

(Approved by the Portsmouth School Board on February 13, 2007)

**Portsmouth School Board
Portsmouth, New Hampshire**

Minutes of the January 23, 2007 Meeting

A meeting of the Portsmouth School Board was held on Tuesday, January 23, 2007 in the Board Room at Little Harbour School.

Attendance

PRESENT: Mr. Kent F. LaPage (Chair), Mrs. Nancy Novelline Clayburgh (Vice-Chair), Ms. Sheri Ham Garrity, Mr. Clay Hayward, Mr. Brendan Ristaino, Dr. Mitchell Shuldman, Mr. Carson Smith, Mrs. Ann Walker

ABSENT: Mr. John Lyons, Jr.

PARTICIPATING: Dr. Robert J. Lister (Superintendent of Schools), Mr. Stephen Zdravec (Assistant Superintendent), Mr. Stephen T. Bartlett (Business Administrator), Ms. Elisa Loeser (Student Representative), Mrs. Linda Briolat (Employee Representative), Mrs. Ann Mayer (SAU 50 Representative)

Call to Order

Chair LaPage called the meeting to order at 7:04 p.m. He asked everyone to keep in mind those who are protecting our Country overseas, and to keep in our thoughts our students and their families. Ms. Foley, Student Council Adviser, led the Pledge of Allegiance.

The Chair told the Board they will be very busy through the middle of February. The budget process will begin with a series of work sessions on Tuesday and Thursday evenings.

SECRETARY'S REPORT

Minutes Approved

The Chair called for approval of the January 9, 2007 minutes. Ms. Garrity moved, seconded by Mr. Ristaino, the minutes be approved. The motion was unanimously approved.

Letter From Student Council Re: Student Government Day

The Board received a letter from Ms. Elisa Loeser, Student Council President, and Ms. Mary Carey Foley, Student Council Adviser, requesting Student Government Day be approved for 2007. If approved, the date would be April 11, 2007. The Chair said this would be discussed under "Recognition of Staff/Students."

The Board received a letter from Mrs. Linda Marconi, on behalf of

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“Read Across America”

the Association of Portsmouth Teachers, stating that on Friday, February 23, 2007, “Read Across America” will be celebrated in honor of Dr. Seuss’s birthday. The letter stated that students from Little Harbour School will share a “Read Across America” song at the February 13th School Board meeting. A sign-up sheet was attached to the letter. Ms. Garrity moved, seconded by Mrs. Walker, the letter be accepted and placed on file. The motion was unanimously approved.

Letter from Kindergarten Teachers re: Full Day Kindergarten

The Board received a letter and information from the kindergarten teachers regarding implementing full-day kindergarten in Portsmouth. The Superintendent suggested the Board place this letter in their budget books so they may refer to it when they address that part of the budget. Mr. Smith moved, seconded by Ms. Garrity, the letter be accepted and placed on file. The motion was unanimously approved.

Letter Requesting Donation for Celebration Graduation

The Board received a letter from Nancy London, Co-Chairperson of Celebration Graduation, requesting a donation of \$500, and possibly more, to pay a specific bill associated with the celebration. Mr. Ristaino moved the Board donate \$500 to Celebration Graduation; Mr. Hayward seconded the motion. Mrs. Clayburgh asked if the Board could donate more than \$500. The Chair suggested that could be reviewed in June. The motion to donate \$500 was unanimously approved.

Superintendent Lister stated the date for graduation has not yet been set.

PUBLIC COMMENTARY SESSION

There was no one in attendance who wished to address the Board.

RECOGNITION OF STAFF/STUDENTS

Request for Student Government Day

Ms. Loeser and Mr. Patrick Dowd spoke on behalf of Student Government Day. Mr. Dowd said he has never participated in Student Government Day, but hopes to this year. Ms. Loeser reviewed the positions that she has held on Student Government Day for the last three years, and said they have been successful experiences for her. Mr. Ristaino moved that April 11, 2007 be approved as Student Government Day in Portsmouth; Mrs. Walker seconded the motion. The motion was unanimously approved.

Presentation by PEEP Coordinator

Chair LaPage said that he asked Ms. Beth Setear, Coordinator of PEEP (Portsmouth Early Education Program), to report on her program this evening. He said that PEEP is housed at the

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**Presentation by
PEEP Coordinator
(cont.)** Community Campus, and is the only program for which the School Department leases space. Ms. Setear gave a history of the program, and reviewed the various buildings in which the program has been housed over the years. She reviewed the enrollment, and explained the collaboration among the various programs at Community Campus. She said it is convenient for the students and their families to have the various programs housed in the same building. Ms. Setear answered questions from the Board.

