82	\$400,617.62	\$402,567.75	(\$1,950.13)	-0.22%
1000.2.000.02122.4111.00000.00.000.000.000	Benefit Reimbursement	\$5,872.50	\$0.00	\$0.00	\$5,872.50	\$0.00	\$5,872.50	100.00%
1000.2.000.02122.4170.00000.00.000.000.000	Longevity Pay	\$6,125.00	\$174.26	\$1,832.69	\$4,292.31	\$1,124.31	\$3,168.00	51.72%
1000.2.000.02122.4211.00000.00.000.000.000	Health Insurance	\$225,321.82	\$18,327.62	\$111,778.35	\$113,543.47	\$108,419.95	\$5,123.52	2.27%
1000.2.000.02122.4212.00000.00.000.000.000	Dental Insurance	\$8,145.36	\$645.54	\$4,397.61	\$3,747.75	\$3,840.45	(\$92.70)	-1.14%
1000.2.000.02122.4213.00000.00.000.000.000	Life Insurance	\$1,368.00	\$113.02	\$660.89	\$707.11	\$707.11	\$0.00	0.00%
1000.2.000.02122.4214.00000.00.000.000.000	Disability Insurance	\$1,759.00	\$157.08	\$918.51	\$840.49	\$840.49	\$0.00	0.00%
1000.2.000.02122.4220.00000.00.000.000.000	FICA	\$67,266.47	\$5,037.52	\$35,102.88	\$32,163.59	\$29,488.31	\$2,675.28	3.98%
1000.2.000.02122.4230.00000.00.000.000.000	Retirement	\$96,843.55	\$7,584.29	\$52,355.55	\$44,488.00	\$44,702.69	(\$214.69)	-0.22%
1000.2.000.02122.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$1,963.00	\$333.12	\$941.89	\$1,021.11	\$365.99	\$655.12	33.37%
1000.2.000.02122.4531.00000.00.000.000.000	Telecommunications	\$3,775.00	\$388.26	\$1,422.58	\$2,352.42	\$2,352.42	\$0.00	0.00%
1000.2.000.02122.4534.00000.00.000.000.000	Postage	\$2,200.00	\$0.00	\$2,200.00	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02122.4550.00000.00.000.000.000	Printing & Binding	\$600.00	\$0.00	\$175.40	\$424.60	\$0.00	\$424.60	70.77%
1000.2.000.02122.4580.00000.00.000.000.000	Travel Expense	\$350.00	\$0.00	\$272.98	\$77.02	\$0.00	\$77.02	22.01%
1000.2.000.02122.4611.00000.00.000.000.000	Office Supplies	\$3,905.00	\$944.36	\$2,354.82	\$1,550.18	\$646.11	\$904.07	23.15%
1000.2.000.02122.4644.00000.00.000.000.000	MAGAZINES	\$695.00	\$0.00	\$0.00	\$695.00	\$495.00	\$200.00	28.78%

City of Dover, New Hampshire

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From Date: 2/1/2013 To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	Func: GUIDANCE - 02122	\$1,302,744.14	\$102,414.25	\$690,350.97	\$612,393.17	\$595,550.58	\$16,842.59	1.29%
1000.2.000.02123.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$6,188.00	\$0.00	\$1,722.43	\$4,465.57	\$0.00	\$4,465.57	72.16%
	Func: APPRAISAL SERVICES - 02123	\$6,188.00	\$0.00	\$1,722.43	\$4,465.57	\$0.00	\$4,465.57	72.16%
1000.2.000.02130.4110.00000.00.000.000.000	Regular Salaried Employees	\$313,883.18	\$25,294.82	\$157,789.51	\$156,093.67	\$154,592.07	\$1,501.60	0.48%
1000.2.000.02130.4170.00000.00.000.000.000	Longevity Pay	\$2,274.00	\$174.92	\$1,136.98	\$1,137.02	\$1,137.02	\$0.00	0.00%
1000.2.000.02130.4211.00000.00.000.000.000	Health Insurance	\$61,581.92	\$4,736.84	\$27,317.56	\$34,264.36	\$30,789.46	\$3,474.90	5.64%
1000.2.000.02130.4212.00000.00.000.000.000	Dental Insurance	\$3,117.72	\$239.82	\$1,558.83	\$1,558.89	\$1,558.83	\$0.06	0.00%
1000.2.000.02130.4213.00000.00.000.000.000	Life Insurance	\$360.00	\$29.75	\$173.93	\$186.07	\$186.07	\$0.00	0.00%
1000.2.000.02130.4214.00000.00.000.000.000	Disability Insurance	\$599.73	\$53.56	\$313.18	\$286.55	\$286.55	\$0.00	0.00%
1000.2.000.02130.4220.00000.00.000.000.000	FICA	\$24,186.30	\$1,870.50	\$11,697.02	\$12,489.28	\$11,406.50	\$1,082.78	4.48%
1000.2.000.02130.4230.00000.00.000.000.000	Retirement	\$32,632.27	\$2,434.52	\$16,164.85	\$16,467.42	\$16,316.13	\$151.29	0.46%
1000.2.000.02130.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$1,494.00	\$0.00	\$0.00	\$1,494.00	\$0.00	\$1,494.00	100.00%
1000.2.000.02130.4611.00000.00.000.000.000	Office Supplies	\$4,879.98	\$166.20	\$1,989.93	\$2,890.05	\$339.87	\$2,550.18	52.26%
1000.2.000.02130.4731.00000.00.000.000.000	NEW/ADDL EQUIP	\$325.00	\$0.00	\$0.00	\$325.00	\$321.95	\$3.05	0.94%
