

**PORTSMOUTH SCHOOL BOARD MEETING MINUTES FOR SEPTEMBER 26, 2017**

DONDERO ELEMENTARY SCHOOL

PORTSMOUTH, NH

DATE: TUESDAY, SEPTEMBER 26, 2017

TIME: 7:00 PM [or thereafter]

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**NOTICE:** THE SCHOOL BOARD HELD A NON- PUBLIC MEETING AT 6:15 P.M., IN ACCORDANCE WITH RSA 91-A: 3, II (b) IN THE LIBRARY.

**NOTICE OF TOUR:** AT 6:30 PM, PRINCIPAL CALLAHAN AND FACILITIES DIRECTOR LINCHEY PROVIDED A TOUR TO HIGHLIGHT THE RENOVATIONS COMPLETED AT DONDERO ELEMENTARY SCHOOL FOR SCHOOL BOARD AND CITY COUNCIL MEMBERS.

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I. **CALL TO ORDER-** Board Chair Leslie Stevens called the meeting to order at 7:01 p.m.

II. **ROLL CALL-** Chair Leslie Stevens, Vice Chair Tom Martin, Jeff Landry, Kristin Jeffrey, Gary Epler, Ann Walker, Nancy Clayburgh, Patrick Ellis, Roseanne Vozella Clark, Teacher Representative Kimberly McGlinchey, Student Representative Andrew Rodgers, Superintendent Stephen Zdravec, and Assistant Superintendent George Shea

III. **INVOCATION**

IV. **PLEDGE OF ALLEGIANCE-** Chair Stevens led the Board in the Pledge of Allegiance.

V. **ACCEPTANCE OF MINUTES**

a. SEPTEMBER 12, REGULAR MEETING

MOTION: Motion to accept the Public Minutes of September 12, 2017, by Ms. Walker

SECOND: Mr. Landry

DISCUSSION:

VOTE: Unanimously accepted

VI. **PUBLIC COMMENT-** Laurie Douglas- 480 State Street, Portsmouth, spoke in regard to bringing drug dogs into the high school.

VII. **WORKSHOP PRESENTATIONS**

a. COMMUNICATION PLAN AND PROGRAM REVIEW (POLICY IL) - Superintendent Zdravec and Assistant Superintendent Shea spoke in regards to some upcoming changes as a result of implementing a new communication plan. The changes will provide additional opportunities to enhance communication levels at both the Board level and with the Portsmouth community.

Chair Stevens spoke in regard to Policy IL, which will be brought back to Policy Committee with input received from the Board tonight.

COMMENTS/QUESTIONS: Discussion ensued regarding the best manner in which to facilitate information and prioritize levels of importance.

A few suggestions for revisions to the communication plan were made.

- ♦ Add updates from organizations such as school PTA's, PAC, and Committee updates to the newsletter.

- ♦ Change the title of “announcements” on the Portsmouth School Department’s website.
- ♦ Establish time for the Portsmouth community to meet in person with the Superintendent.

Clarification was provided on Policy IL and discussion regarding new language being too broad. The Board would like to see more specific language included in the policy.

Much discussion ensued regarding the content of the reports the Board receives from Administrators. A standardized reporting form is being created for Administrators to use which will help the Board better understand challenges faced, provide opportunities for long-term improvements, and allow the Board to continue the support of Administrators.

CTE programing is part of the regular programming that would be reported.

## VIII. **SUPERINTENDENT’S REPORT**

### a. **ITEMS OF INFORMATION**

- i. *BOARD & ADMINISTRATOR*, SEPT 2017
- ii. BOARD MINI RETREAT, NOVEMBER 14, 2017
- iii. FY19 SCHOOL BOARD BUDGET MEETING DRAFT SCHEDULE
- iv. CURRENT ENROLLMENT NUMBERS
- v. PAST TWO YEARS’ ENROLLMENT NUMBERS
- vi. OVERNIGHT FIELD TRIP, LINCOLN, NH (OCT 2017)
- vii. OVERNIGHT FIELD TRIP, PARIS (OCT 2017)
- viii. OVERNIGHT FIELD TRIP, PERU (FEB 2018)
- ix. OVERNIGHT FIELD TRIP, CHINA (APRIL 2018)
- x. OVERNIGHT FIELD TRIP, ROME (APRIL 2018)

COMMENTS/DISCUSSION: A new field trip form was developed this year and is available to staff in a shared Google folder. Some staff are still using the old form.

Scholarships are available for field trips.

## IX. **OLD BUSINESS**

- i. DISCUSSION OF REVISED 2017-2018 SCHOOL BOARD GOALS- Superintendent Zdravec shared Ms. Jeffrey’s suggested revisions and asked for continued input from the Board. Superintendent Zdravec will reach out to the incoming new Board members to gain their input on the Board goals as well.

Ms. Jeffrey spoke in regard to an equity and access policy.

COMMENTS/QUESTIONS: Clarification was provided as to how the Board uses Board Goals.

## X. **NEW BUSINESS**

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

- i. 0.7 READING SPECIALIST, LH (ONE YEAR CONTRACT) (HAND CARRY)

MOTION: Motion to approve employment, by Ms. Walker

SECOND: Mr. Martin

DISCUSSION:

VOTE: Unanimously approved

**XI. COMMITTEE UPDATES**

- a. POLICY- The next Policy Committee Meeting is scheduled for Tuesday, October 17, 2017.
- b. PRESCHOOL- Superintendent Zadavec provided an update from the Preschool Committee. The Committee plans on hosting a public outreach for the Community.
- c. RECREATION- Ms. Clayburgh reported there are some issues with busing as a result of the change in start times.

**XII. FUTURE AGENDA ITEMS**

- a. PHS AND CTE PROGRAMS
- b. DRUG DOGS AT PHS- Ms. Clayburgh requested the Board discuss having drug dogs brought into the high school. The Board would like to gather more information about the issue, prior to any further discussion.
- ❖ Ms. Clayburgh reported Governor Sununu is considering legislature to begin school after Labor Day. Ms Clayburgh suggested surveying parents, teachers, and students.
- ❖ A suggestion to possibly add to the website “a question of the week”. This might provide an additional opportunity to have dialogue with the Portsmouth community.
- ❖ Buses- students are arriving to school on time.

**XIII. UPCOMING EVENTS**

- a. PORTSMOUTH SCHOOL DEPARTMENT CALENDAR MAY BE FOUND ONLINE AT <https://www.cityofportsmouth.com/school/school-events-calendar>

**XIV. ADJOURNMENT**

MOTION: Motion to adjourn at 8:20 p.m., by Mr. Martin

SECOND: Mr. Landry

DISCUSSION:

VOTE: Unanimously adjourned