

**PORTSMOUTH SCHOOL BOARD MEETING MINUTES FOR JUNE 13, 2017**

EILEEN D. FOLEY COUNCIL CHAMBERS, CITY HALL

PORTSMOUTH, NH

DATE: TUESDAY, JUNE 13, 2017

TIME: 7:00 PM [or thereafter]

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

**NOTICE:** A RECEPTION FOR RETIREES AND GUESTS WAS HELD AT 6:30 P.M. IN THE PORTSMOUTH ROOM, CITY HALL

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- I. **CALL TO ORDER-** Board Chair Stevens called the meeting to order at 7:03 p.m.
- II. **ROLL CALL-** Chair Leslie Stevens, Tom Martin, Kristin Jeffrey, Gary Epler, Ann Walker, Nancy Clayburgh, Patrick Ellis, Roseann Vozella Clark, Teacher Representative Kimberly McGlinchey, Student Representative Andrew Rodgers, Superintendent Stephen Zdravec, Assistant Superintendent George Shea, Business Administrator Stephen Bartlett
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE-** Chair Stevens led the Board in the Pledge of Allegiance.
- V. **ACCEPTANCE OF MINUTES**
  - a. **MAY 23, REGULAR MEETING**

MOTION: Motion to approve the public minutes of May 23, 2017, by Mr. Martin

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously approved.
- VI. **PUBLIC COMMENT-** None
- VII. **SPECIAL PRESENTATIONS**
  - a. **NHSBA SCHOLARSHIP PRESENTATION-** New Hampshire School Board Representative Barrett Christina presented Portsmouth High School student Sam Ellis with the NHSBA Scholarship.
  - b. **RECOGNITION OF SCHOOL DEPARTMENT RETIREES-** Assistant Superintendent George Shea introduced each retiree and the Board thanked the 2016/2017 retirees for their many years of service and wished them well in their retirement.
- VIII. **SUPERINTENDENT'S REPORT**
  - a. **ITEMS OF INFORMATION**
    - i. **POLICY COMMITTEE MINUTES, MAY 2017**

- ii. POLICY COMMITTEE MINUTES, JUNE 2017
  - iii. NEW FRANKLIN GAZETTE
  - iv. OVERNIGHT FIELD TRIP, LOUISVILLE, KY
  - v. BOARD & ADMINISTRATOR, JUNE 2017
- b. ADMINISTRATOR REPORT
- i. FINANCIAL REPORT- Business Administrator Stephen Bartlett provided the month-end report for May. The report shows everything is tracking consistently. Special Education still remains an area of concern. Currently, his department is dealing with billing lag.
- c. CORRESPONDENCE
- i. LETTER OF RESIGNATION, BRIAN BETOURNAY
  - ii. LETTER OF RETIREMENT, CHRISTINA BATES COOK

**IX. OLD BUSINESS**

- a. BOARD RETREAT- The Board Retreat will be held on August 17, 4:00 p.m.- 7:00 p.m. Superintendent Zadavec is trying to secure space at Gosling Meadows and the agenda would possibly including a public forum.

DISCUSSION/COMMENTS: It was suggested that the Board consider going to other neighborhoods throughout the year and possibly have Board representation on the City Neighborhood Committee.

**X. NEW BUSINESS**

- a. CONSIDERATION AND APPROVAL OF POLICIES (1ST READING):
- i. EVALUATION REQUIREMENTS FOR CHILDREN WITH LEARNING DISABILITIES (IHBAA)
  - ii. INDEPENDENT EVALUATIONS REQUIREMENTS FOR CHILDREN WITH SPECIFIC LEARNING DISABILITIES (IHBAB)
  - iii. STUDENT ASSESSMENT (IKA)
  - iv. PATRIOTISM (IMDA)

MOTION: Motion to approve Policies IHBAA, IHBAB, IKA, and IMDA, by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION:

Policy IHBAA- Correction needed: change District to Portsmouth School Department.

Policy IHBAB-Correction needed: change District to Portsmouth School Department.

Policy IKA- Clarification provided regarding the last sentence in the policy.

Policy IMDA- Correction needed: to the date. Honoring the celebration of the September 5, 1905 Portsmouth Peace Treaty will be discussed at the next Policy Committee meeting.

