

PORTSMOUTH SCHOOL BOARD PUBLIC MINUTES FOR SEPTEMBER 10, 2013

PORTSMOUTH CITY HALL CHAMBERS

PORTSMOUTH, NH

DATE: TUESDAY, SEPTEMBER 10, 2013

TIME: 7:00 [or thereafter]

- I. **CALL TO ORDER** – Chair Stevens called the meeting to order at 7:05 p.m.
- II. **ROLL CALL** - LESLIE STEVENS (CHAIR), ANN WALKER, KENT LAPAGE, MITCH SHULDMAN, PATRICK ELLIS, ED MCDONOUGH, (SUPERINTENDENT), STEVE ZADRAVEC (ASSISTANT SUPERINTENDENT), STEVE BARTLETT (BUSINESS ADMINISTRATOR), OLIN JOHANNESSEN (EMPLOYEE REPRESENTATIVE) AND ANN MAYER (SAU 50 REPRESENTATIVE)
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **ACCEPTANCE OF MINUTES**
- a. AUGUST 13, 2013
- MOTION: Motion to accept the minutes of August 13, 2013 by Mr. Shuldman
SECOND: Ms. Walker
DISCUSSION: Mr. Johannessen and Mr. Ellis were not in attendance.
VOTE: Pending above change, Unanimously Approved
- VI. **PUBLIC COMMENT** - None
- VII. **SPECIAL PRESENTATIONS**
- a. **INTRODUCTION OF NEW TEACHING STAFF** – Assistant Superintendent Zdravec introduced each new faculty member as Board members welcomed them to the Portsmouth School District.
- b. **UPDATE ON CLIPPER FOUNDATION, MR. STU LEVENSON & MR. PHIL PETTIS** – Mr. Phil Pettis updated the Board on the foundation, and its history. Mr. Levenson reported that the foundation has quietly approached the Portsmouth community, raising over \$800,000 in just one year. The support for the foundation is as far reaching as Seattle, Washington with PHS graduates generously giving back. The foundation is tapping into a new generation of philanthropists who feel a deep connection and responsibility in making Portsmouth a better place and see the foundation as a way to bring outstanding education to Portsmouth students, leading to a better community for all. The foundation expects to reach \$1M by the end of this fall.

MOTION: Motion to move forward in the agenda to Consideration and Approval of Policies, (1st Reading) by Ms. Walker
SECOND: Mr. Ellis
DISCUSSION: None
VOTE: Unanimously Approved

VIII. SUPERINTENDENT'S REPORT

a. ITEMS OF INFORMATION

- i. BOARD & ADMINISTRATOR, SEPTEMBER 2013
- ii. PORTSMOUTH SCHOOL PROGRESS REPORT, SEPTEMBER 2013 – Mr. Ellis raised concern with the size of kindergarten classes at Dondero Elementary. Superintendent McDonough stated that class size is right on the cusp of 20 students or less and that Principal Callahan will be closely monitoring the situation and will request support if needed. Mr. LaPage requested that an inventory of vending machines be conducted and what collected funds support. Ms. Walker requested that Mr. Joey Cresta at the Portsmouth Herald be contacted and asked to run a story clarifying that School Choice no longer exists.
- iii. POLICY COMMITTEE MINUTES, SEPTEMBER 3, 2013
- iv. PSD PROFESSIONAL DEVELOPMENT NEWSLETTER
- v. SEPTEMBER ENROLLMENTS – Superintendent McDonough stated that NESDEC projected enrollments seem accurate in all areas but Kindergarten, which was slightly higher by 9 students. Overall, the district is down by 55 pupils, as expected and appropriate class sizes remain K-5.
- vi. *COMMON CORE: A PUZZLE TO PUBLIC* BY LESLI A. MAXWELL IN EDUCATION WEEK ONLINE, AUGUST 27, 2013
- vii. NHDOE – COMMON CORE STATE STANDARDS – Assistant Superintendent Zadavec reported that extensive work is being conducted by administration and faculty in order to adapt to new standards. With the middle school coming on line, Portsmouth's technology infrastructure will easily support future computer based testing.
- viii. OPENING OF SCHOOLS (VERBAL) – Superintendent McDonough reported that the 2013 – 2014 school year opening occurred without incident and thanked maintenance, custodians, teachers and administration for making it the best opening since his arrival in Portsmouth.

b. CORRESPONDENCE

- i. MEMO FROM CTE DIRECTOR CANADA RE: CULINARY ARTS LUNCH SALES - Because Culinary Arts is an instructional program taught by a certified culinary arts teacher, the food produced is not considered competitive food sales within the school and not required to comply with federal nutritional standards. However, in an effort to mitigate the impact of Friday lunch sales, the Culinary Arts program will cease delivering lunches to classrooms which will return meal counts to approximately 50. Meal prices will be increased to \$4.50 per lunch to offset any revenue lost.

c. ADMINISTRATOR REPORTS

- i. FINANCIAL REPORT, BUSINESS ADMINISTRATOR BARTLETT – Mr. Bartlett reported that the district will need two or three months before analyzing any budget trending.