	Func: HEALTH SERVICES - 02130	\$445,334.10	\$35,000.93	\$218,141.79	\$227,192.31	\$216,934.45	\$10,257.86	2.30%
1000.2.000.02134.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$17,493.00	\$1,323.00	\$6,615.00	\$10,878.00	\$10,878.00	\$0.00	0.00%
	Func: NURSING SERVICES - 02134	\$17,493.00	\$1,323.00	\$6,615.00	\$10,878.00	\$10,878.00	\$0.00	0.00%
1000.2.000.02143.4110.00000.00.000.000.000	Regular Salaried Employees	\$186,299.00	\$15,697.80	\$102,035.70	\$84,263.30	\$85,263.30	(\$1,000.00)	-0.54%
1000.2.000.02143.4170.00000.00.000.000.000	Longevity Pay	\$561.00	\$0.00	\$0.00	\$561.00	\$0.00	\$561.00	100.00%
1000.2.000.02143.4211.00000.00.000.000.000	Health Insurance	\$29,667.30	\$2,682.04	\$15,760.58	\$13,906.72	\$12,233.91	\$1,672.81	5.64%
1000.2.000.02143.4212.00000.00.000.000.000	Dental Insurance	\$1,826.58	\$155.78	\$1,012.57	\$814.01	\$814.22	(\$0.21)	-0.01%
1000.2.000.02143.4213.00000.00.000.000.000	Life Insurance	\$216.00	\$17.85	\$104.34	\$111.66	\$111.66	\$0.00	0.00%
1000.2.000.02143.4214.00000.00.000.000.000	Disability Insurance	\$351.19	\$31.36	\$183.36	\$167.83	\$167.83	\$0.00	0.00%
1000.2.000.02143.4220.00000.00.000.000.000	FICA	\$14,251.87	\$1,157.12	\$7,546.35	\$6,705.52	\$6,334.79	\$370.73	2.60%
1000.2.000.02143.4230.00000.00.000.000.000	Retirement	\$21,051.80	\$1,773.84	\$11,529.96	\$9,521.84	\$9,634.71	(\$112.87)	-0.54%
1000.2.000.02143.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$11,040.00	\$0.00	\$451.25	\$10,588.75	\$0.00	\$10,588.75	95.91%
	Func: PSYCHOLOGICAL COUNSELING - 02143	\$265,264.74	\$21,515.79	\$138,624.11	\$126,640.63	\$114,560.42	\$12,080.21	4.55%
1000.2.000.02152.4110.00000.00.000.000.000	Regular Salaried Employees	\$354,448.45	\$22,534.96	\$182,812.43	\$171,636.02	\$176,986.52	(\$5,350.50)	-1.51%
1000.2.000.02152.4170.00000.00.000.000.000	Longevity Pay	\$3,014.00	\$222.22	\$1,444.43	\$1,569.57	\$1,444.57	\$125.00	4.15%
1000.2.000.02152.4211.00000.00.000.000.000	Health Insurance	\$50,628.70	\$3,688.49	\$23,044.39	\$27,584.31	\$27,670.38	(\$86.07)	-0.17%
1000.2.000.02152.4212.00000.00.000.000.000	Dental Insurance	\$2,769.95	\$132.25	\$1,243.01	\$1,526.94	\$1,213.28	\$313.66	11.32%
1000.2.000.02152.4213.00000.00.000.000.000	Life Insurance	\$432.00	\$35.70	\$208.68	\$223.32	\$223.32	\$0.00	0.00%
1000.2.000.02152.4214.00000.00.000.000.000	Disability Insurance	\$704.35	\$62.90	\$367.73	\$336.62	\$336.62	\$0.00	0.00%
1000.2.000.02152.4220.00000.00.000.000.000	FICA	\$27,346.24	\$1,694.50	\$13,580.63	\$13,765.61	\$13,067.06	\$698.55	2.55%
1000.2.000.02152.4230.00000.00.000.000.000	Retirement	\$29,600.69	\$2,276.98	\$14,759.75	\$14,840.94	\$14,800.38	\$40.56	0.14%
1000.2.000.02152.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$7,700.00	\$701.35	\$3,341.35	\$4,358.65	\$306.65	\$4,052.00	52.62%
	Func: SPEECH PATHOLOGY - 02152	\$476,644.38	\$31,349.35	\$240,802.40	\$235,841.98	\$236,048.78	(\$206.80)	-0.04%
1000.2.000.02160.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$66,664.50	\$10,447.50	\$33,320.00	\$33,344.50	\$33,904.47	(\$559.97)	-0.84%
	Func: PHYSICAL THERAPY - 02160	\$66,664.50	\$10,447.50	\$33,320.00	\$33,344.50	\$33,904.47	(\$559.97)	-0.84%
1000.2.000.02163.4110.00000.00.000.000.000	Regular Salaried Employees	\$148,221.80	\$11,858.80	\$77,082.20	\$71,139.60	\$71,139.60	\$0.00	0.00%
1000.2.000.02163.4211.00000.00.000.000.000	Health Insurance	\$49,485.60	\$4,228.22	\$24,384.33	\$25,101.27	\$27,483.43	(\$2,382.16)	-4.81%
1000.2.000.02163.4212.00000.00.000.000.000	Dental Insurance	\$2,162.76	\$125.22	\$813.93	\$1,348.83	\$813.93	\$534.90	24.73%
1000.2.000.02163.4213.00000.00.000.000.000	Life Insurance	\$288.00	\$23.80	\$139.12	\$148.88	\$148.88	\$0.00	0.00%
1000.2.000.02163.4214.00000.00.000.000.000	Disability Insurance	\$258.85	\$23.12	\$135.19	\$123.66	\$123.66	\$0.00	0.00%
1000.2.000.02163.4220.00000.00.000.000.000	FICA	\$11,338.97	\$809.92	\$5,331.32	\$6,007.65	\$4,809.81	\$1,197.84	10.56%

