

**Portland School Committee**

**Business Meeting –7pm**

**Wednesday, March 19, 2008**

**Room 250**  
**Casco Bay High School**

**Assuring that all students are learning for their future**

**Call to Order**

**Pledge of Allegiance**

**Report of the Chair**

**Report of the Superintendent**

**Report of the Secretary**

1. Consideration and action to approve the meeting minutes of March 5, 2008 and March 12, 2008 meetings.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Voted \_\_\_\_\_ to approve the minutes of March 5, 2008 and March 12, 2008 meetings.

**Report of Committees**

1. Policy Committee/Legislative Affairs
2. Finance Committee
3. Personnel Committee
4. Portland Education Partnership
5. Building Committee
6. Other Committees and/or member concerns

**Consent Items**

1. \$73.60 to Lincoln Middle School for Functional Academics Program by Tracy Hale, Estancia, New Mexico
2. \$250 to PATHS Plumbing program by Grainger Company, Portland
3. \$35,000 in support of CBHS and PATHS Library project by the Stephen and Tabitha King Foundation, Bangor
4. \$20,000 to pay for LEED certification for the new Ocean Ave. Elementary School by Alfred Padula, Portland

**Old Business**

1. Consideration and action to remove an item from the table.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Voted \_\_\_\_\_ to remove an item from the table.

2. Consideration and action to accept the Sustainable Educational Quality Proposal.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Voted \_\_\_\_\_ to accept the Sustainable Educational Quality Proposal

**New Business**

1. First reading of FY09 School Committee budget

2. Consideration and action to authorize the hiring process to begin for the vacancies listed:

Position	FTE	Location	Annual Salary (pro-rated)	Funding Source	Rationale
Fresh Start Teacher	Summer	District	\$4,000.00	Local	Fresh Start is an enrichment program for students identified as potentially having difficulty transitioning from Middle School to High School. Program components include literacy, math, life skills, recreation, celebration and program evaluation. This summer will be the second year running.
Fresh Start Teacher	Summer	District	\$4,000.00	Local	Fresh Start is an enrichment program for students identified as potentially having difficulty transitioning from Middle School to High School. Program components include literacy, math, life skills, recreation, celebration and program evaluation. This summer will be the second year running.
Fresh Start Social Worker	Summer	District	\$4,000.00	Local	Fresh Start is an enrichment program for students identified as potentially having difficulty transitioning from Middle School to High School. Program components include literacy, math, life skills, recreation, celebration and program evaluation. This summer will be the second year running.
Fresh Start Ed. Tech.	Summer	District	\$2,550.00	Local	Fresh Start is an enrichment program for students identified as potentially having difficulty transitioning from Middle School to High School. Program components include literacy, math, life skills, recreation, celebration and program evaluation. This summer will be the second year running.

Moved \_\_\_ Seconded \_\_\_ Voted \_\_\_ to authorize the hiring process to begin for the vacancies listed.

**Personnel**

1. Consideration and action to approve the Personnel items listed below:

**Sabbaticals:**

Barbara Adrian

DHS/Science

2008-2009 School Year

Three goals of sabbatical: 1-Improve French speaking skills; 2-experience life as a volunteer teacher in an underserved part of the world; 3-Strengthen content knowledge in Science.

Jeffrey Borland                      DHS/Math-Computer Science    2008-2009 School Year  
Work towards Masters degree in computer science, to learn more about programming language of Java. Will also like to gain real world computer experience with a possible internship or volunteer computer projects for local organizations, to get a better sense of the knowledge and skills that students need when they enter the "real world".

Jacob McNally                      DHS/ Social Studies                      2<sup>nd</sup> Semester  
Develop a comprehensive Social Studies writing curriculum that will carry students through the completion of a research/public policy paper in their junior year.

