PORTSMOUTH SCHOOL BOARD PUBLIC MEETING FOR MARCH 28, 2017
NEW FRANKLIN ELEMENTARY LIBRARY PORTSMOUTH, NH
DATE: TUESDAY, MARCH 28, 2017 TIME: 7:00 PM [or thereafter]

NOTICE OF NON-PUBLIC MEETING: THE SCHOOL BOARD WILL HOLD A NON-PUBLIC MEETING AT 6:30 P.M., IN ACCORDANCE WITH RSA 91-A: 3, II (b) IN A CLASSROOM.

I. CALL TO ORDER
II. ROLL CALL
III. INVOCATION
IV. PLEDGE OF ALLEGIANCE
V. ACCEPTANCE OF MINUTES
   a. FEBRUARY 14, REGULAR MEETING
   b. FEBRUARY 21, BUDGET MEETING
   c. MARCH 7, BUDGET MEETING
VI. PUBLIC COMMENT
VII. SPECIAL PRESENTATIONS
   a. PHS PRINCIPAL REPORT
   b. CTE REPORT
VIII. SUPERINTENDENT'S REPORT
   a. ITEMS OF INFORMATION
      i. POLICY COMMITTEE MINUTES, MARCH 3, 2017
   ii. OVERNIGHT FIELD TRIP, MONTREAL
   iii. OVERNIGHT FIELD TRIP, BARTLETT, NH
   iv. CLIPPER FOUNDATION
   v. BOARD & ADMINISTRATOR, MARCH 2017
   vi. DONDERO ELEMENTARY SCHOOL PLANS
   vii. DONDERO CITY COUNCIL TOUR
   viii. WEBSITE DESIGN
   ix. STATE CHAMPIONSHIP TITLE
   b. ADMINISTRATOR REPORT
      i. FINANCIAL REPORT
IX. OLD BUSINESS
X. NEW BUSINESS
   a. CONSIDERATION AND APPROVAL OF THE FY 18 BUDGET
   b. CONSIDERATION AND APPROVAL OF JUNE 9, 2017 GRADUATION DATE
   c. CONSIDERATION AND APPROVAL OF TEACHER SABBATICAL
   d. CONSIDERATION AND APPROVAL OF POLICIES (1ST READING):
      i. FIRST AID AND EMERGENCY MEDICAL CARE (EBBC)
   e. CONSIDERATION AND APPROVAL OF TEACHER CONTRACTS
   f. CONSIDERATION AND APPROVAL OF ADMINISTRATOR CONTRACTS

XI. COMMITTEE UPDATES
   a. POLICY
   b. RECREATIONAL BOARD

XII. FUTURE AGENDA ITEMS
   a. MODEL NH METRICS DISCUSSION
   b. SCHOOL NUTRITION
   c. CHINESE PROGRAM
   d. 21ST CENTURY SKILLS AND COMPETENCIES

XIII. UPCOMING EVENTS
   a. PORTSMOUTH SCHOOL DEPARTMENT CALENDAR MAY BE FOUND ONLINE AT
      http://www.cityofportsmouth.com/school/index.htm

XIV. ADJOURNMENT
I. CALL TO ORDER- Board Chair Stevens called the meeting to order at 7:02 p.m.

II. ROLL CALL- Chair Leslie Stevens, 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 Zadravec, 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. JANUARY 24, REGULAR MEETING
   MOTION: Motion to approve the public minutes of January 24, 2017, by Ms. Walker
   SECOND: Mr. Landry
   DISCUSSION:
   VOTE: Unanimously approved

b. JANUARY 31, BUDGET MEETING
   MOTION: Motion to approve the public minutes of January 31, 2017, by Mr. Ellis
   SECOND: Ms. Walker
   DISCUSSION:
   VOTE: Unanimously approved

VI. PUBLIC COMMENT- None

VII. PUBLIC HEARING ON FY18 BUDGET- Superintendent Zadravec shared a PowerPoint presentation providing an overview of the proposed FY 18 Budget. The status quo budget is 4.86%, with the goal of a reduction to meet the 4% guideline set by City Council.

COMMENT/QUESTIONS: The cost for the Late Start implementation is not reflected in the 4.86%. Discussion ensued concerning inflation numbers verse budget numbers. The items driving this budget (retirement, health care, etc.) affect the School Department’s Budget more heavily than the economy, in general.

PUBLIC HEARING COMMENT: Mark Brighton- 285 Union Street, Portsmouth spoke in regards to the FY 18 Budget.

VIII. SPECIAL PRESENTATIONS

a. TOP UPDATE- Assistant Superintendent George Shea shared a PowerPoint presentation providing an overview on the Model Teacher Designation as determined by the Teacher Quality Panel (TQP). This is the fourth TQP presentation for the Board, and included information on the following:
   - TQP Model Teacher Process
   - Model Teacher Criteria Through the Lens of Danielson Framework
   - Planning and Preparation Domain (6 components)
- Domain 2: Classroom Environment (5 components)
- Domaine 3: Instruction (5 components)
- Domaine 4: Professional Responsibilities (6 components)

Mr. Shea explained the Model Teacher Process, and there are two submission windows to apply for the designation (December 15, 2017, and March 23, 2018).

Mr. Shea demonstrated the information available on the TQP website.

COMMENTS/QUESTIONS: The origin of TQP was to provide opportunities to attain additional achievement units. The TQP was designed to incentivize great work, and has promoted teacher leadership. Next year’s Budget contains funding for TQP.

Danielson Framework is explicitly about teacher practice and illustrates effective practices that teachers can provide in their classrooms.

The amount of work that has gone into the Model Teacher designation is impressive.

b. ELEMENTARY SCHOOL PRINCIPALS- Superintendent Zadravec introduced New Franklin Principal Joanne Simons, Dondero Principal Kate Callahan, and Little Harbour Co-Principal Erin Lawson. Their presentation provided an overview of the scope of programming and the collaborative efforts of our Elementary Schools.

Principal Simons shared the outcomes of a New Franklin PTO Meeting. Board Members Jeffrey and Vozella Clark attended the February meeting.

The commonalities amongst the three Elementary Schools are:

- Academics: Literacy, Math, Open Circle, Intervention Block/Enrichment, Science, and Social Studies
- Philosophy: Holistic View of Students, Climate, and Culture
- Elementary Experiences
- Work Moving Ahead: Continued Development of Science Units for 16-17, 17-18 begin work in Social Studies, Elementary Math Committee, STEAM Committees, and Continued Work with Growth Mindset

Principal Lawson spoke in depth to Philosophy and the application of Growth Mindset and Mindfulness practices. Mindfulness practices have been a focus in teaching students to be present. The climate and culture speaks to the Philosophy of our Elementary Schools.

Principal Callahan highlighted several student experiences including 4th Grade NH History, 3rd Grade Portsmouth History, 5th Grade Environmental Science, School Gardens, Sports, and Artist in Residency, etc., as well as, as a collaboration between the Elementary Schools’ PTO (Fairy Houses, Wizards Basketball, and Summer Fair). Experiences with faculty and school partners included PLC and PD focused work.

COMMENTS/QUESTIONS: Discussion ensued regarding the opportunities of Growth Mindset.

Sharing information with parents and the community was encouraged, as public outreach is worthwhile.

Ms. Jeffrey attended the New Franklin PTO February meeting and commented on how powerful it was. The parents were truly invested in practices and the curriculum. It was suggested that Board members consider attending a PTO meeting.

Kahn Academy is used in various ways at our different Elementary Schools.
IX. SUPERINTENDENT'S REPORT

a. ITEMS OF INFORMATION
   i. POLICY COMMITTEE MINUTES, JANUARY 25, 2017
   ii. BOARD & ADMINISTRATOR, FEBRUARY 2017
   iii. OVERNIGHT FIELD TRIP, PINKERTON ACADEMY
   iv. OVERNIGHT FIELD TRIP, FRANCE

b. ADMINISTRATOR REPORT
   i. POPULAR ANNUAL FINANCIAL REPORT FY 16
   ii. FINANCIAL REPORT – Business Administrator Stephen Bartlett provide the month-end January report. Total expenses for FY 17 are following a similar year-to-date percent spent pattern as FY 16. The most obvious differences are due to the fact that the real-time activity is not always following the rolling average used for the plan. The exception and area of concern is in Special Education, namely cost centers 150, 151, and 153. The increase costs are mainly due to outside Contracted Services.

COMMENTS/QUESTIONS: Special Education expenses can change on a weekly basis. Director of Pupil Support & Instruction Jeanette Souther will be at the Tuesday, February 21, Board Meeting to discuss the expenses in further detail. Medicaid reimbursement is currently matching expectations.

X. OLD BUSINESS

a. HONORS PROGRAM UPDATE- Superintendent Zadravec provided an update from the PHS Honors Committee. PHS will continue to offer 9th Grade Honors next year and student selection decisions will be based on teacher recommendations. An outline of the process was provided.

COMMENTS/QUESTIONS: Discussion and suggestions were made in regards to the student selection process. The TASC Block will further personalize the learning experience for students, by providing supplemental enrichment, practice, and/or remediation.

As an outcome from the January Board meeting, the PHS Honors Committee is aware of the need for better communication.

b. CONSIDERATION AND APPROVAL OF POLICIES (SECOND READING):
   i. PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL, EMPLOYEES, STUDENTS OR ADMINISTRATION (KEB)
      MOTION: Motion to approve Policy KEB, by Mr. Landry
      SECOND: Ms. Walker
      DISCUSSION: Approved with minor corrections.
      VOTE: Unanimously approved

   ii. GRADUATION REQUIREMENTS (IKF)
      MOTION: Motion to approve Policy IKF, by Mr. Ellis
      SECOND: Mr. Epler
      DISCUSSION: Graduation Requirements should be added to agenda for the next Board Retreat. Clarification was provided for a student with an IEP.
      VOTE: Unanimously approved
XI. NEW BUSINESS

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

   i. FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) (JRA)

      MOTION: Motion to approve Policy JRA, by Ms. Clayburgh
      SECOND: Mr. Landry
      DISCUSSION:
      VOTE: Unanimously approved

   ii. ATTENDANCE (JH)

      MOTION: Motion to approve Policy JH, by Ms. Clayburgh
      SECOND: Ms. Walker
      DISCUSSION: The revisions were made to address chronic attendance issues.
      VOTE: Unanimously approved

b. 2017/2018 SCHOOL CALENDAR- Superintendent Zadravec shared the draft of the 2017-2018 School Year Calendar.

