

**PORTSMOUTH SCHOOL BOARD PUBLIC MINUTES FOR August 11, 2015**

EILEEN M. FOLEY COUNCIL CHAMBERS, CITY HALL

PORTSMOUTH, NH

DATE: TUESDAY, AUGUST 11, 2015

TIME: 7:00 PM [or thereafter]

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- I. **CALL TO ORDER** – Vice Chair Legg called the meeting to order at 7:05 p.m.
- II. **ROLL CALL** DEXTER LEGG (VICE CHAIR), ANN WALKER, TOM MARTIN, LENNIE MULLANEY, NANCY NOVELLINE-CLAYBURGH, GARY EPLER, STEPHEN ZADRAVEC (SUPERINTENDENT) AND GEORGE SHEA (ASSISTANT SUPERINTENDENT) JULIA ADLER (STUDENT REPRESENTATIVE)
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE** – Vice Chair Legg led the Board in the Pledge of Allegiance.
- V. **ACCEPTANCE OF MINUTES**
  - a. JULY 14, 2015 BOARD MEETING  
MOTION: Motion to accept the public minutes of July 14, 2015 by Mr. Epler  
SECOND: Ms. Novelline-Clayburgh  
DISCUSSION:  
VOTE: Unanimously Approved
- VI. **PUBLIC COMMENT**
- VII. **SPECIAL PRESENTATIONS:**
- VIII. **SUPERINTENDENT’S REPORT**
  - a. ITEMS OF INFORMATION
    - i. AUGUST 18 ADMIN/BOARD LEADERSHIP RETREAT AGENDA AND GOALS  
DISCUSSION: There are 3 main topics; reviewing the timeline for the goals; common understanding of the critical elements of the Teacher Contract; TQP process and criteria for model teacher.
    - ii. POLICY COMMITTEE MINUTES OF JULY 21, 2015
    - iii. UPDATE ON PLANS FOR NICHINAN VISIT  
DISCUSSION: Mr. Zadavec gave an update of the visitors from Japan and the events that will celebrate the 110<sup>th</sup> anniversary, which will be held on September 5<sup>th</sup>, 3:30 p.m. at Strawberry Banke followed by a reception at Wentworth By The Sea at 6:00 pm.  
Mr. Zadavec gave a copy of the Staff Welcome Letter to the board members and invited them to attend the opening kickoff on Thursday the 27<sup>th</sup> at 8:00 a.m.
  - b. CORRESPONDENCE
    - i. LETTER OF RESIGNATION, EMILY HEALY
  - c. ADMINISTRATOR REPORT
    - i. FINANCIAL, BUSINESS ADMINISTRATOR BARTLETT  
Mr. Bartlett presented a preliminary draft of the year-end report and said we ended in the black and, with a few more adjustments, he will have a final report at the meeting in September.

ii. UPDATE ON LITTLE HARBOUR RENOVATIONS

Mr. Bartlett said they are making good progress and things are on schedule and on budget. The area is still a construction site so only essential people are allowed in the building at this time.

Mr. Legg asked that the School Board meeting in early September be changed to Little Harbour School so the School Board could tour the building.

iii. UPDATE ON EXECUTIVE ASSISTANT POSITION

Mr. Zadavec hopes to have the position filled by the end of August with the new hire on board for the first meeting in September.

**IX. OLD BUSINESS**

a. CONSIDERATION AND APPROVAL OF POLICIES (SECOND READING):

i. ALTERNATIVE CREDIT OPTIONS (IMBC)

MOTION: Made to accept the policy (IMBC), second reading, by Mr. Martin

SECOND: Ms. Novelline-Clayburgh

DISCUSSION: Mr. Zadavec said this is not specific to certain students but is meant to have some flexibility.

VOTE: Unanimously approved

ii. IMMUNIZATIONS OF STUDENTS (JLCB) AS AMENDED

MOTION: Made to accept by Ms. Novelline-Clayburgh

SECOND: Ms. Mullaney

DISCUSSION: Ms. Walker said that the immunization requirements from the state will go with the policy.

VOTE: Unanimously approved

**X. NEW BUSINESS**

a. CONSIDERATION AND APPROVAL OF PMS SPECIAL EDUCATION POSITION

MOTION: Motion made to approve by Ms. Walker

SECOND: Ms. Novelline-Clayburgh.

DISCUSSION: Mr. Zadavec stated this will replace 3 open paraprofessional positions and will be a structural shift to meet the needs of the students and the IEP competencies.

VOTE: Unanimously approved

b. CONSIDERATION AND APPROVAL OF EMPLOYMENT

i. ENGLISH LANGUAGE ARTS, GRADE SIX (ONE YEAR)

MOTION: Made by Mr. Martin to approve the hiring of Cassandra Winslow

SECOND: Ms. Walker

DISCUSSION: Vice Chair Mr. Legg welcomed Ms. Winslow to the Portsmouth School Department.

VOTE: Unanimously approved

**XI. COMMITTEE UPDATES**

- a. POLICY
- b. SAGAMORE CREEK BLUE RIBBON COMMITTEE

Ms. Mullaney invited the members to walk the property on August 18<sup>th</sup> at 7:30 a.m. to see the proposal of work to be done including new signage and parking to allow more access and a more inviting site. The City Council members on the committee will ask the City Council to continue to work on getting more playing fields for the students and community.

**XII. FUTURE AGENDA ITEMS**

- a. ELECTRONIC TEXT BOOK POLICY
- b. LATER START
- c. SCHOOL BOARD/LEADERSHIP RETREAT, AUGUST 18, 2015, 4 PM

Mr. Zdravec announced the passing of Fran Kost, longtime employee of the Portsmouth School Department, and asked that we keep her family in our thoughts and prayers.

Vice-Chair Legg congratulated Superintendent Zdravec and Assistant Superintendent Shea in their new roles and the success of their first Board meeting.

**XIII. ADJOURNMENT**

MOTION: Mr. Martin made the motion to adjourn.

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously approved