

PORTSMOUTH SCHOOL BOARD PUBLIC MINUTES FOR JANUARY 10, 2017

EILEEN D. FOLEY COUNCIL CHAMBERS, CITY HALL

PORTSMOUTH, NH

DATE: TUESDAY, JANUARY 10, 2017

TIME: 7:00 PM [or thereafter]

- I. **CALL TO ORDER-** Board Chair Stevens called the meeting to order at 7:05 p.m.
- II. **ROLL CALL-** Chair Leslie Stevens, Vice Chair Tom Martin (phone), Kristin Jeffrey, Gary Epler, Nancy Clayburgh, Patrick Ellis, Roseanne Vozella Clark, Teacher Representative Kimberly McGlinchey, Student Representative Andrew Rodgers, Superintendent Stephen Zadavec, Assistant Superintendent George Shea, Business Administrator Stephen Bartlett
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE-** Board Chair Stevens led the Board in the Pledge of Allegiance.
- V. **ACCEPTANCE OF MINUTES**
 - a. **DECEMBER 13, REGULAR MEETING**

MOTION: Motion to accept the public minutes of December 13, 2016 by Mr. Epler

SECOND: Ms. Clayburgh

DISCUSSION:

VOTE: Roll Call; unanimously accepted
- VI. **PUBLIC COMMENT-** Mike Joanis- 126 Elwyn Avenue, Portsmouth. The Joanis family recently moved to Portsmouth. Mr. Joanis thanked the Board, students, and staff from PMS and PHS for making the transition smoother for his children and being so welcoming to his family.
- VII. **SPECIAL PRESENTATIONS**
 - a. **RJLA REPORT (EXPANDED PATHWAYS)-** Principal Nancy Roy provided RJLA highlights.
 - ♦ Enrollment numbers (22 students)
 - ♦ Ways to continue to build the bridge between RJLA and PHS.
 - ♦ Eight students participating in classes at Great Bay Community College.
 - ♦ The Competency model is working well for students that have strong academic skills. However, it does not work as well for students who require remediation.
 - ♦ Trends: Students have increased levels of expectations for relevancy and want a personalized education. Therefore, students have input on the design of their day. Much effort is given to design the ever-changing environment, as RJLA continues to try to offer a program that evolves to meet the needs and interest of students.
 - ♦ Financially, RJLA is within budget. There was an increase in tuition this year, and long-term sustainability will still need to be monitored.
 - ♦ This year's Smart Goal is focusing on IEP's: the IEP components, what is the student disability and how it affects their individual learning, as well as, a student led IEP meeting as part of a summative performance assessment.

- ♦ Importance of partnerships- continued partnerships are with Great Bay Community College, New Heights, Seacoast Mental Health Center. New partnerships have been formed with Appalachian Mountain Club, NH Food Bank, and Media Wing.
- ♦ Lister Leaf Busters broke their own record and raised \$8,000 in less than three weeks.
- ♦ Challenges: Personalized education for such a diverse group of students and providing experiences given RJLA's staffing, is challenging.
- ♦ Future direction- RJLA is interested in expanded pathways to provide experiences where students will get content area credit. Principal Roy is invested in looking at Extended Learning Opportunities (ELO).

COMMENTS/QUESTIONS: The maximum number of students is 24, however it truly depends on the individual students enrolled and the support those students require.

Staff: 4 teachers, 1 paraprofessional, a part-time guidance counselor.

Student grade levels are classified by the number of credits required for graduation.

Last year, out of district placement enrollment numbers were between 5 and 8. The steady number of out of district enrollments provides stability to the funding.

- b. FY18 BUDGET PRESENTATION- Superintendent Stephen Zdravec shared a PowerPoint providing an overview of the FY 18 Budget process, vision and mission of Portsmouth Schools, School Board Goals, student enrollment data, and the upcoming workshop sessions/public hearings.

The City Council voted to approve the Joint Budget Committee's recommendation of a 4% Budget guideline. Superintendent Zdravec discussed the drivers that impact the Budget: increase in Special Education, ESOL costs, health insurance costs and retirement rates, and a decline of outside funding. The initial status quo budget is at 4.86%, and Administration will continue to work through the Budget to achieve the 4% guideline.

COMMENTS/QUESTIONS: Clarification was provided on the following topics: funding for Late Start, the status quo budget does not factor in known retirements, March 7 is scheduled as a public hearing, and the 4% is a guideline.

Forecast of larger needs include Foreign Language, adjusting staff to find ways to create additional support, services that fluctuate according to student population, mental health, and maintaining facilities.

