

PORTSMOUTH SCHOOL BOARD PUBLIC MEETING FOR MAY 12, 2015

EILEEN FOLEY COUNCIL CHAMBERS

PORTSMOUTH, NH

DATE: TUESDAY, MAY 12, 2015

TIME: 7:00 PM [or thereafter]

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **ACCEPTANCE OF MINUTES**
 - a. APRIL 14, 2015 NON PUBLIC
 - b. APRIL 14, 2015 REGULAR MEETING
- VI. **PUBLIC COMMENT**
- VII. **SPECIAL PRESENTATIONS:**
 - a. ELEMENTARY SCHOOLS – PI DAY
- VIII. **SUPERINTENDENT’S REPORT**
 - a. ITEMS OF INFORMATION
 - i. POLICY COMMITTEE MINUTES, APRIL 8 & MAY 6, 2015
 - ii. SUPERINTENDENT’S UPDATE, MAY 2015
 - iii. PHS CLASS OF 2015 SENIOR WEEK CALENDAR
 - iv. *BOARD & ADMINISTRATOR* APRIL, 2015
 - v. ASSOCIATION OF PORTSMOUTH TEACHERS YEAR END CELEBRATION INVITATION
 - vi. CAREER & TECHNICAL EDUCATION AWARDS CEREMONY INVITATION
 - vii. CLIPPER FOUNDATION AWARDS CEREMONY INVITATION
 - viii. RJLA FIELD TRIP – NYC
 - b. CORRESPONDENCE
 - i. LETTER OF RESIGNATION, KAREN WISBEY (OT)
 - ii. LETTER FROM PHS SOPHOMORE RE SCHOOL START TIME
 - c. ADMINISTRATOR REPORT
 - i. FINANCIAL, BUSINESS ADMINISTRATOR BARTLETT
- IX. **OLD BUSINESS**
 - a. NEW FRANKLIN PRINCIPAL SEARCH UPDATE
 - b. CONSIDERATION AND APPROVAL OF PMS STUDENT COMMONS DEDICATION
 - c. CONSIDERATION AND APPROVAL OF POLICIES (SECOND READING):
 - i. EARLY GRADUATION (IKFA)

- ii. SCHOOL FAMILY AND COMMUNITY PARTNERS (KA)
- iii. AWARDS FOR ACHIEVEMENT (IKG)
- iv. PUBLIC INFORMATION PROGRAM (KDA)

X. NEW BUSINESS

- a. CONSIDERATION AND APPROVAL OF LEAVE OF ABSENCE
- b. CONSIDERATION AND APPROVAL OF CONTRACT FOR WELLNESS COORDINATOR

XI. COMMITTEE UPDATES

- a. JBC
- b. POLICY
- c. SAGAMORE CREEK
- d. ELEMENTARY SCHOOL FACILITIES

XII. FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

Nonpublic Session Minutes
PORTSMOUTH BOARD OF EDUCATION

Date: April 14, 2015

Members Present:

<u> X </u> Leslie Stevens	<u> A </u> Tom Martin	<u> X </u> Nancy Clayburgh
<u> X </u> Dexter Legg	<u> X </u> Ann Walker	<u> X </u> Jeff Landry
<u> X </u> Patrick Ellis	<u> X </u> Gary Epler	<u> X </u> Lennie Mullaney

Motion at 6:08 p.m. to enter Nonpublic Session made by ANN WALKER seconded by LESLIE STEVENS.

Specific Statutory Reason cited as foundation for the nonpublic session:

 RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

 X RSA 91-A:3, II (b) *The hiring of any person as a public employee.*

 RSA 91-A:3, II (c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

 RSA 91-A:3, II (d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

 RSA 91-A:3, II (e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.*

 RSA 91-A:3, II (i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call Vote to enter nonpublic session:

<u> Y </u>	Leslie Stevens	<u> </u>	Tom Martin	<u> Y </u>	Nancy Clayburgh
<u> Y </u>	Dexter Legg	<u> Y </u>	Ann Walker	<u> Y </u>	Lennie Mullaney
<u> Y </u>	Patrick Ellis	<u> </u>	Gary Epler	<u> Y </u>	Jeff Landry

Entered nonpublic session at 6:35 p.m.

Other persons present during nonpublic session:

<u>ED MCDONOUGH</u>	<u>STEVE BARTLETT</u>	<u>STEVE ZADRAVEC</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

Nonpublic Session Minutes
PORTSMOUTH BOARD OF EDUCATION

Descriptions of matters discussed and final decision made:

Discussed New Administrators and their contracts
Reviewed a 2015/2016 Teacher Contract

Note: Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

Motion made to seal these minutes? If so, motion made by Mr. Martin, seconded by Mr. Ellis, because it is determined that divulgence of this information likely would:

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to seal minutes:

<u>Y</u> <u>N</u> Leslie Stevens	<u>Y</u> <u>N</u> Tom Martin	<u>Y</u> <u>N</u> Nancy Clayburgh
<u>Y</u> <u>N</u> Dexter Legg	<u>Y</u> <u>N</u> Ann Walker	<u>Y</u> <u>N</u> Lennie Mullaney
<u>Y</u> <u>N</u> Patrick Ellis	<u>Y</u> <u>N</u> Gary Epler	<u>Y</u> <u>N</u> Jeff Landry

Motion: **PASSED** **DID NOT PASS** (circle one)

Motion to leave nonpublic session and return to public session by ANN WALKER, seconded by NANCY-NOVELLINE CLAYBURGH.

