

**PORTSMOUTH SCHOOL BOARD PUBLIC MINUTES FOR JULY 9, 2013**

PORTSMOUTH CITY HALL CHAMBERS

PORTSMOUTH, NH

DATE: TUESDAY, JULY 9, 2013

TIME: 7:00 [or thereafter]

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- I. **CALL TO ORDER** - Chair Stevens called the meeting to order at 7:11 p.m.
  - II. **ROLL CALL** - LESLIE STEVENS (CHAIR), TOM MARTIN (VICE CHAIR), ANN WALKER, KENT LAPAGE, PATRICK ELLIS, DEXTER LEGG, MARY OLEA, MITCH SHULDMAN, CAROL CHELLMAN, ED MCDONOUGH, (SUPERINTENDENT), STEVE ZADRAVEC (ASSISTANT SUPERINTENDENT) AND STEVE BARTLETT (BUSINESS ADMINISTRATOR)
  - III. **INVOCATION**
  - IV. **PLEDGE OF ALLEGIANCE** - Chair Stevens led in the pledge of allegiance.
  - V. **ACCEPTANCE OF MINUTES**
    - a. JUNE 11, 2013  
MOTION: Motion to accept the minutes of June 11, 2013 by Mr. Shuldman  
SECOND: Mr. Martin  
DISCUSSION: None  
VOTE: Unanimously Approved
  - VI. **PUBLIC COMMENT** – None
  - VII. **SPECIAL PRESENTATIONS** – None
- SUPERINTENDENT’S REPORT**
- a. **ITEMS OF INFORMATION** - Mr. McDonough introduced the new School Resource Officer Tim Cashman who will be stationed at the Portsmouth Middle School. Officer Cashman currently works in the detective division with the Portsmouth Police Department and has children of his own middle school aged. He looks forward to the upcoming school year and getting to know the students and staff.
    - i. **UPDATED NESDEC “SECOND SEMESTER FLEX” ENROLLMENT DATA** – NESDEC is interested in conducting a small scale demographic study of the Portsmouth area. Mr. Shuldman commented on data showing that Portsmouth High School enrollment declines from graded 9 to 12. How is this possible with a dropout rate of less than 1%? Superintendent McDonough did not want to speculate what any reasons might be without first researching data thoroughly and will report back to the Board his findings.
    - ii. **POWERPOINT SLIDES RE: KEY CHANGES IN NH’S FLEXIBILITY WAIVER** – Superintendent McDonough highlighted the waiver basics: identifying schools in need of improvement is now waived, funds set aside for SINI and complying with other federal mandates are now up to the discretion to the district in how to best meet the needs of the students, and School Choice is no longer an option. The state’s lowest performing 5% schools will be designated Title I priority schools and will be required to work closely with the state. “Reward schools” will be notified of their status in the coming month and Portsmouth is hopeful to be on the list. Assistant Superintendent Zdravec stated that the waiver comes at a time when Title I allocations are being decreased considerably. The flexibility of the remaining funds will allow the Director of Pupil Support and Instruction, Ms. Joanne Simons, to cover the reduction and still meet the needs of our students.

- iii. NEW FRANKLIN GAZETTE – Chair Stevens commended Principal Shea for taking the time and effort to produce the New Franklin Gazette, stating the paper is a great piece, keeping Board members abreast of what is happening at New Franklin.
- iv. POLICY COMMITTEE MINUTES, JULY 1, 2013

b. CORRESPONDENCE

- i. TITLE I ONSITE REVIEW FINAL REPORT – Vice Chair Martin commended Ms. Joanne Simons for doing such an amazing job that all the review committee could find to say was “keep up the good work”.
- ii. PARENT EMAIL RE: SCHOOL CALENDAR
- iii. PROJECT SAFETY GUEST SPEAKER REQUEST – Superintendent McDonough stated that if the Board voted to approve the request, monies are available through the Wellness line.

MOTION: Motion to approve request to fund Project Safety Guest Speaker by Mr. Legg

SECOND: Mr. Martin

DISCUSSION:

VOTE: Unanimously Approved

- iv. THANK YOU NOTES RE: RETIREMENT RECEPTION – Chair Stevens acknowledged the thank you notes sent in by retirees who attended the reception stating it is nice to be acknowledged and thanked.

- v. DEPT. OF EDUCATION: NEW PROGRAM, HOTEL/MOTEL ADMIN. MGMT.

MOTION: Motion to place on file the Department of Education correspondence re: the New Program: Hotel/Motel Admin. Mgmt. by Mr. LaPage

SECOND: Mr. Legg

DISCUSSION:

VOTE: Unanimously Approved

c. ADMINISTRATOR REPORTS

- i. FINANCIAL REPORT, BUSINESS ADMINSTRATOR BARTLETT – Mr. Bartlett updated the Board on the monthly financial report. Mr. LaPage raised concern about rising water/sewer tax rates and the impact they may have on the school budget in coming years. Mr. Bartlett stated that Mr. Linchey monitors water/sewer bills closely and is aware of the impending increase in the budget.