VIII. SUPERINTENDENT'S REPORT

a. ITEMS OF INFORMATION

- i. NHSBA DELEGATE ASSEMBLY- Chair Stevens is unable to attend the assembly. If another Board Member would like to attend, please contact Chair Stevens.
- ii. 2017 NICHE BEST SCHOOLS
- iii. POLICY COMMITTEE MINUTES, JANUARY 2017
- iv. BOARD & ADMINISTRATOR, JANUARY 2017

b. CORRESPONDENCE

- i. LETTER OF RESIGNATION, TRICIA LEE
- ii. LETTER OF RESIGNATION, REBECCA BELLISTRI

c. **ADMINISTRATOR REPORT**

- i. **FINANCIAL REPORT-** Business Administrator Stephen Bartlett provided the financial month end report for December. Mr. Bartlett provided an explanation on the lines (101, 150, and 152) that showed an overage and shared his areas of concern. The budget is on par with last year's fiscal year.

COMMENTS/QUESTIONS: Clarification provided on the Medicaid shortfall. Reimbursement depends on the services provided. Also, there is a lag time between providing the service and receiving the Medicaid reimbursement.

IX. OLD BUSINESS

- a. **UPDATE ON START TIMES-** Superintendent Zdravec provided an update on Start Times. The plan is to finalize numbers and times with the bus company, continue to work with principals to address needs, and begin an information campaign to advise parents of the upcoming changes. There will be some changes in the bus routes in an effort for continued efficiency.

Mr. Ellis reported Kittery is in the process of looking at their start times and Newburyport has reached out for more information.

X. NEW BUSINESS

- a. **CONSIDERATION AND APPROVAL OF POLICY(TWO READINGS- 1ST READING):**

- i. **PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL, EMPLOYEES, STUDENTS OR ADMINISTRATION (KEB)**

MOTION: Motion to approve Policy KEB by Mr. Ellis

SECOND: Ms. Clayburgh

DISCUSSION:

VOTE: Unanimously accepted

- b. **CONSIDERATION AND APPROVAL OF REVISION TO POLICY(TWO READINGS):**

- i. **ANALYSIS AND ASSESSMENT OF THE INSTRUCTIONAL PROGRAM (IL)**

MOTION: Motion to table Policy IL to a future unspecified date by Mr. Epler

SECOND: Mr. Ellis

DISCUSSION: Mr. Epler explained his reasoning behind the motion.

VOTE: Unanimously accepted

- ii. **GRADUATION REQUIREMENTS (IKF)**

MOTION: Motion to approve Policy IKF by Mr. Ellis

SECOND: Ms. Vozella Clark

DISCUSSION: In the future, consider a ½ credit CTE class requirement and a Foreign Language credit requirement. This will be added to the next Board retreat agenda.

VOTE: Unanimously accepted

c. **CONSIDERATION AND APPROVAL OF REVISION TO POLICY(SINGLE READING):**

i. **WEAPONS ON SCHOOL PROPERTY (JICI)**

MOTION: Motion to approve Policy JICI by Ms. Clayburgh

SECOND: Mr. Epler

DISCUSSION: Approved with minor corrections made by Chair Stevens. Polling place locations other than using the schools will be discussed. If there is voting, School should not be in session if voting is taking place in the school.

VOTE: Unanimously accepted

d. **CONSIDERATION AND APPROVAL OF LEAVE OF ABSENCE**

i. **DO ESOL TEACHER**

MOTION: Motion to approve leave of absence by Ms. Clayburgh

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously accepted

e. **BOARD OF ETHICS-** Patrick Ellis was selected to serve on the Board of Ethics Committee.

XI. COMMITTEE UPDATES

a. **POLICY**

b. **JOINT BUDGET COMMITTEE (JBC)-** The Committee is done meeting.

c. **JOINT BUILDING COMMITTEE-** Next meeting is scheduled for January 25.

XII. FUTURE AGENDA ITEMS

a. **PHS HONORS**

b. **FUTURE OF THE ARTS**

c. **SCHOOL YEAR CALENDAR-** The first draft will be brought to the February meeting.

XIII. UPCOMING EVENTS

a. **PORTSMOUTH SCHOOL DEPARTMENT CALENDAR MAY BE FOUND ONLINE AT**
<http://www.cityofportsmouth.com/school/index.htm>

XIV. ADJOURNMENT

MOTION: Motion to adjourn at 8:25 p.m. by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously accepted