Motion: **PASSED** **DID NOT PASS** (circle one)

Public session reconvened at 6:55 p.m.

These minutes recorded by: Leslie Stevens, School Board Chair.

PORTSMOUTH SCHOOL BOARD PUBLIC MINUTES FOR APRIL 14, 2015

EILEEN FOLEY COUNCIL CHAMBERS

PORTSMOUTH, NH

DATE: TUESDAY, APRIL 14, 2015

TIME: 7:00 PM [or thereafter]

- I. **CALL TO ORDER** – Chair Stevens called the meeting to order at 7:09 p.m.
- II. **ROLL CALL** – LESLIE STEVENS (CHAIR), DEXTER LEGG (VICE CHAIR), ANN WALKER, TOM MARTIN, PATRICK ELLIS, LENNIE MULLANEY, JEFF LANDRY, NANCY NOVELLINE-CLAYBURGH, GARY EPLER, EDWARD MCDONOUGH (SUPERINTENDENT), STEVE ZADRAVEC (ASSISTANT SUPERINTENDENT), OLIN JOHANNESSEN (EMPLOYEE REPRESENTATIVE), ANN MAYER (SAU 50 REPRESENTATIVE) AND JULIA ADLER (STUDENT REPRESENTATIVE)
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE** - Chair Stevens led the Board in the pledge of allegiance.
- V. **ACCEPTANCE OF MINUTES**
 - a. MARCH 24, 2015 NON PUBLIC
MOTION: Motion to accept the non-public meeting minutes of March 24, 2015 by Ms. Walker
SECOND: Ms. Novelline-Clayburgh
DISCUSSION:
VOTE: Unanimously Approved
 - b. MARCH 24, 2015 REGULAR MEETING
MOTION: Motion to accept the regular meeting minutes of March 24, 2015 by Ms. Novelline-Clayburgh
SECOND: Ms. Mullaney
DISCUSSION:
VOTE: Unanimously Approved
- VI. **PUBLIC COMMENT – NONE**
- VII. **PUBLIC HEARING: DEDICATION OF PMS COMMONS IN HONOR OF PRINCIPAL JOHN STOKEL** - Mr. Peter Weeks (677 Dennett Street), John McMaster (132 Raleigh Way) and Lyndsey Bouzakine (23 Harrison Avenue)
- VIII. **SPECIAL PRESENTATIONS:**
 - a. PERFORMANCE: PHS CHOIR
 - b. RECOGNITION: PHS PERCUSSION ENSEMBLE, REGIONAL NEW ENGLAND CHAMPS (COLIN YOST, AMA CARNEY AND SETH LAMPERT)
PHS DRAMA TEAM, NH DRAMA FESTIVAL (BEN COSTA AND CHARLIE NITSCHELM)
 - c. INTRODUCTION: PHS PRINCIPAL ELECT, BRIAN BALDIZAR
 - d. PRESENTATION: DISCOVERY TECHBOOK, PMS SOCIAL STUDIES TEACHERS-
Over the past school year, social studies teachers Kathleen Curtin, Erin Bakkom and Jocelyn Garganta participated in a pilot program testing electronic textbooks available through Discovery. All three found the resources engaging to students and valuable in exploring history at deeper levels. Heavy textbooks do not need to be remembered or carried and students aren't responsible for an expensive textbook. A student poll also showed that every student had access to electronic

techbooks. Board members challenged the social studies department to encourage either the high school social studies teachers or science teachers at the middle school to pilot electronic textbooks next year.

IX. SUPERINTENDENT'S REPORT

a. ITEMS OF INFORMATION

- i. POLICY COMMITTEE MINUTES, MARCH 18, 2015
- ii. FY 2016 BUDGET BOOKLET AND PERFORMANCE MEASURES
- iii. NFS GAZETTE
- iv. CITY COUNCIL WORKSHOP ON BUDGET, SATURDAY, MAY 9, 2015
- v. JOINT BUILDING COMMITTEE PMS OPEN HOUSE, SATURDAY, MAY 16, 2015
- vi. FIELD TRIP – CULINARY PRO START COMPETITION
- vii. FIELD TRIP – LHS GRADE 5, CAMP CALUMET

b. CORRESPONDENCE

- i. LETTER OF RESIGNATION, ROSEANNE VOZELLA-CLARK

c. ADMINISTRATOR REPORT

- i. FINANCIAL, BUSINESS ADMINISTRATOR BARTLETT- Areas of concern remain the same as last month. FEMA officials are reviewing school department snow removal expenses, added to the city's submission for reimbursement.

