



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

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

Chairperson Rocky D'Andrea called a meeting of the Dover School Board to order on Monday, March 11, at 7:05 p.m. in the McConnell Center Media Center.

A. ROLL CALL: Present were Rocky D'Andrea, Amanda Russell, Doris Grady, Kathy Baker, Paul Butler and Ken Appel. Betsey Andrews Parker arrived at 7:40.

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, GES Principal Dustin Gray, CIA Director Paula Glynn, PPS Director Sandie Crosson, 2013-2014 DHS Principal Peter Driscoll, 2013-2014 GES Principal Beth Dunton, Fosters, parents and teachers.

B. PLEDGE OF ALLEGIANCE: Doris Grady led the Pledge of Allegiance.

Kathy Baker moved, Amanda Russell seconded moving item L. 1 to after Citizen's Forum. An oral **VOTE PASSED 6/0.**

Mr. D'Andrea commended DHS School Board representative Matt Palczynski on his achievement as a National Merit Scholar.

C. CITIZENS' FORUM: David Martin, 10 Linda Ave., spoke in support of bringing a tax cap school budget to the City Council.

L. RESOLUTIONS: (moved up in agenda)
1. Recognition DHS Girls' Swim Team

Ms. Russell read the resolutions for the DHS Girls' Swim Team acknowledging their 2013 NHIAA State Championship.

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

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

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



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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)

Amanda Russell moved, Kathy Baker seconded pulling Consent Agenda items 4.1 and 4.2 from the Consent Agenda. An oral **VOTE PASSED 6/0**.

Ms. Briggs Badger read into record the nomination letters of incoming DHS Principal Peter Driscoll and incoming GES Principal Beth Dunton.

Amanda Russell moved, Paul Butler seconded approval of Peter Driscoll as DHS Interim Principal. An oral **VOTE PASSED 6/0**.

Amanda Russell moved, Doris Grady seconded approval of Beth Dunton as GES Principal. An oral **VOTE PASSED 6/0**.

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

Mrs. Grady commented that she did not pull resignations and retirements to honor people individually because the task would take more time due to the retirees involved. She promised to provide comments at a later date.

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

- Kindergarten registration takes place at all elementary schools on March 12, 13 and 14.
- Teacher workshop day on March 15
- DMS-March 12th meeting to discuss DHS Course Selection Process
- DMS-6th grade Oak team-Volcano night on March 13



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- 5th And 6th grade Band and Choral Concert-March 19, DHS Auditorium
- 7th and 8th grade Band and Choral Concert-March 20, DHS Auditorium
- Dover Coalition for Youth is sponsoring author and CEO of The Courage to Speak Foundation, Ginger Katz to speak to students on April 8th at DMS.
- DHS Robotics team competed in Granite State competition and placed 21st out of 45 teams. Won Rookie Inspiration and Highest Rookie Seed Awards. Next competition is April 4- April 6. Congratulations to the team for their success in their first year. They are funded entirely through donations and grants.
- DHS-Jan 20-Chorus performed at the Dover Area Religious Leaders' Association MLK Day service.
- DHS-Feb 14-Jazz Band performed at the Poetry Out Loud event.
- DHS-Feb 15,16,17-The Pajama Game was performed at DHS with music and drama students involved.
- WPS student grade 2 classes are studying Alaskan Iditarod
- WPS-Dover rotary visiting grade 3 classes on March 12th when they will be presenting them with dictionaries.
- WPS PTG meeting on March 13.
- WPS Family Math Fun Night on March 21-Thank you to Jen Spargo, Wendy Nasberg and Patty Driscoll.
- Please continue to visit WPS website for updates
- HSS-week of March 11th-thinking Green –Recycle Rumble-inkjet cartridges, cell phones, ipods, MP3 players, GPS', headphones, laptops will be accepted.
- HSS PTG meeting March 19th.
- HSS grades close on March 14th with report cards going home on March 21.
- HSS staff is hosting Parents Night Out on March 22
- HSS PTG sponsored Artist in Residence (Music JUNK to FUNK) will be at school from March 25 to April 3.
- HSS will hold Jump Rope for Heart during PE classes week of March 25th.
- GES-2nd session of enrichment starting –gymnastics, Coyote Club, Painting Plaster, Art, Spanish language and culture, Line Dancing, Childlight Yoga, healthy cooking, Pet Partners and Broadway kids.
- GES-PTA meeting March 20
- GES-Sweetheart Social March 22
- GES-Guy/Gal Bowling March 2