      MOTION: Motion to approve the 2017/2018 School Calendar, by Mr. Landry
      SECOND: Ms Clayburgh
      DISCUSSION: Discussion ensued regarding schools being closed on the Election Day, the impact of school activities beginning a week earlier due to the August Teacher Workshop days, and April vacation being status quo this year.
      VOTE: Unanimously approved

c. FUTURES ADVISORY BOARD NOMINATIONS- Superintendent Zadravec advised that there was a resignation on the Futures Advisory Board and there were a number of interested candidates for the open position. The Membership Committee interviewed three candidates, two of which they would like to approve to the Futures Advisory Board. Attorney Kathleen Dwyer adjusted the Bylaws to include the additional community member.

      MOTION: Motion to accept the newly revised Futures Advisory Bylaws, by Mr. Ellis
      SECONDED: Ms. Walker
      DISCUSSION: Accepted with the correction of adding School Board Member to Article II: Membership
      VOTE: Unanimously accepted

Superintendent Zadravec shared the bios of the two Futures Advisory Board candidates.

      MOTION: Motion to approve the two Futures Advisory Board candidates Duncan Craig and Lena Wyland, by Ms. Vozella Clark
      SECONDED: Mr. Ellis
      DISCUSSION:
      VOTE: Unanimously approved
XII. COMMITTEE UPDATES

a. POLICY - Policy IL will be brought to a future Board Workshop Session, after the Budget is complete.

b. ELEMENTARY FACILITIES COMMITTEE - Superintendent Zadravec provided an update from the Elementary Facilities Committee on the Dondero Elementary renovation. The approximate cost of the renovation is $9.7 million and will be completed in two phases. There is a growing population at Dondero and the renovation does not include an addition of space. As part of addressing space needs, there is a possibility of moving PEEP. It was suggested to establish a committee to further discuss the Preschool Program.

COMMENTS/QUESTIONS: CIP is meeting tonight.

Is there a possibility of obtaining State Building Aid, particularly as renovations include life-safety items?

The Dondero renovation plan will be brought to the next month’s Board Meeting.

c. JOINT BUILDING COMMITTEE - Mr. Bartlett reported the next meeting is tentatively scheduled for Wednesday, February 22, and Mr. Bartlett explained the process involved with funding items from settlement money.

d. MAYOR’S BLUE RIBBON COMMITTEE FOR SUSTAINABLE PRACTICES - Mr. Ellis reported the Eco Club is starting a program called Friendly Hand Project with Portsmouth restaurants. The project is part of The Polar Bear Grant, and PHS Teacher McGlinchey provided additional information about the project.

In addition, the Eco Club is in the process of building a “Green Wall” at PHS, with hopes of completion by the end of May.

XIII. FUTURE AGENDA ITEMS

a. ELEMENTARY WORLD LANGUAGE

b. TECHNOLOGY UPDATE

XIV. UPCOMING EVENTS

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

XV. ADJOURNMENT

MOTION: Motion to adjourn at 9:23 p.m., by Mr. Landry

SECOND: Ms. Clayburgh

DISCUSSION:

VOTE: Unanimously accepted
I. CALL TO ORDER - School Board Chair Leslie Stevens called the meeting to order at 6:30 p.m.

II. ROLL CALL- Chair Leslie Stevens, Jeff Landry, Kristin Jeffrey, Ann Walker, Nancy Clayburgh, Patrick Ellis, Roseann Vozella Clark, Gary Epler (not present at Roll Call), SAU 50 Representative Ann Mayer, Superintendent Stephen Zadravec, Assistant Superintendent George Shea, Business Administrator Steve Bartlett

III. INVOCATION

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

V. PUBLIC COMMENT- None

VI. WORKSHOP SESSION ON FY 2018 BUDGET

i. STUDENT SERVICES- Director of Pupil Support & Instruction Jeanette Souther provided the Cost Centers changes in the Special Education Budget.

Ms. Souther provided a five-year history of the number of elementary students requiring Special Education services. With the increase demands at the elementary levels, Ms. Souther recommends additional case managers. New Franklin Elementary would be the priority, based on their increased number of identified students.

Ms. Souther explained the cycle and changes of the IDEA Grant. There is one paraprofessional, six full-time teachers, and an Out-of-District Coordinator paid through the IDEA Grant.

COMMENTS/QUESTIONS: The number of students receiving ESOL services remains consistent to last year’s numbers.

The majority of Out-of-District students are court involved or court placed.

An additional Elementary Case Manager was discussed, as well as, discussion regarding typical caseloads for elementary, middle, and high
school case managers. Lower caseloads have the greatest impact at the elementary school level.

ii. TECHNOLOGY- Assistant Superintendent George Shea and Network Administrator Tom Lotz provided an overview of the FY 18 Technology Budget. The presentation highlighted the following:

- Today’s Learning Environment Challenge
- Technology Tools for Staff, Students, and the Community
  - Student Experience, Clipper Bridge, Website Redesign Planning, Professional Development Management System, Additional Avenues for Communication: Social Media, Google Apps for Education, Department Planning
- Technical Support
  - Database Usage, Data Analysis and Reporting, and Staffing Changes, IT Technician
- Capital Improvement Plan (CIP) for FY 17 and FY 18
  - FY 18- Add LAN Network Switches
- Tech Plan Budget Highlights for FY 17 and FY 18
  - FY 18- PMS Classrooms and PMS Library
- PSD Device Inventory

COMMENTS/QUESTIONS: A couple of the benefits to purchasing Chromebooks, are the cost and that there is little that can break. Many Chromebooks have outlasted their predicted lifespan.

The IT Department is exploring students’ access to Broadband from home and Learning Management Systems.

Discussion ensued on training students on being “responsible digital citizens” and training staff on Cyber Security, as well as, basic keyboard skills for students and staffing, to provide technology programming at the elementary schools.

Website Redesign: The redesign of the website will provide opportunities for students and staff involvement, and the site will be more dynamic.

iii. WORLD LANGUAGE- Superintendent Stephen Zadravec shared a PowerPoint presentation on Elementary World Language. The presentation highlighted the following:
• Current Staffing for Unified Arts
• Define Goals for the Program
• Many Models to Consider
  o One Language, one to two times per week; One Language, three to five times per week; Multiple Languages, one to two times per week; Immersion
• Languages to Consider
  o Spanish, French, Chinese, Latin, and German
  o Pathway through Middle and High School
• Moving Forward
  o Committee to Study and Model Program: Define Goals, Survey Parents and Students, Make After-School Activities Available, Pilot Potential Programs

COMMENTS/QUESTIONS: The languages offered and the level of content taught at SAU 50 were discussed.

It was suggested to form a committee to further explore offering Elementary World Language.

Utilizing the online components widely available, could be part of building a comprehensive program.

VII. FY 18 BUDGET UPDATE- Superintendent Zadravec provided an update on the FY 18 Budget. Currently, the FY 18 Budget is at 4.2%. The cost of additional busing for the Late Start implementation is not included.

❖ SAU 50 Representative Ann Mayer announced that she will not be running for School Board again. The Board thanked her for her many years of service and commitment to the Board.

VIII. ADJOURNMENT
MOTION: Motion to adjourn meeting at 8:15 p.m., by Mr. Martin
SECOND: Ms. Walker
DISCUSSION:
VOTE: Unanimously accepted
I. **CALL TO ORDER** - School Board Chair Leslie Stevens called the meeting to order at 7:04 p.m.

II. **ROLL CALL** - Chair Leslie Stevens, Jeff Landry, Kristin Jeffrey, Ann Walker, Gary Epler, Nancy Clayburgh, Patrick Ellis, Roseann Vozella Clark, SAU 50 Representative Ann Mayer, Superintendent Stephen Zadravec, Assistant Superintendent George Shea, Business Administrator Steve Bartlett

III. **INVOCATION**

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

V. **PUBLIC HEARING ON PROPOSED FY18 BUDGET**

VI. **BUDGET WORK SESSION** - Superintendent Zadravec provided an overview of the FY 18 Budget. The status quo Budget was at 4.86%. However, the current proposed Budget is $46,471,405, which represents a 4% increase over FY 17. The proposed Budget meets the City Council 4% Budget guideline. This was attainable through reductions in projected out-of-district expenses, health insurance rates, and adjustments in grant allocations.

**COMMENTS/QUESTIONS**: How will potential reimbursement for offering full-day Kindergarten, Special Education reimbursements, and School Choice affect the District? These topics are being discussed at the State level, the New Hampshire School Board does advocate on behalf of local Boards.

Discussion ensued regarding Professional Development, Late Start bus transportation costs, out-of-district tuition costs, and providing a clear explanation of the FTEs to the City Council.

Forming committees to study the feasibility of an expanded preschool program and expansion in the World Language program is beneficial towards looking at the budget long-term.

Superintendent Zadravec reported that he is working with Ms. Souther in regard to her request for an additional Special Education Case Manager.
VII. **ADJOURNMENT**

**MOTION:** Motion to adjourn meeting at 7:40 p.m. by Mr. Ellis

**SECOND:** Ms. Jeffrey

**DISCUSSION:**

**VOTE:** Unanimously accepted
A Word from the Principal
There is much happening at PHS. This written report is a summary of some of the highlights, but what I am most excited to relate to the Board is the staff, student, and parent commitment to being a school of excellence. We are not satisfied with being a good school or even a very good school. Everyone wants to be a great school. You can see it in our student accomplishments and continued recognitions. It would be easy to be satisfied with being labeled a good school and simply bask in the glory of those accomplishments and recognitions. But what I love about PHS is its commitment to strive for more. Being a great school is not easy. You cannot play it safe or rest on your laurels. Being great requires change, constant self-analysis, and the courage to try new things. It means all students excelling, regardless of socioeconomic status or achievement level. We have made some systematic changes that will help in our efforts to close socioeconomic and achievement gaps. My oral report to the board will focus on some of those changes, including the implementation of the TASC block, freshman honors and the honors selection process, as well as changes to some of our PLC work.

Portsmouth High School News

Presidential Scholarship Candidate
We have one senior who is a Presidential Scholarship Candidate. He completed an extensive application in February and notifications should be released in early May.

Continuing Education Update
We have a new future planning wall! As part of the remodeling, the Clipper Ship wall got a much needed update. The beautiful Portsmouth Harbor now houses the senior ships with their post high school plans.