X. OLD BUSINESS

a. CONSIDERATION AND APPROVAL OF 2015 END OF SCHOOL DATES

MOTION: Motion to approve June 19th as the last day of school, with the exception of Little Harbour which will end June 18th, by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION: June 18th will be a full day and June 19th will be a half day of school.

VOTE: Unanimously Approved

b. CONSIDERATION AND APPROVAL OF ALTERNATIVE APPROACH TO 2015-16 SCHOOL CALENDAR TO ACCOMMODATE LHS IMPROVEMENTS

MOTION: Motion to extend the Little Harbour 2015-2016 school day by ten minutes and begin the school year on September 8, 2015 by Vice-Chair Legg

SECOND: Ms. Walker

DISCUSSION: Superintendent McDonough reported that a SurveyMonkey poll floated two options to staff and parents; reworking professional development days or extending the school day by ten minutes. 86% of responders favored extending the school day by ten minutes. The bus company will be able to support the extended day at no additional cost.

VOTE: Unanimously Approved

c. CONSIDERATION AND APPROVAL OF POLICIES (SECOND READING):

i. EMPLOYEE USE OF SOCIAL NETWORKING WEBSITES (GBEBD)

MOTION: Motion to approve policy GBEBD, Employee Use of Social Networking Websites by Ms. Mullaney

SECOND: Mr. Epler

DISCUSSION:

VOTE: Unanimously Approved

ii. SUSTAINABILITY (ECFE)

MOTION: Motion to approve policy ECFE, Sustainability by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously Approved

XI. **NEW BUSINESS**

MOTION: Motion to add agenda item Consideration and Approval of Portsmouth Middle School Principal by Mr. Martin

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously Approved

MOTION: Motion to approve Mr. Phil Davis as the Portsmouth Middle School Principal by Mr. Martin

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously Approved

a. CONSIDERATION AND APPROVAL OF ASSISTANT SUPERINTENDENT OF SCHOOLS

MOTION: Motion to approve Mr. George Shea as the Assistant Superintendent of Schools by Mr. Legg

SECOND: Mr. Martin

DISCUSSION:

VOTE: Unanimously Approved

b. CONSIDERATION AND APPROVAL OF POLICIES: (FIRST READING)

i. EARLY GRADUATION (IKFA)

MOTION: Motion to approve policy IKFA, Early Graduation by Mr. Martin

SECOND: Ms. Mullaney

DISCUSSION: Check Title and code

VOTE: Pending above changes, Unanimously Approved

ii. SCHOOL FAMILY AND COMMUNITY PARTNERS (KA)

MOTION: Motion to approve policy KA, School Family and Partners by Ms. Novelline-Clayburgh

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously Approved

iii. AWARDS FOR ACHIEVEMENT (IKG)

MOTION: Motion to approve policy IKG, Awards for Achievement by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously Approved

iv. PUBLIC INFORMATION PROGRAM (KDA)

MOTION: Motion to approve policy KDA, Public Information Program by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously Approved

- c. CONSIDERATION AND APPROVAL OF HEALTH AND SEX EDUCATION EXEMPT FORM (IHAM-R)

MOTION: Motion to approve IHAM-R, Health and Sex Education Exempt form by Mr. Martin

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Unanimously Approved

- d. CONSIDERATION AND APPROVAL TO ELIMINATE POLICIES:

i. EXPELLED STUDENTS (JICD)

ii. SCHOOL INFORMATION, (KBC)

MOTION: Motion to eliminate policies JICD, Expelled Students and KBC, School Information by Mr. Martin

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously Approved

XII. COMMITTEE UPDATES

- a. JBC- Invitation will be sent out electronically, inviting staff, city employees, committee members and the community to the Portsmouth Middle School Open House on May 16, 2015. Vice Chair Legg stated the School Board and city should be proud of the building now available to students and staff, and that Portsmouth should be proud to call it a city owned building that, due to location, should be enjoyed by many.
- b. POLICY- The Policy Committee continues to update existing policies and review new policies required by law.
- c. SAGAMORE CREEK – A second public hearing is being scheduled. School Board members discussed meeting with Mr. Wilson to decide whether the Board should formally endorse using the land for athletic fields.

XIII. **FUTURE AGENDA ITEMS-** School Start times, Retreat date with new administration in attendance

XIV. **ADJOURNMENT-** Motion to adjourn at 9:10 p.m. by Mr. Martin and seconded by Mr. Ellis.

**CITY OF PORTSMOUTH
LEGAL DEPARTMENT
MEMORANDUM**

DATE: April 8, 2015
TO: PORTSMOUTH SCHOOL BOARD
FROM: POLICY COMMITTEE
RE: APRIL 8, 2015 MEETING MINUTES

Members Present: Leslie Stevens, Ann Walker, Ed McDonough, Steve Zadavec and Kathleen Dwyer

Others Present: Amy Noble

Discussion Items:

Kathleen explained that she and Amy had been investigating software for maintaining policies. She said that both she and Amy spend significant amounts of time to maintain the policies and to keep them as user friendly on the website. The current method, especially the website is very cumbersome. Amy explained that she had looked into software and Kelli Barnaby suggested that we look into data management software that could cost less than municipal ordinance/policy software. Kathleen asked that this project be kept in mind at budget time.