City of Dover, New Hampshire

***ML - Monthly Condition of Accounts (Obj & Func)**

From Date: 2/1/2013

To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02163.4230.00000.00.000.000.000	Retirement	\$11,014.56	\$847.28	\$5,507.32	\$5,507.24	\$5,507.30	(\$0.06)	0.00%
1000.2.000.02163.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$9,350.00	\$0.00	\$0.00	\$9,350.00	\$0.00	\$9,350.00	100.00%
	Func: OCCUPATIONAL THERAPY SERVICES - 02163	\$232,120.54	\$17,916.36	\$113,393.41	\$118,727.13	\$110,026.61	\$8,700.52	3.75%
1000.2.000.02190.4322.00000.00.000.000.000	PROF SERVICES INSTRUCTIONAL	\$7,225.00	\$0.00	\$0.00	\$7,225.00	\$0.00	\$7,225.00	100.00%
1000.2.000.02190.4564.00000.00.000.000.000	TUITION (OTHER)	\$2,250.00	\$104.00	\$535.00	\$1,715.00	\$0.00	\$1,715.00	76.22%
1000.2.000.02190.4611.00000.00.000.000.000	Office Supplies	\$250.00	\$0.00	\$101.63	\$148.37	\$0.00	\$148.37	59.35%
	Func: OTHER SUPPORT SERVICES - STUDENT - 02190	\$9,725.00	\$104.00	\$636.63	\$9,088.37	\$0.00	\$9,088.37	93.45%
1000.2.000.02191.4564.00000.00.000.000.000	TUITION (OTHER)	\$5,200.00	\$0.00	\$1,455.00	\$3,745.00	\$0.00	\$3,745.00	72.02%
	Func: OTHER SUPPORT SERVICES - HS STUDENTS - 02191	\$5,200.00	\$0.00	\$1,455.00	\$3,745.00	\$0.00	\$3,745.00	72.02%
1000.2.000.02211.4110.00000.00.000.000.000	Regular Salaried Employees	\$96,924.00	\$3,921.86	\$30,869.47	\$66,054.53	\$67,738.43	(\$1,683.90)	-1.74%
1000.2.000.02211.4214.00000.00.000.000.000	Disability Insurance	\$94.50	\$8.44	\$49.35	\$45.15	\$45.15	\$0.00	0.00%
1000.2.000.02211.4220.00000.00.000.000.000	FICA	\$7,154.75	\$300.00	\$2,361.37	\$4,793.38	\$5,181.94	(\$388.56)	-5.43%
1000.2.000.02211.4230.00000.00.000.000.000	Retirement	\$10,569.18	\$443.18	\$3,488.32	\$7,080.86	\$7,654.55	(\$573.69)	-5.43%
	Func: ACADEMIC COORDINATORS - 02211	\$114,742.43	\$4,673.48	\$36,768.51	\$77,973.92	\$80,620.07	(\$2,646.15)	-2.31%
1000.2.000.02212.4110.00000.00.000.000.000	Regular Salaried Employees	\$60,335.60	\$4,583.60	\$34,229.90	\$26,105.70	\$22,907.24	\$3,198.46	5.30%
1000.2.000.02212.4170.00000.00.000.000.000	Longevity Pay	\$420.00	\$0.00	\$550.00	(\$130.00)	\$0.00	(\$130.00)	-30.95%
1000.2.000.02212.4211.00000.00.000.000.000	Health Insurance	\$13,102.38	\$894.44	\$7,248.31	\$5,854.07	\$4,024.98	\$1,829.09	13.96%
1000.2.000.02212.4212.00000.00.000.000.000	Dental Insurance	\$499.79	\$35.24	\$322.87	\$176.92	\$158.58	\$18.34	3.67%
1000.2.000.02212.4213.00000.00.000.000.000	Life Insurance	\$86.40	\$7.14	\$41.75	\$44.65	\$44.65	\$0.00	0.00%
1000.2.000.02212.4214.00000.00.000.000.000	Disability Insurance	\$47.50	\$4.24	\$24.81	\$22.69	\$22.69	\$0.00	0.00%
1000.2.000.02212.4220.00000.00.000.000.000	FICA	\$4,647.80	\$335.66	\$2,537.17	\$2,110.63	\$1,684.93	\$425.70	9.16%
1000.2.000.02212.4230.00000.00.000.000.000	Retirement	\$1,990.35	\$135.14	\$1,347.02	\$643.33	\$625.07	\$18.26	0.92%
1000.2.000.02212.4290.00000.00.000.000.000	FSA Fees	\$35.00	\$0.00	\$55.00	(\$20.00)	\$15.00	(\$35.00)	-100.00%
1000.2.000.02212.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%
1000.2.000.02212.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$1,270.00	\$0.00	\$0.00	\$1,270.00	\$0.00	\$1,270.00	100.00%
1000.2.000.02212.4531.00000.00.000.000.000	Telecommunications	\$1,625.00	\$174.37	\$749.33	\$875.67	\$875.67	\$0.00	0.00%
1000.2.000.02212.4534.00000.00.000.000.000	Postage	\$1,200.00	\$0.00	\$217.10	\$982.90	\$700.00	\$282.90	23.58%
1000.2.000.02212.4580.00000.00.000.000.000	Travel Expense	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
1000.2.000.02212.4611.00000.00.000.000.000	Office Supplies	\$6,468.00	\$2,470.71	\$4,272.09	\$2,195.91	\$564.45	\$1,631.46	25.22%
	Func: CURRICULUM SUPERVISION AND DEV - 02212	\$93,827.82	\$8,640.54	\$51,595.35	\$42,232.47	\$31,623.26	\$10,609.21	11.31%
1000.2.000.02213.4111.00000.00.000.000.000	Benefit Reimbursment	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$6,500.00	\$2,500.00	27.78%
1000.2.000.02213.4220.00000.00.000.000.000	FICA	\$688.50	\$0.00	\$0.00	\$688.50	\$459.00	\$229.50	33.33%
1000.2.000.02213.4240.00000.00.000.000.000	Staff Development Reimbursable	\$55,500.00	\$0.00	\$10,537.60	\$44,962.40	\$28,606.00	\$16,356.40	29.47%
1000.2.000.02213.4322.00000.00.000.000.000	PROF SERVICES INSTRUCTIONAL	\$23,620.00	\$1,710.00	\$10,940.05	\$12,679.95	\$3,638.50	\$9,041.45	38.28%
	Func: STAFF DEVELOPMENT - 02213	\$88,808.50	\$1,710.00	\$21,477.65	\$67,330.85	\$39,203.50	\$28,127.35	31.67%
1000.2.000.02215.4110.00000.00.000.000.000	Regular Salaried Employees	\$31,165.38	\$0.00	\$16,980.25	\$14,185.13	\$0.00	\$14,185.13	45.52%
1000.2.000.02215.4220.00000.00.000.000.000	FICA	\$2,384.16	\$0.00	\$1,267.48	\$1,116.68	\$0.00	\$1,116.68	46.84%
1000.2.000.02215.4230.00000.00.000.000.000	Retirement	\$3,521.69	\$0.00	\$1,485.75	\$2,035.94	\$0.00	\$2,035.94	57.81%
1000.2.000.02215.4322.00000.00.000.000.000	PROF SERVICES INSTRUCTIONAL	\$5,148.00	\$0.00	\$0.00	\$5,148.00	\$0.00	\$5,148.00	100.00%
1000.2.000.02215.4550.00000.00.000.000.000	Printing & Binding	\$2,900.00	\$0.00	\$0.00	\$2,900.00	\$0.00	\$2,900.00	100.00%
1000.2.000.02215.4580.00000.00.000.000.000	Travel Expense	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
1000.2.000.02215.4611.00000.00.000.000.000	Office Supplies	\$1,400.00	\$97.98	\$372.01	\$1,027.99	\$625.20	\$402.79	28.77%
1000.2.000.02215.4640.00000.00.000.000.000	Books/Publications	\$29,600.00	(\$24.80)	\$5,703.39	\$23,896.61	\$868.24	\$23,028.37	77.80%
	Func: CURRICULUM DEVELOPMENT - 02215	\$76,619.23	\$73.18	\$25,808.88	\$50,810.35	\$1,493.44	\$49,316.91	64.37%
1000.2.000.02216.4110.00000.00.000.000.000	Regular Salaried Employees	\$3,713.15	\$0.00	\$0.00	\$3,713.15	\$0.00	\$3,713.15	100.00%

City of Dover, New Hampshire

*ML - Monthly Condition of Accounts (Obj & Func)

