

Portsmouth School Committee Minutes
February 12, 2013 Meeting
Public Session

The meeting was called to order by the Mr. Croston at 6:05 PM.

MEMBERS PRESENT: David Croston, Chair; Terri Cortvriend, Vice Chair; Thomas Vadney, Clerk; Emily Copeland; John Wojichowski; Andrew Kelly; and Fred Faerber (6:15 PM)

Also Present: Dr. Lynn Krizic, Superintendent; Jeffrey Schoonover, Interim Director of Instruction and Assessment; and Patti Cofield, Administrative Assistant

MEMBERS ABSENT: None

A motion was made by Ms. Cortvriend and was seconded by Mr. Vadney to adjourn to Executive Session pursuant to RIGL 42-46-5, Exceptions (a)(1) Job Performance/Personnel Matters, and (a)(2) Collective Bargaining and/or Litigation. So voted 6-0.

The Public Session recessed at 6:05 PM and resumed at 7:10 PM.

1. **RECOGNITIONS**

- A. PHS – 2013 RI Scholastic Art Awards Recipients: The following PHS students were recognized for their achievements in the 2013 Rhode Island Scholastic Art Awards Competition: Steven Elleman, Alison Hamilton, Toomass Toomepuu, Haley Yaw, Kelley McSparren, Cady Voyer, Eliza (Sarah) Petty, and Christina Sieben. These achievements reflect the quality of the art program offered in the Portsmouth School District and the commitment of art teachers Nancy Brandley, Rose Escobar, Mary Ellen Johnson, and Krista Hook, in nurturing the artistic talents of our students.

2. **CHAIRMAN’S REPORT & SCHOOL COMMITTEE MEMBER COMMUNICATION**

Mr. Croston reported the following:

- An Executive Session was held prior to the meeting. No votes were taken. A motion was made by Ms. Cortvriend and was seconded by Mr. Vadney to seal the minutes. So voted 7-0.
- Mr. Croston commended the custodians and maintenance staff for getting our schools cleaned up after the blizzard. There was water damage at Hathaway that resulted in a classroom being relocated for one day. A meeting will take place on Friday with School Administration; Police, Fire, and DPW Administrators, and First Student to discuss how to better prepare for hazardous weather.
- The first Budget Workshop will be held on Monday, February 25th, at 6:30 PM, to discuss the elementary school budgets. Discussion will also take place on capital planning for technology and facilities in the attempt to pass a capital improvement revision to the Town Council by the first week of March.

School Committee Communication:

Mr. Kelly reported that since the last meeting, he has toured all of our schools. He has been invited to sit in on several classrooms and plans to do that in the near future.

Mrs. Copeland announced that the Strategic Plan Survey is available on the School Department's website, and she encouraged everyone to take the survey.

3. **PUBLIC COMMENT**: Mr. Fitzmorris inquired about the request he made at the January 22nd meeting regarding email requests for public records. Mr. Croston stated that he would put the matter as an item on the February 27th agenda.

4. **SUPERINTENDENT'S COMMUNICATION**

- A. Presentation of Undersea Technology Apprentice Program (UTAP): A presentation of the Undersea Technology Apprentice Program (UTAP) was presented by Bill Ferreira, Board of Directors Chair of the Undersea Science and Engineering Foundation.
- B. Superintendent's Weekly Update: Dr. Krizic responded to questions regarding items in her weekly update to the School Committee.
- C. Schools Participation in Portsmouth's 375th Anniversary Activities: Dr. Krizic reported on the School Department's participation in Portsmouth's 375th Anniversary celebration activities.
- D. NECAP Overview: Mr. Jeffrey Schoonover, Interim Director of Instruction and Assessment, gave a presentation on the Fall 2012 NECAP Results.

5. **APPROVAL OF SCHOOL COMMITTEE MINUTES**

- A. January 8, 2013 Executive Session: A motion was made by Ms. Cortvriend and was seconded by Mr. Wojichowski to approve the minutes of the January 8, 2013, Executive Session. So voted 6-0-1. Mr. Faerber abstained because he was not a member of the School Committee at that time.
- B. January 22, 2013 Public Meeting: A motion was made by Ms. Cortvriend and was seconded by Mr. Wojichowski to approve the minutes of the January 22, 2013, Public Session. So voted 7-0
- C. January 29, 2013 Special Education Workshop: A motion was made by Ms. Cortvriend and was seconded by Mr. Wojichowski to approve the minutes of the January 29, 2013, Special Education Workshop. So voted 7-0.
- D. January 30, 2013 Public Session: A motion was made by Ms. Cortvriend and was seconded by Mr. Wojichowski to approve the minutes of the January 30, 2013, Public Session. So voted 6-0-1. Mr. Kelly abstained due to his absence from that meeting.

6. **CONSENT AGENDA**

- A. Teacher Retirement – Nancy Fitzgerald, Physical Education Teacher, PHS
- B. Teacher Retirement – Susan L. Marsden, Grade 1 Teacher, Hathaway
- C. Teacher Retirement – Meryl Moore, Fine Arts Dept. Chair/Music Teacher, PHS
- D. Appointment – Grade 8 House Leader, PMS
- E. Appointment – Custodian, Category A, PMS
- F. Coaching Appointment – PHS
- G. Request for 3rd Year Leave of Absence
- H. Request for 3rd Year Leave of Absence

A motion was made by Ms. Cortvriend and was seconded by Mr. Wojichowski to approve the Consent Agenda as presented. So voted 7-0. Dr. Krizic announced the following appointments:

- D. Alison Ernest, PMS Grade 8 House Leader for the 2013-14 school year
- E. Ryan Randall, Custodian, Category A, PMS
- F. PHS coaches:

Tara McCarthy	Head Coach	Girls Lacrosse
Ron Westmoreland	Head coach	Baseball
Matt McGuire	Assistant Coach	Baseball
Patrick McHugh	Assistant Coach	Baseball
David Awamleh	Volunteer	Baseball
Sidney Wordell	Volunteer	Baseball
Tom Galib	Head Coach	Softball
Richard Heller	Assistant Coach	Softball
Gary Dorsi	Head Coach	Golf
Shaun Horgan	Head Coach	Boys Track
Jeff Rose	Head Coach	Girls Track
Tina Schroeder	Head Coach	Boys Tennis

7. **BUSINESS AGENDA**

- A. Approve Increase in Bus Monitor Salaries: A motion was made by Ms. Cortvriend and was seconded by Mr. Wojichowski to approve the increase in the bus monitor salaries as presented. So voted 7-0.
- B. Approve FY14 Calendar: A motion was made by Ms. Cortvriend and was seconded by Mr. Wojichowski to approve Option B of the FY14 calendar. So voted 5-2. Mrs. Copeland and Mr. Kelly were opposed.
- C. Administrative Non-Renewal #1: A motion was made by Ms. Cortvriend and was seconded by Mr. Vadney to approve the administrative non-renewal #1. So voted 7-0.

- D. Discussion/Action – Purchase of Copier at PMS: A motion was made by Ms. Cortvriend to approve the purchase of a copier. Mr. Wojichowski seconded the motion for discussion purposes. Mr. Croston requested that this discussion take place at next week's budget meeting. He recommended that anything that is a capital asset be included in the Capital Improvement Plan. Dr. Krizic explained the need for the copier at PMS. After discussion, Mr. Wojichowski withdrew his second on the motion. Ms. Cortvriend made a motion to table this item, and it was seconded by Mr. Wojichowski. So voted 7-0.
- E. Discussion/Approval – Council Chamber Technology Upgrades: A motion was made by Ms. Cortvriend to approve up to \$6,000 for technology upgrades to the Town Council Chamber. Seconded by Mr. Kelly. So voted 7-0.
- F. Approve 2nd Reading and Adoption of Policy on Senior Administrator Hiring Process: A motion was made by Ms. Cortvriend and was seconded by Mr. Kelly to approve the second reading of the policy on Senior Administrator Hiring Process. Mr. Wojichowski amended the motion to include removing Item #5 from the Overriding Criteria section. Mr. Vadney seconded the amendment for discussion. Mr. Croston explained that Item #5 allows the Committee to change the posting of a position and to declare it as an interim or termed position. He stated that Attorney Carroll added that item to the policy to give the Committee some flexibility after seeing the candidates in order to be comfortable moving forward. The goal is to have the maximum flexibility in hiring in an effort to prevent having to re-advertise the position and search for new candidates. Mr. Wojichowski questioned why the position couldn't initially be advertised as a potential termed position. The amendment failed 1-5-1. Mr. Wojichowski voted in favor of the amendment. Mr. Faerber abstained because he wasn't involved in the initial discussion. The original motion passed 5-1-1. Mr. Wojichowski was opposed. Mr. Faerber abstained because he wasn't involved in the initial discussion.
- G. Approve 1st Reading of Policy Approve Policy on Executive Hiring Process: This item was withdrawn by Mr. Croston.
- H. Discussion re Facility Use Fees: Mr. Wojichowski reviewed his findings regarding facility use fees. The topic will be discussed further at a future meeting.
- I. Discussion re Gate Receipts: Initial discussions took place regarding the Gate Receipts fund. Discussion will continue during the budget process.
- J. Agenda Item Request – Legislative Agenda (Requested by Andrew Kelly): Discussion took place regarding establishing the School Committee's Legislative Agenda. Our legislators will be invited to a future meeting to discuss the agenda items.

8. **SUBCOMMITTEE REPORTS**

- A. Director of Finance and Administration Search: Mr. Croston reported that the first phase of the search process is complete. A selection of candidates will be brought forth for the second phase, which will take place the week after February vacation.

- B. Finance: Mr. Croston removed this item, as there is no longer a Finance Subcommittee.
- C. Strategic Plan: Mrs. Copeland reported that the Strategic Plan Survey is available on the School Department's website and runs from February 7th to the 21st. Mrs. Copeland encouraged everyone to take the survey. She reported that the Town is also conducting a survey via telephone that includes two questions regarding the schools. At the last meeting, the subcommittee discussed the substance and broad timeline for the strategic planning process. The process will take place over four broad phases: Phase 1: Stakeholder input and information gathering (Feb./March/April 2013); Phase II: Drafting of the strategic plan. (April 2013); Phase III: Comments and Revision May 2013); and Phase IV: Approval and Creation of the Scorecard (June/July 2013). Discussion also took place on whether or not to involve outside facilitators to help with the strategic plan. The subcommittee agreed to research four options (RIDE, local options, District Management Council, and educational consultants) to compare services and costs. The results will be reported back at the next meeting. The subcommittee also decided to request an initial funding line from the School Committee to use if the subcommittee decides to hire an external facilitator to moderate the planned stakeholder meetings and/or help with other activities.
- D. Technology: Mr. Vadney reported that the tour of the Reading, MA School Department to see their Bring Your Own Device (BYOD) program in action had to be postponed due to the storm.

9. **ADJOURNMENT**

A motion was made by Mr. Kelly and was seconded by Mrs. Copeland to adjourn the meeting. So voted 7-0.

Respectfully submitted:

Patti Cofield
Recording Secretary for:

Thomas Vadney, Clerk