Policies Considered:

Early Graduation (IKFA)

Kathleen explained that a policy on early graduation is now required by Department of Education regulations. The Committee reviewed a draft policy and discussed parental approval and to what extent a student would need to present the administration with the reasons for, or post-graduation plan. The Committee agreed that if a student had earned enough credits for early graduation that they should be permitted to do so. The Committee also agreed that for students under the age of 18 parental approval should be required. Ed explained that the rationale for parental approval is to have this be a family decision as there might be reasons parents would want their student to continue in school if the student didn't have a post-graduation plan.

High School Credit for 7/8th Grade Coursework (IMBD)

Kathleen explained that this policy is now required by 2017. Once adopted, this policy would need implementation time and that is probably why the State had a 2017 date. Steve explained that students at the Middle School take the same Algebra I as freshman at the High School. He also explained that there is coordination between the middle school and high school math teachers for content so that the Middle School class is covering the same material as those at the High School. He also explained that

students at the Middle School can take foreign language over a two year span during seventh and eighth grades and then take Spanish or French II as freshman at the High School.

High school credit has never been given for the Middle School classes. Ann pointed out that, in some districts, Middle School students actually go to the High School to take classes. Ed pointed out that is a major distinction between those districts and Portsmouth. Kathleen pointed out that other issue will arise regarding inclusion of the grade in the students High School GPA, which in turn, can factor into class rank. Leslie agreed. Ed expressed the opinion that this is a slippery slope and he generally does not agree with the practice, but if it is required by the State we have no other option. He suggested that it be noted on the transcript and credit given, but that the grade not be factored into the GPA. The Committee agreed with him.

The Committee decided to recommend that parents be notified that they need to opt out of the course being taken for credit upon enrollment in the class. In addition the recommendation is to specifically identify those courses for which credit will be offered, to note it on the transcript and not to include the grade in the calculation of the GPA.

Special Physical Health Needs of Students (JLCK)

Recommended Board Action:

First Reading:

High School Credit for 7/8th Grade Coursework

Next Meeting: Wednesday, May 6, 2015 9:00 a.m.

**CITY OF PORTSMOUTH
LEGAL DEPARTMENT
MEMORANDUM**

DATE: MAY 6, 2015
TO: PORTSMOUTH SCHOOL BOARD
FROM: POLICY COMMITTEE
RE: MAY 6, 2015 MEETING MINUTES

Members Present: Leslie Stevens, Ann Walker, Ed McDonough, Steve Zadavec and Kathleen Dwyer

Others Present: Amy Noble

Discussion Items:

Amy passed out complete revisions to the Policy Book and informed the Committee that they have been updated on the Website. All policies now include cross-references to other policies, where appropriate.

Leslie indicated that any policies recommended for action from the meeting would not go to the Board until the June meeting.

Policies Considered:

High School Credit for 7/8th Grade Coursework (IMBD)

The Committee reviewed the revised draft from the previous meeting and recommended that it be referred to the School Board for first reading in June. The changes included requiring the high school to maintain a list of courses for which credit was possible and notice, upon enrolment in these courses, a parent must opt their student out if they do not wish it to be taken for credit. In addition, language was added to exclude grades from the calculation of the High School GPA.

High School Graduation Competencies (ILBAA)

The Committee reviewed a revised draft from the previous meeting and had further discussion as to why this was now required by the State. Steve and Ed explained that, with the new emphasis on competencies, it was the State's way of addressing assessment based upon competencies. In many cases the requirements of the policy are already addressed in other policies, but this one is explicit with respect to the awarding of credit. The Committee made a few further revisions after the discussion to make to the policy. The policy, with the revisions, will be reviewed by the Committee at its June meeting.

Special Physical Health Needs of Students (JLCK)

This is a required policy that the NH School Board's Association changed the code. Portsmouth already has this policy found at (JLCG). Kathleen will check the codes and fix it on the master list with Amy.

Alternative Credit Options (IMBC)

This is a newly required policy that is apparently based upon the move to competencies and to ensure the proper award of credits based upon competencies. The Committee reviewed this policy along with Portsmouth Policy ELO, Extended Learning Opportunities, as there would be some inconsistencies between the two if IMBC were adopted. Kathleen will check the School Board's Association material and bring it back at the next meeting.

Recommended Board Action for May 12, 2015:

Second Reading:

Public Information Program (KDA)

Early Graduation (IKFA)

School, Family and Community Partnerships (KA)

Awards for Achievement (IKG)

Recommended for Board Action for June 9, 2015:

First Reading:

High School Credit for 7th and 8th Grade Coursework (IMBD)

High School Graduation Competencies (ILBAA) after review of edits by Committee on 6/3/15

Next Meeting: Wednesday, June 3, 2015 9:00 a.m. at Dondero Elementary

TEACHER OF THE YEAR FINALISTS & STAFF APPRECIATION

Congratulations to PHS English Teacher Laura LaVallee and to PHS Math Teacher Tobey Schoff as they have been named finalists for the **NH Teacher of the Year Recognition**. We are very proud of their accomplishments and their candidacies are emblematic of the caliber of teachers here throughout the district. Best of luck to both as the process continues. **We will celebrate all staff with breakfast on May 28th.** Thanks to Ms. Riso and staff for their help.