Meghan Prestes                      EECS/Grade 1-2 looping                      2008-2009 School Year  
Research and develop a plan for teaching and motivating our systems most difficult children

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Voted \_\_\_\_\_ to approve the Personnel items listed

**Committee Focus on Educational Issues**

**Public Comment Prior to 11:00 PM on any items not on the evening's agenda**

**Adjournment**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Voted \_\_\_\_\_ to adjourn the business meeting at \_\_\_\_\_

**Upcoming School Committee Meetings** – Room 250, CBHS

March 19	7pm	Business meeting – public budget hearing
March 26	5:30pm-7pm	Public hearing on FY09 budget, <u>Room 250, CBHS</u>
April 2	7pm	Business meeting and vote on FY09 budget

**Upcoming Finance Committee meetings** – Room 321, PATHS

March 18	5:30pm	Educational programs, athletics and systems/admin. cost center budgets/priorities
March 19	5:30pm	FY09 budget and potential changes
March 25	5:30pm	Joint Finance Committee meeting – topic TBD
March 26	5:30pm-7pm	Public hearing, <u>Room 250, CBHS</u>
April 1	5:30-8:30pm	Review budget to be presented to full committee

**Draft: March 5, 2008**

**Approved:**

**School Committee meeting March 5, 2008**

**Under Report of the Secretary**

At 7:05 pm Mr. Coyne called the meeting to order.

Members present: Robert O'Brien, John Coyne, Jaimey Caron, Susan Hopkins, Sarah Thompson, Lori Gramlich, Kate Snyder, Jules Szanton, Joshua Tingley, Peter Eglinton, Rebecca Minnick, Joel Daley (arrived at 8:10pm)

### **Report of the Chair**

Mr. Coyne:

- Reported on the concept design straw poll held on Monday, March 3<sup>rd</sup> at EECS. Citizens voted 231 – 115 in support of the concept design for the new school. Interim Superintendent Whynot-Vickers, Mr. Coyne and WBRC Architects will meet with the State Board of Education in Augusta on March 12th. He has been informed that the Construction Subcommittee of the State Board of Education voted 4-0 in favor of this project so it appears that the State Board of Education as a whole will support.
- Mentioned that it appears that state will not be funding special education at 55% as previously passed by the voters.

### **Report of the Superintendent**

Interim Superintendent Whynot-Vickers:

- Announced the resignation of Shoshana Hoose, Communications Director, effective March 31, 2008
- Congratulated the Deering High School Girls' Basketball team - winners of the Class A State Girls' Basketball Championship on Monday, March 3, 2008.
- Presented the FY09 budget to the Committee. Mr. Hopkins spoke briefly about the FY09 budget, eleven categories in the chart of accounts, and handed out copies of the superintendent's recommended budget.

### **Report of the Secretary**

1. Consideration and action to approve the meeting minutes of February 27, 2008 meeting

Mr. O'Brien moved, seconded Ms. Thompson and voted unanimously to approve the meeting minutes of February 27, 2008. (Students voted with majority)

### **Report of Committees**

1. Policy Committee/Legislative Affairs – Ms. Snyder – no report
2. Finance Committee – Mr. Eglinton – recognized city finance staff for their assistance with the fy08 and fy09 budgets. Reviewed upcoming budget meetings during the month of March. Indicated that the March 19<sup>th</sup> joint finance committee

meeting is being canceled in order to provide the school finance committee time to work on the fy09 budget.

3. Personnel Committee – Ms. Gramlich – met prior to evening’s meeting. Discussed superintendent’s search and will be contacting Michelle Hedrich for information on the previous search. Next meeting will be March 19<sup>th</sup>, 4:30pm in Room 250, CBHS
4. Portland Education Partnership – Ms. Thompson – Reach out Grants awarded to two teachers – Kelly Holmes, Longfellow School and Cathy Jerglovich, Reiche School. Partnership Developers launched Read Across America in the schools.
5. Building Committee – Mr. Caron – Met Thursday, Feb. 28. Discussed what types of things would be within their ability to change after approval from the State Board. Discussed construction related costs; expect to obtain information from the EECS construction. Voted to support \$20,000 for LEED certification and instructed architect to make the building LEED certifiable. \$60,000 would be added for air conditioning in a couple of classrooms.
6. Other Committees and/or member concerns – Ms Thompson met with superintendent a few months ago to discuss a way to extend communication to citizens and announced that a community calendar will be available on the web site in 7-10 days.

**Consent Items** -None

**Old Business** -None

**New Business**

1. Consideration and action to accept the superintendent’s FY09 budget and refer to the Finance Committee.

Ms. Thompson moved, seconded Ms. Minnick to accept the superintendent’s FY09 budget and refer to the Finance Committee.

