

PORTSMOUTH SCHOOL BOARD PUBLIC MEETING MINUTES FOR SEPTEMBER 9, 2014

COUNCIL CHAMBERS, CITY HALL

PORTSMOUTH, NH

DATE: TUESDAY, SEPTEMBER 9, 2014

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), ANN WALKER, TOM MARTIN, NANCY NOVELLINE-CLAYBURGH, JEFF LANDRY, GARY EPLER, LENNIE MULLANEY, PATRICK ELLIS, ED MCDONOUGH (SUPERINTENDENT), STEVE ZADRAVEC (ASSISTANT SUPERINTENDENT), STEVE BARTLETT (BUSINESS ADMINISTRATOR) AND ANN MAYER (SAU50 REPRESENTATIVE)
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE** – Chair Stevens led the Board in the pledge of allegiance.
- Chair Stevens requested an adjustment to the agenda and invited Assistant City Attorney Dwyer to explain the rationale. Attorney Dwyer stated that on August 6th copies of GBAA, GBAA-R, JBAA and JBAA-R were sent to the Office of Civil Rights office in Boston for review. A response was received late this afternoon, leaving Attorney Dwyer and the School Board little time to review. The Board unanimously agreed to table policies GBAA, GBAA-R, JBAA and JBAA-R to allow further review and bring the revised policies back for second reading on September 23.
- V. **ACCEPTANCE OF MINUTES**
- a. REGULAR BUSINESS MEETING, AUGUST 12, 2014
- MOTION: Motion to accept the regular meeting minutes of August 12, 2014 by Ms. Walker
SECOND: Mr. Martin
DISCUSSION:
VOTE: Unanimously Approved
- b. NON-PUBLIC MINUTES, AUGUST 12, 2014
- MOTION: Motion to accept the non-public meeting minutes of August 12, 2014 by Ms. Clayburgh
SECOND: Mr. Ellis
DISCUSSION:
VOTE: Unanimously Approved
- VI. **PUBLIC COMMENT** – The following citizens addressed the Board: Mr. Arthur Clough – 431 Pleasant Street, Mr. Scott McKee – 151 Lafayette Road and Mr. Mark Brighton – 285 Union Street.
- VII. **SPECIAL PRESENTATION: INTRODUCTION OF NEW TEACHING STAFF** – Assistant Superintendent Zadavec introduced twelve new teachers to the district and Board members welcomed them. The Board publicly recognized the high level of credentials held by the new teachers and how warm and friendly all were at the reception.
- VIII. **SUPERINTENDENT’S REPORT**
- a. ITEMS OF INFORMATION
- i. POLICY COMMITTEE MINUTES, AUGUST 28, 2014
- ii. SEPTEMBER 2014 ENROLLMENTS – Enrollment totaled 108 more pupils than NESDEC projections. 80 were at the high school level; freshman specifically.

Administration will review where these students enrolled from to see if more families are moving into the area for high school or if students are returning to public education from private schools. The influx will be easily absorbed due to it being primarily at the high school level.

- iii. 2014 PSD PROGRESS REPORT –This year’s report can be found on the school web site and has been shared with parents.
 - iv. PROPOSED SCHOOL BOARD WORK CALENDAR FOR 2014-15
 - v. NEW HAMPSHIRE SCHOOL BOARD CALL FOR RESOLUTIONS – Chair Stevens is now a member of the NHSBA Board and will raise concerns regarding federal funding for Special Education and wording in an early graduation policy. Mr. Epler requested that Mr. McKee be invited to attend the meeting when the Board discusses school start times. Mr. Ellis requested that discussion of “late start” at the secondary level be moved up in the School Board work dates calendar.
 - vi. VISIT BY USDA UNDERSECRETARY CONCANNON ON SEPTEMBER 29, 2014
 - vii. ARTICLE: *POLLS CAPTURE PUBLIC’S SOUR VIEW OF COMMON CORE*, EDUCATION WEEK, 8 26 14
- b. CORRESPONDENCE
- i. LETTER OF RESIGNATION, SARA CROWLEY, GRADE 5, DONDERO
- c. ADMINISTRATOR REPORTS

- i. FINANCIAL REPORT, BUSINESS ADMINISTRATOR BARTLETT – FY2014 will end in the black, returning \$1,273 to the city. The main areas of concern are salaries and benefits and the substitute line. There were a number of extended staff absences in addition to day-to-day usage. The admin team is discussing ways to add additional controls that will not have a negative effect on professional development initiatives.