KUDOS & THANKS

This update marks my final effort at communicating across the district, K-12, to all staff. As I noted in my letter, I am thankful to everyone who has made my six year tenure here in Portsmouth so rewarding. The children of the Portsmouth Schools are fortunate to have such dedicated folks working on their behalf. I am confident the district will thrive under new leadership and I wish each of you continued health and happiness and that you continue to experience the rewards that come from working with young people.

Thank you for your hard work and dedication; happy trails.

UPCOMING EVENTS AND DISTRICT DOINGS

- May 13:** SPRING CONCERT
- May 16:** PMS OPEN HOUSE, 2 pm
- May 20:** APT RETIREMENT TEA, 3:30 pm, PORTSMOUTH COUNTRY CLUB
- May 21:** CTE AWARDS CEREMONY, 5:30 pm
- May 22:** PROFESSIONAL DEVELOPMENT DAY - NO STUDENTS

HAPPY MEMORIAL DAY

- JUNE 10:** CLASS OF 2015 BACCALAUREATE 7 PM, PHS AUDITORIUM
- JUNE 12:** CLASS OF 2015 GRADUATION, 5:30 PM, PHS GYMNASIUM
- JUNE 16:** 8th GRADE CELEBRATION
- JUNE 19:** LAST DAY FOR STUDENTS
- JUNE 22-24:** TEACHER WORKSHOP DAYS



Superintendent's Update

May 2015



Portsmouth
School
Department

Educating all students by challenging them to become thinking, responsible, contributing citizens who continue to learn throughout their lives.

FEEDBACK SURVEY RESULTS

The administrative team set a goal to have 80% of professional teaching staff respond that they received effective feedback, which is to say, aligned with a set of characteristics ranging from timely, targeted, goal-referenced, user friendly and actionable. The survey results listed below suggest peer feedback meets the threshold while administration feedback has fallen short of the goal.

- 1. Feedback should be timely.** Please rate the timeliness of feedback within 48 hours.
Admin: 72% **Peer: 87%**
- 2. Feedback should be targeted and goal-referenced.** It should promote reflection on next steps in reaching a performance goal (% receiving 3-4).
Admin: 68% **Peer: 87%**
- 3. Feedback should be user-friendly, meaning manageable, descriptive and non-judgmental.**
Admin: 82% **Peer: 96%**

CHANGES & PLANNING IN THE PSD

First of all, we welcome both new and familiar faces to administrative roles in the PSD. Congratulations to Steve Zdravec and George Shea who will serve as Superintendent and Assistant Superintendent respectively. We welcome Brian Baldizar as the new PHS Principal and Phil Davis as our new PMS Principal. The district is now focused on finding quality administrators to serve as NFS Principal and Assistant Principal at PMS and will bring nominations to the School Board in June.

Second, there are big changes coming to LHS over the next two summers. The upgrades call for new HVAC, lighting, classroom walls with additional electrical service and comfort controls as well as teacher wardrobes and student storage space. Phase I will begin June 24th and is expected to be completed on Friday, August 28th. The school calendar has been adjusted only for LHS to provide time to move into and prepare classrooms.

Third, the district's Teacher Quality Panel will hold its initial meeting on Thursday, May 21st. Next year, this group will identify the processes for teachers to evidence successful completion of achievement units in order to advance on the newly designed interval salary scale.

Finally, summer professional development, will be underway. The *Skillful Teacher* course will take place August 17th through the 20th and is open to not only new teachers, but others throughout the district.

DEDICATION TO JOHN STOKEL

The School Board is expected to vote to formally dedicate the newly constructed Student Commons in honor of retiring principal John M. Stokel. John has provided forty-one years of dedicated service to the students of Portsmouth Middle School; he has been the principal for the past 34 years. The dedication will take place as part of the Open House Ceremony slated for May 16th at 2 pm. Student lead tours will follow. All are invited to attend.

BEST WISHES TO ALL RETIREES

On May 20th, the APT will recognize our retiring teachers at their annual tea. The School Board will recognize all retirees at a reception to be held on June 9th at 6:30 pm at City Hall.

We extend our sincerest best wishes for continued health and happiness to the following staff:

Mary Gaulin, PMS, Family & Consumer Sciences

Ruth Larkin, PMS, Math Instructor

Judy Fingerlow, DO, Kindergarten Instructor

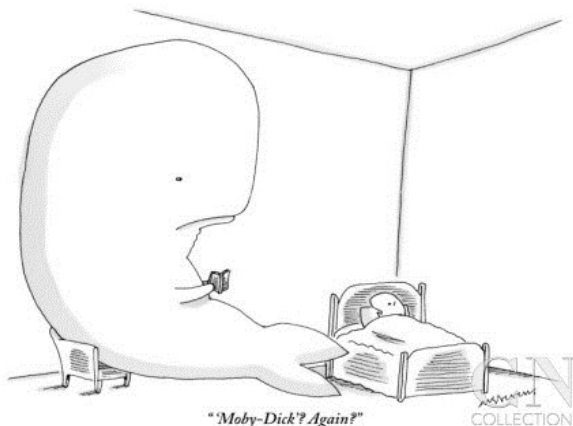
Rozanne Vozella-Clark, PHS, SPED Instructor

