

PORTSMOUTH SCHOOL BOARD MEETING MINUTES FOR OCTOBER 10, 2017

EILEEN D. FOLEY COUNCIL CHAMBERS, CITY HALL

PORTSMOUTH, NH

DATE: TUESDAY, OCTOBER 10, 2017

TIME: 7:00 PM [or thereafter]

NOTICE: THE SCHOOL BOARD HELD A NON-PUBLIC MEETING AT 6:45 P.M., IN ACCORDANCE WITH RSA 91-A: 3, II (c) IN THE SCHOOL BOARD CONFERENCE ROOM.

- I. **CALL TO ORDER-** Acting Board Chair Tom Martin called the meeting to order at 7:14 p.m.
- II. **ROLL CALL-** Acting Chair Tom Martin, Kristin Jeffrey, Gary Epler, Ann Walker, Nancy Clayburgh, Patrick Ellis, Roseanne Vozella Clark, Teacher Representative Kimberly McGlinchey, Superintendent Stephen Zdravec, Assistant Superintendent George Shea, and Business Administrator Steve Bartlett
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE-** Acting Chair Martin led the Board in the Pledge of Allegiance.
- V. **ACCEPTANCE OF MINUTES**
 - a. **SEPTEMBER 26, REGULAR MEETING**

MOTION: Motion to accept the Public Minutes of September 26, 2017, by Mr. Epler

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously accepted
- VI. **PUBLIC COMMENT** – Jessica Mayer- 15 Cleveland Drive, Portsmouth, spoke in regard to TASC at PHS.
- VII. **SPECIAL PRESENTATIONS**
 - a. **PORTSMOUTH HIGH SCHOOL-** Principal Mary Lyons reported on the following topics:
 - Successes: TASC, Freshman Orientation and Fall Open House, Communication Outreach, and Fall Sports
 - Challenges and Opportunities for Improvement: TASC Software and Grading Practices
 - Work Related to School Board Goals: Closing Opportunity Gaps
 - Major Initiatives with Future Budget Implications: Science Enrollment Numbers- New Lab
 - Upcoming Curriculum/Program Decisions Updates: 21st Century Skills Reporting through Infinite Campus; Introduction to Business Course Competencies Satisfy the State Economics Requirement; Accessing Current Students’ Behavioral/Emotional Needs and Best Using Resources to Meet the Needs; and Immersion Language Course

COMMENTS/QUESTIONS: Superintendent Zadavec encouraged feedback from the Board on the new standardized Principal/Director Report form.

It was suggested that PHS consider using additional technology to communicate information to students, such as Remind and/or TeamSnap apps. Principal Lyons is open to the idea. Teacher Representative McGlichey advised some teachers already use the suggested apps.

All students have access to morning announcements, as announcements are on public display and sent to student email accounts.

The Leadership Team is in the beginning stages of examining the grading practices. A completion deadline is not established yet, as it is too early in the process. PHS uses a 7-point scale. There is an effort underway to evaluate putting the numerical grade alongside the letter grade in Infinite Campus. This will be included on the November PAC agenda.

TASC – The number of students in attendance for a particular TASC block can vary based on the event/topic of the block. An explanation was provided as to the structure during scheduling time on “Mentor Monday”. PHS adopted the “schedule and stay” model for implementation of TASC, which is forty minutes long.

Athletics- Beginning next year, NHIAA has moved Portsmouth High School up to Division I. Mr. Wilson is familiar with the NHIAA classification changes.

Start Time- The change in start time might have affected staff more than students. The number of dismissals related to athletics is roughly the same number as last year.

- b. CAREER TECHNICAL EDUCATION- CTE Director Diane Canada thanked both Mr. Martin and Ms. Stevens for their support over the years.