Within the operation budget, as predicted, the out of district special education tuition, building and grounds maintenance, energy and student transportation areas were all in the negative on a cost center basis. By repurposing savings in other areas, the district was able to cover the extra expense. Mr. Bartlett is working with the city to refine estimating techniques for projection purposes.

Looking forward to 2015, budgetary pressure points do not appear to be easing, and the initial energy pricing is not favorable. Extra electricity charges, as noticed in the budget, have been inflated due to natural gas not being widely available. Accurate prices have not been provided for next year and analysis of electricity usage during construction is ongoing.

IX. OLD BUSINESS

- a. CONSIDERATION AND APPROVAL OF POLICIES (2nd READING):
 - i. (GBAA) SEXUAL HARASSMENT- EMPLOYEE/STAFF - TABLED
 - ii. (GBAA-R) SEXUAL HARASSMENT- EMPLOYEE REPORT FORM - TABLED
 - iii. (JBAA) SEXUAL HARASSMENT – STUDENTS – TABLED
 - iv. (JBAA- R) SEXUAL HARASSMENT - STUDENT REPORT FORM - TABLED

X. NEW BUSINESS

a. CONSIDERATION AND APPROVAL OF EMPLOYMENT

i. SPECIAL EDUCATION SPEECH & LANGUAGE– LITTLE HARBOUR SCHOOL

MOTION: Motion to approve Ms. Abbie Frank as Special Education Teacher at Little Harbour (.8 Position) by Ms. Walker

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously Approved

- b. CONSIDERATION AND APPROVAL OF FACILITIES RENTAL FEE SCHEDULE – Mr. Bartlett provided a revised schedule showing cafeteria space at the middle school equivalent to renting the high school cafeteria. All rates are now subject to seasonal energy surcharges. Mr. Bartlett stated that community organizations interested in renting facilities will soon be able to view availability on line. It was noted that rental fees are turned over to the city after the school has been reimbursed for energy usage and replacement costs. Board member Mullaney asked who was eligible to rent school facilities. Mr. McDonough stated the Board had discussed the legal responsibilities surrounding renting to the public. When a public forum is created, the Board no longer has the option to deny an organization the right to rent. The only distinction made is how much they are charged, whether they are for profit or not for profit. However, the organization is subject to all policies by the Board as well as the City surrounding rental of facilities. All organizations must also provide a certificate of insurance.

MOTION: Motion to approve Facilities Rental Fee Schedule by Ms. Walker

SECOND: Mr. Martin

DISCUSSION:

VOTE: Unanimously Approved

- c. CONSIDERATION AND APPROVAL OF NFS ENERGY EFFICIENCY LEASE – On November 12, 2013, the School Board approved a contract with EEI after determining that energy savings measures were enough to approve the recommended upgrades. On April 21, 2014, the City Council voted to borrow up to 400k towards a purchase lease agreement. Assistant City Attorney Dwyer had finalized this resolution with consultants.

MOTION: Motion to approve NFS Energy Efficiency Lease by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously Approved

XI. COMMITTEE UPDATES

- a. JBC – Chair Stevens reported that items still to be done on the punch list had no effect to the opening of school. Remaining work will be scheduled around student activity to minimize disruption. Elevation readings are still being taken daily and submitted to consultants.

- b. POLICY – The committee will review policies tabled.

Ms. Clayburgh inquired about the high school sign and when it would be reinstalled at the front entrance.

Mr. Johannessen thanked Board members for the card sent congratulating him on the birth of his son.

XII. FUTURE AGENDA ITEMS

- a. HEALTH AND PHYSICAL EDUCATION, K-12 PROGRAM, SEPTEMBER 23, 2014
- b. K-12 ART, TBD

- c. ELEMENTARY/PMS GUIDANCE UPDATE, MAY 26, 2015
 - d. STRENGTHENING STEM INITIATIVES, TBD
- XIII. **ADJOURNMENT** - Motion to adjourn at 8:05 by Mr. Martin and seconded by Ms. Walker.