From Date: 2/1/2013

To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02216.4220.00000.00.000.000.000	FICA	\$284.06	\$0.00	\$0.00	\$284.06	\$0.00	\$284.06	100.00%
1000.2.000.02216.4230.00000.00.000.000.000	Retirement	\$419.59	\$0.00	\$0.00	\$419.59	\$0.00	\$419.59	100.00%
1000.2.000.02216.4580.00000.00.000.000.000	Travel Expense	\$2,575.00	\$0.00	\$2,139.40	\$435.60	\$0.00	\$435.60	16.92%
1000.2.000.02216.4640.00000.00.000.000.000	Books/Publications	\$500.00	\$0.00	\$495.38	\$4.62	\$0.00	\$4.62	0.92%
1000.2.000.02216.4810.00000.00.000.000.000	Membership Dues	\$900.00	\$0.00	\$230.00	\$670.00	\$0.00	\$670.00	74.44%
	Func: PROFESSIONAL DEVELOPMENT - 02216	\$8,391.80	\$0.00	\$2,864.78	\$5,527.02	\$0.00	\$5,527.02	65.86%
1000.2.000.02222.4110.00000.00.000.000.000	Regular Salaried Employees	\$303,535.00	\$22,539.06	\$146,503.89	\$157,031.11	\$152,504.11	\$4,527.00	1.49%
1000.2.000.02222.4170.00000.00.000.000.000	Longevity Pay	\$2,441.00	\$187.78	\$1,220.57	\$1,220.43	\$1,220.43	\$0.00	0.00%
1000.2.000.02222.4211.00000.00.000.000.000	Health Insurance	\$69,411.42	\$3,712.90	\$21,412.45	\$47,998.97	\$24,133.85	\$23,865.12	34.38%
1000.2.000.02222.4212.00000.00.000.000.000	Dental Insurance	\$2,781.54	\$149.88	\$974.22	\$1,807.32	\$974.22	\$833.10	29.95%
1000.2.000.02222.4213.00000.00.000.000.000	Life Insurance	\$360.00	\$29.75	\$173.90	\$186.10	\$186.10	\$0.00	0.00%
1000.2.000.02222.4214.00000.00.000.000.000	Disability Insurance	\$589.82	\$52.67	\$307.94	\$281.88	\$281.88	\$0.00	0.00%
1000.2.000.02222.4220.00000.00.000.000.000	FICA	\$23,437.78	\$1,679.12	\$10,953.74	\$12,484.04	\$11,373.31	\$1,110.73	4.74%
1000.2.000.02222.4230.00000.00.000.000.000	Retirement	\$34,597.88	\$2,568.12	\$16,692.78	\$17,905.10	\$17,370.82	\$534.28	1.54%
1000.2.000.02222.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$3,066.03	\$0.00	\$0.00	\$3,066.03	\$230.00	\$2,836.03	92.50%
1000.2.000.02222.4611.00000.00.000.000.000	Office Supplies	\$4,466.85	\$47.73	\$2,082.72	\$2,384.13	\$508.40	\$1,875.73	41.99%
1000.2.000.02222.4640.00000.00.000.000.000	Books/Publications	\$17,455.43	\$1,180.45	\$10,284.35	\$7,171.08	\$6,357.59	\$813.49	4.66%
1000.2.000.02222.4641.00000.00.000.000.000	REFERENCE BOOKS	\$8,257.10	\$2,382.63	\$6,646.66	\$1,610.44	\$473.60	\$1,136.84	13.77%
1000.2.000.02222.4642.00000.00.000.000.000	ELECTRONIC INFO. CABLE/VIDEO	\$5,000.00	\$894.58	\$4,088.41	\$911.59	\$836.58	\$75.01	1.50%
1000.2.000.02222.4644.00000.00.000.000.000	MAGAZINES	\$3,701.64	\$548.64	\$2,515.70	\$1,185.94	\$573.00	\$612.94	16.56%
1000.2.000.02222.4750.00000.00.000.000.000	INFORMATION SERVICES EQUIPT	\$12,286.17	\$0.00	\$12,361.12	(\$74.95)	\$0.00	(\$74.95)	-0.61%
	Func: LIBRARY SERVICES - 02222	\$491,387.66	\$35,973.31	\$236,218.45	\$255,169.21	\$217,023.89	\$38,145.32	7.76%
1000.2.000.02223.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$1,887.13	\$0.00	\$445.00	\$1,442.13	\$0.00	\$1,442.13	76.42%
1000.2.000.02223.4611.00000.00.000.000.000	Office Supplies	\$2,712.13	\$330.65	\$590.28	\$2,121.85	\$0.00	\$2,121.85	78.24%
1000.2.000.02223.4731.00000.00.000.000.000	NEW/ADDL EQUIP	\$194.00	\$0.00	\$0.00	\$194.00	\$29.94	\$164.06	84.57%
1000.2.000.02223.4735.00000.00.000.000.000	REPLACE EQUIPMENT	\$1,220.00	\$0.00	\$0.00	\$1,220.00	\$177.90	\$1,042.10	85.42%
	Func: AUDIOVISUAL SERVICES - 02223	\$6,013.26	\$330.65	\$1,035.28	\$4,977.98	\$207.84	\$4,770.14	79.33%
1000.2.000.02311.4125.00000.00.000.000.000	Elected Officials	\$7,200.00	\$0.00	\$3,350.00	\$3,850.00	\$3,100.00	\$750.00	10.42%
1000.2.000.02311.4220.00000.00.000.000.000	FICA	\$550.80	\$0.00	\$256.33	\$294.47	\$237.20	\$57.27	10.40%
1000.2.000.02311.4521.00000.00.000.000.000	Property Insurance	\$96,000.00	\$0.00	\$68,688.00	\$27,312.00	\$0.00	\$27,312.00	28.45%
1000.2.000.02311.4524.00000.00.000.000.000	Public Liab Insurance	\$150.00	\$0.00	\$51.60	\$98.40	\$0.00	\$98.40	65.60%
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	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
	Func: SCHOOL BOARD SERVICES - 02311	\$110,150.80	\$0.00	\$72,345.93	\$37,804.87	\$3,337.20	\$34,467.67	31.29%
1000.2.000.02312.4110.00000.00.000.000.000	Regular Salaried Employees	\$3,625.00	\$111.35	\$779.49	\$2,845.51	\$159.08	\$2,686.43	74.11%
1000.2.000.02312.4211.00000.00.000.000.000	Health Insurance	\$0.00	\$62.97	\$407.60	(\$407.60)	\$85.00	(\$492.60)	0.00%
1000.2.000.02312.4212.00000.00.000.000.000	Dental Insurance	\$0.00	\$4.07	\$28.04	(\$28.04)	\$5.49	(\$33.53)	0.00%
1000.2.000.02312.4220.00000.00.000.000.000	FICA	\$277.31	\$8.41	\$58.92	\$218.39	\$12.03	\$206.36	74.41%
1000.2.000.02312.4230.00000.00.000.000.000	Retirement	\$319.00	\$9.80	\$68.60	\$250.40	\$14.00	\$236.40	74.11%
	Func: SCHOOL BOARD SECRETARY - 02312	\$4,221.31	\$196.60	\$1,342.65	\$2,878.66	\$275.60	\$2,603.06	61.66%
1000.2.000.02317.4335.00000.00.000.000.000	Auditing Services	\$18,000.00	\$0.00	\$18,073.90	(\$73.90)	\$3,870.10	(\$3,944.00)	-21.91%
	Func: AUDIT SERVICES - 02317	\$18,000.00	\$0.00	\$18,073.90	(\$73.90)	\$3,870.10	(\$3,944.00)	-21.91%
1000.2.000.02318.4334.00000.00.000.000.000	Legal Services	\$60,000.00	\$13,836.93	\$45,704.49	\$14,295.51	\$0.00	\$14,295.51	23.83%
	Func: SCHOOL BOARD LEGAL SERVICES - 02318	\$60,000.00	\$13,836.93	\$45,704.49	\$14,295.51	\$0.00	\$14,295.51	23.83%
1000.2.000.02319.4644.00000.00.000.000.000	MAGAZINES	\$0.00	\$0.00	\$399.00	(\$399.00)	\$0.00	(\$399.00)	0.00%

City of Dover, New Hampshire

*ML - Monthly Condition of Accounts (Obj & Func)