CTE Director Ms. Canada reported on the following topics:

- Successes: Maker Space, Career Services Full-Time Counselor, College Credit in CTE, Computer Science/Programming, and NH DOE Risk Assessment
- Challenges and Opportunities for Improvement: Recruitment and Retention, Budgets, Offering Career Opportunities to Smaller Groups of Students, and Funding for Design/Build Program Project
- Work Related to School Board Goals: Dual Credit, Perkins Performance Indicators, Career and College Readiness, and Assessment to Measure 21st Century Goals
- Major Initiatives with Future Budget Implications: Classroom Set-Up for Computer Science/Programming, Computer Clean Space, Creation of New Classroom Space T7, and Future Planning
- Upcoming Curriculum/Program Decisions Update: Design/ Build

COMMENTS/QUESTIONS: CTE student enrollment numbers have increased in multiple programs, however, recruitment and retention is a continued challenge. Recruitment occurs not only through the Career Services Counselor, but through the continued marketing of CTE programs to ensure students receive the message that these programs are good career paths. The various marketing strategies utilized were discussed.

Clarification was provided on attrition rates for the Welding program students.

VIII. SUPERINTENDENT'S REPORT

a. ITEMS OF INFORMATION

i. POLICY COMMITTEE MINUTES, SEPTEMBER 14, 2017

COMMENTS/QUESTIONS: Clarification was provided regarding the September 14 Policy Committee minutes related to the topic of "texting".

b. ADMINISTRATOR REPORT

i. FINANCIAL REPORT- Business Administration Bartlett provided month-end reports for the months of July, August, and September. As the reports are cumulative, Mr. Bartlett addressed the September report. The budget is on target for the end of the first quarter. Maintenance and Special Education expenses continue to be areas of concerns.

COMMENTS/ QUESTIONS: Clarification was provided to lines 121 Substitute, 115 Athletics, and 130 Enrichment. The additional busing expense related to the change in school start times is included in the report. A rolling average is used in the budget planning process.

IX. OLD BUSINESS

a. DISCUSSION OF 2017-2018 SCHOOL BOARD GOALS- Superintendent Zdravec discussed the revised 2017-2018 School Board Goals included in the Board packet.

COMMENTS/QUESTIONS: A commendable Board goal is that of reducing gaps of opportunity or achievement between socio-economic groups.

The Goals will be brought to the Retreat for further discussion.

The first donation was received for the Educational Opportunity Fund. Ms. Clayburgh suggested that Board members individually contribute to the fund.

The first in the series of "Coffee & Conversations with Steve and George" is being held at Portsmouth High School on Tuesday, October 17, 2017. Superintendent Zdravec and Assistant Superintendent Shea are hosting several open discussions with the Community, Portsmouth staff, and Portsmouth students.

X. NEW BUSINESS

a. CONSIDERATION AND APPROVAL OF POLICY (SINGLE READING)

i. FUNDRAISING (JJE)

MOTION: Motion to approve Policy JJE, by Mr. Ellis

SECOND: Ms. Clayburgh

DISCUSSION: The PTA is required to have their own Federal tax id numbers.

Clarification was provided that Policy JJE is more geared toward the standard operation practices and auditing of fundraising.

The Policy Committee is looking into equity policies.

VOTE: Unanimously approved

b. CONSIDERATION AND APPROVAL OF POLICY (FIRST READING)

i. STAFF HEALTH (GBGA)

MOTION: Motion to approve Policy GBGA, by Mr. Ellis

SECOND: Ms. Walker

DISCUSSION: Policy GBGA is a new policy. Clarification was provided as to the intent of the policy. It was suggested the Policy Committee add additional language as to what the District is trying to accomplish with this policy.

Part of the Staff Health is a tuberculosis (TB) test. If a TB test is positive, this information would go to the City Doctor for follow up.

VOTE: Approved

XI. COMMITTEE UPDATES

- a. ELEMENTARY WORLD LANGUAGE- Assistant Superintendent Shea reported on the October 10, 2017 meeting
- b. BEC- Ms. Vozella Clark reported that much of the BEC meeting was covered in CTE Director Ms. Canada's report tonight.

XII. FUTURE AGENDA ITEMS

- a. CURRICULUM AND PROGRAM REPORT
- b. SPECIAL EDUCATION REPORT

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 8:48 p.m., by Mr. Ellis

SECOND: Ms. Clayburgh

DISCUSSION:

VOTE: Unanimously adjourned