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

a. CONSIDERATION AND APPROVAL OF EMPLOYMENT

- i. MATH TEACHER, PHS - Amanda Waite
- ii. SPECIAL EDUCATION TEACHER, DONDERO – Alex Clithero
- iii. KINDERGARTEN TEACHER, ONE YEAR ONLY, LHS – Julie Woods

MOTION: Motion to accept above approvals of employment as a whole by Mr. Ellis

SECOND: Ms. Chellman

DISCUSSION:

VOTE: Unanimously Approved

- b. CONSIDERATION AND APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN PORTSMOUTH SCHOOL BOARD AND CLERICAL UNION THROUGH JUNE 30, 2015 City Council requested that Human Resources Director, Ms. Dianna Fogarty, speak with all city unions to see if they would be interested in switching their medical coverage to School Care with an extension of their contract of one year.
- c. CONSIDERATION AND APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN PORTSMOUTH SCHOOL BOARD AND HEAD CUSTODIANS THROUGH JUNE 30, 2015

MOTION: ~~Motion to approve MOU's of Clerical and Custodial Unions through June 30, 2015~~  
*Motion to approve MOU's of Clerical and Custodial Unions, bearing in mind that Superintendent McDonough will act on behalf of the School Board to clarify all wording to assure that the Board's current understanding regarding item 4 and length of contract is as understood by the Board and will move the MOU forward for final approval to City Council by Mr. Martin*

SECOND: Ms. Walker

DISCUSSION: Mr. Ellis raised concern regarding the wording of item 4, wondering if this would waive the Board's right to negotiate percentages in a future contract. Board members discussed further and amended the motion as reflected.

VOTE: Motion amended (as cited above) and by Roll Call vote unanimously approved.

MOTION: Motion to table the motion to approve the MOU's between the Portsmouth School Board and Clerical and Head custodian Unions through June 30, 2014 by Mr. LaPage

SECOND: ~~Ms. Chellman~~ (Rescinded)

DISCUSSION:

VOTE: Motion Fails

- d. CONSIDERATION AND APPROVAL OF DEPARTMENT OF HEALTH AND HUMAN SERVICES GRANT

MOTION: Motion to approve the Department of Health and Human Services Grant by Ms. Walker

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Roll Call: Unanimously Approved

- e. CONSIDERATION AND APPROVAL OF INCREASE IN FOOD SERVICE PROGRAM MEAL PRICES – Mr. Bartlett reported that as part of a year-end review, data was analyzed regarding the four year history of breakfast and lunch counts of each school. The data showed declining participation and revenue in both. There are many factors for the decline School Nutrition Director Riso stated. Rising prices in food costs, implementation of new dietary guidelines resulting in small portions, competing sources at the high school level including open campus, and new construction at the middle school. Along with new federal guidelines, in order for a district to be reimbursed for a meal, students must choose three components, one being a fresh fruit or vegetable. Where many students were unhappy with the choice this past year, Ms. Riso is hopeful that all her staff's hard work educating students on fresh fruits and vegetables will begin to pay off and students will begin to return to the lunch program this coming school year. To combat students leaving campus at the high school for lunch, Ms. Riso is providing box-to-go lunches for them to grab and eat while attending club meetings. Because of middle school construction, students who qualified for free and reduced lunch were choosing to not eat breakfast. Ms. Riso worked with Principal Stokel to provide healthy bagged breakfasts, delivered to classrooms for students to purchase until construction is complete. Mr. Bartlett again commended Ms. Riso on her tireless efforts to implement all the new federal guidelines amongst ever increasing food costs and reminded the Board that lunch costs have not been increased in

years. Board members had the following comments/concerns: Is the district in compliance with federal law and its own School Board Policies regarding competition and vending machines? Ms. Riso stated that all vending machines operated by School Nutrition are in compliance. Vending machines throughout the school not directly operated by School Nutrition are locked down during the school day and no machines contain soda. Is 25 cents enough? What happens to funds that Culinary Arts generates from selling food to staff members and students? Are ala carte foods profitable? Should Open Campus be revisited? Board members agreed that a workshop regarding open campus was worth scheduling in the future.

MOTION: Motion to approve an increase in food service program prices by 25 cents by Mr. Legg

SECOND: Mr. Martin

DISCUSSION:

VOTE: Roll Call Vote: 8 Yes, 1 No (MO)

**X. COMMITTEE UPDATE**

- a. JBC – Mr. Legg reported that Phase II remains tight but on schedule to be completed next month. Remediation is underway in the 1975 portion of the building.
- b. FUTURES – Ms. Olea has not been able to attend a committee meeting yet but did attend the end of year picnic and looks forward to meeting all of the students that Futures supports.
- c. POLICY – The committee is currently meeting with Principal Collins and Athletic Director Wilson to discuss coach consistency and student driving policies to and from practices and local meets.

**XI. FUTURE AGENDA ITEMS**

- a. PERFORMING ARTS (MUSIC/THEATRE UPDATE), FALL 2013
- b. READOUT REFUND OF LGC – WHAT WE MAY BE ENTITLED TO
- c. OPEN CAMPUS POLICY WORKSHOP

**XII. ADJOURNMENT - Motion to adjourn by Mr. Martin and seconded by Ms. Walker at 8:38 p.m.**