

PORTSMOUTH SCHOOL BOARD MEETING AGENDA FOR AUGUST 11, 2009

EILEEN C. DONDERO COUNCIL CHAMBERS

PORTSMOUTH, NH

DATE: TUESDAY, AUGUST 11, 2009

TIME: 7:00PM [or thereafter]

I. CALL TO ORDER at 7:04 p.m.

II. ROLL CALL

Present: DR. MITCHELL SHULDMAN (CHAIR), SHERI HAM-GARRITY (VICE CHAIR), REBECCA EMERSON, PATRICK ELLIS, DEXTER LEGG, ANN WALKER, LESLIE STEVENS, LISA SWEET, ED MCDONOUGH (SUPERINTENDENT) STEVE ZADRAVEC (ASSISTANT SUPERINTENDENT), STEVE BARTLETT (BUSINESS ADMINISTRATOR), AND ANN MAYER (SAU 50 REPRESENTATIVE).

Absent: KENT LAPAGE, LINDA BRIOLAT

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. ACCEPTANCE OF MINUTES

a. JULY 21, 2009 – PUBLIC SESSION –

Motion: Motion to approve the minutes of July 21, 2009 Public Session by Ms. Garrity

Second: Ms. Walker

Discussion: Mr. Bartlett stated that a financial section should read “unaudited” instead of “an audited”.

Vote: Pending above change, Unanimously Approved.

VI. PUBLIC COMMENTARY SESSION

VII. SUPERINTENDENT’S REPORT

a. Items for Information

- i. City of Portsmouth Annual Report
- ii. School Board Committee Assignments
- iii. Revised Draft of 2009/2010 School Board Goals – Final version of goals will be formally adopted at the September 8, 2009 meeting.
- iv. Portsmouth School Board Member Characteristics and Operating Protocol –Chair Shuldman requested that the graphs and information be posted on the district web page.
- v. Conceptual Plan/Proposal for Athletic Fields (Maps)
- vi. Artificial Turf Waiver Request and Anticipated Team Usage

vii. Notice of Resignation - William Purcell – Gr. 4, Dondero Elementary

b. Correspondence

- i. Letter to the Editor from Ms. Chellman
- ii. Thank You Card from Ms. Rockefeller
- iii. New England Association of Schools and Colleges Special Progress Report of Portsmouth High School – Commission reviewed Portsmouth High School and continued their accreditation.
- iv. *Board and Administrator*, (August 2009) – School Board members will receive this publication for the 2009/2010 year.
- v. Letter of Appreciation - Ms. Lieberman Share
- vi. Letter of Appreciation - Alex MacNair
- vii. Letter of Appreciation – Chief Michael J. Magnant
- viii. Other – Chair Shuldman commended Principal Collins and Mr. Ken Linchey for preparing the high school for President Obama's recent visit to Portsmouth High School.

Chair Shuldman reported that the Portsmouth School District (SAU 52) has reached an agreement with SAU 50 regarding an addendum stating that if the Portsmouth Middle School renovation project is not bonded by the City Council, and safety issues are found, SAU 50 would have the right to give sixty days notice to remove their students and find an alternative schooling location. Chair Shuldman also stated that this would mean a decrease of approximately 10% in funding and future budgets.

Ms. Garrity requested that the Committee Assignments be updated and several board members requested a short work session to discuss the responsibilities of each committee.

c. District Reports

i. Financial

1. June Financial Report – After all Retro Active payments were made, \$12,000 in unspent expense funds remained. Retro payments caused many line items to enter into the red. Sick leave at termination contributions to the city were increased and the benefits formula for the salaries entering into the stabilization fund had an error, but has been corrected. Large equipment reaped \$14,000.00 in savings. Homeless transportation costs were budgeted and not spent. A cost savings was incurred because the city shared in funding the superintendent search as well.

Medicaid reimbursement was subject to ARRA funds, increasing the amount of money received by the district. This extra revenue offsets the over expenditure and will carry us into next year.

Mr. Ellis inquired about the maintenance budget. There is a trend that costs are much higher than what is budgeted. Will we be able to address maintenance issues needed to ward off larger costs down the road because of lagging routine maintenance? Mr. Bartlett stated that a large reason why maintenance was over was because of the safety issues needing to be addressed at the middle school. Ms. Walker requested that a list of the middle school expenditures over the last year be provided to board members. A new middle school will take care of many large cost maintenance concerns for the district.

A surplus reserve plan with the city is still a work in progress. The city and school board must be careful that any such agreement fits into audit rules and is not construed as unfair to other city entities. Surplus funds could be eligible for the district to use in 2011.

2. Cost of NH Retirement System Impact on 2010 Budget – A \$100k impact will need to be covered between now and the end of the year.

