

PORTSMOUTH SCHOOL BOARD PUBLIC MINUTES FOR JUNE 11, 2013

PORTSMOUTH CITY HALL CHAMBERS

PORTSMOUTH, NH

DATE: TUESDAY, JUNE 11, 2013

TIME: 7:00 [or thereafter]

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- I. **CALL TO ORDER** – Chair Stevens called the meeting to order at 7:01 p.m.
 - II. **ROLL CALL** - LESLIE STEVENS (CHAIR), TOM MARTIN (VICE CHAIR), ANN WALKER, KENT LAPAGE, PATRICK ELLIS, MARY OLEA, MITCH SHULDMAN, CAROL CHELLMAN, ED MCDONOUGH, (SUPERINTENDENT), STEVE ZADRAVEC (ASSISTANT SUPERINTENDENT), STEVE BARTLETT (BUSINESS ADMINISTRATOR), OLIN JOHANNESSEN (EMPLOYEE REPRESENTATIVE) AND ANN MAYER (SAU 50 REPRESENTATIVE)
 - III. **INVOCATION**
 - IV. **PLEDGE OF ALLEGIANCE** Chair Stevens led in the pledge of allegiance.
 - V. **ACCEPTANCE OF MINUTES**
 - a. MAY 28, 2013
MOTION: Motion to accept the minutes of May 28, 2013 by Mr. Martin
SECOND: Mr. Shuldman
DISCUSSION: None
VOTE: Unanimously Approved
 - VI. **PUBLIC COMMENT**
 - VII. **SPECIAL PRESENTATIONS**
 - a. RECOGNITION OF “CLASS OF 2013” SCHOOL DISTRICT RETIREES – Chair Stevens and Ms. Walker presented each employee with an engraved clock while Mr. Johannessen led one of the high school choruses in a farewell song.
 - b. PRINCIPAL COLLINS, NEAS&C ACCREDITATION REPORT UPDATE – Principal Collins stated that Portsmouth High School has been awarded continued accreditation, pointing out that the committee began their report by listing several commendations received by Portsmouth High School students, staff and administration. The committee did express concern surrounding the Standard on Core Values, Beliefs, and Learning Expectations and voted to place the school on warning status, requesting that school officials submit a special progress report by January 14, 2014 to address these concerns. Mr. Collins stated that re-accreditation is a 10 year process and that he fully had expected to have some work to do. Mr. Collins is confident that all expectations will be fully met and met on time.
 - VIII. **SUPERINTENDENT’S REPORT**
 - a. ITEMS OF INFORMATION
 - i. POLICY COMMITTEE MINUTES
 - b. CORRESPONDENCE
 - i. RESIGNATION FROM MISA PIGNATARO, DONDERO
 - ii. RESIGNATION FROM KRISTEN AMATO, PHS SOCIAL STUDIES
 - iii. RECOGNITION FOR ANDREW MATHER, PHS MATH TEACHER

c. **ADMINISTRATOR REPORTS**

- i. **FINANCIAL REPORT, BUSINESS ADMINISTRATOR BARTLETT** – Current salary projections will net out with minor savings depending on how the substitute line finishes. Benefits are projected to result in a small savings. Out of District expenses show a substantial balance, resulting in timing and budget payments that support cost centers 206 and 207 that occur in June, as well as the diligent work by Central Office staff managing expenses. Energy expenses are back in line and will be used to offset a stressed maintenance budget hit hard by unplanned MEP infrastructure repairs. Cost center 207 expenses are on target due to continuous oversight of Central Office Special Education staff.

IX. OLD BUSINESS

a. **CONSIDERATION AND APPROVAL OF JOB DESCRIPTIONS**

- i. **SENIOR SYSTEM MANAGER**
- ii. **ASSISTANT SYSTEM MANAGER**

MOTION: Motion to accept job descriptions of System Manager and Assistant System Manager as a group by Mr. Ellis

SECOND: Ms. Walker

DISCUSSION: None

VOTE: Unanimously Approved

b. **CONSIDERATION AND APPROVAL OF ASSISTANT SYSTEMS MANAGER POSITION AND SALARY SCHEDULE**

MOTION: Motion to approve the Assistant System Manager Position and salary schedule by Mr. Shuldman

SECOND: Mr. Ellis

DISCUSSION: None

VOTE: Unanimously Approved

c. **UPDATE ON SCHOOL SECURITY UPGRADES** – Superintendent McDonough reported that Maintenance Director Ken Linchey has received costs for locks, door hardware, shades for windows where needed, and for replacing doors where necessary. He reminded Board members that the report recommended having multiple panic buttons which would buy minutes of valuable time in an emergency situation. Mr. Linchey has reported that the cost for these upgrades in security is approximately \$125,000. Superintendent McDonough learned on Friday of a grant application from Homeland Security in the amount of \$50,000. Superintendent McDonough immediately completed the grant paperwork for submission. The district will need to match funds in the amount of \$50,000.

X. NEW BUSINESS

a. **CONSIDERATION AND APPROVAL OF PROFESSIONAL STAFF**

- i. **AISTA KAZLAUSKAS, GRADE 2, DONDERO**
- ii. **BETSY KELLEHER, ESOL, GRADES 6-12**
- iii. **BRETT FLETCHER, SCIENCE, LISTER ACADEMY**
- iv. **NICHOLE PATTERSON, NFS, ELEMENTARY**
- v. **ERIN DELANEY, LHS, ELEMENTARY**

MOTION: Motion to approve above professional staff collectively as a whole by Ms. Chellman

SECOND: Ms. Walker
DISCUSSION: None
VOTE: Unanimously Approved

b. CONSIDERATION AND APPROVAL OF STAFFING ADJUSTMENTS IN SPECIAL EDUCATION FOR 2013-14 SCHOOL YEAR (.2 FTE INCREASE)

MOTION: Motion to approve staffing adjustments in special education for 2013-2014 school year (.2 FTE increase) by Mr. LaPage
SECOND: Ms. Walker
DISCUSSION: None
VOTE: Unanimously Approved

c. CONSIDERATION AND APPROVAL OF FUTURES ADVISORY BOARD MEMBER, SALLY GREGORY

MOTION: Motion to approve Futures Advisory Board Member, Sally Gregory by Mr. Shuldman
SECOND: Vice-Chair Martin
DISCUSSION: None
VOTE: Unanimously Approved

d. CONSIDERATION AND APPROVAL AUTHORIZING SUPERINTENDENT TO HIRE DURING THE SUMMER

MOTION: Motion to authorize the Superintendent to hire during the summer by Mr. Shuldman
SECOND: Ms. Walker
DISCUSSION: None
VOTE: Unanimously Approved

e. CONSIDERATION AND APPROVAL OF PORTSMOUTH MIDDLE SCHOOL ASSISTANT PRINCIPAL PHILLIP DAVIS

MOTION: Motion to approve the hiring of Portsmouth Middle School Assistant Principal Phillip Davis by Ms. Chellman
SECOND: Mr. Ellis
DISCUSSION: None
VOTE: Unanimously Approved

XI. **COMMITTEE UPDATE**

- a. JBC
- b. POLICY – Superintendent McDonough reported that the Policy committee discussed with Food Service Director Deb Riso competitive food service practices affecting the school lunch program. Superintendent Board members requested that Ms. Riso be invited back to discuss these issues at a later date.

XII. **FUTURE AGENDA ITEMS**

- a. PERFORMING ARTS (MUSIC/THEATRE UPDATE), FALL 2013

XIII. **ADJOURNMENT** – Motion to adjourn at 8:25 p.m. by Vice-Chair Martin and seconded by Ms. Walker. Unanimously Approved.