- 84% of seniors have applied to college, completing a total of 1450 applications. Currently seniors are updating their decisions and applying for local scholarships. Final college decisions and scholarship amounts will be available the week of graduation.
- Planning has begun for next year’s senior class. The Junior College Information Night took place on February 16th with over 200 in attendance. College lunch meetings are taking place the month of March. Programming for next year is in progress and a full calendar will be available in late June. The Portsmouth High School College Admission Handbook is available through the PHS Guidance website.

Kudos to the Portsmouth High Math Team
The Portsmouth High School Math Team has been consistent the last three years qualifying through performance in the Tri-State Math League for the New England Association of Math Leagues competition held in Canton Massachusetts annually on the 4th Friday in April. With one meet remaining in our current year (of 6 competitions), the PHS team holds a commanding lead in the standings over Dover, Exeter, Londonderry, Pinkerton, Timberlane, and Masconomet (a Massachusetts school) in the large school division. We hope to bring home our first league championship ever after being runner up the last two years in the small school division to perennial small school champion Amesbury Massachusetts High School. Our team consists of 16 students, grades 9-12.

PHS students also had an opportunity to participate in a new competition this year called the New England Math League. This in-school competition of 6 contests consists of 6 challenging math problems with a thirty minute time limit. This competition occurs during lunch on set dates from October thru March. Scoring is submitted electronically by the school math advisor. Thus far, 44 students participated in the program this year with no more than 26 for any given competition. Our school is currently in 9th place out of 11 participating NH schools. Our goal for this program is to have more consistent student participation.
Step Up Day
The PHS Guidance Department welcomed incoming 8th graders from Portsmouth Middle School, Rye Junior High School, Greenland Central School and all other area private schools, on three separate days, for its second annual Step-up Day. Approximately 100 8th graders attended each day, shadowing a classroom and participating in a building tour and a Q & A with PHS students. The 8th graders were also treated to a performance by the PHS Choir, given an overview of career and technical education course offerings by the CTE Director, and ate lunch with the high school students in the cafeteria. This program continues to be a successful way for 8th graders to begin the transition process to the high school.

April 5 School-Wide Testing Day
Ninth, 10th, and 11th graders will participate in testing on April 5. Freshmen will take the PSAT 8/9, sophomores will take the PSAT 10, and juniors will be taking the SAT with Essay. All three tests are aligned with the Common Core and provide students and the district with consistent, nationally recognized test scores. This testing series allows us to continually monitor student progress over a student’s high school career while simultaneously preparing them to be college and career ready. During this day, seniors will be off campus participating in a variety of community activities.

News from the International Language Department
- The French Club, comprised of mostly upper level French students, wrote and performed the play “the Wizard of Oz,” with Josh Goldberg as the student play director. All students put together the costumes, the set, AND attendees had the option of a dinner/theatre, with a delicious dinner prepared by the French students. Chef Long allowed us to use the culinary dining room and the kitchen! Julia Madera directed the entire presentation AND acted in the play. She was an animating force! This was a fundraiser and students raised $1,000 for a pre-AP exam trip to an immersion experience in Montreal. BRAVO!!!

- We are very excited to be offering a semester-long immersion class in Italian, with an optional trip to Italy, in the spring of 2018. The following year we will offer an immersion semester of German, with an optional trip. These classes are target-language based, and meant to offer a delicious taste of another culture and language and to encourage participation. There are 2 requirements: (a) an open heart and (b) English is left at the door!

- Over February break, 12 students and 3 teachers went to the Osa Peninsula of Costa Rica to immerse themselves in the language and culture. During their 10-day adventure, students spent 5 nights with homestay families (where no English was spoken). They also rode horses to rural schools where they taught English lessons and shared with teenagers learning English at the High School. They learned about the biodiversity of the region through rainforest hikes, a boat trip across the gulf, and a visit to a working chocolate farm. Students made new friends as this group bonded quickly. They were also very motivated to speak Spanish and get to know as many Costa Ricans as they could. They learned to dance salsa and merengue, how to make sugar cane juice, and what to say to your host family if you really can’t eat any more rice and beans! Students also learned to “live in the moment” as they had no phones or technology, and they were not given an itinerary or knew what they were doing the next day until the night before. At first the “unknown” was frustrating for some, but soon they learned to appreciate each day and take in each moment. In the end, they loved that aspect of the trip!
High School Students from Tokyo Visit PHS
A group of high school students from Tokyo Metropolitan Nishi High School will visit PHS as part of an educational exploration on March 21. Their visit to the U.S. primarily focuses on post-secondary institutions, however, they also want to experience a day in an American high school. Students from Tokyo will do a presentation on what life is like for a Japanese high school student living in Tokyo. Visiting students will be partnered with PHS students for the day and will observe classes, experience an American hot lunch meal, and tour the school to see the other opportunities that are available outside of a regular classroom. Visiting Japanese students must go through an application process in order to participate in this program.

Return Visit to Sister City Nichinan, Japan
Eleven students from Portsmouth High School will visit Portsmouth’s sister city, Nichinan, Japan, in April. Students and Chaperone’s George Shea, Laura LaVallee, Brian Betournay, Dee Barrett, Kate Fitzpatrick, and Judy Butler will embark on this trip on April 20th. All students will stay with host families in order to experience Japanese culture and spend time in our sister school.

Athletic Department News
Highlights from the winter athletic season include:

- Boys Ice hockey team won its first playoff game in 33 years after a very successful regular season
- Girls ice hockey cooperative team with Oyster River finished the regular season in 4th place in its first season and lost a close game in the playoffs
- Girls track finished as the Division 2 state runner up
- Boys downhill skiing finished as the Division 1 state runner up
- Girls basketball finished the regular season 17-1 and lost in the state semifinal
- Boys basketball finished the season undefeated 18-0 and are the top seed in the Division 1 tournament
- Portsmouth High swim team had an excellent season and finished with many personal and school records in the N.H. state swim meet

Tryouts for the spring sports season are scheduled to begin on Monday, March 20th.

Performing Arts Department
On February 15th, the Music Department held its annual Chamber Music/Chocolate Festival, which featured numerous outstanding student performances.

Upcoming events include:
- The PHS Drama Department will travel to the NHETG Regional Festival on Saturday, March 11th at Bow High School, presenting Standing on Ceremony: The Gay Marriage Plays”. We hope to be one of three schools at our regional festival to advance to the State Festival in April. Also, the department is gearing up for auditions for the spring Blackbox musical “Once on this Island”. This story, set in the Caribbean, has elements of “Romeo and Juliet” as well as Hans Christian Andersen’s “The Little Mermaid”.
• The PHS Percussion Ensemble and Winter Guard will be heading to several NESBA competitions throughout March and performing at The New England Championships on April 1st at the DCU Center in Worcester, Ma.

• The PHS Madrigal Singers will join forces with several area adult community choirs and the Portsmouth Symphony Orchestra to perform Beethoven’s Ninth Symphony right on March 18, 7:30 PM and March 19, 3:00PM right here at PHS. The students have been hard at work preparing the nearly30 minute long final movement, with all German text, and extremely demanding vocal parts.

• On March 29, the PHS Touring Choir will depart for a three day tour across Massachusetts. The group, consisting of 25 un-auditioned students between grades 9 and 12, will engage in three choral exchanges with other choirs, both high school and college level, and will see several performances including the Boston Children’s Chorus and the Boston Symphony Orchestra, as well as performing at the MICCA Choral Festival on Saturday, April 1st.

• Mira Potter-Schwartz will be representing PHS at The NH Music Educators Allstate festival from March 30th to April 1st in Concord, NH. Mira will be performing on Violin with the Orchestra along with other selected students from throughout the state.

• PHS will hold a Music in Our School’s Month Concert on Wednesday, March 22nd at 7:00 PM in the high school Auditorium, which will feature the PHS Concert Choir and PHS Concert Band.

• Spring Theater Production “Once on this Island”, May 4, 5, 6, 7
• All City Concert #1 – May 10, PHS Auditorium, 7:00 PM
• All City Concern #2 – May 17, PHS Auditorium, 7:00 PM

End of the Year Activities

• PHS Student Volunteer Day – Thursday, May 4
• Junior Prom – Saturday, May 20
• Senior Prom – Friday, June 2

Pending Board Approval of Graduation Date:
• Proposed Baccalaureate Ceremony is Wednesday, June 7
• Proposed Awards Assembly will be held Thursday, June 8
• Proposed Date for Graduation is Friday, June 9, at 5:30 PM

Baccalaureate is a beautiful ceremony and we encourage board members to attend. All are invited to the Awards Assembly and Graduation as well. Parents have planned a great celebration graduation and we look forward to a full night of festivities.
IT'S COMPETITION SEASON!

Automotive Technology

- NH Skills USA
  Ryan Hand and Kyle Griffin will be competing in the NH Automotive Skills USA Competition at Lakes Region Community College on Monday March 13th. Portsmouth students have placed in the top 5 four years in a row and we hope to continue that success.

Both Ryan and Kyle are seniors and have committed to Universal Technical Institute next year. Three of our six seniors have already been accepted and committed to post-secondary automotive programs.

Culinary Arts

- Pro Start Team Members:
  Gretchen Heindel-Senior-Team Manager
  Katelynn Leathers-Senior
  Gavin Piesik-Senior
  Annah Shaheen- Sophomore

The culinary competition highlights each team’s creative abilities through the preparation of a three-course meal in 60 minutes, using only two butane burners, and without access to running water or electricity. Students are evaluated on taste, skill, teamwork, safety and sanitation.

The NH State Pro Start Competition is on Saturday March 11th at UNH (Stilling’s Hall). There are nine New Hampshire high school teams that will be competing for the opportunity to represent the State of NH at the national competition in Charlotte, North Carolina in June.

- NH Skills USA
  Gretchen Heindel is competing in the Skills USA Hot Food Culinary Competition on Thursday March 16th at UNH Thompson School. Gretchen has competed the past two years in the Commercial Baking Competition. She is a senior and is planning on attending Johnson and Wales University to study culinary arts.

Katelynn Leathers is competing in the Skills USA Commercial Baking Competition on Wednesday March 15th at Nashua North High School. She is a senior and is still exploring her options but does plan on attending a post-secondary culinary program.