VOTE: Policies unanimously approved.

b. CONSIDERATION AND APPROVAL OF POLICIES (SINGLE READING)

i. NON-SMOKING/TOBACCO (JICG)

ii. FIELD TRIPS (IJOA)

MOTION: Motion to approve policy IJOA, by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION:

Policy JICG- Discussion about the wording of “products”. Clarification was provided regarding the parameters of expulsion.

Policy IJOA- Clarification was provided with regard to the insurance liability amounts and private transportation. Correction needed: Remove “subject to final approval by the School Board”. The goal is to have a standardized field trip permission form. The required field trip advance notification will be discussed at the next Policy Committee meeting.

VOTE: Policies unanimously approved.

c. MEMORANDUM OF UNDERSTANDING- Attorney Kathleen Dwyer provided an overview of the Memorandum of Understanding (MOU). The MOU was provided to the Board for review and feedback.

DISCUSSION/QUESTION: Discussion of how the SRO position is funded and should it be included in the MOU.

Concern was expressed that the MOU doesn't address releasing information to the Press. The MOU contains some aspects of the Information Sharing Protocol. The Board requested a copy of the Information Sharing Protocol. Ms. Dwyer explained the document is old and needs to be updated. It will be beneficial to compare the MOU and the Information Sharing Protocol to ensure the documents address the Board's concerns.

Discussion ensued as to ensure that the MOU covers and supports the restorative justice model that the Board supports.

The approval process and timeline of obtaining the signed MOU was discussed. It was suggested to first update the Information Sharing Protocol to accurately compare the two documents ensuring that concerns are addressed.

d. SCHOLARSHIPS- Ms. Dwyer provided an explanation of the Scholarship Memo included in the Board packet regarding scholarships which are managed by the Trustees. There were several scholarships that did not pay awards in the last fiscal year. As a result, Ms. Dwyer and the

Trustees are working on consolidating the smaller scholarships and develop guidelines for the establishment of new scholarships. Ms. Dwyer requested a Board representative to work with herself and the Trustees on this project. Ms. Vozella Clark, Ms. Clayburgh, and Mr. Martin volunteered to serve.

**DISCUSSION/COMMENTS:** Portsmouth is a generous community. Historically, a common scholarship amount is between \$1,000- \$5,000.

It was suggested there may be a number of individuals who may be interested in contributing to a scholarship fund, creating an opportunity to raise additional funds for scholarships.

- e. **SUPERINTENDENT EVALUATION-** Chair Stevens explained the evaluation process of the Superintendent. Ms. Stevens requested the evaluations be complete by Saturday, July 1. The Board will discuss the evaluation in Non-Public Session on July 11.
- f. **CONSIDERATION AND APPROVAL AUTHORIZING THE SUPERINTENDENT TO HIRE PROFESSIONAL STAFF DURING THE SUMMER**

**MOTION:** Motion to approve authorizing the Superintendent to hire professional staff during the summer, by Ms. Walker

**SECOND:** Mr. Ellis

**DISCUSSION:**

**VOTE:** Unanimously approved.

- g. **CONSIDERATION AND APPROVAL OF EMPLOYMENT**

- i. **COMPUTER SCIENCE, PHS**
- ii. **CULINARY ARTS, PHS**
- iii. **ELEMENTARY TEACHER, DO**
- iv. **SCIENCE TEACHER, PMS**
- v. **ELEMENTARY TEACHER , DO**

**MOTION:** Motion to approve employment, by Mr. Martin

**SECOND:** Ms. Walker

**DISCUSSION:**

**VOTE:** Unanimously approved.

## **XI. COMMITTEE UPDATES**

- a. **POLICY-** Ms. Dwyer provided a Committee update earlier in tonight's Board meeting.
- b. **JBC MIDDLE SCHOOL-** Mr. Bartlett reported on the last Committee meeting.
- c. **BEC-** Ms. Vozella Clark reported on the May 31 Committee meeting.

- d. STUDENT SENATE- Student Andrew Rodgers reported the next Student Senate meeting is Thursday, June 15. It will be the first meeting with the newest elected members of the Student Senate.

**XII. UPCOMING EVENTS**

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

**XIII. ADJOURNMENT**

MOTION: Motion to adjourn meeting at 8:36 p.m., by Mr. Martin

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously accepted