Public Comment; Steven Scharf spoke to motion. Requested breakdown of grants be included in budget. Ms. Whynot-Vickers – indicated that this process is already being added by school.

Ms. Gramlich – asked if grant funding would become more apparent. Ms. Whynot-Vickers indicated that grant money cannot be part of the eleven accounts, but grant fund amounts will be included where applicable

Debate:

Ms. Hopkins – asked about under funding of ELL program. Ms. Valenzuela – indicated that there are schools that are not in compliance. Ms. Whynot-Vickers –indicated that weighting in EPS for ELL students being reduced by the state for both Portland and Lewiston and shared how Portland and Lewiston’s funding could be impacted.

**Vote:** It was voted unanimously to accept the superintendent's FY09 budget and refer to the Finance Committee.(Students voted with majority)

2. First reading of policies:
  - a. JIH- Questioning and Searches of Students

Ms. Snyder – reviewed policy JIH for a first reading.

3. Consideration and action to authorize the hiring process to begin for the vacancies listed:

Position	FTE	Location	Annual Salary (pro-rated)	Funding Source	Rationale
Ed Tech*	.5	PHS	\$2,506	Gear up grant	To help with the data entry for the Gear Up program. With the amount of Gear Up students and the huge data requirements the Gear Up it has become necessary to hire someone. These funds will come from a grant and be of no cost to the district.
Ed Tech III	1	PHS	\$5,740	Local	Ed tech in the Aspergers program and those students are in need of support in the classroom and usually have one on one support
Building Custodian, Shift Supervisor	1.00	Deering	\$5,993	Local	clean and maintain building

**All listed positions are currently in the FY 08 budget**

Ms. Whynot-Vickers reviewed vacancies.

Mr. Caron moved, seconded Mr. Eglinton and voted unanimously to authorize the hiring process to begin for the vacancies listed.(Students voted with majority)

**Personnel**

1. Consideration and action to approve the Personnel items listed below:
  - a. Consideration and action to renew the contracts of Principals for the 2008-2009 school year who have been employed two years or less, pursuant to M.R.S.A . Title 20-A, Chapter 504, Section §13301, *Employment of Principals*.

Gwen Smith

Kimberly Wike

Lenore Williams

Mr. Caron moved, seconded Ms. Thompson and voted unanimously to approve the Personnel items listed (Students abstained)

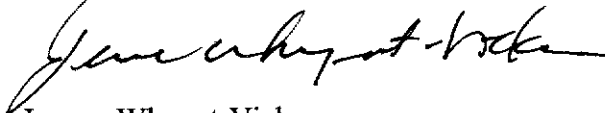
**Committee Focus on Educational Issues** None

**Public Comment Prior to 11:00 PM on any items not on the evening's agenda -**  
None

**Adjournment**

Ms. Gramlich moved, seconded Mr. Caron and voted unanimously to adjourn the business meeting at 8:30pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jeanne Whynot-Vickers".

Jeanne Whynot-Vickers  
Interim Superintendent of Schools

**Draft:** March 12, 2008

**Approved:**

**School Committee meeting March 12, 2008  
Under Report of the Secretary**

Mr. Coyne called the meeting to order at 7:08pm.

Members present: Robert O'Brien, John Coyne, Jaimey Caron, Susan Hopkins, Sarah Thompson, Lori Gramlich, Kate Snyder, Jules Szanton, Joshua Tingley, Rebecca Minnick, Joel Daley

Members not present: Peter Eglinton

At 7:09pm Ms. Gramlich moved, seconded Ms. Minnick and voted unanimously to move into Executive Session to authorize the chairperson to negotiate a contract extension with the interim superintendent pursuant to 1 MRSA § 405(6)(A).

Members present: Robert O'Brien, John Coyne, Jaimey Caron, Susan Hopkins, Sarah Thompson, Lori Gramlich, Kate Snyder, Rebecca Minnick

At 7:35pm. Ms. Thompson moved, seconded Ms. Minnick and voted unanimously to come out of Executive Session.

**New Business**

At 7:39 p.m. Mr. Coyne called the meeting back to order

Consideration and action to authorize the chairperson to negotiate a contract extension with the interim superintendent pursuant to 1 MRSA § 405(6)(A).