Karen Wisbey, District, Occupational Therapist

Julie Thurber, LHS, Paraprofessional

Joe Arnstein, PHS, World Languages

John Schmitt, PMS, Custodian



June 2015

Wednesday, May 20 - Senior Class Meeting
 7:30 AM in the Auditorium - Mandatory
 ALL Graduates Attend

Friday, May 29 - Senior Prom (student only event)
 The Sheraton Harborside
 7:00 PM to 11:00 PM

Monday, June 8 - Senior Scholarship Reception, 6:00 PM
 Cafeteria - By Invitation Only

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		June 3 <u>Clearance forms distributed and sign up for Handicapped tickets in the Grade Office</u>	4	5 SENIOR EXAM BLOCK 1A only Regular Block Schedule
8 SENIOR EXAMS BLOCK 4 (7:30-9:00) BLOCK 3 (9:10-10:40) Regular Lunch Block Block 1/1B-- (11:20-12:35) Block 2--(12:40-1:55) 2:00--YEARBOOK ASSEMBLY Faculty Recognition/ Yearbook Dedication <u>Senior Yearbook distribution following the yearbook assembly</u> Senior Scholarship Reception, 6:00 PM Cafeteria - By Invitation Only	9 SENIOR EXAMS BLOCK 1/1B (7:30-9:00) BLOCK 2 (9:10-10:40) Regular Lunch block 10:40 AM -SENIOR MEETING/Auditorium <u>ALL SENIORS MUST BE PRESENT</u> <u>Senior Clearance forms due to Grade Office by 3:30 PM</u> <u>All Grad Speakers and Class Officers</u> will meet in the Administrative Conference Room immediately after the Senior Meeting	10 <u>SENIOR FAILURE List due 7:30 AM</u> GRADUATION SEATING/REHEARSAL at 7:30 AM <u>ALL SENIORS MUST BE PRESENT</u> Distribution of Caps & Gowns CLASS PICTURE (approximately 10:30 AM) Regular Lunch Block - Grades 9-11 Senior Celebration Lunch Provided 11:20--SENIOR VIDEO 11:40-BACCALAUREATE REHEARSAL 5:30-Cafeteria-NHS distribution of sashes <u>LINE UP for Baccalaureate at 6:15 PM</u> BACCALAUREATE at 7:00 PM	11 GRADUATION REHEARSAL - 8:00 AM <u>ALL SENIORS MUST BE PRESENT FOR REHEARSALS & AWARDS ASSEMBLY - CAPS AND GOWNS REQUIRED</u> (7 Graduation Tickets distributed/student) Regular Lunch Block GRADUATION REHEARSAL 11:20 AM SENIOR AWARDS ASSEMBLY 1:00 PM (seniors will wear caps and gowns) GRADUATION SPEAKERS REHEARSAL 2:30 PM	12 GRADUATION REHEARSAL 8:00 AM <u>ALL SENIORS MUST BE PRESENT</u> Regular Lunch Block <u>LINE UP for Graduation</u> 4:30 PM GRADUATION 5:30 PM CELEBRATION GRADUATION to follow

DREAM BIG with Us!
Join Us to Celebrate & Honor
Our 2015 Grant Award Recipients
Tuesday, May 19th at 5pm ~ Discover Portsmouth Center



The Clipper Foundation
A Community Partnership for Excellence in Education

Join us to celebrate and honor our teachers who are the
2015 Clipper Foundation Grant Award Winners
with a special presentation of the grant awards.

Refreshments will be served.

We are proud to announce this year's winners:

- **A Greenhouse Project for Portsmouth Middle School** submitted by Lyndsey Bouzakine
- **Who We Are Project for PHS** submitted by Samuel Tombarelli and Kate Brunelle

- **Growing Readers- Growing Minds for New Franklin Elementary School** submitted by Linda Beal
- **PHS FIRST Robotics Competition Team for PHS** submitted by Steve Barry
- **Innovation Lab for Greenland Central School** submitted by Beth Sommers

Tuesday, May 19th at 5pm
Discover Portsmouth Center
10 Middle Street, Portsmouth, NH
RSVP with number of guests by May 15th please.

[RSVP NOW](#)

Thank you for your continued support of The Clipper Foundation!