From Date: 2/1/2013 To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02319.4810.00000.00.000.000.000	Membership Dues	\$5,788.94	\$0.00	\$5,788.94	\$0.00	\$0.00	\$0.00	0.00%
	Func: SCHOOL BOARD-OTHER - 02319	\$5,788.94	\$0.00	\$6,187.94	(\$399.00)	\$0.00	(\$399.00)	-6.89%
1000.2.000.02321.4110.00000.00.000.000.000	Regular Salaried Employees	\$443,778.80	\$33,629.90	\$286,504.17	\$157,274.63	\$151,984.63	\$5,290.00	1.19%
1000.2.000.02321.4111.00000.00.000.000.000	Benefit Reimbursment	\$4,350.00	\$0.00	\$5,219.29	(\$869.29)	\$4,600.12	(\$5,469.41)	-125.73%
1000.2.000.02321.4170.00000.00.000.000.000	Longevity Pay	\$5,025.00	\$48.08	\$2,708.68	\$2,316.32	\$2,316.32	\$0.00	0.00%
1000.2.000.02321.4211.00000.00.000.000.000	Health Insurance	\$131,337.78	\$10,040.61	\$78,067.35	\$53,270.43	\$45,381.11	\$7,889.32	6.01%
1000.2.000.02321.4212.00000.00.000.000.000	Dental Insurance	\$7,526.58	\$664.87	\$5,657.95	\$1,868.63	\$3,004.74	(\$1,136.11)	-15.09%
1000.2.000.02321.4213.00000.00.000.000.000	Life Insurance	\$1,332.80	\$110.10	\$643.91	\$688.89	\$688.89	\$0.00	0.00%
1000.2.000.02321.4214.00000.00.000.000.000	Disability Insurance	\$923.94	\$82.52	\$482.49	\$441.45	\$441.45	\$0.00	0.00%
1000.2.000.02321.4220.00000.00.000.000.000	FICA	\$35,812.94	\$2,561.77	\$21,637.05	\$14,175.89	\$12,089.99	\$2,085.90	5.82%
1000.2.000.02321.4230.00000.00.000.000.000	Retirement	\$47,686.01	\$3,594.06	\$30,108.31	\$17,577.70	\$16,388.88	\$1,188.82	2.49%
1000.2.000.02321.4240.00000.00.000.000.000	Staff Development Reimbursable	\$12,000.00	\$0.00	\$3,570.00	\$8,430.00	\$1,399.00	\$7,031.00	58.59%
1000.2.000.02321.4290.00000.00.000.000.000	FSA Fees	\$0.00	\$0.00	\$332.50	(\$332.50)	\$22.50	(\$355.00)	0.00%
1000.2.000.02321.4322.00000.00.000.000.000	PROF SERVICES INSTRUCTIONAL	\$16,007.00	\$0.00	\$35.00	\$15,972.00	\$375.00	\$15,597.00	97.44%
1000.2.000.02321.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$13,759.00	\$309.00	\$2,220.00	\$11,539.00	\$1,688.00	\$9,851.00	71.60%
1000.2.000.02321.4330.00000.00.000.000.000	Other professional Services	\$0.00	\$0.00	\$173.46	(\$173.46)	\$0.00	(\$173.46)	0.00%
1000.2.000.02321.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$7,800.00	\$195.00	\$7,073.00	\$727.00	\$727.00	\$0.00	0.00%
1000.2.000.02321.4410.00000.00.000.000.000	TECHNOLOGY MAINTENANCE	\$26,000.00	\$0.00	\$20,302.10	\$5,697.90	\$0.00	\$5,697.90	21.92%
1000.2.000.02321.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$0.00	\$0.00	\$22.76	(\$22.76)	\$0.00	(\$22.76)	0.00%
1000.2.000.02321.4441.00000.00.000.000.000	Rental of Land & Buildings	\$36,597.96	\$2,502.90	\$22,526.10	\$14,071.86	\$7,508.70	\$6,563.16	17.93%
1000.2.000.02321.4531.00000.00.000.000.000	Telecommunications	\$5,697.00	\$460.68	\$2,048.36	\$3,648.64	\$3,648.64	\$0.00	0.00%
1000.2.000.02321.4534.00000.00.000.000.000	Postage	\$5,818.00	\$228.00	\$4,364.68	\$1,453.32	\$456.00	\$997.32	17.14%
1000.2.000.02321.4540.00000.00.000.000.000	Advertising	\$5,000.00	\$394.45	\$4,350.45	\$649.55	\$493.30	\$156.25	3.13%
1000.2.000.02321.4550.00000.00.000.000.000	Printing & Binding	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100.00%
1000.2.000.02321.4580.00000.00.000.000.000	Travel Expense	\$3,050.00	\$124.32	\$931.28	\$2,118.72	\$914.79	\$1,203.93	39.47%
1000.2.000.02321.4611.00000.00.000.000.000	Office Supplies	\$5,452.70	\$204.46	\$4,341.24	\$1,111.46	\$1,238.80	(\$127.34)	-2.34%
1000.2.000.02321.4640.00000.00.000.000.000	Books/Publications	\$0.00	\$0.00	\$487.03	(\$487.03)	\$0.00	(\$487.03)	0.00%
1000.2.000.02321.4731.00000.00.000.000.000	NEW/ADDL EQUIP	\$0.00	\$0.00	\$549.00	(\$549.00)	\$0.00	(\$549.00)	0.00%
1000.2.000.02321.4810.00000.00.000.000.000	Membership Dues	\$10,524.50	\$0.00	\$9,232.90	\$1,291.60	\$0.00	\$1,291.60	12.27%
	Func: OFFICE OF THE SUPERINTENDENT - 02321	\$831,980.01	\$55,150.72	\$513,589.06	\$318,390.95	\$255,367.86	\$63,023.09	7.58%
1000.2.000.02410.4110.00000.00.000.000.000	Regular Salaried Employees	\$1,245,347.44	\$96,624.14	\$793,608.38	\$451,739.06	\$443,079.44	\$8,659.62	0.70%
1000.2.000.02410.4111.00000.00.000.000.000	Benefit Reimbursment	\$25,665.00	\$0.00	\$16,213.23	\$9,451.77	\$13,213.10	(\$3,761.33)	-14.66%
1000.2.000.02410.4170.00000.00.000.000.000	Longevity Pay	\$11,137.50	\$229.84	\$10,503.24	\$634.26	\$2,034.26	(\$1,400.00)	-12.57%
1000.2.000.02410.4211.00000.00.000.000.000	Health Insurance	\$302,536.02	\$23,930.32	\$176,988.52	\$125,547.50	\$107,686.44	\$17,861.06	5.90%
1000.2.000.02410.4212.00000.00.000.000.000	Dental Insurance	\$21,652.98	\$1,926.08	\$15,428.60	\$6,224.38	\$8,667.36	(\$2,442.98)	-11.28%
1000.2.000.02410.4213.00000.00.000.000.000	Life Insurance	\$3,240.00	\$267.68	\$1,565.40	\$1,674.60	\$1,674.60	\$0.00	0.00%
1000.2.000.02410.4214.00000.00.000.000.000	Disability Insurance	\$2,485.53	\$221.97	\$1,298.00	\$1,187.53	\$1,187.53	\$0.00	0.00%
1000.2.000.02410.4220.00000.00.000.000.000	FICA	\$95,918.36	\$7,186.50	\$61,187.17	\$34,731.19	\$34,030.28	\$700.91	0.73%
1000.2.000.02410.4230.00000.00.000.000.000	Retirement	\$127,869.35	\$9,853.80	\$80,856.13	\$47,013.22	\$44,658.17	\$2,355.05	1.84%
1000.2.000.02410.4290.00000.00.000.000.000	FSA Fees	\$35.00	\$0.00	\$27.50	\$7.50	\$7.50	\$0.00	0.00%
1000.2.000.02410.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$116,523.00	\$9,757.91	\$59,812.06	\$56,710.94	\$43,872.94	\$12,838.00	11.02%
1000.2.000.02410.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$4,200.00	\$0.00	\$812.06	\$3,387.94	\$185.00	\$3,202.94	76.26%
1000.2.000.02410.4531.00000.00.000.000.000	Telecommunications	\$116,950.00	\$18,202.98	\$61,705.24	\$55,244.76	\$55,244.76	\$0.00	0.00%
1000.2.000.02410.4534.00000.00.000.000.000	Postage	\$26,952.35	\$28.30	\$19,697.88	\$7,254.47	\$2,861.99	\$4,392.48	16.30%
1000.2.000.02410.4550.00000.00.000.000.000	Printing & Binding	\$17,395.80	\$0.00	\$2,797.00	\$14,598.80	\$747.04	\$13,851.76	79.63%
1000.2.000.02410.4580.00000.00.000.000.000	Travel Expense	\$5,150.00	\$0.00	\$266.52	\$4,883.48	\$0.00	\$4,883.48	94.82%
1000.2.000.02410.4611.00000.00.000.000.000	Office Supplies	\$9,887.87	\$653.97	\$1,826.22	\$8,061.65	\$1,509.98	\$6,551.67	66.26%
1000.2.000.02410.4735.00000.00.000.000.000	REPLACE EQUIPMENT	\$13,354.99	\$0.00	\$2,399.51	\$10,955.48	\$549.99	\$10,405.49	77.91%
1000.2.000.02410.4810.00000.00.000.000.000	Membership Dues	\$7,970.00	\$0.00	\$6,792.88	\$1,177.12	\$80.00	\$1,097.12	13.77%
	Func: OFFICE OF THE SCHOOL PRINCIPAL - 02410	\$2,154,271.19	\$168,883.49	\$1,313,785.54	\$840,485.65	\$761,290.38	\$79,195.27	3.68%