Education & Teacher Training

- Family, Career and Community Leaders of America (FCCLA)
  Fourteen FCCLA members will be attending spring conference in Bartlett, NH at the end of March. Two of our students hold state office. Olivia Pearl is President and Johanna Hartnett is 1st Vice-President. As such, they are involved with the preparation and organization of the statewide conference. Thirteen members will compete in various STAR events such as: Job Interview, Early Childhood Development, Focus on Children and Chapter Service Projects.
• **Educators Rising**
  Nine students will be competing in the Educators Rising competition on March 25th. These students will participate in the following competition areas: Children’s Literature Pre-K through K (they must write and illustrate their own children’s book), Job Interview and Ethical Dilemma.

  All Education and Teacher Training students will be attending the Educators Rising spring conference on May 5th where there will be various hands-on workshops for student to attend. Some of the conference topics include crisis prevention in schools, culture and diversity, social/emotional well-being, and mindfulness in the classroom.

**Entrepreneurship**

• **BizGen**
  Our program has been allocated four spots again in the BizGen competition to compete against the other schools in New Hampshire. Students will compete in an in-house mock presentation of individual business plans and then will decide on which four business ideas they think are the best. From there, the students with the business ideas that are selected will be designated as project leaders and those who did not have their business ideas selected will become part of the team. The teams will prepare for and compete in the competition which will be held on May 25th at UNH.

**COLLEGE CREDIT THROUGH CTE!**

There are a number of opportunities for students to earn college credit while enrolled in CTE programs. A total of **ninety-nine** students enrolled in CTE programs will earn college credit this year while attending high school.

**Education & Teacher Training** - Sixteen students will earn between 7 and 9 credits each from Southern New Hampshire University.

**Culinary Arts** – Six students will earn 3 credits each from Southern New Hampshire University.

**Entrepreneurship** – Fifty Intro to Business students and Twenty-seven Accounting students will receive three credits each from Great Bay Community College.

**NATIONAL TECHNICAL HONOR SOCIETY**

This year, we will be inducting our largest class into the National Technical Honor Society. **Twenty-six students** have met the requirements for admission which include: 3.5 GPA in their CTE program, 3.0 GPA overall, enrolled in the second year of the program, and have been recommended as befitting the honor by their CTE teacher. At graduation, NTHS members may be identified by the purple and white cords they wear around their necks.

**Induction** will take place at the CTE Awards Ceremony on May 18th.
SAVE THE DATE!

The 9th Annual CTE Awards Ceremony will take place on Thursday May 18th, 2017 in the PHS Auditorium. Please mark your calendars and join us for refreshments at 5:30 PM in the Culinary Arts dining room followed by the ceremony at 6:00 PM in the auditorium. It is the most special night of the year in the Career Technical Center as we honor our students and their many achievements!
THIS PAGE INTENTIONALLY LEFT BLANK
DATE: MARCH 6, 2017
TO: PORTSMOUTH SCHOOL BOARD
FROM: POLICY COMMITTEE
RE: MARCH 3, 2017 MEETING MINUTES

Members Present: Leslie Stevens, Ann Walker, Steve Zadravec, and Kathleen Dwyer

Others Present: Paulette Rouse

Policies Considered:

Graduation Requirements (IKF)

After the February 14 School Board meeting, Ann Mayer had requested clarification as to whether passing a United States citizenship test was required for graduation. Kathleen explained that she checked Senate Bill 157-FN, the enabling act that ultimately was reflected in RSA 189:11 that the legislature "encourages all New Hampshire high school students to take a United States Citizenship and Immigration Services test." What is required by RSA 189:11 is regular courses of instruction in the history, government and constitutions of the United States and New Hampshire, and passage of a competency assessment (unspecified). These elements of instruction are present in the Portsmouth High School required curriculum, including assessment, by way of assessment of the competencies. A copy of the SB 157-FN is attached to these minutes. No further action is recommended regarding this policy.

First Aid & Emergency Medical Care (EBBC)

Kathleen shared with the Committee the comments from the School Nurses. Some of the comments are addressed in different School Board policies. For example, there is a separate policy on the administration of medication during the school day. Policy EBBC deals with the administration of first aid and emergency medical care only. These situations would most likely occur as a result of an accident or someone experiencing a medical emergency while on school property.
Leslie questioned what training personnel receive regarding the correct procedures to follow in the case of a medical emergency. Also, she questioned if Policy EBBC is included in the employee handbooks. Steve indicated that staff is trained on these procedures and will double check to make sure that the policy is included in the handbook.

Kathleen also explained that the nurses' comments included deleting the reference to the administration of oxygen (this is authorized by State law), as no school building currently stocks oxygen.

The nurses' comments also added language regarding health examinations. The Committee felt that this was not the appropriate policy for this requirement and will check existing policies for its inclusion.

Since there were substantial revisions to this policy, it will be redrafted in its entirety and have two readings by the Board.

Non-Policy Items Discussed:

MOU with Portsmouth Police Department

Steve indicated that he had met with the Police Department again regarding the MOU. He indicated that the Police want a clear definition of the police responsibility in schools regarding student behavior. In particular, the police intervention should be in those circumstances involving criminal conduct, i.e. acts of criminal mischief, thefts, violence, and threats of violence.

The draft currently refers to a police officer assigned to the "Officer Friendly" role and that is no longer the case. It was recommended to include language that the Police Department and the School Department will coordinate annual activities targeted to elementary students.

It was also discussed that students 18 years and older will be treated as adults for the purpose of criminal liability.

There was also a general discussion regarding clarity with communication between the Police and the School Department. In particular, there is a need for clarity regarding information that can be shared during an active police investigation.

Kathleen will make the edits and forward the MOU to the Committee for final review before the next Policy Committee meeting.
Recommended Board Actions:

Revise: (two readings):
First Aid and Emergency Medical Care (EBBC)

Revise and Reapprove: (single reading)

None

Next Meeting: Tuesday, March 21, 2017 9:00 a.m. at Portsmouth High School
SB 157-FN - AS AMENDED BY THE SENATE

03/12/2015 0677s
03/12/2015 0840s

2015 SESSION

15-0796

04/09

SENATE BILL 157-FN

AN ACT relative to encouraging high school students to take and pass a United States citizenship test.


COMMITTEE: Education

AMENDED ANALYSIS

This bill encourages students in high school or equivalent to take and pass a United States citizenship test as a component of instruction in the history, government, and constitutions of the United States and New Hampshire.

---

Explanation: Matter added to current law appears in **bold italics.**

Matter removed from current law appears [in brackets and struckthrough.]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

03/12/2015 0677s
STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Fifteen

AN ACT relative to encouraging high school students to take and pass a United States citizenship test.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 Legislative Purpose. In order to ensure that all New Hampshire high school graduates have a basic understanding of United States civics and history, and to promote and encourage active and engaged citizenship, the general court encourages all New Hampshire high school students to take a United States Citizenship and Immigration Services (USCIS) test based on that administered to all applicants for U.S. citizenship.

2 School Boards; Instruction in National and State History and Government. Amend RSA 189:11 to read as follows:

189:11 Instruction in National and State History and Government.

I. In all public and private schools in the state there shall be given regular courses of instruction in the history, government and constitutions of the United States and New Hampshire, including the organization and operation of New Hampshire municipal, county and state government and of the federal government. Such instruction shall begin not later than the opening of the eighth grade and shall continue in high school as an identifiable component of a year’s course in the history and government of the United States and New Hampshire.

II.(a) As a component of instruction under paragraph I, students shall be encouraged to take a United States Citizenship and Immigration Services (USCIS) test.
(b) The test shall be based on the 100-question test used by the USCIS and administered to all applicants for United States citizenship. Students taking the test will be tested on all 100 questions, and a score of 60 percent shall represent a passing grade. Students may take the test more than once and those students who attain a passing grade shall be eligible for a certificate issued by their school.

3 Applicability. The provisions of this act shall only apply to students eligible to receive a high school diploma or high school equivalency certificate on or after January 1, 2016.

4 Effective Date. This act shall take effect upon its passage.
Portsmouth School Department
Out of State/Overnight Student Trip Checklist

Destination: MONTEAL, QC
Dates of travel: 4/21 - 28/2017
Sponsor Group:
Lead Advisor/Chaperone: MARQUEE
Date submitted: 1/1/2017
Date of meeting with Superintendent of Schools:
List of other chaperones: JENNIE DIELGEL
List of students, home phone numbers, parents names attached:
Number of Students: 4
Staff to Student Ratio: 1:2
Principal Approval Date:
Supt. Approval Date:
Insurance:
On File:
Do all Students Have Passports:
Fundraisers students have participated in:
Method of travel to Destination:
Are Home stays involved in this trip? If yes, describe:
Host Families provided by Host School, BLI
Names of chaperones with first Aid/CPR Training: MARQUEE

Is there a Phone Tree established with parents? Yes No
(If yes, a copy should be attached)

Cost for each student to participate:

Educational Goals for trip: FRENCH IMMERSION IN PREP OF AP EXAM

Date of parent meeting and location held prior to departure:

Has this trip been taken before by this group? Yes No

Revised: 8/22/2016
SUPPORTING DOCUMENTS:

- Itinerary
- Phone Tree
- Student Permission Slips
- Student Medical Forms- (Knowledge of seizures, food allergies, asthma etc.)
- Educational Goal (s)
- Student Emergency Medical Cards

☐ Approve

[Signature]

2/7/17

Superintendent’s Signature: Date:

Prior to departure and upon arrival home the lead advisor must contact their building principal.

You may be invited to appear before the School Board upon return to provide a brief presentation of your trip.
Portsmouth School Department
Out of State/Overnight Student Trip Checklist

Destination: FCCLA Conference
Dates of travel: 3/29/17 - 3/31/17
Sponsor Group: FCCLA
Lead Advisor/Chaperone: Cara Frank
Date submitted: 3/10/17
Date of meeting with Superintendent of Schools:
List of other chaperones: Alexx Williams
List of students, home phone numbers, parents names attached: ✔
Number of Students: 12
Staff to Student Ratio: 1:6
Principal Approval Date:

Supt. Approval Date:
Insurance:
On File:
Do all Students Have Passports:
Fundraisers students have participated in:
Method of travel to Destination:
Are Home stays involved in this trip? If yes, describe: No
Names of chaperones with first Aid/CPR Training: Cara Frank

Is there a Phone Tree established with parents? Yes __ No ✔
(If yes, a copy should be attached:
Cost for each student to participate: $200.00
Educational Goals for trip: leadership skills, team building, public speaking, problem solving, skills
Date of parent meeting and location held prior to departure: DHS 3/14 5:30
Has this trip been taken before by this group? Yes ✔ No

Revised: 8/22/2016
SUPPORTING DOCUMENTS:

✓ Itinerary
✓ Phone Tree
✓ Student Permission Slips

Student Medical Forms- (Knowledge of seizures, food allergies, asthma etc.)
✓ Educational Goal(s)

Student Emergency Medical Cards

☐ Approve

Superintendent's Signature: [Signature] Date: 3/15/17

Prior to departure and upon arrival home the lead advisor must contact their building principal.