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

G. STUDENT REPRESENTATIVE REPORT: Dover High School student representative Matthew Palczynski reported on the following items:

- Spring sports will be starting soon



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- Commended percussion ensemble, Pure Fusion percussion ensemble, color guard which placed 2nd, 3rd and 1st respectively at the Dover NHSBA Winter Guard and Percussion show.
- Band concert during the week of March 17 at DHS
- Good luck to Courtney Couillard who will be competing at UNH in the Hennessey Theater for Poetry Out Loud Regional Semifinals. She won the DHS competition on Feb. 14.
- Congratulations to the Robotics team which ranked 21st out of 45 teams in a Manchester competition held on March 2. They will be competing in Lebanon, Me and then to St. Louis if they continue to do well.
- Math dept. and math team will be selling pies at DHS on March 14 in honor of Pi Day.
- Student council is planning a canned food drive, pep rally and possibly a Spirit Week for the last week of March.
- Key Club will be helping GES with the March 20 PTA meeting.

H. COMMITTEE REPORTS: None

I. POLICY -- CHANGES – PROPOSALS: First Reading

a. Policy BHC Board/Staff Communications

Ms. Russell summarized the changes in the policy. The changes state that if a Board member requests information from administration requiring more than 120 minutes of time or if the request creates concerns over conflicts with pre-existing Board projects/requests, the Supt may forward the request to the School Board for approval and prioritization. All information pursuant to a request will be shared with the entire Board. The policy also states that 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.

Mr. D'Andrea clarified the intent of the policy. He stated that during the busy budget time of year, Board members sometimes ask questions via email that are duplicated by others. This is way to streamline these requests and save time by avoiding duplication.

Mrs. Grady shared her concern with the policy stating that she disagrees with it and suggested that all Board members consider her thoughts during the time between now and the next Board meeting when this policy is on the agenda for a second reading.

She stated, "I feel that this new policy is discriminatory and a blatant attempt to prevent any Board member from questioning anything to better understand the issues for the better education for our students. By-laws and state laws need documentation and this clearly is a free speech issue and no one has the authority to muzzle any other official which I believe this does. The office of the Inspector General has a goal to promote excellence, integrity and program accountability and that has to be the focus of any School Board serving the community. We are