VIII. OLD BUSINESS

- a. Update on Middle School Project – The public hearing was well attended, with twenty-six community members speaking. Mr. McDonough will meet with architects to further discuss parking concerns. Mr. McDonough asked for feedback from city officials on questions that city council members might ask so that architects and school officials can be fully prepared.
- b. Consideration and Approval of Bus Contract Extension – two-year extension. Mr. Bartlett was asked to pursue a fuel cost, both ways. The overage will be the same, but if costs net less than \$2.25/gallon, the district will receive a credit.

Motion: Motion to approve the Bus Contract Extension – two-year extension by Ms. Garrity

Second: Ms. Walker

Discussion: National average currently at \$2.28/gallon. Next budget cycle, funds will be set-aside for a transportation consultant to assist with preparing for negotiations.

Roll Call Vote: Unanimously Approved

- c. Consideration and Approval of Property & Liability Insurance Extension – The City of Portsmouth and the Portsmouth School District are members of the PRIMEX pool and local Government Center. Primex requested that pool members ask for a resolution for another two years. This extension should make the district eligible for additional 2 ½ percent discount. Mr. Bartlett recommends that the extension be approved.

Motion: Motion to approve the Property & Liability Insurance Extension by Ms. Walker

Second: Ms. Stevens

Discussion:

Roll Call Vote: Unanimously Approved

- d. Consideration and Approval of Transfer of the Athletic Injury Fund to the FUTURES Program – Mr. McDonough reported that for many years, this fund would pay out up to \$500.00 if a student were injured during sports. The past few years, this fund has been dormant and auditors raised concerns. Auditors have reviewed this fund and stated that board members could make the above transfer; allowing the fund to be used by the district, rather than the funds being returned to the city's general fund.

Motion: Motion to approve the Transfer of the Athletic Injury Fund to the FUTURES Program by Ms. Sweet

Second: Ms. Stevens

Discussion:

Roll Call Vote: Unanimously Approved

IX. NEW BUSINESS

- a. Consideration and Approval of Title 1 Tutor Pay Scale – (Recommended by Title 1 Director, Ms. Joanne Simons).

Motion: Motion to approve the Transfer of the Title 1 Tutor Pay Scale by Ms. Walker

Second: Ms. Stevens

Discussion:

Roll Call Vote: Unanimously approved

- b. Consideration and Approval of Affixing a Commemorative Plaque to the New PHS Press Box Honoring Mr. Duane Frank – Mr. McDonough stated that, due to health issues, Mr. Frank would no longer be able to announce ball games.

Motion: Motion to approve of Affixing a Commemorative Plaque to the New PHS Press Box Honoring Mr. Duane Frank by Ms. Walker

Second: Ms. Stevens

Discussion:

Vote: Unanimously approved

Consideration and Approval of Maintenance Personnel Following Custodial Supervisors' Contract Guidelines – Attorney Tom Flygare confirmed that five maintenance personnel could align themselves with the custodial supervisors contract, in order to receive benefits within that agreement. Currently, maintenance workers follow the custodial contract for benefits, which is in negotiation dead lock.

Motion: Motion to align the maintenance workers with the compensation and fringe benefits provisions of the Custodial Supervisors Union contract by Vice Chair Garrity

Second: Mr. Ellis

Discussion:

Vote: Unanimously approved

c. Consideration and approval of Employment

i. Jamie Costa – One Year, Grade 4 – Dondero Elementary

Motion: Motion to approve the hiring of Jamie Costa for one year at Dondero Elementary to teach Grade 4 by Ms. Walker

Second: Vice Chair Garrity

Vote: Unanimously approved

ii. Phyllis Eldridge – FUTURES – Ms. Eldridge has been running the FUTURES program for the last three years without an official contract.

Motion: Motion to approve a contract for Ms. Phyllis Eldridge to run the FUTURES program by Ms. Garrity

Second: Mr. Legg

Vote: Unanimously approved

d. Consideration and approval of Policy Manual Review by New Hampshire School Board Association – Mr. McDonough spoke with a New Hampshire School Board Association staff attorney regarding the district's policy manual. For a flat fee of \$900.00, the attorney will assess all policies and provide a report on policies that need to be updated. There is an eight-week turn around period.

Motion: Motion to approve a policy manual review by New Hampshire School Board Association by Mr. Legg

Second: Ms. Walker

Vote: Unanimously approved.

X. COMMITTEE REPORTS

- a. Policy Sub-Committee – Susan Birrell will be reviewing the Acceptable Use policy. All further policy meetings are on hold until Mr. McDonough receives the policy manual report from NHSBA.

XI. FUTURE AGENDA ITEMS

- a. LOTI Survey Results – Dr. Susan Birrell
- b. Sabbatical Presentation by Joy Bryan Markley
- c. Safe Routes to School – parents to share
- d. Possible “ning” website
- e. School Board Retreat Date

XII. Motion to adjourn by Vice Chair Garrity at 8:10 p.m.
Second: Mr. Ellis
Vote: Unanimous

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "Edw. McDonough". The signature is fluid and cursive, with the first name "Edw." and the last name "McDonough" clearly distinguishable.

Mr. Edward McDonough
Superintendent of Schools