DOVER SCHOOL BOARD – MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Budget Workshop #3
Meeting Location:	Media Access Room (Rm 306) McConnell Center
Meeting Date:	**Tuesday, January 23, 2018**
Meeting Time:	**6:30 pm**

A workshop session of the Dover School Board was called to order by Chairperson Amanda Russell on Tuesday, January 23, 2018, at 6:31 p.m. in the media access room in the McConnell Center for the purpose of discussing the FY19 school district budget.

A. ROLL CALL: Members present were Amanda Russell, Keith Holt, Kathy Morrison, Zak Koehler, Matt Lahr, Carolyn Mebert and Andrew Wallace.

Also present were Bill Harbron, Superintendent; Libby Simmons, Business Administrator; Paula Glynn, CIA Director; Patrick Boodey, Principal WPS; Peter Driscoll, DHS Principal; Christine Boston, Pupil Personnel Services Director; Kim Lyndes, DMS Principal; Beth Dunton, GES Principal; Louise Paradis; CTC Director;

B. PLEDGE OF ALLEGIANCE: Carolyn Mebert led the Board in the Pledge of Allegiance.

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

D. FY 2019 BUDGET DISCUSSION: Dr. Harbron reviewed the packet of budget documents provided to the Board and the process for the evening. Along with Ms. Glynn, Dr. Boston, Ms. Simmons, Dr. Harbron reviewed organizational charts with changes to current staffing.

Board members asked questions regarding the presentations.

Dr. Mebert asked for a list of positions that are no longer in the budget that had been added since the 2014-2015 school year. Dr. Harbron will provide the Board with the answer by Friday with answers to other Board budget questions received.

Title programs are funded based on financial need, in addition to allocations and other factors.

A change in position titles would be from curriculum, instruction and assessment to teaching and learning. There would be no financial impact with the change in title.

Dr. Mebert noted that a grant writer may be able to assist with funding and noting that she is aware of several grants that may be for economically disadvantaged. There may also be additional DOE grants.

When discussing an addition of an HR Director, Dr. Boston noted that she spends on average 25% of her time on Title IX and conduct investigations which prohibits her from working on her other duties.

Dr. Boston described the Dean of Student Services positions which would replace the Special Educator Coordinator positions. They are currently DTU positions which prohibits the coordinators from evaluating and supervising. By changing to administrative positions, they would have that capacity. The cost would most likely be equal to what it is now due to their current stipends for work that is completed outside of the school day. They are funded from by IDEA so there would no impact to the general budget. The positions would be posted. DTU is supportive of this change.

Ms. Simmons discussed bus routes and stated that the addition of days to the Facilities Coordinator contract would allow her time to assist with transportation and work on routes. The bus company provides the routes, but the format sometimes needs to be changed. The Facilities Coordinator would also assist Ms. Simmons with other transportation issues as needed.

Dr. Mebert asked of the District has a need for 6 technicians, then perhaps the technology should be upgraded. Ms. Koehler commented that technology will always need support even with new equipment.

Dr. Mebert stated that the District needs a plan for systemic technology. She noted that every time a new technology administrator is hired, the plan changes.

After reviewing the costs of the changes, Dr. Harbron commented that the cost for the changes in staffing decreased by $180,474 since the last budget meeting.

Mr. Holt suggested phasing in of some of the positions over the course of a year to make the transition easier and possibly saving some money. Dr. Harbron stated his belief that they could transition them in together depending on revenue.

Dr. Harbron stated that priorities would include Assistant Director for Teaching and Learning, HR Director, Dean of Teaching and Learning at DMS and the positions that are no additional cost to the District.

Dr. Mebert asked how the positions relate to the strategic plan to which Dr. Harbron reviewed goals.

Mr. Wallace asked if there would be an ELO position. Principal Peter Driscoll stated that there should be a position for this at some point. Currently, even though there is no director for ELO, the high school uses its own resources as much as possible to satisfy the requirement. It is currently more like independent study at the high school. Mr. Lahr stated that he works on the Nellie Mae Engagement committee and is a member of a subcommittee that deals directly with ELO. There are many ways to earn credits and extended learning opportunities will be discussed in many ways in years to come.

Dr. Harbron stated that the Joint Fiscal Committee meeting to be held on January 31 is very important since the Board can't move forward with the budget until they receive guidance from the City Council.

Mr. Wallace asked when the plan for competencies would be complete. Dr. Harbron responded that they are currently working on the implementation and accountability part and are prioritizing parts of the Strategic Plan and should have an answer soon.

Ms. Glynn noted that the addition of Deans of Teaching and Learning would be an integral part of the process.

Dr. Mebert noted that the competency-based learning may be difficult for some teachers and is hopeful there is adequate professional development. Ms. Glynn responded that there is professional development funding in the budget, but it is never adequate.

Ms. Glynn reference job-embedded professional development which is when someone works with a teacher in a classroom directly as opposed to an outside workshop or PD. Ms. Glynn stated that the teaching and learning committee is an offshoot of the Evaluation Task Force. The purpose of the committee is to take over implementation of competency-based learning. They are working with Bob Renshaw, a citizen who has experience in this area and in strategic planning.

Dr. Harbron will include Mr. Renshaw's presentation to the administrators in his weekly update. Mr. Holt asked if the District was considering elimination of grade levels. Ms. Glynn responded that this would be very far in the future.

Ms. Russell stated that she feels that progress is being made in the right direction. She realizes that everything may not be included in the budget, but the good news is that the Board is not discussing elimination of programs and has been able to sustain positions added in recent years.

She recommended providing a copy of the strategic plan to the City Council to help get them more involved. Mr. Koehler agreed that it is important for as many people as possible to see the documents and work of the district.

Dr. Mebert stated her concern that the public's perception may be that the District has too many administrators, so their role will need to be made very clear.

Mr. Wallace suggested connecting the idea of deans to implement core competencies since it is a big change.

Ms. Russell noted that administrator positions have been consolidated to save teacher positions. Restructuring would occur to meet the needs of the District.

Mr. Holt commented that that 25% of student outcomes are related to leadership.

Mr. Lahr reminded that the budget work is driven by the strategic plan.

The budget workshop scheduled for January 29 has been canceled since the JFC needs to meet to give the Board guidance to complete the budget.

Dr. Harbron distributed two documents for the Board to complete and return to him prior to January 31. One document is for potential reductions and/or non-reductions and the other is for comments on the meeting.

E. MATTERS OF INTEREST: none

F. ADJOURNMENT: Matt Lahr moved, Andrew Wallace seconded, to adjourn at 8:10 p.m. An oral **VOTE PASSED 7/0**.