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all brought up in a country with free speech and if I ever saw a policy that takes that privilege away from each and every volunteer that serves or will serve on this Board of Education for the good of the children of the City of Dover. This is exactly what this policy change does. I would not vote for the addendum of this policy at any time since I feel it takes away from the citizens of Dover and violates the Right to Know Law. This in fact is my opinion, only my opinion because anytime any of us expresses a thought to anyone else; it is just that, only an opinion of any of one of the seven members of this Board. This policy reduces the effectiveness of the School Board to make the best decisions and it becomes a communistic state. It appears this very well could be in violation of the Dover City Charter, Chapter 5 and state and federal law and if you look at footnote 1, polices are overridden by any one of those, Whereas all members are elected as an at-large candidate, each and every member has the same right of expression and doesn't become the decision of the Chair, which is what this says. This would be a violation of the process and the integrity of the people we represent. In this case, the Chair has no more right than any member, except to run a meeting and sign financial reports. The decision to change this policy was made in the non-public session or two sessions and in itself is a violation of 91-A non-public sessions that had been posted as personnel and sealed. Policies cannot be discussed in this kind of meeting even if they are relative to the superintendent making both of these illegal meetings. Policies can only be discussed in public. This is certainly worthy of investigation whereas nothing was apparently discussed that would likely affect adversely the reputation of any person other than a member of the body which would be the Board. The superintendent is the Board's only hired employee and he or she would be able to take issue with any member of the Board publically. He or she as such is accountable to us, each Board member. If we have questions or concerns, everyone should feel free to get an answer without it being filtered down to several people, just as any tax payer should expect it if they ask a question of us. Who hired whom in this case? I'm not referring to one particular person; I'm referring to in the future whoever the superintendent could be: he or she. Basically it says that the Board member or members can go sit in the dunce chair whenever she or he doesn't like anything the person's done. What does it mean to take an issue? Is it legal action he or she can take, like suing an employer? It appears to be an extremely bad policy, In this case, history repeats itself because the same change was brought up when a former superintendent, prior to John O'Connor, brought this same kind of change to this policy and his goal was to stop some Board members from talking and questioning. The last paragraph again, in my opinion, prevents a member from interaction with his or her constituents about any issue without going to the Chair, whoever he or she may be. What is of importance to him or her may not be important to the Chair. To say that interaction between the School Board and the City of Dover means that I, and all of you, cannot answer any questions that citizens may have would violate any law in existence. I'm asking you to give this much thought. Why on earth would anyone put restriction on time element for answering School Board questions and then if it takes too long bring it back to Board for decision. We are limited to a question that takes no more than 120 minutes. In addition if we ask an administration, answers will come back to us on Friday. What if one needs an answer to a question of a constituent in less time? Sounds like an easy way to muzzle the elected officials of this community and not be transparent. The city is run by two bodies and not one. It must be cooperative and when it says the complaints and concerns between School Board and City of Dover must go back to the Chair when everybody is elected at-large and on an even keel. It must be cooperative and not the old "Don't tell the Council because they will



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blame you and cut the budget” attitude. All of the adults are not suffering in this case, but the children of our city are. My opinion is that it is entered here to prevent communication between a member or members between us and council and between us and the community for the good of our kids. This policy is a violation of our fiduciary responsibility as an elected official of this city. I personally will not stand for it and will stand up and fight this addition to the end. In other words, we will all wear muzzles as we serve on the Board. This is the Board overseeing the educational system by seeing first that our children are educated to the Best of our knowledge and secondly, and the second most important duty is to oversee the financial situations of the SAU according to our BY laws. I believe now that the citizens need to say and why were we not informed more than ever. One man rule and I don't believe in it. That my concern. It's been given to us before in the past. It's failed in the past and I would hope some of you would just consider some of what I mentioned before we vote in a month to pass the second version. Thank you.”

Mr. D'Andrea addressed the issue Mrs. Grady brought up regarding the RSA. He stated that the meeting was non-public because the attorney was present at that meeting and not because policy was going to be discussed. When the attorney is present in executive session, the minutes are sealed. The meeting with the attorney was to ensure that the language didn't violate anything. In actuality, the attorney wrote the language so that the district would be in compliance with all laws and rules.

He continued to say that part of the policy which addressed Chair complaints was intended to prevent here say, etc. If someone had a complaint again the superintendent, it would go to Mr. D'Andrea who would address it and put on the agenda for a non-public meeting. The same would happen if a Board member has an issue with a City Councilor. These issues would go to the Mayor. Mr. D'Andrea added that he is just the point person for the Board. Board members are able to speak with constituents at any time. The only other change to the policy is the addition of “ly” to public and private

Mr. D'Andrea added that the SAU staff is on a time crunch and the intent of the 120 minute time limit on information requests by the School Board and the Friday response date is to avoid repetition. Staff members sometimes get inundated with similar requests during budget season and the intent is to make the process more manageable for SAU staff.

He requested that she give any language changes that she is proposing to Ms. Briggs Badger so that she can provide to all Board members.

Mrs. Grady commented that they have both expressed their opinions and the entire Board will determine what type of legacy is left by the current Board. She believes there should be research on the policy and should find out if 91-A is being violated.