Referring to questions about the rent increase, Ms. Setear said she has not heard that the other agencies are looking to leave the Community Campus. She said PEEP at Community Campus has been approved by the State Department of Education. Should the program be moved, they would have to apply for a change in approval status.

**Recognition of PHS
Band Director** Dr. Lister recognized Mr. Eric Gagnon, High School Band Director, for being recognized as one of 50 “Directors Who Make A Difference” in December, 2006. The Superintendent stated one director was selected from each state.

PERSONNEL

There were no personnel issues to come before the Board.

COMMITTEE REPORTS

Curriculum Council Curriculum Council – Mr. Zadravec reported on the last two Curriculum Council meetings. He said that, in December, Doreen George gave a presentation on the bulk of the work that has gone on with the science curriculum (which has been the focus of her sabbatical). He said there was discussion of the process and plans to keep the focus and momentum on the implementation of the curriculum, which will be phased in. He said the next step is to take the work of Ms. George and the other teachers and present it to all teachers in each grade level.

Mr. Zadravec also reported the Curriculum Council spent the majority of time at another meeting talking about the DINI (District In Need of Improvement) status and the process the District has been through with that. He said a report will be due to the State in mid-February.

JSAC Joint School Advisory Committee (JSAC) for the Middle School – Mrs. Clayburgh reported that an important meeting of JSAC will be held tomorrow evening. Representatives from Team Design will present reports about the two locations (Jones Avenue and Parrott

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JSAC (cont.) Avenue) the Committee voted to investigate. Mrs. Clayburgh said the meeting will be televised on Channel 22. She stated that an opportunity for public input will be held on February 7th at 7:00 p.m. at the Middle School. This session has been scheduled for the Committee to hear the public's input after receiving information about the two sites. Mrs. Clayburgh said the Committee will make a recommendation to the School Board.

Policy Committee Policy Committee – Mrs. Clayburgh reported the Policy Committee plans to meet in February.

Rental Committee Rental Committee – Chair LaPage reported the Rental Committee met briefly before tonight's meeting. He said the Committee is currently reviewing three situations: PEEP leasing space at the Community Campus, the Wentworth School, and rentals requested by candidates running for political office. The Chair said the Rental Committee recommends the rental procedures for political candidates be reviewed after the political season for the current Senate and Presidential races (2008 election).

NEW BUSINESS

There was no New Business to come before the Board.

CONTINUING BUSINESS

Ice Rink Mr. LaPage said that previous fundraising has allowed for the purchase of a portable ice rink. He asked for volunteers to meet at the High School tomorrow to assemble the unit.

FINANCIAL

2007-2008 Budget The Chair said the Board will be crunched with time this year throughout its budget process. He said an advantage to having to submit the budget early is that the City Council is supposed to vote on the budget before June. The disadvantage is the Board has less time to hold its budget work sessions.

The Superintendent thanked Mr. Bartlett for his hard work and efforts he has put into the budget document. Dr. Lister stated that Mr. Bartlett lost one week's time during the last week of December due to the demands of a political campaign that was held at one of the schools. Dr. Lister said this is really the administration's first budget together, beginning to end. A schedule of budget presentations was distributed.

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**2007-2008 Budget
(cont.)**

The Superintendent said he is not recommending any new positions or any new programs. The Superintendent said he would recommend adding the following as unmet needs that affect student learning, student performance, and quality teaching:

- One-half reading teacher (\$40,000)
- Student information system (\$40,000)
- Athletic Director (\$10,000)
- Lunch Monitors (\$19,000)
- Business Education Stipends (\$2,000)
- One percent increase across the board

The Superintendent stated that 12 people will be retiring this year; most are classroom teachers. He said a shift of personnel or services may be required to meet the needs of the student population in all schools. The Superintendent also stated that he would like to continue a positive working relationship with other departments throughout the City.

Mr. Bartlett said the budget books would be handed out Thursday evening. He explained the meetings that have been held to date regarding the budget, and the process that would be used during this budget season.

The Chair stated that all City departments will be negotiating contracts this year to be effective July 1, 2008.

OTHER

“Penguin Plunge”

Mrs. Clayburgh mentioned that Dr. Lister, along with High School Principal Jeff Collins, will be jumping into the Atlantic Ocean on Sunday, February 4th, participating in the “Penguin Plunge” to raise funds for Special Olympics. Mrs. Clayburgh said that her three children will also participate in the “plunge.” Donations may be made to Portsmouth Special Olympics.

ADJOURNMENT

Adjournment

There was no other business to come before the Board. Dr. Shuldman moved, seconded by Ms. Garrity, the meeting be adjourned. The motion was unanimously approved. The meeting was adjourned at 8:59 p.m.

Respectfully submitted,

Dr. Robert J. Lister, Executive Secretary