

## PORTSMOUTH SCHOOL BOARD MINUTES FOR DECEMBER 8, 2009

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COUNCIL CHAMBERS, CITY HALL

PORTSMOUTH, NH

DATE: TUESDAY, DECEMBER 8, 2009

TIME: 7:00PM [or thereafter]

It is anticipated that the School Board will hold a non meeting, prior to the regularly scheduled meeting at 6:30 p.m., in accordance with RSA 91 – A: 2 (3); in order to seek legal counsel.

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**I) CALL TO ORDER** – Chair Shuldman called the meeting to order at 7:10 p.m.

**II) ROLL CALL**

Present: MITCH SHULDMAN (CHAIR), SHERI HAM GARRITY (VICE CHAIR), LISA SWEET, LESLIE STEVENS, ANN WALKER, KENT LAPAGE, PATRICK ELLIS, REBECCA EMERSON, ED MCDONOUGH, (SUPERINTENDENT), STEVE ZADRAVEC (ASSISTANT SUERINTENDENT), STEPHEN BARTLETT (BUSINESS ADMINISTRATOR), AND PHILIP BOYNTON (STUDENT REPRESENTATIVE)

Absent: DEXTER LEGG AND LINDA BRIOLAT (EMPLOYEE REPRESENTATIVE)

**III) INVOCATION**

**IV) PLEDGE OF ALLEGIANCE**

**V) ACCEPTANCE OF MINUTES**

a) NOVEMBER 10, 2009

**MOTION:** Motion to accept the minutes of November 10, 2009 by Ms. Walker

**SECOND:** Ms. Sweet

**DISCUSSION:**

**VOTE:** Unanimously Approved

**VI) PUBLIC COMMENTARY SESSION**

**VII) SPECIAL PRESENTATIONS AND/OR RECOGNITION**

a) RECOGNITION OF KATHY BIRSE-SIEGEL, TEACHER OF THE YEAR – Chair Shuldman presented Ms. Siegel with a plaque, congratulating her and thanking her for her years of dedication to the children and community of Portsmouth.

b) RECOGNITION OF SCHOOL BOARD SERVICE

SHERI HAM GARRITY and PATRICK ELLIS –Board members thanked both Ms. Garrity and Mr. Ellis for serving on behalf of the students throughout Portsmouth and the district. The Superintendent and Board Chair presented an engraved clock with the Portsmouth District logo and their names on it to each member.

c) STACY KRAMER – COALITION COORDINATOR FOR SEACOAST AREA – Currently, the coalition is federally funded through “One Voice”. Assistant Superintendent Zadavec commended Ms. Kramer for her ability to bring a variety of

stakeholders together and form a partnership, solidly creating a position of leadership. Her work is clearly making a difference.

d) FACILITIES ASSESSMENT AND CIP UPDATE – KEN LINCHEY –

District Budget Pressures

- Past 3 years, district operating with minimal or 0% increases
- Budget needs have increased with aging buildings & systems
- Middle School repairs are up due to plumbing, electrical, and roof repairs
- We have been forced to be more reactive rather proactive

Sustainability Efforts

- Recycling
- Custodial practices moving towards green
- Reduced Contracted Services = better in-house control - plowing, salting, mowing, etc.
- Completed Energy Audit Course in 06'. We've reduced our energy by over \$200,000.00
- Our facilities are taking part in a free Energy Smart School Program Evaluation

Capital Projects Summary

**2005/06 - General**

Little Harbour gym Wall Replacement  
PMS Boiler Control Replacement

**2006/07 - General**

Tile and Carpet Replacement -  
Elementary  
Roof Repairs Middle School  
Tennis Court resurfacing -High School

**2008 - General**

Resurface high school Track  
2-ton A/C Replacement PHS  
Handicap Bathroom Upgrade – Sherburne  
School

**2008 C.I.P. - City**

Drainage Repairs - Complex  
Press Box Replacement  
Partial Roof Replacement - Dondero  
Window Replacement - Little Harbour  
Exterior Door Replacement at Little  
Harbour, New Franklin, Sherburne, and  
PMS

**2008/09 - General**

Bathroom Stall Replacement - Dondero  
Athletic Field Electrical Shed  
Replacement  
Little Harbour Front Entrance Repairs  
Irrigation Upgrade to Practice Field  
Football Field Drainage repairs

**2009/10 - General**

Roof Repairs to various schools  
 Refrigeration Compressor replacement  
 Little Harbour & New Franklin  
 Pavement Repairs at Various Schools

**Projected Projects for 2010****C.I.P. - City**

Dondero Roof Replacement  
 Athletic Bleacher Replacement

**2010 - General**

Exterior Building Concrete Repairs –  
 Little Harbour  
 Security Upgrades - PHS  
 Walkway Replacement (3) - New Franklin  
 Interior lighting upgrade - New Franklin  
 Refrigeration Compressor Upgrade - New  
 Franklin  
 Hot Water Tank Upgrade - Dondero  
 Feasibility Study  
 Assessment of our Elementary Schools  
 and need

Ms. Sweet requested budget history from the last 10 years in order to compare true expenditures against projected costs, clearly showing the difference needed to maintain level services.

