

PORTSMOUTH SCHOOL BOARD PUBLIC MINUTES FOR DECEMBER 11, 2012

CITY COUNCIL CHAMBERS, CITY HALL
DATE: TUESDAY, DECEMBER 11, 2012

PORTSMOUTH, NH
TIME: 7:00 PM [or thereafter]

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- I. **CALL TO ORDER** - Chair Stevens called the meeting to order at 7:02 p.m.
- II. **ROLL CALL** - LESLIE STEVENS (CHAIR), TOM MARTIN (VICE CHAIR) ANN WALKER, KENT LAPAGE, PATRICK ELLIS, MARY OLEA, MITCHELL SHULDMAN, ED MCDONOUGH, (SUPERINTENDENT), STEVE ZADRAVEC (ASSISTANT SUPERINTENDENT), STEPHEN BARTLETT (BUSINESS ADMINISTRATOR), EMILY FREGEAU (STUDENT REPRESENTATIVE), OLIN JOHANNESSEN (EMPLOYEE REPRESENTATIVE) AND ANN MAYER (SAU 50 REPRESENTATIVE)
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **ACCEPTANCE OF MINUTES**
- a. NOVEMBER 27, 2012
- MOTION: Motion to accept the minutes of November 27, 2012 by Mr. Shuldman
SECOND: Mr. Martin
DISCUSSION:
VOTE: Unanimously Approved
- VI. **PUBLIC COMMENT**
- VII. **SPECIAL PRESENTATION:**
- a. RECOGNITION
- i. PHS FOOTBALL DIVISION III STATE CHAMPIONSHIP
- ii. PHS FALL MUSICAL
- iii. MS. LINDA BRIOLAT, EMPLOYEE REPRESENTATIVE
- b. TECHNOLOGY: K-12 CURRICULUM & VIRTUAL DESKTOP INTERFACE (VDI) UPDATE – Ms. Terra Merry, Department Head of Technology, discussed what “proficient technology tools” are and what each student needs to know at the elementary, middle and high school levels. Ms. Merry then presented a newly created curriculum guide, intended to create lesson plans and help teachers collect data in the future. Board members followed up with questions and comments.
- Is keyboarding being taught and can spellcheck be disabled at the lower levels?
 - What is required credit wise for graduation in technology?
 - Do we teach the history of technology?
 - How are our students being taught good digital citizenship?

Mr. Tom Lotz presented a PowerPoint on VDI, (Virtual Desktop Initiative). In the spring of 2012, 20 staff members at PMS participated in a VDI pilot program. After reviewing the findings of the pilot program, it was clear that VDI was the direction that the district should head. An RFP was created and built into the technology portion of the middle school project. Dell Storage Area Network (SAN) servers were purchased to configure the entire environment. IT department then

spent time with teachers assisting them as they became familiar with the new technology. Training sessions were set up to assist staff, FAQ's were made available and are always being refreshed, meetings are held bi-weekly to provide updates to teachers and technology tips are shared via email to continue moving things forward. Software deployment is now much faster and any fixes necessary can be done from one central location, easing travel demands on the IT department.

Before students join the VDI, conversations will need to be had with department heads and team leaders to spark concept on how to assign projects and where students should be able to access files from home. Board members followed up with comments and questions.

- How far are we away from students using their own devices?
- What issues do we run into with copyrights with sharing software this way?
- How many bids did we receive?
- What has the reaction of the middle school staff been?

MOTION: Motion to amend agenda and invite principals and administrators to report beginning with Ms. Riso by Mr. Shuldman

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously Approved

II. SUPERINTENDENT'S REPORT

c. ITEMS OF INFORMATION

- BOARD AND ADMINISTRATOR, DECEMBER 2012
- *SUPERINTENDENT'S UPDATE*, DECEMBER 2012
- POLICY COMMITTEE MINUTES FOR NOVEMBER 29, 2012
- MEETING DATES FOR DETAILED BUDGET REVIEW

d. CORRESPONDENCE

- NHDOE LETTER RE: FRESH FRUITS AND VEGETABLES REVIEW
- LETTER ON BEHALF OF BOARD TO ENDORSE SAFE ROUTES TO SCHOOLS GRANT SUBMISSION

e. ADMINISTRATOR REPORTS

- FOOD SERVICE, DIRECTOR RISO –Ms. Riso updated the Board on new guidelines for the national school lunch programs. Portsmouth was the first district to be approved in the entire state and the final word from the USDA was that Portsmouth is proof that accomplishing these new guidelines can be done. Ms. Riso thanked her entire staff for their hard work training and learning what is needed to offer a reimbursable meal and for learning all the new recipes. Ms. Riso also reported on the Farm to School initiatives which have recently brought Pumpkin Soup Day and Fresh Turnip Day to the Elementary schools. Board members followed up with comments and questions.
- PORTSMOUTH HIGH SCHOOL, PRINCIPAL COLLINS – Principal Collins began by highlighting the fall musical *Tommy*, and the Portsmouth High School football team's state championship win. The NEAS&C Committee is awaiting the visiting teams draft report but moving ahead with items found lacking internally in their self-study. The Eco

Club has launched a solar project with the assistance of Jon Spencer and Revolution Energy to begin mapping out a plan to have panels installed this spring. A working target has been set to coincide with Earth Day, 2013. Principal Collins concluded with updates on Math and the Common Core, successful transitioning of 9th graders, college information, Friends of Rachel and upcoming events. Board members followed up with comments and questions.