Ms. Russell asked how the policy is being violated. Mrs. Grady responded that she has missed only one meeting in 18 years. When asked for the events of the meeting, per the City Attorney, she could not be told since the meeting was sealed. She also asked Mr. D'Andrea what two dates the policy was discussed, which she hasn't received an answer yet. In addition, the



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attorney brought one copy which was too strong and she hasn't seen that version. Ms. Briggs Badger confirmed that the meeting where it was discussed was February 4 which is the meeting that Mrs. Grady missed.

Ms. Russell clarified that the policy related to School Board communication and not to communication between a Board member and public citizens. She added that this could also be between the Board and the City Council.

Mrs. Baker stated that she interpreted the policy as a way to get an official response or action on a concern that the Board may have with one another with reference to the Superintendent. She doesn't see it as something that would limit her ability to have a conversation with someone.

Ms. Andrews Parker added that this policy is based on other community's policies. It is similar to policies from other districts. She added that the policy also states that a School Board member should not make a request to any employee of the school district on any work related matter. All matters should go to the superintendent, who is the only employee of the School Board.

Amanda Russell moved, Ken Appel seconded tabling policy BHC until the next meeting. An oral **VOTE PASSED 7/0.**

b. Policy KHB Advertising in the Schools

Ms. Andrews Parker commented that there is currently no advertising allowed in the schools. By adopting a policy, there will be many ways to earn advertising revenue. The committee has recommended ways to create revenue and the policy will make sure no laws or regulations are violated.

Ms. Briggs Badger summarized the policy changes stating the policy needs to be changed so that advertising will be allowed in schools. Restrictions are being loosened so that the District can be proactive in collecting revenue.

Mrs. Grady asked who would be responsible for the administrative duties that would go along with advertising revenue.

Mr. Limanni responded that the duties would most likely be taken care of by the Business Office. Supervisor of Business Affairs Libby Simmons already tracks scholarships and has accounts established already for revenue. The money would go into the general fund.

He added that vendors would take care of much of the process. Mrs. Grady reminded Mr. Limanni about the \$22,000 that was lost years ago. Mr. Limanni stated that the process is different now and easier.

Mrs. Grady asked if there should be consideration for sizes of signs, placement restrictions, etc.



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Ms. Andrews Parker replied that the committee traveled to other schools that currently generate revenue and she stated they outsource these items. Everything is done tastefully and completely, but the district still has a say in the process. Nashua and Manchester both recently adopted a very similar policy. Many schools are in the same financial situation.

Mrs. Grady added that she isn't objecting, but wanted to make sure the policy is complete. Ms. Andrews Parker stated that the previous policy had limitations and many times, the district "looked the other way".

Mrs. Grady asked if an addendum be attached so that the District has a specific outline.

Mr. Limanni added that the policy was written to be complete and is designed for long-term use and won't need to be edited constantly. The policy gives flexibility to make decisions in public as a Board. There will also be flexibility if advertising changes overtime.

Ms. Andrews Parker commented that she is in favor of any way to gain revenue. There is no other way to make money.

Student Rep Matt Palczynski asked if the number per pupil (\$15) would be remaining the same. Does the committee have plans to increase the per pupil amount.

Ms. Andrews Parker responded that she hears him, but there is no other way and the options are worse. She wishes that it didn't have to happen.

Mrs. Grady agreed with Matt because there will be a great deal to clean if there is advertising in the school buildings.

Mr. Limanni noted that this revenue could help save a job or two and would keep from charging students a fee for something. The District is trying to minimize fees for students.

Mrs. Grady asked if anyone has spoken with the recreation department to see their experience with advertising in the ice arena.

Mr. Limanni responded that it's a different type of advertising and is similar to playing fields. The committee is looking for ways that don't require a lot of work and are flexible.

Mrs. Grady remembered that there were problems when this was tried with the Coca Cola and Pepsi. There were conflicts between the two companies and this is why she would recommend speaking with the recreation department.

Mr. Limanni added that there are restrictions and the company that the District hires will deal with the companies who would be advertising. The company contracted would receive a percentage of the revenue.



**DOVER SCHOOL
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DOVER SCHOOL BOARD – MINUTES

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Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, March 11, 2013**
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Ms. Andrews Parker clarified that no one has been contracted yet, this is just a policy that needs to be approved, so that they can talk with companies.

