

**PORTSMOUTH SCHOOL BOARD PUBLIC MINUTES FOR AUGUST 9, 2016**

EILEEN DONDERO FOLEY COUNCIL CHAMBERS, CITY HALL

PORTSMOUTH, NH

DATE: TUESDAY, AUGUST 9, 2016

TIME: 7:00 PM [or thereafter]

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**NOTICE OF NON- MEETING WITH COUNSEL:** THE SCHOOL BOARD WILL HOLD A NON-MEETING WITH COUNSEL AT 6:45 P.M., IN ACCORDANCE WITH RSA 91-A:3, I (b) IN THE SCHOOL BOARD CONFERENCE ROOM

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- I. **CALL TO ORDER-** School Board Chair Stevens called the meeting to order at 7:20 p.m.
- II. **ROLL CALL-** Chair Leslie Stevens, Gary Epler, Ann Walker, Patrick Ellis, Nancy Clayburgh, Roseanne Vozella Clark, SAU 50 Representative Ann Mayer, Superintendent Stephen Zdravec, Assistant Superintendent George Shea, Business Administrator Stephen Bartlett
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE-** Chair Stevens led the Board in the Pledge of Allegiance.
- V. **ACCEPTANCE OF MINUTES**
  - a. JULY 12, REGULAR MEETING

MOTION: Motion to accept the public minutes of July 12, 2016 by Mr. Epler

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously accepted
- VI. **PUBLIC COMMENT-** None
- VII. **SPECIAL PRESENTATIONS**
  - a. SCHOOL NURSE- NF Nurse Barbara Pamboukes, DO Nurse Cindy Hart and LH Nurse Lisa Carchidi presented a PowerPoint presentation providing an overview of the School Nurse Guidelines: Nursing Resources and Reference. Establishing the School Nurse Guidelines was a collaborative effort and the team began the undertaking in 2013.

QUESTIONS/COMMENTS: The Board thanked the team for establishing this comprehensive living document. Explanations were provided as to how the guidelines tie in with the health curriculum as well as the concussion protocol. Narcan: The school nurses are trained in Narcan treatment but are withholding the use of Narcan until a policy is established. A sample Narcan policy will be brought forward to a future Policy Committee meeting.
- VIII. **SUPERINTENDENT'S REPORT**
  - a. ITEMS OF INFORMATION
    - i. *BOARD & ADMINISTRATOR, JULY 2016*
    - ii. POLICY COMMITTEE MINUTES, JULY 20
  - b. CORRESPONDENCE

- i. THANK YOU LETTER, LYNDIA BETTCHER
- c. ADMINISTRATOR REPORT
  - i. FINANCIAL, BUSINESS ADMINISTRATOR BARTLETT- Business Administrator  
Bartlett provided the unaudited draft of the year end of June report. Mr. Bartlett provided an overview of the lines that were over budget (substitute, special education, maintenance and the Food Service program) and the lines that were under budget (benefits and energy).

COMMENTS/QUESTIONS: It was noted that spending at the schools was about 10% under. Energy costs: Mr. Bartlett will continue to evaluate every year and relies on history, trending data provided by the energy consultant and Ken Linchey and his staff. Substitute data will continue to be tracked and Mr. Bartlett will provide the options during budget time.

**IX. OLD BUSINESS**

- a. CONSIDERATION AND APPROVAL OF POLICIES (SECOND READING)
  - i. PUBLIC SOLICITATIONS IN THE SCHOOLS- KH  
MOTION: Motion to approve policy KH by Mr. Ellis  
SECOND: Mr. Epler  
DISCUSSION:  
VOTE: Unanimously accepted
- b. BOARD RETREAT AGENDA- Superintendent Zadavec provided a draft agenda for the August 16th Board Retreat.

**X. NEW BUSINESS**

- a. CONSIDERATION AND APPROVAL OF EMPLOYMENT
  - i. SPECIAL EDUCATION TEACHERS, PHS (2)
  - ii. MUSIC TEACHER, DO
  - iii. GRADE 4 TEACHER, DO  
MOTION: Motion to approve employment by Ms. Walker  
SECOND: Mr. Ellis  
DISCUSSION:  
VOTE: Unanimously accepted
- b. CONSIDERATION AND APPROVAL OF RESOLUTION TO COMMIT TO PRIMEX CAP PROGRAM  
MOTION: Motion to approve resolution to commit to Primex Cap Program by Ms. Clayburgh

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously accepted

- c. CONSIDERATION AND APPROVAL OF REVISIONS TO POLICIES- Attorney Kathleen Dwyer provided an overview of the revisions made to the following policies.

- i. SCHOOL VISITS AND LOITERING- KI

MOTION: Motion to approve policy KI by Mr. Ellis

SECOND: Ms. Clayburgh

DISCUSSION: Correction needed: change the word production to productive

VOTE: Unanimously accepted

- ii. PARTICIPATION IN COMMUNITY LIFE-KC

MOTION: Motion to approve policy KC by Ms. Walker

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously accepted

- iii. EXTRA AND CO-CURRICULAR ACTIVITIES- IGD

MOTION: Motion to approve policy IGD by Mr. Epler

SECOND: Mr. Ellis

DISCUSSION: Corrections needed: change Conduct Committee to Disciplinary Committee (2 locations), change the word suspension to season (2 locations), remove “in their”, remove the entire last two paragraphs in the policy (duplicate paragraphs). This policy is reviewed with athletes and is included in the student handbook.

VOTE: Unanimously accepted

- d. CONSIDERATION AND APPROVAL TO ELIMINATE POLICY:

- i. PUBLICATIONS, RADIO AND TELEVISION- KJ

MOTION: Motion to eliminate policy KJ by Ms. Clayburgh

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously accepted

## XI. COMMITTEE UPDATES

- a. POLICY

- b. BUILDING PROJECT UPDATE (LH & PMS) - Business Administrator Bartlett provided an update of the building projects. Water testing: water test results were published and a few issues needed to be addressed (bubbler will be replaced at DO and an internal section of piping was

replaced at NF). The NF bus turnaround is underway and should be ready for the beginning of school. The middle school: a solar component was replaced and the permanent shoring and replacement flag pole should be complete for the beginning of school. LH Phase 2 is progressing on schedule and according to budget. PHS: solar project is proceeding and should meet the end of the year deadline and special lights will be installed in the library hallway. A status report was given for lights for the athletic field.

- c. JBC- No update

**XII. FUTURE AGENDA ITEMS**

- a. ELECTRONIC TEXT BOOK POLICY
- b. STEM
- c. FUTURE STATE OF ARTS

**XIII. ADJOURNMENT**

MOTION: Motion to adjourn at 8:42 p.m. by Mr. Ellis

SECOND: Mr, Epler

DISCUSSION:

VOTE: Unanimously accepted

- ❖ There is a vacant school board position. If you are interested, please contact Chair Stevens or Superintendent Zadavec by Wednesday July 23.