You may be invited to appear before the School Board upon return to provide a brief presentation of your trip.
Board should emphasize ‘team’ in its work

I was reading an interview with a college football player after a poor performance on a big stage in a bowl game recently. The player indicated that one of his New Year’s resolutions was to use less “I” in his communications and more “we.”

Sounds to me like there was some coaching taking place inside that team’s locker room, with a coach trying to make the point that a running back’s success is dependent upon his offensive linemen. It takes team work to succeed in pretty much any life endeavor.

That’s true with boards, too.
• Does your board think in terms of “we” or is there too much “I” taking place in the board room?
• Do board members put their personal agendas on the back burner to concentrate on what is best for all students?
• Does the board actively work toward consensus, and do individual trustees support board decisions when they are in the minority?
• Do all board members communicate effectively with each other and with the superintendent?

Concentrate on what is most important in your work as a board member (a top-notch education for all students), and the board will deliver as a team.

Separate parent hat from board member hat

It is true that board members must often wear two hats when serving.

The trustee wears his board member hat when making policy, for example. But if you are also a parent of a child in the district, you will take off your board member hat and wear your parent hat at times.

How you do this is very important.

If you are a serving board member and your child receives a poor grade on a test, that is not a matter to take up as a board member, but as a parent.

It can be a difficult challenge to keep this in mind: The board role should be kept separate from the parent role, whether it comes to a child’s playing time in volleyball, a grade, or which chair he sits in during musical performances by the orchestra.

Even disparaging comments made about a teacher or coach in a group of friends carry weight and can damage reputations when you are a board member.

Always keep in mind that you are a board member when you are out in public, when you attend games and performances, or when you drop by a school for lunch with your child.
Encourage board service in your community

You have served the board for many years and now want to step down and let new members govern the district. Because of your commitment to the schools, you want to see that the board is left in good hands so that the schools continue to flourish.

Finding civic-minded individuals can be a challenge in these busy days, so how can the board encourage or even "recruit" new board members to run for office?

Here are some tips:

- Let prospective board members get a taste of school board service. Encourage them to attend a board meeting, meet with the superintendent, and spend time with current board members one-on-one.
- Use your business contacts and service club memberships to talk up board service. Be honest about the work and its time commitment. A local business should understand that it benefits from its civic-minded attitudes when it encourages its employees to volunteer their time.
- Speak to a classroom about board service. Engage with students on the topic of what they expect from their school board.
- Analyze which citizens are most active and productive on board committees. Approach them about a run for office.
- Put potential board members on the board’s CC: list. They should receive past meeting agendas, board policies and bylaws, and updates about district priorities.
- Distribute a Board Service Commitment form to all those who express interest in board service. This form should be honest about time commitment and the work involved, as well as what is expected from a committed school board member in terms of teamwork.

Set parameters before talking compensation with the superintendent

In the Kentucky School Board Association’s Board Room publication article “Negotiating Superintendent Contracts,” KSBA suggests the board establish parameters on what it will offer the superintendent before negotiating matters such as pay and benefits.

“They should establish some parameters for themselves, and say, ‘We believe in this district, here’s a reasonable salary range. We don’t want to hire anyone for less than this, but we probably can’t go any more than this,’” said Mike Oder, who works with KSBA’s Superintendent Search Service and is a retired superintendent. “Or, ‘We feel like we could offer the following benefits, probably not any additional.’”


Create trust for the board in your community

From a big-picture view, what does the community want from its school board? Trust. The community should be able to trust that the board will work at providing students with the type of education they will need to succeed in today’s world.

How can a board work to ensure that this trust is rewarded?

- Ensure that all board members work to create trust and confidence in the district. That takes teamwork.
- Be consistent in what messages the board sends out to its stakeholders. This is a good reason for the board president or the superintendent to be the primary board message-givers.
- Make good decisions. Use your superintendent to research issues, come to the board with a recommendation, deliberate the superintendent’s recommendation, and then make a decision by voting.
<table>
<thead>
<tr>
<th></th>
<th>FY 2017 YTD ACTUAL FEBRUARY</th>
<th>FY 2017 YTD PLAN FEBRUARY</th>
<th>FY 2017 YTD VARIANCE FEBRUARY (over/under plan)</th>
<th>FY 2016 YTD ACTUAL FEBRUARY</th>
<th>FY 2017 BUDGET ANNUAL</th>
<th>FY 2016 ACTUAL ANNUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101 ADMINISTRATIVE</td>
<td>1,162,829</td>
<td>1,124,574</td>
<td>(38,255)</td>
<td>1,114,490</td>
<td>1,567,023</td>
<td>1,555,329</td>
</tr>
<tr>
<td>102 TEACHER</td>
<td>9,079,180</td>
<td>9,335,852</td>
<td>256,772</td>
<td>9,118,953</td>
<td>18,307,438</td>
<td>17,830,732</td>
</tr>
<tr>
<td>104 TUTOR</td>
<td>21,132</td>
<td>26,905</td>
<td>5,772</td>
<td>26,727</td>
<td>43,293</td>
<td>35,093</td>
</tr>
<tr>
<td>105 CLERICAL</td>
<td>614,671</td>
<td>641,728</td>
<td>27,057</td>
<td>614,971</td>
<td>959,841</td>
<td>976,272</td>
</tr>
<tr>
<td>106 PARAPROFESSIONAL</td>
<td>608,245</td>
<td>630,332</td>
<td>24,087</td>
<td>609,340</td>
<td>1,148,774</td>
<td>1,085,963</td>
</tr>
<tr>
<td>107 MONITOR</td>
<td>10,693</td>
<td>12,465</td>
<td>1,772</td>
<td>11,404</td>
<td>18,484</td>
<td>18,516</td>
</tr>
<tr>
<td>108 TECHNICIAN</td>
<td>356,150</td>
<td>335,517</td>
<td>(22,633)</td>
<td>333,164</td>
<td>482,266</td>
<td>483,056</td>
</tr>
<tr>
<td>109 SCHOOL BOARD</td>
<td>6,325</td>
<td>7,000</td>
<td>675</td>
<td>5,675</td>
<td>14,000</td>
<td>13,925</td>
</tr>
<tr>
<td>110 CUSTODIAL</td>
<td>773,828</td>
<td>776,650</td>
<td>2,822</td>
<td>764,993</td>
<td>1,112,752</td>
<td>1,095,173</td>
</tr>
<tr>
<td>111 SECURITY</td>
<td>35,161</td>
<td>32,916</td>
<td>(2,245)</td>
<td>33,483</td>
<td>47,161</td>
<td>48,339</td>
</tr>
<tr>
<td>112 MAINTENANCE</td>
<td>178,553</td>
<td>165,711</td>
<td>(11,841)</td>
<td>171,266</td>
<td>236,857</td>
<td>254,110</td>
</tr>
<tr>
<td>113 COACHING</td>
<td>146,941</td>
<td>153,699</td>
<td>6,758</td>
<td>150,251</td>
<td>235,373</td>
<td>215,420</td>
</tr>
<tr>
<td>114 EXTRA-CURRICULAR</td>
<td>94,202</td>
<td>92,333</td>
<td>(1,849)</td>
<td>92,630</td>
<td>180,727</td>
<td>167,525</td>
</tr>
<tr>
<td>119 UNCLASSIFIED/UNAFFILIATED</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
<td>29,733</td>
<td></td>
</tr>
<tr>
<td>121 SUBSTITUTES</td>
<td>319,700</td>
<td>206,723</td>
<td>(113,977)</td>
<td>244,344</td>
<td>342,871</td>
<td>523,896</td>
</tr>
<tr>
<td>140 SABBATICAL</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>190 OTHER</td>
<td>(1,500)</td>
<td>1,500</td>
<td></td>
<td>0</td>
<td>125</td>
<td></td>
</tr>
<tr>
<td><strong>Total Salaries</strong></td>
<td>13,405,189</td>
<td>13,539,443</td>
<td>134,253</td>
<td>13,285,351</td>
<td>24,728,780</td>
<td>24,316,747</td>
</tr>
<tr>
<td>211 HEALTH INSURANCE</td>
<td>6,443,603</td>
<td>6,443,603</td>
<td>0</td>
<td>6,154,349</td>
<td>6,443,603</td>
<td>6,154,349</td>
</tr>
<tr>
<td>212 DENTAL INSURANCE</td>
<td>288,497</td>
<td>273,149</td>
<td>15,348</td>
<td>266,274</td>
<td>364,247</td>
<td>372,581</td>
</tr>
<tr>
<td>213 LIFE INSURANCE</td>
<td>65,895</td>
<td>70,611</td>
<td>4,717</td>
<td>65,636</td>
<td>94,161</td>
<td>97,697</td>
</tr>
<tr>
<td>214 DISABILITY INSURANCE</td>
<td>69,530</td>
<td>68,224</td>
<td>(1,306)</td>
<td>68,823</td>
<td>90,978</td>
<td>91,824</td>
</tr>
<tr>
<td>220 FICA</td>
<td>998,888</td>
<td>1,054,769</td>
<td>55,886</td>
<td>989,972</td>
<td>1,935,402</td>
<td>1,814,706</td>
</tr>
<tr>
<td>231 RETIREMENT - STATE</td>
<td>1,639,242</td>
<td>1,959,706</td>
<td>120,465</td>
<td>1,854,220</td>
<td>3,595,791</td>
<td>3,404,541</td>
</tr>
<tr>
<td>239 RETIREMENT-SL/T</td>
<td>400,000</td>
<td>400,000</td>
<td>0</td>
<td>400,000</td>
<td>400,000</td>
<td>400,000</td>
</tr>
<tr>
<td>240 COURSE REIMBURSEMENT</td>
<td>172,190</td>
<td>135,949</td>
<td>(36,241)</td>
<td>187,582</td>
<td>253,060</td>
<td>242,500</td>
</tr>
<tr>
<td>250 UNEMPLOYMENT COMPENSATION</td>
<td>747</td>
<td>3,188</td>
<td>2,441</td>
<td>68</td>
<td>5,000</td>
<td>68</td>
</tr>
<tr>
<td>260 WORKERS COMPENSATION</td>
<td>150,983</td>
<td>150,983</td>
<td>0</td>
<td>95,586</td>
<td>150,983</td>
<td>95,586</td>
</tr>
<tr>
<td>270 OTHER HEALTH BENEFITS/EA</td>
<td>5,795</td>
<td>781</td>
<td>(6,014)</td>
<td>1,125</td>
<td>1,500</td>
<td>4,031</td>
</tr>
<tr>
<td>280 CONFERENCE ALLOWANCE</td>
<td>4,928</td>
<td>5,730</td>
<td>802</td>
<td>6,162</td>
<td>10,418</td>
<td>9,745</td>
</tr>
<tr>
<td>290 ASSOCIATION DUES</td>
<td>5,972</td>
<td>6,832</td>
<td>860</td>
<td>8,535</td>
<td>8,540</td>
<td>8,653</td>
</tr>
</tbody>
</table>