Betsey Andrews Parker moved, Amanda Russell seconded tabling policy KHB until the next meeting. An oral **VOTE PASSED 7/0**.

J. POLICY ADOPTION: None

K. SUBMISSION AND PAYMENT OF BILLS: Betsey Andrews Parker moved, Amanda Russell seconded to direct the payment of manifest #13-I in the amount of \$110.74 for FY12 and \$2,974,292.65 for FY13 for a total of \$2,974,403.39. The time period for payments was from 2/12/13 to 3/11/13. A roll call **VOTE PASSED 7/0**.

L. RESOLUTIONS: Moved up in agenda

M. OLD BUSINESS: Budget Discussion

Ms. Briggs Badger stated that the Nottingham and Barrington enrollment numbers came in today and show a reduction in revenue.

Mr. Limanni added that both communities need to come in at 95% of the figure. It looks like the District is losing \$814,000 in tuition, which is a 16.5% reduction in what was budgeted.

He continued to say that he found out that the District would lose \$34,000 in property tax dollars.

This brings the amount that is left to cut from \$242,000 to \$387,000. He adjusted staff changes to \$386,000 since there have been additional savings due to resignations, retirements, etc.

Ms. Briggs Badger stated that 79 Barrington students graduated last year and 41 began as freshman. Because of the choices they now have, Dover is receiving fewer students.

Dover is not keeping up with the cost per pupil, students are selecting other schools, tax cap is lowering what can be charged for tuition, causing a downward spiral.

Barrington tuition for FY14 will be \$11,046 and Nottingham will be \$11,026.

Mrs. Grady asked if the District would still be responsible for the cost of their special education students next year. Ms. Briggs Badger responded that the 2003 contract language doesn't allow a differential for special education students, but in the next contract, a differential will be negotiated.

In the past, the budget hasn't been adjusted due to decreased revenue. This has kept it artificially high and it needed to be made up in the existing budget.



**DOVER SCHOOL
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DOVER SCHOOL BOARD – MINUTES

Meeting Type: Regular Meeting #3
Meeting Location: Media Ctr. (Room 306) McConnell Center
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Meeting Time: **7:00 pm**

Mrs. Grady asked if the number of students from Barrington and Nottingham are guaranteed. Ms. Briggs Badger responded that they guarantee 95% of what they report to the district.

Ms. Russell responded that the only number that is guaranteed is the incoming freshman.

Mr. D'Andrea commented that we are in a "death spiral" since the lower budget causes lower tuition to be paid.

Ms. Andrews Parker stated that the loss of students may equal the number in a classroom, but a teacher can't be reduced, since the reduction is across all grades.

Mr. Limanni noted that there was a significant premium holiday this year and that will not occur next year, which means there is no leeway.

Ms. Briggs Badger discussed advertising the open GES Art position as a .80 FTE position. This would save approximately \$10,000. She also clarified that the only items remaining to be voted on were the .8 art teacher, athletic fee increase and DHS guidance restructuring.

Ms. Russell expressed her disappointment at the amount left to reduce from the budget.

Ms. Andrews Parker added that she didn't appreciate the status of the guidance position. She thought that the position had been eliminated and even thought another guidance position may be considered for elimination.

Ms. Briggs Badger stated that additional information and creative financing were factors that caused administrators to reconsider the original cut of this position.

Ms. Russell stated that she doesn't feel this position should be added back and if funding was available to restore this position, it should have been communicated earlier.

Mr. Amara provided rationale for keeping the CTC Student Support Services Coordinator. He commented that he is not asking for any money to save this position. He will use Perkins Grant funding (\$25,000), savings from his retirement (\$25,000), and the reduction of a .67 cosmetology position (\$44,000). He was not able to inform them of this before because much of this information was unknown.

He stated that the program has grown due to people in his department including the guidance position that is being discussed. The program is now one of the highest rated in the state. If the position is lost, much of this progress will be lost.

Ms. Russell asked if these savings were included in the "staff savings" line on the cut calculator. None of the items he mentioned were included in that figure.



