

PORTSMOUTH SCHOOL BOARD MEETING MINUTES FOR SEPTEMBER 12, 2017

EILEEN D. FOLEY COUNCIL CHAMBERS, CITY HALL

PORTSMOUTH, NH

DATE: TUESDAY, SEPTEMBER 12, 2017

TIME: 7:00 PM [or thereafter]

NOTICE: THE SCHOOL BOARD HELD A NON-PUBLIC MEETING AT 6:15 P.M., IN ACCORDANCE WITH RSA 91-A: 3, II (b), IN THE SCHOOL BOARD CONFERENCE ROOM.

NOTICE OF RECEPTION: THE SCHOOL BOARD HELD A WELCOME RECEPTION FOR NEW TEACHERS IN THE PORTSMOUTH ROOM AT 6:30 P.M.

- I. **CALL TO ORDER-** Board Chair Leslie Stevens called the meeting to order at 7:02 p.m.
- II. **ROLL CALL-** Chair Leslie Stevens, Vice Chair Tom Martin (phone), Jeff Landry, Kristin Jeffrey, Gary Epler, Ann Walker, Nancy Clayburgh, Patrick Ellis, Roseanne Vozella Clark, Teacher Representative Kimberly McGlinchey, Superintendent Stephen Zdravec, Assistant Superintendent George Shea, Business Administrator Stephen Bartlett
- III. **INVOCATION-** Chair Stevens requested a moment of silence in recognition of John Stokel.
- IV. **PLEDGE OF ALLEGIANCE-** Chair Stevens led the Board in the Pledge of Allegiance.
- V. **ACCEPTANCE OF MINUTES**
 - a. AUGUST 8, REGULAR MEETING

MOTION: Motion to accept the Public Minutes of August 8, 2017, by Ms. Walker

SECOND: Mr. Epler

DISCUSSION:

VOTE: Roll call vote and minutes accepted
 - b. AUGUST 16, BOARD RETREAT

MOTION: Motion to accept the Public Minutes of August 16, 2017, by Mr. Landry

SECOND: Ms. Walker

DISCUSSION:

VOTE: Roll call vote and minutes accepted
- VI. **PUBLIC COMMENT-** Michael Maloney- 206 Martha Terrace, Portsmouth; Steven Hagan- 31 Newington Road, Greenland; and Mark Herrholz- 126 Martha Terrace, Portsmouth, all spoke in regards to bus issues related to the change in school start times. Brenna Cavanaugh- 147 Summer Street, Portsmouth, spoke in regard to the upskirt issue.
- VII. **SPECIAL PRESENTATIONS**
 - a. INTRODUCTION OF NEW TEACHING STAFF- Assistant Superintendent Shea introduced the new teaching staff. The new teachers were recognized by the Board.

VIII. SUPERINTENDENT'S REPORT

a. ITEMS OF INFORMATION

- i. BOARD & ADMINISTRATOR, AUGUST 2017
- ii. POLICY COMMITTEE MINUTES, AUGUST 22, 2017
- iii. SCHOOL BOARD WORK CALENDAR- A draft copy of the Portsmouth School Board Work Calendar was included in the Board packet. The calendar is predominately designed around the 2017-2018 School Board goals and committee work.

COMMENTS/QUESTIONS: Clarification was provided about the topics discussed at the Board retreat being woven into the reporting.

b. CORRESPONDENCE

- i. LETTER OF RESIGNATION, SARA LACASSE
- ii. NOTIFICATION FROM ASSOCIATION OF PORTSMOUTH TEACHERS, NEA NH
- iii. NOTIFICATION FROM PORTSMOUTH ASSOCIATION OF CLERICALS (PACE, NEA NH

c. ADMINISTRATOR REPORT

- i. SCHOOL OPENING- Superintendent Zadravec reported Administration continues to work through some logistical bus issues. Bus route concerns should continue to be reported to Mrs. Sherri Ficker in the Business Administrator's office. Administration is working with the bus company and revised bus route schedules will be posted.

