



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Special Session #8
Meeting Location:	McConnell Center, Media Center Room Rm. 306
Meeting Date:	Monday, June 17, 2013
Meeting Time:	7:00 P.M.

- A. ROLL CALL:** Present were Doris Grady, Amanda Russell, Betsey Andrews Parker, Paul Butler, Kathy Baker, Sarah Greenshields and Rocky D’Andrea.

Also present were; Superintendent Jean Briggs Badger

- B. PLEDGE OF ALLEGIANCE:** Kathy Baker led the Board in the Pledge of Allegiance.
- C. CITIZEN’S FORUM (LIMITED TO AGENDA ITEMS ONLY):** No one addressed the Board.
- D. CONDITION OF ACCOUNTS:** Business Administrator Mike Limanni presented the condition of accounts, the wage balance, non-wage balance and unencumbered funds. The balance was presented with a suggested transfer to capital reserves.

Mr. Limanni itemized some expenses that would need to be deducted from the balance. He added that revenue loss of approximately \$410,000 would need to be covered with the budget. There are still some items that have been put off until this point in the year and have not been encumbered. There is an approximate balance of \$375,000 that could be comfortably transferred to capital reserves.

Dr. Butler asked how tuition is determined and how a revenue loss is realized. Mr. Limanni responded that he expected a revenue loss, but also knew that there would be a premium holiday from SchoolCare to offset most of the loss. He chose to leave the revenue figures higher due to the premium holiday. For this fiscal year, revenues are based on projections provided by Barrington and Nottingham.

Ms. Baker asked if part of the revenue loss was because some of the students didn’t attend. Mr. Limanni responded that this would be part of the loss.

Ms. Russell asked about the Alternative School Budget. Mr. Limanni responded that the Alt budget cannot go into the “red”.

Mrs. Grady asked which curriculum wasn’t adopted so that the money could remain. Mr. Limanni responded that the curriculum was currently unencumbered, but would be encumbered.

Mrs. Grady asked what the difference is between curriculum remaining and curriculum adoption. Mr. Limanni responded that the difference is that there are trainings, replacement books that need to be purchased.

Mr. D’Andrea added that curriculum adoption was just recently approved and the curriculum remaining was approved previously.

Mr. Limanni added that administrators are always looking for ways to save money, which is why the district is adding money to Capital Reserve funds for budget stabilization.



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Mrs. Grady summarized the past process for curriculum adoption and asked which adoption was given up to have a large amount of money available.

Mr. Limanni responded that the money is not just coming from the curriculum budget, but from many areas.

Ms. Briggs Badger and Ms. Glynn responded that English 9-12 and CTC were the two largest areas that were up for adoption.

Mrs. Grady wanted to be sure that it was clear that these look like purchases, but are really just covering the adoptions.

Mrs. Grady added that staff had mentioned at past citizen's forums, that students were using text books that were in poor condition and wondered why they couldn't have new books for the school year. Ms. Briggs Badger commented that they didn't know the money would be available at that time and it has become available through savings throughout the school year.

Mr. Limanni commented that the Capital Reserve Funds will help to stabilize the budget.

Ms. Greenshields pointed out that the savings were less than 1.1% of the budget and provided excellent savings. She applauded the district for their work.

E. BID APPROVALS

Amanda Russell moved, Betsey Andrews Parker seconded to approve all bids with one vote.

Dr. Butler commented on bids proposed for approval. He commented that he viewed the GES library carpet and didn't feel that it needed to be replaced so he would not be support this bid. He also viewed the Press Box at Dunaway field and recommended that the CTC look at the project to see if it would be safe for students to do. Dr. Butler commented that he is not sure that an irrigation system for another field is necessary.

His preference would be to spend money on teachers and students, so he will not be supporting these bids.

This motion was withdrawn by Ms. Russell and Ms. Andrews Parker.

Ms. Briggs Badger stated her agreement with Dr. Butler, but noted that the money remaining from FY13 funds would not be able to be used for staff.



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a. Carpet for GES Library--\$6,613.28

Amanda Russell moved, Kathy Baker seconded approving the bid for carpet for GES library from Hogan Flooring. A roll call **VOTE PASSED 5/2 (Butler, Grady opposed)**.

Ms. Briggs Badger stated that the carpet is a trip hazard at the school because it is coming apart at the seams. The issue was identified by DTZ and the GES principal. Mrs. Grady asked about the age of the carpet. Mr. Limanni responded that there was no warranty on the carpet and items are being replaced cyclically.

b. Installation of Panic Switches--\$8,106.00

Amanda Russell moved, Doris Grady Seconded to approve bid for panic switches from Burns Security. A roll call **VOTE PASSED 7/0**.