IX. OLD BUSINESS

- a. **UPDATE ON REQUEST FOR PROPOSALS TO REPLACE BOILER AND CREATE ENERGY EFFICIENCIES AT NEW FRANKLIN SCHOOL** – Mr. Bartlett reported that the Facilities Sub committees recently focused on furthering efficiency measures district wide. In January, the subcommittee released an RFQ utilizing the city’s purchasing process. Twelve (12) responses were received. The subcommittee rated responses and invited five (5) firms to present. The pool was further reduced to invite three (3) companies to submit an RFP addressing a boiler replacement at New Franklin School as a pilot project. The company chosen was EEI (Energy Efficient Investments) located in Merrimack, New Hampshire. If the pilot program is successful, other projects within the schools and city may become available to EEI.
- b. **CONSIDERATION AND APPROVAL OF POLICY EEAA, VIDEO SURVEILLANCE ON SCHOOL PROPERTY AND BUSSES (2nd READING)**

MOTION: Motion to accept Policy EEAA, Video Surveillance on School Property (2nd Reading) by Mr. LaPage

SECOND: Mr. Shuldman

DISCUSSION: None

VOTE: Unanimously Approved

X. NEW BUSINESS

- a. **CONSIDERATION AND APPROVAL OF EMPLOYMENT**

- i. **LIBRARY MEDIA TEACHER (.5 FTE), PORTSMOUTH MIDDLE SCHOOL**

MOTION: Motion to accept Ms. Tara Mickaela as Library Media Teacher (.5 FTE) at Portsmouth Middle School by Ms. Walker

SECOND: Mr. Shuldman

DISCUSSION: None

VOTE: Unanimously Approved

- ii. **WELLNESS COORDINATOR**

MOTION: Motion to accept Ms. Laura Burbine as Wellness Coordinator by Mr. Shuldman

SECOND: Mr. Ellis

DISCUSSION: Superintendent McDonough stated that the position is two-year funded with the possibility for extension based on performance. The district’s goal is to have the Wellness Coordinator position sustainable through billing services by the end of the grant funded period.

VOTE: Unanimously Approved

- b. **CONSIDERATION AND APPROVAL OF POLICY (1st READING)**

- i. **IHBAB, SPECIAL EDUCATION EVALUATIONS** – Under state law, parents are free to request an independent evaluation of their child if they disagree with a district’s assessment. The Portsmouth School Department’s policy and fee schedule was due to be updated and is now patterned after another school district policy where it recently withstood litigation. The updated policy encourages more interaction and dialogue with parents and that a copy of the evaluators report is shared with the school.

MOTION: Motion to accept Policy IHBAB, Special Education Evaluations, (1st Reading) by Ms. Walker

SECOND: Mr. Shuldman

DISCUSSION: None

VOTE: Unanimously Approved

- ii. IMG, ANIMALS IN THE CLASSROOM – Attorney Dwyer stated that the district does not currently have a policy addressing the allowance of creatures or insects in the classroom. With the assistance of the City Health Officer, IMG outlines the care of animals, the cleaning of cages, allergies, etc. and ties any animals allowed in the classroom directly to the curriculum.

MOTION: Motion to accept Policy IMG, Animals in the Classroom, (1st Reading) by Mr. Shuldman

SECOND: Mr. Ellis

DISCUSSION: None

VOTE: Unanimously Approved

XI. COMMITTEE UPDATE

- a. JBC – With heroic efforts from teaching staff, maintenance and the custodial department, Phase II of the middle school was ready in time for opening day. Efforts to complete the connector will occur during off hours. The SRO is addressing parking concerns by parking his cruiser across the opening between the middle school and library parking lot during drop off and pick up. Board members will have a chance to tour the new building at the next meeting on September 25th.
- b. POLICY – Ms. Walker reported that the committee continues to work on a student publication policy and will meet again on October 1st.

XII. FUTURE AGENDA ITEMS

- a. PERFORMING ARTS (MUSIC/THEATRE UPDATE), OCTOBER 22, 2013
- b. UPDATE ON INFORMATION TECHNOLOGY AT PMS, SEPTEMBER 24, 2013
- c. PRESENTATION ON PORTSMOUTH MIDDLE SCHOOL RESULTS ON STUDENT ATTITUDES AND BEHAVIOR SURVEY BY FCD EDUCATIONAL SERVICES, TBD
- d. WORKSHOP SESSION FOR OPEN CAMPUS
- e. UPDATE ON THE SOLAR PROJECT AT PHS

- XIII. **ADJOURNMENT** – Mr. LaPage closed by thanking Mr. Shuldman for scheduling and organizing the concussion panel event recently held at the high school, as well as encouraging Board members to be regular in their attendance.

Motion to adjourn at 8:34 p.m. by Ms. Walker and seconded by Mr. Shuldman.

Unanimously Approved.