City of Dover, New Hampshire

***ML - Monthly Condition of Accounts (Obj & Func)**

From Date: 2/1/2013

To Date: 2/28/2013

Fiscal Year: 2012-2013

Mask

Include pre encumbrance

Print accounts with zero balance

Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02490.4110.00000.00.000.000.000	Regular Salaried Employees	\$80,904.28	\$6,304.13	\$36,868.07	\$44,036.21	\$32,374.53	\$11,661.68	14.41%
1000.2.000.02490.4111.00000.00.000.000.000	Benefit Reimbursement	\$6,000.00	\$0.00	\$6,000.01	(\$0.01)	\$0.00	(\$0.01)	0.00%
1000.2.000.02490.4213.00000.00.000.000.000	Life Insurance	\$72.00	\$5.95	\$34.78	\$37.22	\$37.22	\$0.00	0.00%
1000.2.000.02490.4214.00000.00.000.000.000	Disability Insurance	\$31.18	\$2.78	\$16.28	\$14.90	\$14.90	\$0.00	0.00%
1000.2.000.02490.4220.00000.00.000.000.000	FICA	\$6,648.54	\$482.29	\$3,279.50	\$3,369.04	\$2,476.78	\$892.26	13.42%
1000.2.000.02490.4230.00000.00.000.000.000	Retirement	\$544.20	\$0.00	(\$240.60)	\$784.80	\$0.00	\$784.80	144.21%
1000.2.000.02490.4323.00000.00.000.000.000	PROFESSIONAL SERVICES PUPIL	\$10,790.00	\$0.00	\$4,709.17	\$6,080.83	\$0.00	\$6,080.83	56.36%
1000.2.000.02490.4611.00000.00.000.000.000	Office Supplies	\$16,000.00	\$0.00	\$770.77	\$15,229.23	\$182.12	\$15,047.11	94.04%
1000.2.000.02490.4810.00000.00.000.000.000	Membership Dues	\$2,756.00	\$0.00	\$2,756.00	\$0.00	\$0.00	\$0.00	0.00%
	Func: SCHOOL ADMINISTRATION-OTHER - 02490	\$123,746.20	\$6,795.15	\$54,193.98	\$69,552.22	\$35,085.55	\$34,466.67	27.85%
1000.2.000.02610.4110.00000.00.000.000.000	Regular Salaried Employees	\$9,920.96	\$1,351.76	\$9,150.00	\$770.96	\$6,763.68	(\$5,992.72)	-60.40%
1000.2.000.02610.4170.00000.00.000.000.000	Longevity Pay	\$700.00	\$0.00	\$350.00	\$350.00	\$0.00	\$350.00	50.00%
1000.2.000.02610.4211.00000.00.000.000.000	Health Insurance	\$9,547.16	\$367.28	\$1,934.47	\$7,612.69	\$1,652.76	\$5,959.93	62.43%
1000.2.000.02610.4212.00000.00.000.000.000	Dental Insurance	\$496.80	\$19.12	\$114.71	\$382.09	\$86.04	\$296.05	59.59%
1000.2.000.02610.4213.00000.00.000.000.000	Life Insurance	\$144.00	\$11.90	\$69.58	\$74.42	\$74.42	\$0.00	0.00%
1000.2.000.02610.4214.00000.00.000.000.000	Disability Insurance	\$62.88	\$5.62	\$32.85	\$30.03	\$30.03	\$0.00	0.00%
1000.2.000.02610.4220.00000.00.000.000.000	FICA	\$811.49	\$102.84	\$723.66	\$87.83	\$514.69	(\$426.86)	-52.60%
1000.2.000.02610.4230.00000.00.000.000.000	Retirement	\$933.80	\$118.96	\$836.01	\$97.79	\$595.20	(\$497.41)	-53.27%
1000.2.000.02610.4330.00000.00.000.000.000	Other professional Services	\$81,938.64	\$0.00	\$80,332.00	\$1,606.64	\$0.00	\$1,606.64	1.96%
1000.2.000.02610.4409.00000.00.000.000.000	PHOTOCOPIER MAINTENANCE	\$1,078.00	\$288.00	\$843.00	\$235.00	\$235.00	\$0.00	0.00%
1000.2.000.02610.4531.00000.00.000.000.000	Telecommunications	\$3,813.00	\$211.18	\$869.28	\$2,943.72	\$2,943.72	\$0.00	0.00%
1000.2.000.02610.4580.00000.00.000.000.000	Travel Expense	\$1,600.00	\$0.00	\$134.87	\$1,465.13	\$449.56	\$1,015.57	63.47%
1000.2.000.02610.4611.00000.00.000.000.000	Office Supplies	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
1000.2.000.02610.4650.00000.00.000.000.000	SOFTWARE	\$0.00	\$0.00	\$0.00	\$0.00	\$1,390.25	(\$1,390.25)	0.00%
	Func: SUPERVISION OF PLANT SERVICES - 02610	\$111,146.73	\$2,476.66	\$95,390.43	\$15,756.30	\$14,735.35	\$1,020.95	0.92%
1000.2.000.02620.4110.00000.00.000.000.000	Regular Salaried Employees	\$11,430.00	\$675.00	\$5,775.00	\$5,655.00	\$3,375.00	\$2,280.00	19.95%
1000.2.000.02620.4220.00000.00.000.000.000	FICA	\$795.60	\$51.64	\$441.83	\$353.77	\$258.21	\$95.56	12.01%
1000.2.000.02620.4330.00000.00.000.000.000	Other professional Services	\$2,223,393.96	\$641,774.23	\$1,844,990.69	\$378,403.27	\$334,807.31	\$43,595.96	1.96%
1000.2.000.02620.4346.00000.00.000.000.000	AHERA SERVICES	\$0.00	\$1,275.00	\$1,275.00	(\$1,275.00)	\$0.00	(\$1,275.00)	0.00%
1000.2.000.02620.4411.00000.00.000.000.000	Water & Sewer Expense	\$43,461.31	\$7,052.57	\$22,655.55	\$20,805.76	\$20,805.76	\$0.00	0.00%
1000.2.000.02620.4412.00000.00.000.000.000	Sewer Expense	\$32,201.33	\$8,141.72	\$10,208.23	\$21,993.10	\$21,993.10	\$0.00	0.00%
1000.2.000.02620.4414.00000.00.000.000.000	FIRE ALARM	\$7,008.00	\$389.00	\$3,429.00	\$3,579.00	\$0.00	\$3,579.00	51.07%
1000.2.000.02620.4415.00000.00.000.000.000	REPAIRS-FIRE EQUIPMENT	\$9,212.00	\$1,101.20	\$2,176.20	\$7,035.80	\$0.00	\$7,035.80	76.38%
1000.2.000.02620.4417.00000.00.000.000.000	REPAIRS BACKFLOW PROTECTION	\$2,600.00	\$0.00	\$0.00	\$2,600.00	\$0.00	\$2,600.00	100.00%
1000.2.000.02620.4421.00000.00.000.000.000	Waste Disposal Services	\$61,382.41	\$5,193.36	\$38,550.90	\$22,831.51	\$17,496.10	\$5,335.41	8.69%
1000.2.000.02620.4422.00000.00.000.000.000	Contract Snow Plowing	\$34,000.00	\$0.00	\$0.00	\$34,000.00	\$0.00	\$34,000.00	100.00%
1000.2.000.02620.4431.00000.00.000.000.000	Maint Chrgs - Buildings	\$5,504.18	\$0.00	\$0.00	\$5,504.18	\$0.00	\$5,504.18	100.00%
1000.2.000.02620.4440.00000.00.000.000.000	FACILITY REPAIRS/RENOVATIONS	\$11,500.00	\$60.00	\$147.85	\$11,352.15	\$0.00	\$11,352.15	98.71%
1000.2.000.02620.4443.00000.00.000.000.000	Rental of Equipment	\$9,517.84	\$666.93	\$2,452.26	\$7,065.58	\$2,288.40	\$4,777.18	50.19%
1000.2.000.02620.4522.00000.00.000.000.000	Vehicle & Equip Insurance	\$39,275.00	\$0.00	\$28,056.00	\$11,219.00	\$0.00	\$11,219.00	28.57%
1000.2.000.02620.4531.00000.00.000.000.000	Telecommunications	\$3,348.00	\$520.00	\$1,853.86	\$1,494.14	\$1,494.14	\$0.00	0.00%
1000.2.000.02620.4621.00000.00.000.000.000	Natural Gas	\$356,127.25	\$93,124.26	\$164,224.82	\$191,902.43	\$154,624.52	\$37,277.91	10.47%
1000.2.000.02620.4622.00000.00.000.000.000	Electricity	\$694,044.47	\$47,964.20	\$321,090.16	\$372,954.31	\$269,571.99	\$103,382.32	14.90%
1000.2.000.02620.4810.00000.00.000.000.000	Membership Dues	\$370.00	\$0.00	\$0.00	\$370.00	\$0.00	\$370.00	100.00%
	Func: OPERATION OF BUILDINGS - 02620	\$3,545,171.35	\$807,989.11	\$2,447,327.35	\$1,097,844.00	\$826,714.53	\$271,129.47	7.65%
1000.2.000.02630.4330.00000.00.000.000.000	Other professional Services	\$259,102.44	\$0.00	\$0.00	\$259,102.44	\$254,022.00	\$5,080.44	1.96%
	Func: GROUNDS UPKEEP - 02630	\$259,102.44	\$0.00	\$0.00	\$259,102.44	\$254,022.00	\$5,080.44	1.96%