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Portsmouth School Department Out of State/Overnight Student Trip Checklist

SB
5/12/15

Destination New York City
 Dates of travel June 1-2, 2015
 Sponsor Group RJLA
 Lead Advisor/Chaperone Nancy Roy
 Date submitted 4-14-15
 Date of meeting with Superintendent of Schools 4/20/15
 List of other chaperones Christine Soilwell, Brett Fletcher, Danielle Miles, Ryan Costa, Elisse
 List of students, home phone numbers, parents names attached?
 Number of Students 15
 Staff to Student Ratio 1:2.5
 Principal Approval Date 4-16-15
 Supt. Approval Date 4-20-15
 Insurance Tour Company
 On File? _____
 Do all Students Have Passports? n/a
 Fundraisers students have participated in List of Busters, Tard Sale, Car washes
 Method of travel to Destination Gerber Tours
 Are Home stays involved in this trip? If yes, describe no
 Names of chaperones with first Aid/CPR Training Elisse Sirmian, Nancy Roy, Christine Soilwell

Is there a Phone Tree established with parents? Yes _____ No X
 (If yes, a copy should be attached)

Cost for each student to participate n/a fundraising \$450.00 per student

Educational Goals for trip Culmination of goal setting activity, perseverance & work ethic. Students will be exposed to numerous historical sites in an urban setting while experiencing travel and social skills appropriate for time and place.

Date of parent meeting and location held prior to departure via written and verbal communication

Has this trip been taken before by this group? Yes _____ No X

SUPPORTING DOCUMENTS:

Itinerary

Phone Tree

Student Permission Slips

Student Medical Forms- (Knowledge of seizures, food allergies, asthma etc.)

Educational Goal (s)

Student Emergency Medical Cards

Plan for Presentation to the School Board (attach outline)

If issues arise during your trip, please contact your building principal as soon as possible.

In the event of an emergency, you must contact your building principal and Superintendent McDonough immediately. Mr. McDonough can be reached at 603-988-5121.

You may be invited to appear before the School Board upon return on a quarterly basis to provide a brief presentation of your trip.

4/13/2015

SB
5/12/15

To the Portsmouth School Board:

I will not be signing my Teacher's Contract for the school year 2015-2016. I have enjoyed my years working in Portsmouth and wish everyone a successful new school year. Since, I presume, this means that I am retiring from working in the district, I do request that if the Superintendent (or Assistant Superintendent!), and/or Teacher's Union would like to honor my years in any way that it is done via (small) donations to the FRIENDS project. Thank you all!

Karen Wisbey, Occupational Therapist

Superintendent McDonough
Portsmouth School Department
1 Junkins Avenue, Suite 402.,
Portsmouth, NH 03801

SB
5/18/15

April 1, 2015

My name is Jack Reaney, and I am a sophomore at Portsmouth High School. I am a committed student and value my education more than anything. However, as a three-sport athlete I find myself with little to no free-time during the typical school week. I actually support the concept of homework. The only issue I have with it is that I have to work hard every night just to get to bed by 10:30, which only gets me 7.5 hours of sleep. What concerns me is that compared to most of my friends, I go to bed early. In class, I constantly feel drowsy and struggle to concentrate. My education is being compromised due to an unreasonable policy, and I am certainly not alone. It's time that our school system stops contradicting itself in the pursuit of education. Portsmouth High School needs to change the start time from 7:30 AM to meet the needs of its students.

According to the National Heart, Lung, and Blood Institute (NIH), teens and school-aged children should be getting 9-10 hours of sleep every night to support proper growth and development. But comparing results from its ongoing survey kept since 1991, the University of Michigan found that most teens are not coming close to that recommendation. In 1991, just over half of teens surveyed received at least 7 hours of sleep on weeknights. Only 43% reported 7 hours in 2012. Unfortunately, Colombia University's Katherine Keyes says that this decline is largely due to social media use and obesity, and will most likely continue unless something is done. According to Daniel Lewin, a sleep specialist at Children's National Medical Center in Washington D.C., the optimal sleep period for teens is in the early morning hours. However, more than 40% of high school classes in the U.S. start before 8 in the morning. In addition, *all* high school students tested in a 2004 study by the American Academy of Pediatrics performed significantly better on neurological tests taken in the afternoon than they had in the morning. Mood problems, memory and learning difficulties, and depression, are among the many effects of sleep deprivation. Schools like Portsmouth High School must address these issues and stop hindering the potential of America's youth.

Students go to school for roughly 7 hours a day, constantly working hard to receive a good education and support their futures. But at what point do those long hours of "learning" begin to hurt the students? If a student isn't well rested and ready to learn each day, the extra hours won't make up for it. To receive the recommended 9-10 hours of sleep with a 7:30 start time, students should be going to bed no later than 9:30. Unfortunately, that requirement is completely irrational considering the homework, extracurricular activities, and social lives of high school students. According to the NIH, each time the sleep recommendation of an individual is not met, the loss of sleep contributes to a cumulative total known as "sleep debt". As you can imagine, sleep debt builds up over time in anyone's life. The debt can be partially removed on weekends by sleeping in late, but it is preferred by your body to maintain a fairly constant circadian (sleep) rhythm.

American adolescents aren't getting nearly enough sleep. Blinded by a societal race to score well on state tests and send more students to competitive colleges, our school system needs to take a step back and recognize that the physical needs of students must be acknowledged in order for them to truly succeed. Speaking for hundreds of Portsmouth High School students among millions of hardworking students across the nation, I advocate a later and more reasonable high school start time.