**DOVER SCHOOL
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DOVER SCHOOL BOARD – MINUTES

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Ms. Andrews Parker and Ms. Baker agreed that they were disappointed and frustrated that this information was brought to the Board at the last minute. They had been assured that the position was not essential and able to be cut.

Ms. Andrews Parker agreed with the rationale, but not the process. Mr. Amara stressed that this information was not known earlier. Cosmetology enrollment for FY14 had not been known until recently. He did not believe it was ever able to be cut.

Ms. Russell understands that this will work in the CTC budget, but the Board needs to think of the entire district budget. She added that they should use the \$44,000 savings from the cosmetology teacher to reduce the budget. She continued to say that if a position is reduced in another school, the administrator isn't able to use that savings for another position. The savings is reduced from the overall budget.

Mr. Amara added that other cosmetology teachers would be picking up all of the additional students.

Ms. Russell stated that she is confident passing a budget that exceeds the tax cap because they need to do what is best for the students of Dover. Her fear is that it will not pass the City Council. Before the meeting, she felt positive, now she is at a loss.

Ms. Briggs Badger commented that they go back to the minimum standards and think about the discussion. It was determined that guidance fell under the area that exceeded minimum standards, but it wasn't a good idea. She added that the At-Risk position is being eliminated at DHS and the CTC guidance position can pick up some of those duties. The At-Risk position had previously been funded by the Enterprise Fund which will not be able to happen next year. CTC has also been picking up more of the At-Risk students into its' programs.

Mr. Limanni presented the plan because he wanted the Board to be aware of all plans for funding options. He reduced the number by \$44,000 for cosmetology and \$25,000 for Mr. Amara's retirement.

Amanda Russell moved, Betsey Andrews Parker seconded hiring a GES Art teacher at .80 (as opposed to 1.0-from retirement) creating a savings of \$10,000. An oral **VOTE PASSED 7/0**.

Mrs. Grady asked if the Board could go through the budget page by page. Mr. D'Andrea responded that all members went through the budget book on their own and then asked questions of the business office for answers and clarifications.

Mrs. Grady stated that special education is receiving an additional \$113,000 this year and an additional \$800,000 over the past two years. This is taking money away from other areas and students.

Ms. Russell responded that the district is legally obligated to pay for the needs of these students. It is not an option. Ms. Crosson added that most of the costs are increased due to



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DOVER SCHOOL BOARD – MINUTES

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personnel. Ms. Russell commended Ms. Crosson for her part in reducing her budget since she reduced more than she was projected to reduce. Her operating budget has less than a 1% increase.

Mr. Limanni added that he is trying to build a contingency for out of district placements that could save \$100,000. This would require city council approval.

Ms. Andrews Parker recommended that Mrs. Grady make a motion if she would like and discussion can occur.

Ms. Briggs Badger commented that New Hampshire Retirement costs have increased over \$500,000 for FY14 and since the budget is in a negative growth, the Board could consider asking the City for an appropriation for that amount.

Mr. D'Andrea stressed that this is not for a tax cap override.

Mrs. Baker stated that she came into the meeting feeling very hopeful, but feels that the only response that she can make is to vote for the adoption of this budget as presented.

Mrs. Grady stated that she thought there would be an override if the figure was similar to the one from last week. She feels that the figure presented may be too high.

Ms. Russell added that this is the only way that she can see to keep the high school graduation requirements, maintain full day kindergarten and keep elementary class sizes low. It's more than what she hoped the Board would need to ask for.

Mr. D'Andrea added that there is also a committee that will be trying to find a way to receive more adequacy aid. He stated that the total shortfall is actually \$2.4M considering the loss of \$1.9M in adequacy and \$500,000 in NH retirement. He is not hopeful that the adequacy funding would help this budget year, but he's hopeful for the next budget.

Betsey Andrews Parker moved, Amanda Russell seconded passing the budget as presented. A roll call **VOTE PASSED 5/2 (Grady, Butler opposed)**.

Mr. Limanni stated the budget is a .06% decrease.