**TOTAL SALARIES AND BENEFITS**

23,831,448

24,112,974

281,526

23,373,703

38,082,463

37,012,918
<table>
<thead>
<tr>
<th>Department</th>
<th>FY 2017 YTD ACTUAL FEBRUARY</th>
<th>FY 2017 YTD PLAN FEBRUARY</th>
<th>FY 2017 YTD VARIANCE (over/under) FEBRUARY</th>
<th>FY 2016 YTD ACTUAL FEBRUARY</th>
<th>FY 2017 BUDGET ANNUAL</th>
<th>FY 2016 ACTUAL ANNUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>102 DONDERO</td>
<td>27,521</td>
<td>25,374</td>
<td>(2,147)</td>
<td>24,844</td>
<td>43,095</td>
<td>40,920</td>
</tr>
<tr>
<td>104 LITTLE HARBOUR</td>
<td>32,102</td>
<td>39,521</td>
<td>7,418</td>
<td>38,673</td>
<td>60,080</td>
<td>55,191</td>
</tr>
<tr>
<td>105 NEW FRANKLIN</td>
<td>19,945</td>
<td>31,371</td>
<td>11,426</td>
<td>23,367</td>
<td>34,745</td>
<td>29,460</td>
</tr>
<tr>
<td>108 MIDDLE SCHOOL</td>
<td>62,961</td>
<td>69,916</td>
<td>6,955</td>
<td>71,660</td>
<td>93,621</td>
<td>96,732</td>
</tr>
<tr>
<td>109 SENIOR HIGH</td>
<td>141,135</td>
<td>131,075</td>
<td>(10,059)</td>
<td>121,282</td>
<td>171,430</td>
<td>152,934</td>
</tr>
<tr>
<td><strong>Total Schools</strong></td>
<td><strong>283,664</strong></td>
<td><strong>297,258</strong></td>
<td><strong>13,594</strong></td>
<td><strong>279,837</strong></td>
<td><strong>402,971</strong></td>
<td><strong>375,287</strong></td>
</tr>
<tr>
<td>110 ART</td>
<td>53,635</td>
<td>52,534</td>
<td>(1,101)</td>
<td>52,627</td>
<td>58,677</td>
<td>58,059</td>
</tr>
<tr>
<td>111 MUSIC</td>
<td>15,458</td>
<td>14,818</td>
<td>(530)</td>
<td>15,446</td>
<td>24,667</td>
<td>21,282</td>
</tr>
<tr>
<td>112 PHYSICAL EDUCATION</td>
<td>10,607</td>
<td>8,883</td>
<td>(1,724)</td>
<td>10,004</td>
<td>13,762</td>
<td>10,651</td>
</tr>
<tr>
<td>113 INSTRUMENTAL MUSIC</td>
<td>33,709</td>
<td>36,605</td>
<td>2,895</td>
<td>41,978</td>
<td>51,174</td>
<td>48,437</td>
</tr>
<tr>
<td>114 TECHNICAL CAREERS</td>
<td>42,919</td>
<td>31,639</td>
<td>(11,280)</td>
<td>48,290</td>
<td>46,433</td>
<td>51,858</td>
</tr>
<tr>
<td>115 ATHLETICS</td>
<td>205,984</td>
<td>230,931</td>
<td>24,947</td>
<td>170,624</td>
<td>352,620</td>
<td>334,915</td>
</tr>
<tr>
<td>116 DRAMA</td>
<td>16,074</td>
<td>17,309</td>
<td>1,235</td>
<td>15,222</td>
<td>19,990</td>
<td>17,352</td>
</tr>
<tr>
<td>117 K-12 COMPUTER</td>
<td>21,803</td>
<td>19,600</td>
<td>(2,203)</td>
<td>22,926</td>
<td>24,500</td>
<td>23,026</td>
</tr>
<tr>
<td>119 HEALTH INSTRUCTION</td>
<td>3,282</td>
<td>1,639</td>
<td>(1,644)</td>
<td>2,273</td>
<td>4,050</td>
<td>2,964</td>
</tr>
<tr>
<td><strong>Total Other Instruction</strong></td>
<td><strong>403,370</strong></td>
<td><strong>414,037</strong></td>
<td><strong>10,667</strong></td>
<td><strong>375,591</strong></td>
<td><strong>596,073</strong></td>
<td><strong>568,545</strong></td>
</tr>
<tr>
<td>130 ENRICHMENT</td>
<td>2,987</td>
<td>0</td>
<td>(2,987)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>131 DISTRICT-WIDE ASSESSMENT</td>
<td>0</td>
<td>16,257</td>
<td>16,257</td>
<td>17,625</td>
<td>19,435</td>
<td>17,792</td>
</tr>
<tr>
<td>132 MATHEMATICS ELEMENTARY</td>
<td>52,436</td>
<td>46,120</td>
<td>(6,308)</td>
<td>51,554</td>
<td>61,505</td>
<td>65,319</td>
</tr>
<tr>
<td>134 HEALTH</td>
<td>3,830</td>
<td>5,401</td>
<td>1,571</td>
<td>4,486</td>
<td>8,300</td>
<td>6,120</td>
</tr>
<tr>
<td>135 LIBRARY ELEMENTARY</td>
<td>19,060</td>
<td>21,492</td>
<td>2,431</td>
<td>23,142</td>
<td>26,591</td>
<td>27,749</td>
</tr>
<tr>
<td>136 MEDIA SERVICES</td>
<td>12,545</td>
<td>14,294</td>
<td>1,749</td>
<td>13,258</td>
<td>18,651</td>
<td>14,451</td>
</tr>
<tr>
<td>137 SYSTEM - WIDE PSYCHOLOGIST</td>
<td>12,547</td>
<td>10,116</td>
<td>(2,431)</td>
<td>11,146</td>
<td>15,175</td>
<td>15,861</td>
</tr>
<tr>
<td>138 CURRICULUM BOOKS</td>
<td>13,099</td>
<td>7,904</td>
<td>(5,195)</td>
<td>6,996</td>
<td>19,099</td>
<td>18,498</td>
</tr>
<tr>
<td>139 READING</td>
<td>8,755</td>
<td>15,761</td>
<td>7,024</td>
<td>20,247</td>
<td>28,466</td>
<td>20,445</td>
</tr>
<tr>
<td>145 PUPIL ENTITLEMENT</td>
<td>2,970</td>
<td>3,434</td>
<td>464</td>
<td>3,102</td>
<td>3,525</td>
<td>3,102</td>
</tr>
<tr>
<td><strong>Total Instructional Support</strong></td>
<td><strong>128,212</strong></td>
<td><strong>140,787</strong></td>
<td><strong>12,575</strong></td>
<td><strong>151,558</strong></td>
<td><strong>203,577</strong></td>
<td><strong>188,767</strong></td>
</tr>
<tr>
<td></td>
<td>FY 2017 YTD ACTUAL FEBRUARY</td>
<td>FY 2017 YTD PLAN FEBRUARY</td>
<td>FY 2017 YTD VARIANCE FEBRUARY (over/under plan)</td>
<td>FY 2016 YTD ACTUAL FEBRUARY</td>
<td>FY 2017 BUDGET ANNUAL</td>
<td>FY 2016 ACTUAL ANNUAL</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------------------</td>
<td>---------------------------</td>
<td>---------------------------------------------</td>
<td>-----------------------------</td>
<td>-----------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>150 PEEP</td>
<td>12,120</td>
<td>4,221</td>
<td>(7,899)</td>
<td>2,596</td>
<td>7,614</td>
<td>10,681</td>
</tr>
<tr>
<td>151 SPED ELEMENTARY</td>
<td>10,258</td>
<td>11,467</td>
<td>1,209</td>
<td>11,328</td>
<td>19,188</td>
<td>19,088</td>
</tr>
<tr>
<td>152 SPED MIDDLE SCHOOL</td>
<td>4,311</td>
<td>4,044</td>
<td>93</td>
<td>3,200</td>
<td>9,208</td>
<td>10,716</td>
</tr>
<tr>
<td>153 SPED/HIGH SCHOOL</td>
<td>2,505</td>
<td>5,962</td>
<td>3,457</td>
<td>7,236</td>
<td>10,164</td>
<td>12,522</td>
</tr>
<tr>
<td>156 SPEECH</td>
<td>21,399</td>
<td>3,423</td>
<td>(17,976)</td>
<td>2,879</td>
<td>4,055</td>
<td>2,975</td>
</tr>
<tr>
<td>157 OCCUPATIONAL THERAPY</td>
<td>53,787</td>
<td>2,060</td>
<td>(51,727)</td>
<td>3,329</td>
<td>3,090</td>
<td>3,329</td>
</tr>
<tr>
<td>159 ESL</td>
<td>923</td>
<td>491</td>
<td>(432)</td>
<td>100</td>
<td>1,880</td>
<td>100</td>
</tr>
<tr>
<td>160 DISTRICT-WIDE ADAPTIVE SERVICE</td>
<td>960</td>
<td>630</td>
<td>(330)</td>
<td>958</td>
<td>2,000</td>
<td>1,799</td>
</tr>
<tr>
<td>165 OUT OF DISTRICT TUITION</td>
<td>704,075</td>
<td>754,700</td>
<td>50,625</td>
<td>580,798</td>
<td>1,705,923</td>
<td>1,696,954</td>
</tr>
</tbody>
</table>