- **PHS CAREER AND TECHNICAL EDUCATION, DIRECTOR CANADA** – Director Canada updated Board members on the following programs: Architecture, Automotive Technology, Business, Building Technology, the Career Center, Culinary Arts, Early Childhood Education, PPMtv Video Production and the Clipper News Report and Welding Technology. Ms. Canada shared the CTE’s Smart Goal for 2012-2013, which is *To improve student’s reading comprehension skills that facilitates the completion of products/projects to increase competency levels in their career technical education area of study.* PHS recognizes the importance of teaching students how to read technically, whether it is to create a project or to better understand the text and diagrams of specific technical fields. By sharing best teaching practices of how to help students learn to read in this specialized way, PHS believes students will achieve increased proficiency in the CTE subject areas as well as learn important lifelong reading comprehension skills. Board members followed up with comments and questions.
- **FINANCIAL REPORT, BUSINESS ADMINISTRATOR BARTLETT** – Salary and benefit lines are tracking as expected with minor variations attributable to timing and a board approved salary adjustment. Substitute line continues to run higher than last year. Some operating variances occur every year depending on changes of student teacher needs. Several years with partial spending freezes have had an influence on purchasing patterns. Although spending levels to date may vary from historical patterns, they remain in good shape when compared to the total departmental budgets for the year. Mr. Bartlett will continue to monitor and analyze spending levels for energy, maintenance and transportation expenses. The addition to the middle school has come on line and will have an influence on energy consumption, something being monitored closely as the district prepares for the start of another budget season. Staffing and benefit levels continue to track as expected, as well as Medicaid reimbursement.

III. OLD BUSINESS

a. CONSIDERATION AND APPROVAL OF SCHOOL BOARD GOALS

MOTION: Motion to approve School Board goals by Mr. Shuldman

SECOND: Ms. Walker

DISCUSSION:

VOTE: Roll Call Vote 7 Yes, 0 No

CONSIDERATION AND APPROVAL TO ENDORSE SAFE ROUTES TO SCHOOLS GRANT SUBMISSION

MOTION: Motion to endorse Safe Routes to Schools grant submission by Mr. Martin

SECOND: Ms. Walker

DISCUSSION:

VOTE: Roll Call Vote 7 Yes, 0 No

IV. NEW BUSINESS

a. CONSIDERATION AND APPROVAL OF POLICIES (1st READING)

- **SCHOOL BOARD MEETINGS (BE)** – Note of change - Second *Tuesday of the month*. It was questioned what is reasonable for someone not to be in attendance and how many times should a member be absent? Who defined what is reasonable to attend a meeting remotely? Attorney Dwyer replied that the statute does not provide specific guidance so the Policy Committee took a middle of road approach.

MOTION: Motion to approve first reading of policy BE, School Board Meetings, pending noted change, by Mr. Ellis

SECOND: Mr. Shuldman

DISCUSSION:

VOTE: Roll call: 6 Yes 1 No (KL)

- **CONCUSSIONS AND HEAD INJURIES (JLCJ)** The attached policy has been considered by the Policy committee and reviewed by Athletic Director Wilson. AD Wilson reported that the district is already in compliance with guidelines as presented at the high school and middle school levels. Mr. Wilson recommended working with city and community organizations by distributing awareness information on concussions in rental agreement packets to begin to reach all city youth sports at a very young age. Mr. Wilson will also offer training to all k-12 coaches. The current step being worked on internally is emphasizing the importance of self-reporting to all our athletes.

MOTION: Motion to approve first reading of policy JLCJ, Concussions and Head Injuries, by Mr. Shuldman

SECOND: Mr. Martin

DISCUSSION:

VOTE: Roll call: 7 Yes 0 No

- b. **CONSIDERATION AND APPROVAL OF SCHOOL BOARD DELEGATE TO NHSBA ASSEMBLY AND DISCUSSION OF 2013 PROPOSED RESOLUTIONS** – January 12, 2013 – Chair Stevens requested that if any Board member had interest in attending to please contact her.

V. COMMITTEE UPDATE

- a. JBC – Mr. LaPage requested a BOCA report.
- b. POLICY – Covered during policy first readings.

VI. FUTURE AGENDA ITEMS

- a. WORKSHOP SESSION: SCIENCE, TBD
- b. WORKSHOP SESSION: TRUANCY TBD

- VII. ADJOURNMENT** - Motion to adjourn at 10:02 p.m. by Mr. Martin and seconded by Ms. Walker. Unanimously Approved.