Mrs. Grady added that the most recent enrollment figures don't show that enrollment has increased. Ms. Russell responded that the concern is at the 4th grade elementary school level.

N. NEW BUSINESS:

1. Recommendation for 2013 Senior Graduation Date

Ms. Briggs Badger stated that the proposed DHS graduation date for 2013 is Wednesday, June 10. It will take place at the Whittemore Center, Durham, NH at 7:00 pm. Students will have



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DOVER SCHOOL BOARD – MINUTES

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Meeting Location: Media Ctr. (Room 306) McConnell Center
Meeting Date: **Monday, March 11, 2013**
Meeting Time: **7:00 pm**

exceeded instructional requirements by 36 hours and Ms. Boston feels confident that the state standards will have been met.

Kathy Baker moved, Amanda Russell moved to approve the proposed date for graduation. An oral **VOTE PASSED 7/0**.

2. Scholarship and Trust Update—M. Limanni

Mr. Limanni presented the scholarship and trust balances as of January 31, 2013 to the Board. An oral **VOTE PASSED 7/0**.

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

3. Internal Transportation Program Request—M. Limanni

Mr. Limanni presented information on a proposed transportation request. With the restructure of the Alternative school, there was a mini-bus and van available. Since employees who transport students with IEP's must now have bus driver's licenses, it was thought that a transportation training program could be established.

There will be 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.

Participants will be required to schedule a DOT physical and sign a release for the SAU to conduct a motor vehicle record check.

Training will include 10 hours of classroom time in addition to behind the wheel experience with the 14 passenger non-CDL bus or van. After successful completion of the classroom training, proof of a 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. Upon passing the DMV test, participants will then be eligible to drive the van and 14 passenger bus for the District.

The total cost would be \$5,786.14, which would be \$4,752.14 for the cost for the participants and \$1,034 for the trainer.

Ms. Russell asked if there could be savings this year.

Mr. Limanni responded that there may be opportunities for revenues in the future. It is difficult to build into the budget at this time. Athletics is one area that may be able to see revenue.

Ms. Baker requested that the vehicle description and other information be included in the proposal to which Mr. Limanni agreed. He added that there is one 14-passenger and one 7-



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

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passenger vehicle. Mr. Amara confirmed there is also a 15-passenger CTC bus. The District may even purchasing another van in the future.

Amanda Russell moved, Kathy Baker seconded approval of the policy. A roll call **VOTE PASSED 7/0.**

4. Month of February 2013 Condition of Accounts—M. Limanni

Mr. Limanni presented the February condition of accounts. Ms. Briggs Badger noted there is a \$2.5M as a balance. She clarified this is not a surplus. There are still many costs that need to be deducted from this amount including substitutes, severances, WC, revenue loss, other unencumbered expenses, etc.

Mr. Limanni stated that the District has about \$468,000 available that is being identified earlier than last year. Savings were realized from special education and utilities.

Ms. Russell asked if the contingencies for utilities from FY12 and FY were included in the FY14 budget. Mr. Limanni responded that they are not in the FY14 budget.

Savings can be used for CTC and Language Arts curriculums. The District will be able to purchase items for curriculum, safety and technology. The money needs to be used on non-recurring expenses and not personnel. Capital Reserves are also a possibility.

Ms. Briggs Badger commented that the safety committee is meeting on March 21 and it is a top priority. An RFP is currently being prepared for cameras.

Mrs. Baker thanked Mr. Limanni for his efforts.

O. SCHOOL BOARD MATTERS OF INTEREST:

Mrs. Grady stated that she thinks it's time the District goes after the money that the state isn't giving to Dover. She requested that the Joint Adequacy Committee report to the Board each month.

Mr. D'Andrea responded that there would be a report after JAC meetings during committee reports at Board meetings. Minutes will also be available.

P. ADJOURNMENT: Kathy Baker moved, Ken Appel seconded, to adjourn at 9:30 P.M. An oral **VOTE PASSED 7/0.**

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

Respectfully Submitted,
Betsey Andrews Parker, Secretary
BAP/ral