Total Special Instruction: 809,938 787,358 (22,579) 612,424 1,763,807 1,766,362

| 170 CENTRAL OFFICE     | 84,262                      | 175,484                   | 91,222                                      | 92,112                      | 244,135               | 293,728               |
| 171 SCHOOL BOARD       | 7,412                       | 11,173                    | 3,761                                       | 6,823                       | 11,726                | 9,788                 |
| 173 RESEARCH & DEVELOPMENT | 0                          | 0                         | 0                                           | 0                           | 0                     | 0                     |
| 177 TECHNOLOGY PLAN    | 215,702                     | 195,438                   | (20,264)                                    | 230,823                     | 279,597               | 276,357               |
| 178 DATA PROCESSING     | 39,606                      | 40,876                    | 1,269                                       | 41,690                      | 44,918                | 41,890                |
| 179 LARGE EQUIPMENT    | 45,376                      | 43,950                    | (1,426)                                     | 45,376                      | 85,921                | 68,064                |
| 180 TRAVEL IN DISTRICT | 24,632                      | 24,183                    | (445)                                       | 21,443                      | 29,292                | 23,775                |
| 182 WELLNESS           | 0                           | 553                       | 553                                         | 40                          | 2,000                 | 1,405                 |
| 183 INSURANCE          | 135,789                     | 135,804                   | 15                                          | 124,577                     | 136,789               | 124,577               |
| 184 TELEPHONE          | 27,800                      | 35,750                    | 7,950                                       | 26,332                      | 55,651                | 40,220                |
| 187 ATHLETIC FIELDS    | 68,614                      | 62,899                    | (13,715)                                    | 46,280                      | 73,460                | 73,193                |
| 188 MAINTENANCE        | 464,134                     | 454,047                   | (10,086)                                    | 431,597                     | 504,441               | 594,907               |
| 189 ENERGY             | 579,387                     | 663,236                   | 83,849                                      | 572,105                     | 1,305,839             | 1,075,832             |
| 190 CP                 | 0                           | 0                         | 0                                           | 0                           | 0                     | 0                     |
| 195 PUPIL TRANSPORTATION| 484,023                     | 518,863                   | 34,843                                      | 479,281                     | 881,425               | 846,241               |
| 197 SPACE RENTAL       | 0                           | 0                         | 0                                           | 0                           | 0                     | 0                     |
| 198 NON-RECURRING EXPENSES | 0                          | 0                         | 0                                           | 0                           | 0                     | 0                     |
| 199 CONTINGENCY        | 799                         | 0                         | (799)                                       | 0                           | 0                     | 1,690                 |

Total System Support: 2,175,432 2,352,376 176,944 2,118,459 3,635,193 3,470,142

TOTAL OPERATING: 3,800,817 3,991,815 191,200 3,537,667 6,601,621 6,369,103

TOTAL GENERAL FUND BUDGET: 27,632,064 28,104,789 472,726 26,911,569 44,684,084 43,382,021
<table>
<thead>
<tr>
<th>SPECIAL EDUCATION - 207 EXPENSE</th>
<th>FY 2017 YTD ACTUAL FEBRUARY</th>
<th>FY 2017 YTD PLAN FEBRUARY</th>
<th>FY 2017 YTD VARIANCE FEBRUARY (over/under plan)</th>
<th>FY 2016 YTD ACTUAL FEBRUARY</th>
<th>FY 2017 BUDGET ANNUAL</th>
<th>FY 2016 ACTUAL ANNUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>102 TEACHER</td>
<td>253,801</td>
<td>240,655</td>
<td>(13,146)</td>
<td>254,636</td>
<td>472,020</td>
<td>440,914</td>
</tr>
<tr>
<td>105 CLERICAL</td>
<td>33,305</td>
<td>31,188</td>
<td>(2,117)</td>
<td>30,722</td>
<td>48,107</td>
<td>44,954</td>
</tr>
<tr>
<td>106 PARAPROFESSIONAL</td>
<td>578,552</td>
<td>552,277</td>
<td>(26,275)</td>
<td>538,114</td>
<td>1,006,519</td>
<td>975,680</td>
</tr>
<tr>
<td>Total Salaries</td>
<td>865,658</td>
<td>824,121</td>
<td>(41,537)</td>
<td>823,472</td>
<td>1,526,646</td>
<td>1,461,548</td>
</tr>
<tr>
<td>220 PICA</td>
<td>62,569</td>
<td>63,045</td>
<td>476</td>
<td>57,098</td>
<td>116,788</td>
<td>100,977</td>
</tr>
<tr>
<td>231 RETIREMENT</td>
<td>65,192</td>
<td>68,950</td>
<td>4,758</td>
<td>65,888</td>
<td>128,348</td>
<td>115,492</td>
</tr>
<tr>
<td>Total Benefits</td>
<td>127,761</td>
<td>132,995</td>
<td>5,234</td>
<td>122,984</td>
<td>245,136</td>
<td>216,469</td>
</tr>
<tr>
<td>Total Operating</td>
<td>23,607</td>
<td>64,113</td>
<td>40,506</td>
<td>31,074</td>
<td>111,500</td>
<td>63,472</td>
</tr>
<tr>
<td>TOTAL SPED 207 EXPENSE</td>
<td>1,017,025</td>
<td>1,021,228</td>
<td>4,202</td>
<td>977,530</td>
<td>1,883,282</td>
<td>1,741,489</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SPECIAL EDUCATION - 207 REVENUE</th>
<th>FY 2017 YTD ACTUAL FEBRUARY</th>
<th>FY 2017 YTD PLAN FEBRUARY</th>
<th>FY 2016 YTD ACTUAL FEBRUARY</th>
<th>FY 2017 BUDGET ANNUAL</th>
<th>FY 2016 ACTUAL ANNUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1322 TUITION NH LEA</td>
<td>165,051</td>
<td>150,000</td>
<td>(15,051)</td>
<td>181,257</td>
<td>300,000</td>
</tr>
<tr>
<td>1332 TUITION OTHER LEA</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>1910 GENERAL FUND SUPPORT</td>
<td>68,545</td>
<td>225,000</td>
<td>58,455</td>
<td>220,958</td>
<td>400,000</td>
</tr>
<tr>
<td>3230 CAT AID</td>
<td>261,444</td>
<td>275,000</td>
<td>13,556</td>
<td>111,962</td>
<td>550,000</td>
</tr>
<tr>
<td>TOTAL SPED 207 REVENUE</td>
<td>593,040</td>
<td>650,000</td>
<td>56,960</td>
<td>514,177</td>
<td>1,475,000</td>
</tr>
<tr>
<td>Cost Center - Budget</td>
<td>Total Budget</td>
<td>Salaries</td>
<td>Benefits</td>
<td>Operating</td>
<td>Positions FTE</td>
</tr>
<tr>
<td>---------------------</td>
<td>-------------</td>
<td>---------</td>
<td>---------</td>
<td>----------</td>
<td>-------------</td>
</tr>
<tr>
<td><strong>Benefits Budgets</strong></td>
<td>7,912,490</td>
<td>7,912,490</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>School Instruction &amp; Operations</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>102 DUNDRETO</td>
<td>2,036,846</td>
<td>1,652,028</td>
<td>344,725</td>
<td>43,095</td>
<td>28.26</td>
</tr>
<tr>
<td>104 LITTLE HARBOUR</td>
<td>3,114,495</td>
<td>2,474,304</td>
<td>560,021</td>
<td>60,080</td>
<td>36.66</td>
</tr>
<tr>
<td>105 NEW FRANKLIN</td>
<td>2,185,957</td>
<td>1,769,959</td>
<td>381,222</td>
<td>34,745</td>
<td>20.97</td>
</tr>
<tr>
<td>108 MIDDLE SCHOOL</td>
<td>3,505,822</td>
<td>2,763,916</td>
<td>619,286</td>
<td>93,621</td>
<td>40.59</td>
</tr>
<tr>
<td>109 SENIOR HIGH</td>
<td>7,553,080</td>
<td>6,042,844</td>
<td>1,338,806</td>
<td>171,430</td>
<td>82.25</td>
</tr>
<tr>
<td><strong>Total Schools</strong></td>
<td>18,400,202</td>
<td>14,733,171</td>
<td>3,264,060</td>
<td>402,971</td>
<td>214.72</td>
</tr>
<tr>
<td><strong>Other Instruction Budgets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>110 ART</td>
<td>615,250</td>
<td>615,508</td>
<td>143,070</td>
<td>58,677</td>
<td>7.80</td>
</tr>
<tr>
<td>111 MUSIC</td>
<td>608,483</td>
<td>473,545</td>
<td>110,431</td>
<td>24,867</td>
<td>6.40</td>
</tr>
<tr>
<td>112 PHYSICAL EDUCATION</td>
<td>637,897</td>
<td>668,290</td>
<td>155,645</td>
<td>13,762</td>
<td>8.84</td>
</tr>
<tr>
<td>113 INSTRUMENTAL MUSIC</td>
<td>228,736</td>
<td>152,094</td>
<td>35,468</td>
<td>51,174</td>
<td>1.80</td>
</tr>
<tr>
<td>115 TECHNICAL CAREERS</td>
<td>1,455,050</td>
<td>1,127,573</td>
<td>291,036</td>
<td>46,433</td>
<td>14.81</td>
</tr>
<tr>
<td>116 DRAMA</td>
<td>65,017</td>
<td>36,512</td>
<td>8,515</td>
<td>19,960</td>
<td>0.50</td>
</tr>
<tr>
<td>117 K-12 COMPUTER</td>
<td>284,121</td>
<td>211,543</td>
<td>48,078</td>
<td>24,500</td>
<td>4.00</td>
</tr>
<tr>
<td>119 HEALTH INSTRUCTION</td>
<td>337,458</td>
<td>270,360</td>
<td>63,048</td>
<td>4,050</td>
<td>3.53</td>
</tr>
<tr>
<td><strong>Total Other Instruction</strong></td>
<td>5,318,699</td>
<td>3,833,779</td>
<td>888,847</td>
<td>596,073</td>
<td>48.48</td>
</tr>
<tr>
<td><strong>Instruction Support Budgets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>130 ENRICHMENT</td>
<td>11,099</td>
<td>9,000</td>
<td>2,099</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>131 DISTRICT WIDE ASSESSMENT</td>
<td>19,435</td>
<td>19,435</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>132 MATHEMATICS ELEMENTARY</td>
<td>61,505</td>
<td>61,505</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>134 HEALTH</td>
<td>584,338</td>
<td>450,890</td>
<td>105,148</td>
<td>8,300</td>
<td>5.60</td>
</tr>
<tr>
<td>135 LIBRARY ELEMENTARY</td>
<td>410,704</td>
<td>313,388</td>
<td>68,725</td>
<td>28,591</td>
<td>5.43</td>
</tr>
<tr>
<td>136 MEDIA SERVICES</td>
<td>90,740</td>
<td>60,670</td>
<td>11,418</td>
<td>18,851</td>
<td>1.00</td>
</tr>
<tr>
<td>137 SYSTEM WIDE PSYCHOLOGIST</td>
<td>116,755</td>
<td>52,971</td>
<td>10,209</td>
<td>15,175</td>
<td>1.00</td>
</tr>
<tr>
<td>138 INTERDISCIPLINARY CURRICULUM</td>
<td>19,909</td>
<td>0</td>
<td>0</td>
<td>19,909</td>
<td>0</td>
</tr>
<tr>
<td>139 READING</td>
<td>801,526</td>
<td>630,124</td>
<td>142,919</td>
<td>28,498</td>
<td>8.82</td>
</tr>
<tr>
<td>145 PUPIL ENTITLEMENT</td>
<td>3,525</td>
<td>0</td>
<td>0</td>
<td>3,525</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Instruction Support</strong></td>
<td>2,099,538</td>
<td>1,546,443</td>
<td>349,517</td>
<td>203,577</td>
<td>21.85</td>
</tr>
<tr>
<td><strong>Special Education Support</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>150 PEEP</td>
<td>356,031</td>
<td>289,220</td>
<td>58,197</td>
<td>7,614</td>
<td>5.23</td>
</tr>
<tr>
<td>151 SPED ELEMENTARY</td>
<td>1,013,208</td>
<td>842,502</td>
<td>151,818</td>
<td>19,188</td>
<td>20.63</td>
</tr>
<tr>
<td>152 SPED MIDDLE SCHOOL</td>
<td>868,750</td>
<td>707,960</td>
<td>151,818</td>
<td>9,208</td>
<td>12.12</td>
</tr>
<tr>
<td>------------------------------</td>
<td>----------------------</td>
<td>------------------</td>
<td>------------------</td>
<td>-------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>153 SPED HIGH SCHOOL</td>
<td>545,248</td>
<td>519,377</td>
<td>115,023</td>
<td>10,549</td>
<td>7.77</td>
</tr>
<tr>
<td>156 SPEECH</td>
<td>588,762</td>
<td>474,138</td>
<td>110,569</td>
<td>4,055</td>
<td>5.80</td>
</tr>
<tr>
<td>157 OCCUPATIONAL THERAPY</td>
<td>159,899</td>
<td>127,156</td>
<td>29,653</td>
<td>3,060</td>
<td>2.05</td>
</tr>
<tr>
<td>159 ESL</td>
<td>255,433</td>
<td>205,606</td>
<td>47,847</td>
<td>1,880</td>
<td>3.60</td>
</tr>
<tr>
<td>160 ADAPTIVE SERVICES</td>
<td>9,723</td>
<td>6,500</td>
<td>1,223</td>
<td>2,000</td>
<td>0.00</td>
</tr>
<tr>
<td>165 OUT OF DISTRICT TUITION</td>
<td>1,705,923</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Special Instruction</strong></td>
<td>5,601,978</td>
<td>3,172,458</td>
<td>665,712</td>
<td>1,763,807</td>
<td>57.20</td>
</tr>
<tr>
<td><strong>System Support Budgets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>170 CENTRAL OFFICE</td>
<td>1,154,490</td>
<td>765,473</td>
<td>354,541</td>
<td>244,126</td>
<td>8.82</td>
</tr>
<tr>
<td>171 SCHOOL BOARD</td>
<td>30,561</td>
<td>17,000</td>
<td>1,426</td>
<td>11,725</td>
<td>0.00</td>
</tr>
<tr>
<td>173 RESEARCH &amp; DEVELOPMENT</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>177 TECHNOLOGY PLAN</td>
<td>696,083</td>
<td>350,527</td>
<td>65,959</td>
<td>279,597</td>
<td>5.00</td>
</tr>
<tr>
<td>178 DATA PROCESSING</td>
<td>129,366</td>
<td>71,072</td>
<td>13,376</td>
<td>44,918</td>
<td>1.00</td>
</tr>
<tr>
<td>179 LARGE EQUIPMENT</td>
<td>65,921</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>180 TRAVEL IN DISTRICT</td>
<td>31,533</td>
<td>0</td>
<td>2,241</td>
<td>22,929</td>
<td>0.00</td>
</tr>
<tr>
<td>182 WELLNESS</td>
<td>2,000</td>
<td>0</td>
<td>2,000</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>183 INSURANCE</td>
<td>136,739</td>
<td>0</td>
<td>136,739</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>184 TELEPHONE</td>
<td>55,651</td>
<td>0</td>
<td>55,651</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>187 ATHLETIC FIELDS</td>
<td>73,460</td>
<td>0</td>
<td>73,460</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>188 MAINTENANCE</td>
<td>766,250</td>
<td>238,857</td>
<td>44,653</td>
<td>504,441</td>
<td>4.00</td>
</tr>
<tr>
<td>189 ENERGY</td>
<td>1,305,839</td>
<td>0</td>
<td>1,305,839</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>195 PUPIL TRANSPORTATION</td>
<td>881,425</td>
<td>0</td>
<td>881,425</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total System Support</strong></td>
<td>5,351,178</td>
<td>1,442,929</td>
<td>273,055</td>
<td>3,635,194</td>
<td>18.82</td>
</tr>
<tr>
<td>44,684,084</td>
<td>24,728,780</td>
<td>13,363,682</td>
<td>6,601,622</td>
<td>361,07</td>
<td>4.00%</td>
</tr>
<tr>
<td>1,787,320</td>
<td>669,827</td>
<td>911,515</td>
<td>205,979</td>
<td>8.56</td>
<td>4.00%</td>
</tr>
</tbody>
</table>
March 8, 2017