Sincerely,



Jack Reaney
691 Brackett Road
Rye, NH 03870

Early Graduation

The Board supports early graduation as a means to earn a high school diploma. Parental approval for students under the age of 18 is required. The high school principal shall approve such requests if he/she determines that all state and local graduation requirements will be met.

Legal References:

NH Code of Administrative Rules, Section Ed 306.04(a)(14), Earning of Credit

NH Code of Administrative Rules, Section Ed 306.14(f), Awarding of Credit

NH Code of Administrative Rules, Section Ed 306.27(d), Mastery of Required Competencies

School Family and Community Partnerships

See Also: IJO

The School Board recognizes the importance of having a strong partnership between the school system and the parents of our students as well as the community at large. It is therefore the policy of the Board to define standards for involvement between the schools, the community, and the parents of all students enrolled in District schools. The Superintendent is directed to implement these standards.

- District schools are a welcoming place, clearly accessible to parents and the community.
- Communication between home and school is regular, two-way and meaningful.
- Parents are full partners in the educational decisions that affect children and families.
- Parents will be encouraged to visit their schools for beginning of the year events such as "Open House" and new student orientations. These events will be used to disseminate information on school policies, discipline procedures, assessment tools and school goals.
- Opportunities are provided to guide parents on ways to assist with homework, give feedback to teachers, and how parents can help their children improve skills and perform well on assessments.
- Parents are encouraged to attend school-sponsored parent workshops to learn about parenting skills, health, safety, nutrition, home environments that support education and other topics of child and adolescent development throughout the year.
- Reasonable efforts will be made to communicate with parents in their primary language or in the language in which they feel comfortable.
- For the purposes of this policy, the term "parent" refers to any adult – mother, father, older sibling, aunt, uncle, grandparent, and guardian, mentor – who plays a significant role in the care of a student or students enrolled in District Schools.
- Students and parents will receive information regarding cultural, recreational, academic, health, social and other resources that serve families within the community.
- The support of area businesses, agencies and faith-based organizations will be sought through financial, goods and services, and volunteer contributions.
- Partnerships will be developed with local organizations, local city and county governments, and talented individuals to strengthen school programs, family practices and student learning.
- Student participation in community service will be encouraged.
- Business partnerships will also be developed to assist students in the successful transition to employment or further education.

Legal References:

NH Code of Administration Rules, Section Ed 306.04(a)(11), Community Partnerships

NH Code of Administration Rules, Section Ed 306.04(k), Community Partnerships

Approved by Portsmouth School Board:

Awards for Achievement

Staff may recognize student scholastic and distinguished service achievements through awards. No offer of award will be accepted by the School Board that discriminates on the basis of race, color, creed, national origin, or sex.

The professional staff is authorized to review, approve or reject proposed awards (trophies, prizes, scholarships or other awards from non-school donors) based upon all of the following criteria being met:

1. The proposed award is free from motives of personal or corporate gain and publicity
2. The criteria and process for making the award is under the control of the Portsmouth School Department
3. The purpose of the award is consistent with the mission of the Portsmouth School Department

The offering of trophies, prizes or awards from persons or organizations not affiliated with the School Department is permitted upon the approval from the Superintendent of Schools.

Public Information Program

See also KA

The Board will do its best to keep the people informed of the affairs of the district. To achieve its goals for good school-community relations and maintenance of open two-way channels of communication with public, the Board authorizes the Superintendent to:

1. Prepare or guide the preparation of informational materials including the annual report, newsletters, articles for periodicals, newspapers and/or radio releases, special pamphlets and other assigned material, and to maintain close liaison with news media and publicity organizations.
2. Provide staff members with resources for preparation of material for community and staff distribution to include but not be limited to the district website, handbooks, information leaflets, etc.
3. Organize or assist in development of speakers' bureaus and speaking engagements with civic, PTA, church and other groups.
4. Assist in coordinating work with civic and other groups which support the school system.

The Board expects that "affairs of the district" will include but not be limited to school performance, student progress, personalized learning strategies, and academic opportunities.

Legal References:

NH Code of Administration Rules, Section Ed. 306.04(a)(11), Policy Development
NH Code of Administration Rules, Section Ed. 306.04(k), Policy Development

SB
5/12/15

Maria A. Gubellini, M.Ed
NH Certified School Psychologist
419 South Barnstead Rd.
Center Barnstead, NH
03225

To Whom It May Concern:

04/13/2015

My name is Maria A. Gubellini and I am a part-time school psychologist at the Portsmouth High School. I am expecting the birth of my first child and daughter in June of 2015 and I am writing this letter to formally request from the Portsmouth School Board approval for a one year leave-of-absence from my part-time position during the 2015-2016 school year. Though I look forward to spending the next year primarily focusing on my new role as a mom, I also look forward to returning to my position and to my PHS family the following school year.

I want to thank you for your consideration and time.

Sincerely,


Maria A. Gubellini

Teacher:

Name: Laura Burbine

Position: Wellness Coordinator

Location: Portsmouth Middle School

Rehire: Grant Funding approved

Effective: July 1, 2015

Salary:	\$52,933	Interval 12	\$59,678
		+ Track C	6,489
			80%
			\$52,933