**VIII) SUPERINTENDENT’S REPORT**

## a) ITEMS OF INFORMATION

- i) *The Many Meanings of “Multiple Measures”*
- ii) ADOPTION AND AMENDMENT OF POLICIES – Mr. McDonough clarified for Board members the protocol that needed to be followed in order to pass a new policy or a revised policy.
- iii) NEW FRANKLIN GAZETTE
- iv) *BOARD & ADMINISTRATOR*
- v) ELEMENTARY LUNCH MENU
- vi) PLP UPDATE – ASSISTANT SUPERINTENDENT STEVE ZADRAVEC – Mr. Zadavec discussed the diverse mix of projects/sustainability efforts that assures continued success throughout the district, even after stimulus funding has ended. From math groups to nursing, group projects are rigorously involving teachers in all aspects of teaching.
- vii) FY 2011 BUDGET SCHEDULE

## b) DISTRICT REPORTS

- i) PMS PRINCIPAL, JOHN STOKEL – All faculty members belong to at least one Professional Learning Community. All PLC’s have developed SMART goals, which are based on the essentials from their curriculum area. These essentials will be assessed using formative assessments, which will be given to all students each trimester. The data from the formative assessments will be analyzed for strengths and opportunities. This PLC work is accomplished during delayed openings, teacher preparation time, and after school meetings.

Middle School faculty and staff are able to view and comment on their colleagues work at our Middle School “ning”.

- ii) SPECIAL EDUCATION DIRECTOR, PAULA WENSLEY – Ms. Wensley explained how the district identifies our students, the identification process and early intervening services. All coordinators meet regularly twice a month. Once a student is identified, staff will meet again in six weeks to see if early intervention services are working. If not, more formal intervention services will be arranged.

Eligibility forms were revised and RTI (Response to Intervention) models try to correct issues before a child fails and needs services later on. These important intervention methods are showing promising signs in our elementary schools, yet national levels in Autism, diabetes, asthma and other health related services are increasing. This will continue to impact special services and the budget.

Ms. Stevens raised concern that Little Harbour has 430 students, yet a much lower identified population than at Dondero. Ms. Wensley said will research the statistics further.

Chair Shuldman raised concern about continuing to move toward an RTI model – will it place more of a burden on the general classroom teacher? Will there be a need for more paraprofessionals? Will it need to be a collaborative approach between Special Education and the classroom teacher, as well as cross between budget lines?

Mr. LaPage raised concern with the district’s resources trying to collect funds from Medicaid. It becomes harder and harder to collect and the conditions become increasingly stringent. Ms. Wensley stated that Medicaid reimbursement is on the incline, and the district can thank Ms. Marge Achilles for her dedication and hard work staying on top of the continuously changing rules and regulations of the federal government. Ms. Achilles works with MSB (Medicaid School Billing) who provides her with continuous training in the field of Medicaid billing.

- iii) RJL ACADEMY PRINCIPAL, NANCY ROY – Ms. Roy opened with some highlights of the RJL Academy this year:

1. Continuation of Great Bay Community College Collaboration
2. Development of Internship and work-based learning
3. Pilot site for Advancer-learner, a computer-based assessment and tutorial aligned to the Accuplacer college placement test
4. Development of a Business Advisory Council

PLC Implementation:

Last year: Group Norms, staff members received an introduction to PLC’s and then began reading the books **Checking for Understanding: Formative Assessment Techniques for your Classroom** by Fisher and Frey and **What Works in Schools: Translating Research into Action** by Robert Marzano.

This Year: The goal has been set for all students to reduce by one course the number of developmental courses required for them as indicated by pre/post. How will we do this?

The Process:

1. Data Collection using baseline Accuplacer test scores to identify English or math focus
2. Assignment of students in Advancerlearner assessment for English or math
3. Participation in individualized skill tutorial based upon assessment results and monitored/assisted by teachers
4. Intervention by teacher pull when a student is not progressing after 3 attempts at mastery for that particular skill set
5. Post-advancer-learner Accuplacer testing to identify score differential

Ms. Roy is excited to grow the Business Advisory Council and the work based learning internships throughout the community. She believes 2010 will bring positive changes to the Academy and all its students.

iv) STEVE BARTLETT – NOVEMBER FINANCIAL REPORT – Mr. Bartlett provided the narrative breakdown, showing where the budget stands at the end of November. Plowing will become an issue moving into the cold months, as will the H1N1 virus, which was not budgeted for.

c) CONSIDERATION AND APPROVAL - LEAVES OF ABSENCE

- i) DANIELLE HERMAN – EARTH SCIENCE TEACHER – PMS
- ii) CALLIE BRINKMAN-LILLY – OT – NFS

**MOTION:** Motion to approve Danielle Herman and Callie Brinkman-Lilly for Leave of Absence by Ms. Sweet

**SECOND:** Ms. Walker

**DISCUSSION:**

**VOTE:** Unanimously Approved

d) DISCUSSION – PUBLIC ENGAGEMENT - Board members discussed the pros and cons of an open forum public engagement like during candidate’s night. Some preferred a more “non-structured” format held twice a year before a school board meeting. Perhaps November and May. No final decisions were made.

## IX) COMMITTEE UPDATES

- a) JBC – A meeting was held on December 2, 2009. Highlights of the meeting were as follows:
  1. Negotiations with JCJ Architects are now complete and the architects have been hired. Contracts are ready to be signed.

2. A Construction Manager at Risk will be hired to oversee the project and will begin some time in February. Chair Shuldman would like to view the job description of the Construction Manager at Risk.
3. The Wentworth School site was selected for the new softball field.
4. The PHS turf field will be constructed during the summer of 2010.
5. Next meeting will be 12/16 @ 5:30 p.m. Minutes of all JBC meetings and presentations can be found on the city's website.

**X) MOTION TO ADJOURN:** Motion to adjourn by Mr. LaPage, seconded by Ms. Sweet. Unanimous at 10:00 p.m.

Respectfully submitted by:

Mr. Edward McDonough  
Superintendent of Schools