City of Dover, New Hampshire

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Mask

Include pre encumbrance

Print accounts with zero balance

Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02650.4330.00000.00.000.000.000	Other professional Services	\$21,727.02	\$0.00	\$0.00	\$21,727.02	\$21,301.00	\$426.02	1.96%
1000.2.000.02650.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$0.00	\$0.00	\$365.00	(\$365.00)	\$0.00	(\$365.00)	0.00%
1000.2.000.02650.4626.00000.00.000.000.000	Vehicle Fuels	\$0.00	\$1,605.09	\$1,605.09	(\$1,605.09)	\$0.00	(\$1,605.09)	0.00%
	Func: VEHICLE OPERATIONS - 02650	\$21,727.02	\$1,605.09	\$1,970.09	\$19,756.93	\$21,301.00	(\$1,544.07)	-7.11%
1000.2.000.02690.4330.00000.00.000.000.000	Other professional Services	\$33,972.12	\$0.00	\$0.00	\$33,972.12	\$33,306.00	\$666.12	1.96%
	Func: MAINTENANCE OF BUILDINGS-STAFF - 02690	\$33,972.12	\$0.00	\$0.00	\$33,972.12	\$33,306.00	\$666.12	1.96%
1000.2.000.02721.4514.00000.00.000.000.000	TRANS CONTRACTED - IN DISTRICT	\$1,078,655.00	\$103,905.00	\$623,430.00	\$455,225.00	\$416,820.00	\$38,405.00	3.56%
	Func: TRANSPORATION-REGULAR PROGRAMS - 02721	\$1,078,655.00	\$103,905.00	\$623,430.00	\$455,225.00	\$416,820.00	\$38,405.00	3.56%
1000.2.000.02722.4513.00000.00.000.000.000	CONTRACTED TRANS OUT OF DIST	\$218,434.16	\$13,857.50	\$91,434.25	\$126,999.91	\$58,352.50	\$68,647.41	31.43%
1000.2.000.02722.4514.00000.00.000.000.000	TRANS CONTRACTED - IN DISTRICT	\$222,804.80	\$26,634.42	\$125,584.15	\$97,220.65	\$77,016.27	\$20,204.38	9.07%
	Func: TRANSPORTATION-SPECIAL PROGRAM - 02722	\$441,238.96	\$40,491.92	\$217,018.40	\$224,220.56	\$135,368.77	\$88,851.79	20.14%
1000.2.000.02723.4513.00000.00.000.000.000	CONTRACTED TRANS OUT OF DIST	\$95,150.00	\$2,675.88	\$40,646.72	\$54,503.28	\$44,874.72	\$9,628.56	10.12%
1000.2.000.02723.4626.00000.00.000.000.000	Vehicle Fuels	\$523.50	\$0.00	\$65.96	\$457.54	\$0.00	\$457.54	87.40%
	Func: TRANSPORATION-VOCATIONAL - 02723	\$95,673.50	\$2,675.88	\$40,712.68	\$54,960.82	\$44,874.72	\$10,086.10	10.54%
1000.2.000.02724.4513.00000.00.000.000.000	CONTRACTED TRANS OUT OF DIST	\$90,000.00	\$11,592.27	\$52,066.63	\$37,933.37	\$15,054.20	\$22,879.17	25.42%
	Func: TRANSPORATION-ATHLETIC - 02724	\$90,000.00	\$11,592.27	\$52,066.63	\$37,933.37	\$15,054.20	\$22,879.17	25.42%
1000.2.000.02725.4513.00000.00.000.000.000	CONTRACTED TRANS OUT OF DIST	\$13,415.00	\$335.59	\$7,158.31	\$6,256.69	\$677.28	\$5,579.41	41.59%
	Func: TRANSPORTATION-COCURRICULAR - 02725	\$13,415.00	\$335.59	\$7,158.31	\$6,256.69	\$677.28	\$5,579.41	41.59%
1000.2.000.02729.4110.00000.00.000.000.000	Regular Salaried Employees	\$8,592.48	\$795.60	\$5,171.40	\$3,421.08	\$3,580.20	(\$159.12)	-1.85%
1000.2.000.02729.4220.00000.00.000.000.000	FICA	\$657.32	\$60.86	\$395.59	\$261.73	\$273.87	(\$12.14)	-1.85%
1000.2.000.02729.4580.00000.00.000.000.000	Travel Expense	\$1,566.60	\$153.74	\$746.75	\$819.85	\$903.25	(\$83.40)	-5.32%
	Func: TRANSPORTATION VEHICLE OPERATIONS - 02729	\$10,816.40	\$1,010.20	\$6,313.74	\$4,502.66	\$4,757.32	(\$254.66)	-2.35%
1000.2.000.02730.4110.00000.00.000.000.000	Regular Salaried Employees	\$5,820.00	\$510.00	\$2,895.00	\$2,925.00	\$2,460.00	\$465.00	7.99%
1000.2.000.02730.4220.00000.00.000.000.000	FICA	\$445.23	\$38.97	\$221.30	\$223.93	\$188.09	\$35.84	8.05%
1000.2.000.02730.4230.00000.00.000.000.000	Retirement	\$0.00	\$3.39	\$13.55	(\$13.55)	\$6.78	(\$20.33)	0.00%
	Func: TRAFFIC GUARDS - 02730	\$6,265.23	\$552.36	\$3,129.85	\$3,135.38	\$2,654.87	\$480.51	7.67%
1000.2.000.02790.4513.00000.00.000.000.000	CONTRACTED TRANS OUT OF DIST	\$31,389.00	\$5,153.04	\$31,490.96	(\$101.96)	\$2,647.10	(\$2,749.06)	-8.76%
1000.2.000.02790.4519.00000.00.000.000.000	TRANS AP	\$20,000.00	\$0.00	\$18,955.00	\$1,045.00	\$1,045.00	\$0.00	0.00%
	Func: TRANSPORTATION - OTHER STUDENT - 02790	\$51,389.00	\$5,153.04	\$50,445.96	\$943.04	\$3,692.10	(\$2,749.06)	-5.35%
1000.2.000.02832.4819.00000.00.000.000.000	Fees & Charges	\$0.00	\$76.50	\$387.00	(\$387.00)	\$0.00	(\$387.00)	0.00%
	Func: STAFF SERVICES-CRIMINAL RECORD - 02832	\$0.00	\$76.50	\$387.00	(\$387.00)	\$0.00	(\$387.00)	0.00%
1000.2.000.02835.4336.00000.00.000.000.000	Medical Services	\$345.00	\$0.00	\$3,926.62	(\$3,581.62)	\$0.00	(\$3,581.62)	-1038.15%
	Func: CENTRAL SUPPORT-HEALTH SERV. - 02835	\$345.00	\$0.00	\$3,926.62	(\$3,581.62)	\$0.00	(\$3,581.62)	-1038.15%
1000.2.000.02839.4250.00000.00.000.000.000	Unemployment	\$87,000.00	\$0.00	\$122,022.00	(\$35,022.00)	\$0.00	(\$35,022.00)	-40.26%
1000.2.000.02839.4260.00000.00.000.000.000	Workers Comp Insurance	\$89,829.00	\$7,110.15	\$59,510.40	\$30,318.60	\$0.00	\$30,318.60	33.75%
	Func: CENTRAL SUPPORT-INSURANCES - 02839	\$176,829.00	\$7,110.15	\$181,532.40	(\$4,703.40)	\$0.00	(\$4,703.40)	-2.66%
1000.2.000.02843.4110.00000.00.000.000.000	Regular Salaried Employees	\$263,069.60	\$18,259.20	\$177,477.26	\$85,592.34	\$82,516.40	\$3,075.94	1.17%
1000.2.000.02843.4111.00000.00.000.000.000	Benefit Reimbursment	\$4,350.00	\$0.00	\$1,957.51	\$2,392.49	\$1,957.50	\$434.99	10.00%
1000.2.000.02843.4170.00000.00.000.000.000	Longevity Pay	\$2,300.00	\$0.00	\$2,475.00	(\$175.00)	\$200.00	(\$375.00)	-16.30%
1000.2.000.02843.4211.00000.00.000.000.000	Health Insurance	\$79,253.72	\$6,097.50	\$47,359.55	\$31,894.17	\$27,438.75	\$4,455.42	5.62%