Dr. Butler asked where that their location would be. Ms. Briggs Badger stated that they would be in the reception areas of the schools and in the McConnell Center Media Room.

c. Renovation of Press Box at Dunaway Field--\$10,715.00

Ms. Russell spoke in support of the bid and stated that the work would need to be completed during the summer; therefore CTC students would not be able to complete the work. Mr. Limanni stated that Facilities and CTC recommended the improvements. Dr. Butler asked if \$10,000 sounded like a reasonable amount for the work. Mr. Limanni responded that he felt that it was. Dr. Butler asked if any of the Board members viewed the site. Ms. Andrews Parkers responded that she trusted administration to make these decisions. Ms. Baker added that she does not have expertise in that area and therefore, was relying on the administrators for their recommendations.

Amanda Russell moved, Sarah Greenshields seconded approval of bid for Renovations of Press Box at Dunaway Field by David B. Sullivan. A roll call **VOTE PASSED 5/2 (Butler, Grady opposed)**

d. Design and Installation for a Trane 3-ton Roof Top Unit AC at DMS--\$23,083.00

Amanda Russell moved, Doris Grady seconded approval for the bid for the purchase of the new roof top unit and two new compressors for DMS to Eckhardt and Johnson. A roll call **VOTE PASSED 7/0**.

e. Electrical Design and Installation of New Generator and ATS at DMS--\$9,995.00



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Ms. Andrews Parker gave her support for the generator and transfer switch. Mr. Limanni noted that it supports the backup VOID and IT.

Amanda Russell moved, Doris Grady seconded approval of bid for electrical work to Martineau Electric. A roll call **VOTE PASSED 7/0.**

f. Design and Installation of an Irrigation System for DHS Upper & Lower Softball Fields- -\$19,088.00

Ms. Russell stated her support of the system because of the recommendation from facilities. She feels it is important to maintain the investment.

Ms. Baker asked if we can generate revenue from renting out fields. Mr. Limanni responded that we do rent out fields and this work will help the fields to last longer.

Mr. D’Andrea stated his shock for the bids since they there was great disparity in one of them. He added that the district needs to provide the same facility for each sport for each gender.

Mrs. Grady commented that the field always tends to be swampy and there have been efforts to fix it. Mr. Limanni stated there is irrigation in the field. Mrs. Grady didn’t feel that this would be successful.

Mr. Driscoll gave information on the different football fields. The field in question has drainage problems and a different type of irrigation system. He added that this bid will help to improve the condition of the field. There is a lot of wear and tear on the fields since they are in use during every season.

Amanda Russell moved, Kathy Baker seconded approval of the bid for irrigation to Hillside Landscaping. A roll call **VOTE PASSED 5/2 (Grady, Butler opposed).**

F. RESOLUTIONS

a. School Technology Capital Reserve--\$50,000

Ms. Russell voiced her support for adding funds to the Technology Capital Reserve fund.

Amanda Russell moved, Kathy Baker seconded transferring \$50,000 into the School Technology Capital Reserve. A roll call **VOTE PASSED 7/0.**

b. School Curriculum Capital Reserve--\$75,000

Ms. Russell voiced her support for adding funds to the Curriculum Capital Reserve fund.



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Amanda Russell moved, Kathy Baker seconded transferring \$75,000 to the School Curriculum Capital Reserve fund. A roll call **VOTE PASSED 7/0.**

c. School Athletic Equipment Capital Reserve--\$50,000

Amanda Russell moved, Sarah Greenshields seconded transferring \$50,000 to the School Athletics Equipment Capital Reserve fund. A roll call **VOTE PASSED 7/0.**

d. School Facilities Capital Reserve--\$200,000

Ms. Russell voiced her support for adding funds to the Facilities Fund and spoke about an upcoming multi-million dollar project that will be helped with these funds.

Mrs. Grady asked why the capital reserve for this fund was reduced from \$400,000 to \$200,000. Mr. Limanni responded that wanted to pull the amount of money because the year still needed to be closed out. If there is any additional money, it can be added into the reserve from fund balance.

Amanda Russell moved, Sarah Greenshields seconded transferring \$200,000 to the School Facilities Capital Reserve fund. A roll call **VOTE PASSED 7/0.**

Mr. D'Andrea announced a brief public meeting that would be held on Tuesday, June 18th to discuss the process for searching for an Interim Superintendent.

G. ADJOURNMENT

Kathy Baker moved, Doris Grady seconded to adjourn the meeting at 8:07 p.m. An oral **VOTE PASSED 7/0.**

Respectfully submitted,
Betsey Andrews Parker, Secretary
BAP/ral