Mr. Stephen Zadravec
Superintendent of Schools
Portsmouth School District
1 Junkins Avenue
Portsmouth, New Hampshire 03801

Dear Superintendent Zadravec,

With spring fast approaching, the end of the 2016-2017 school year will be upon us in short order. With this in mind, it is necessary for us to consider setting a date for Portsmouth High School’s Commencement Ceremony in June.

According to state statute Ed 306 306.18.a.(2) “The school district shall maintain in each middle and high school, a school year of at least 990 hours of instructional time.” In addition, the statute mandates that “The school year for high school seniors may be reduced by no more than 5 days or 30 hours of instruction, whichever is less, from the number of days or hours of instruction for other high school students.”

In accordance with the requirements set forth in the statute, I propose that we consider setting a graduation date of June 9, 2017. Based upon our calculations if graduation is held on June 9th, the senior class will have a total of 1012 hours of instruction this calendar year (exceeding the minimum standard set forth by 22 hours). The graduation date of June 9th will ensure that we are in compliance with requirements outlining the reduction of days/hours for high school seniors.

Please let me know if you need any additional information in support of this proposal.

Respectfully submitted,

Mary D. Lyons
Principal
THIS PAGE INTENTIONALLY LEFT BLANK
Sabbatical Request Summary for Christine Kwesell
Semester II, 2017-2018 school year

Big Idea

To enhance Portsmouth Middle School's current mathematics intervention model with new strategies and structures that will realize positive results in students' mastery of concepts.

Activities

• learn more about the structure of a successful intervention model by
  o visiting Portsmouth elementary schools and a selection of middle schools throughout New Hampshire and Maine to learn about current mathematics instruction and intervention models
  o researching best-practices through online and text-based sources
• use the information to fine-tune our current intervention model
• implement the structure with groups of students
• collect data at various intervals and
  o use it to respond to students' learning needs
  o fine-tune the approach
  o analyze the effectiveness of the intervention approach(es)
• meet with colleagues at Portsmouth Middle School (and throughout the district, if there is interest) get feedback on how to improve the structure of the program as well as share results of my progress throughout the sabbatical

Expected Outcomes

• PMS will have a refined intervention model with evidence-based results to implement with all mathematics teachers
• Students' understanding of the topics covered will improve, allowing them more accessibility to the grade level content in their regular mathematics classes.
First Aid and Emergency Medical Care

School personnel have responsibilities in connection with accidents occurring in school and at school-sponsored events as follows:

1. Administering first aid
2. Calling for medical assistance, including calling 911 and getting the AED
3. Notification to the Administration
4. Notification to parents/guardians
5. Completion of written accident reports

School personnel are responsible for the knowledge of the procedures to be followed in the event of an emergency. Appropriate staff should be aware of special considerations regarding the physical condition of students for whom they are responsible in order to assist in an emergency.

The School Nurse and specially trained staff members shall be available to assist in the treatment in a medical emergency.

Following an accident during school hours, the School Nurse shall assess injuries involving students and document such in the student information system. The School Nurse shall provide written accident reports to the building Principal and the Business Administrator or designee in accordance with established procedures.

The School Nurse, or other designated personnel, may administer other medications to students in emergency situations, provided such personnel has all training required by law. Medication may also be administered in emergency situations to students with a medical action plan on file with their school, to the extent required by law. The School Department will maintain all necessary records relative to the emergency administration of medication and will file all required reports.

Additionally, the School Nurse, or specially trained staff members, may also administer epinephrine to any student in case of a medical emergency, if appropriate. This authorization extends administration of epinephrine without prior notification to parents/guardians.

The School Department does not provide student accident insurance.
First Aid and Emergency Medical Care

School personnel have responsibilities in connection with accidents occurring in school and at school sponsored events as follows:

1. Administering first aid
2. Summoning medical assistance
3. Notification to administration
4. Notification to parents
5. Completing of written accident reports

All personnel are responsible for the knowledge of the procedures to be followed in the event of an accident. Teachers should be aware of the physical condition of students for whom they are responsible in order to meet medical emergencies that may arise.

The school physician, school nurse and specially trained staff members shall be available to assist in the treatment of accident victims. The school nurse has the authority to administer oxygen in the case of a medical emergency without prior notification to the parent or guardian.

Accidents shall be reported by the personnel in charge to the building principal, or in his/her absence, the school nurse, in accordance with established procedures.

A group plan of student accident insurance shall be made available on a voluntary basis to every student enrolled in grades kindergarten through twelve. The School Department will not provide student accident insurance.

Health examinations shall be administered in accordance with applicable state laws and regulations.