City of Dover, New Hampshire

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Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1000.2.000.02843.4212.00000.00.000.000.000	Dental Insurance	\$5,719.31	\$439.96	\$3,739.66	\$1,979.65	\$1,979.82	(\$0.17)	0.00%
1000.2.000.02843.4213.00000.00.000.000.000	Life Insurance	\$720.00	\$59.50	\$347.90	\$372.10	\$372.10	\$0.00	0.00%
1000.2.000.02843.4214.00000.00.000.000.000	Disability Insurance	\$492.93	\$44.01	\$257.40	\$235.53	\$235.53	\$0.00	0.00%
1000.2.000.02843.4220.00000.00.000.000.000	FICA	\$20,300.77	\$1,368.68	\$13,689.61	\$6,611.16	\$6,344.06	\$267.10	1.32%
1000.2.000.02843.4230.00000.00.000.000.000	Retirement	\$23,352.53	\$1,606.82	\$14,520.92	\$8,831.61	\$7,279.09	\$1,552.52	6.65%
1000.2.000.02843.4322.00000.00.000.000.000	PROF SERVICES INSTRUCTIONAL	\$4,500.00	\$0.00	\$820.00	\$3,680.00	\$0.00	\$3,680.00	81.78%
1000.2.000.02843.4330.00000.00.000.000.000	Other professional Services	\$2,000.00	\$0.00	\$141.75	\$1,858.25	\$1,200.00	\$658.25	32.91%
1000.2.000.02843.4339.00000.00.000.000.000	Consulting Services	\$8,985.00	\$1,289.00	\$4,170.78	\$4,814.22	\$0.00	\$4,814.22	53.58%
1000.2.000.02843.4341.00000.00.000.000.000	Technical Services	\$55,000.00	\$0.00	\$53,043.27	\$1,956.73	\$2,604.80	(\$648.07)	-1.18%
1000.2.000.02843.4433.00000.00.000.000.000	Maint Chrgs - Equipment	\$3,000.00	\$112.50	\$193.50	\$2,806.50	\$39.55	\$2,766.95	92.23%
1000.2.000.02843.4531.00000.00.000.000.000	Telecommunications	\$5,850.00	\$521.84	\$2,059.08	\$3,790.92	\$3,603.42	\$187.50	3.21%
1000.2.000.02843.4532.00000.00.000.000.000	DATA COMMUNICATIONS	\$17,068.00	\$776.00	\$11,566.17	\$5,501.83	\$1,834.35	\$3,667.48	21.49%
1000.2.000.02843.4533.00000.00.000.000.000	PAGERS	\$7,000.00	\$1,174.32	\$4,327.62	\$2,672.38	\$4,581.36	(\$1,908.98)	-27.27%
1000.2.000.02843.4580.00000.00.000.000.000	Travel Expense	\$600.00	\$0.00	\$91.79	\$508.21	\$0.00	\$508.21	84.70%
1000.2.000.02843.4611.00000.00.000.000.000	Office Supplies	\$950.00	\$0.00	\$390.23	\$559.77	\$385.41	\$174.36	18.35%
1000.2.000.02843.4650.00000.00.000.000.000	SOFTWARE	\$14.95	\$0.00	\$14.95	\$0.00	\$0.00	\$0.00	0.00%
1000.2.000.02843.4734.00000.00.000.000.000	NEW/ADDL TECH. EQUIP.	\$153,000.05	\$209.11	\$130,559.48	\$22,440.57	\$2,940.00	\$19,500.57	12.75%
1000.2.000.02843.4738.00000.00.000.000.000	REPLACE TECH. EQUIP.	\$14,000.00	\$0.00	\$9,126.00	\$4,874.00	\$230.00	\$4,644.00	33.17%
	Func: COMPUTER SYSTEMS MANAGEMENT - 02843	\$671,526.86	\$31,958.44	\$478,329.43	\$193,197.43	\$145,742.14	\$47,455.29	7.07%
1000.2.000.02900.4160.00000.00.000.000.000	Severance Pay	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00	100.00%
1000.2.000.02900.4220.00000.00.000.000.000	FICA	\$573.75	\$0.00	\$0.00	\$573.75	\$0.00	\$573.75	100.00%
1000.2.000.02900.4230.00000.00.000.000.000	Retirement	\$847.50	\$0.00	\$0.00	\$847.50	\$0.00	\$847.50	100.00%
1000.2.000.02900.4330.00000.00.000.000.000	Other professional Services	\$1,442.20	\$0.00	\$933.53	\$508.67	\$0.00	\$508.67	35.27%
	Func: SUPPORT SERVICES - Other - 02900	\$10,363.45	\$0.00	\$933.53	\$9,429.92	\$0.00	\$9,429.92	90.99%
1000.2.000.05222.4912.00000.00.000.000.000	Transfer to Special Rev	\$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:	\$42,264,590.00	\$3,728,287.33	\$22,672,630.86	\$19,591,959.14	\$17,014,408.03	\$2,577,551.11	6.10%

End of Report