There is an increase in the number of students participating in breakfast service.

PHS Teacher Kimberly McGlinchey reports PHS students in first period are more alert. Also, she stated there have been a few hiccups i.e. late buses and adjusting to the new schedule, but everyone is working together to get through it.

Administration will continue to monitor the effects from the change in school start times.

COMMENTS/ QUESTIONS: The general guideline for children to be on the bus is approximately 30 minutes, however, depending on the route, travel time may be longer or shorter. Some of the afternoon routes are longer, therefore route adjustments are being made.

- ii. FINANCIAL REPORT- Business Administrator Bartlett provided the June month-end report. There was \$302.00 surplus in the general fund.

COMMENTS/QUESTIONS: The potential for bad weather is a concern for this year's budget.

- iii. UPDATE- DONDERO ELEMENTARY RENOVATION- Business Administrator Bartlett provided an update on the Dondero Elementary School renovation. A tour of Dondero is scheduled for the next Board meeting on Tuesday, September 26, 2017.

IX. OLD BUSINESS

- a. UPDATE- BOARD & ADMINISTRATIVE RETREATS- Superintendent Zadravec provided an update on both the Board and Administrative retreats. One of the goals is to focus more on the narrative around how the District is doing to close opportunity gaps. Administration will invite the community to partnership, establishing an Educational Opportunity Fund which will help create additional pathways for students.

During the next month, the format of the District Newsletter will change. One of the changes includes weekly content being sent from the school-level verse District-level.

COMMENTS/QUESTIONS: Free and Reduced represents approximately 20% of our student population.

- b. UPDATE- PORTSMOUTH SCHOOL DEPARTMENT'S WEBSITE – Assistant Superintendent Shea demonstrated the new website.

COMMENTS/QUESTIONS: Content on the website is publicly accessible with exception to a few portals. Infinite Campus is password protected. At the school-level, designated staff members will update their school website.

X. NEW BUSINESS

- a. CONSIDERATION AND APPROVAL OF EMPLOYMENT

- i. BOARD CERTIFIED BEHAVIOR ANALYST, DISTRICT
- ii. ART TEACHER, PHS
- iii. ART TEACHER, DO

MOTION: Motion to approve employment, by Ms. Walker.

SECOND: Mr. Ellis

DISCUSSION:

VOTE: Roll call vote and employment approved

- b. DISCUSSION OF 2017-2018 SCHOOL BOARD GOALS- Superintendent Zadavec requested Board feedback regarding the goals. An updated draft will be provided in September 26, 2017 Board packet, with voting in October.

XI. COMMITTEE UPDATES

- a. POLICY- The next Policy Committee meeting is scheduled for Thursday, September 14, 2017. There will be a future workshop for Policy IL.
- b. PRESCHOOL- Board Member Kristin Jeffrey provided an update from the Preschool Committee.
- c. FARM TO SCHOOL- The Farm to School meeting is scheduled for September 20, 2017.

COMMENTS/QUESTIONS: The space at RJLA is being evaluated.

The beginning of the year paperwork is cumbersome and old fashioned. Administration is aware and has a plan to increase the use of electronic submission of forms. As all families do not have access to the internet, paper forms would still need to be available.

Chair Stevens congratulated the Board members running for seats.

PHS Open House & Curriculum Fair is scheduled for Thursday, September 14, 2017.

The Book Club Series was a success! Thanks to Laura LaVallee for writing the grant.

Multiple members of the Board may attend the funeral.

XII. FUTURE AGENDA ITEMS

XIII. UPCOMING EVENTS

- a. PORTSMOUTH SCHOOL DEPARTMENT CALENDAR MAY BE FOUND ONLINE AT <https://www.cityofportsmouth.com/school/school-events-calendar>

XIV. ADJOURNMENT

MOTION: Motion to adjourn at 8:23 p.m. by Mr. Landry

SECOND: Ms. Walker

DISCUSSION:

VOTE: Unanimously adjourned