Mr. O'Brien moved, seconded Ms. Gramlich and voted unanimously to authorize the chairperson to negotiate a contract extension with the interim superintendent pursuant to 1 MRSA § 405(6)(A). (Students abstained)

Mr. Coyne announced that today, March 12, 2008, the State Board of Education voted unanimously in support of the new elementary school in Portland.

Mr. Caron moved, seconded Ms. Gramlich and voted unanimously to adjourn the business meeting at 7:42 p.m. (Students voted with majority)

At 7:30 p.m. the Committee moved into a budget workshop to discuss the FY09 budget and to receive public input.

Respectfully submitted,



Jeanne Whynot-Vickers  
Interim Superintendent of Schools

## RESOLUTION SUPPORTING A PLAN FOR SUSTAINABLE EDUCATIONAL QUALITY IN PORTLAND

**WHEREAS**, Portland has had a long history of providing high quality education to students and wants to ensure that such quality is maintained in the long term; and

**WHEREAS**, rising costs coupled with reductions in General Purpose Aid for Education from the State strains the resources of Portland taxpayers being asked to support the continued quality of education in Portland Public Schools; and

**WHEREAS**, new state laws requiring cost reductions, as well as a pending budget deficit within the Portland Public Schools, requires the Portland Public Schools to develop new efficiencies in order to continue delivering high quality education with fewer financial resources; and

**WHEREAS**, on December 2, 2005, the Joint Finance Committee of the Portland City Council and the Portland Public Schools approved a resolution supporting consolidation of maintenance services, consolidation of certain finance services, and recommended adoption of a resolution by the Council and School Committee stating as follows:

*The City of Portland and the Portland School Department should unify operations where possible to create a strong, capable and unified organization that has the ability to deliver high quality services, encourage innovation, empower employees and increase efficiency in order to best serve the people of Portland; and*

**WHEREAS**, at a July 19, 2007 Joint Finance Committee, the Finance Committee of the Portland City Council voted unanimously to adopt a "Plan for Sustainable Educational Quality in Portland," a substantial portion of which was subsequently approved by the Finance Committee of the Portland School Committee in August 2007; and

**WHEREAS**, pursuant to this Plan, the Portland Public Schools and the City of Portland are to work together to find efficiencies and consolidation opportunities in order to lower the long-term costs of operating our schools so that educational quality can be sustained into the future;

**NOW, THEREFORE, BE IT RESOLVED**, that in order to ensure sustainable educational quality in Portland, the Portland School Committee hereby approves the following Plan for Sustainable Educational Quality in Portland:

- **Mission:** Develop a financial and structural plan to address the fiscal constraints facing the Portland Public Schools while ensuring the long-term quality of education in our schools. Such plan shall also meet the goals established by the Joint Finance Committee on December 2, 2005.
- **Areas of Focus:** City and Schools shall work together, to be overseen by the Joint Finance Committee, to accomplish the mission by evaluating and implementing the following tasks:

1. **FY2009 School Budget Review.** Evaluate and report back on the following:
  - a. FY07 budget deficit payback
  - b. Anticipated changes in EPS funding
  - c. State mandated Alternative Plan cost reductions
  - d. Grant revenue
  - e. Ensuring ongoing fiscal responsibility
  
2. **Financial Recovery Plan.** Develop plan to address the FY2007 budget deficit.
  
3. **Consolidation of Facilities and Services.** Evaluate and report back on opportunities to consolidate facilities and services between and among the Schools and City, including specific plans related to:
  - a. Building Maintenance
    - i. Evaluation of wage scales
    - ii. Evaluation of staffing
    - iii. Bargain labor contract language
    - iv. Development of a reasonable phase-in plan
    - v. Budget Development
  
  - b. Financial Management
    - i. Evaluation of wage scales
    - ii. Evaluation of staffing
    - iii. Policies and procedures
    - iv. Budget development and administration
    - v. Structure for reporting to legislative bodies, press, etc.
  
  - c. Facilities. Consider opportunities to streamline school facilities in order to reduce ongoing costs and improve services.
  
  - d. Technology services. Evaluate and implement opportunities to consolidate technology services, including Web site development and maintenance services.
  
4. **Other opportunities for savings.** Evaluate other cost centers with the Schools that can be streamlined or modified in order to reduce costs, enhance alternative revenue streams, and/or improve services within existing resources, including:
  - a. Transportation services
  - b. In-district/out-of-district placement of students
  - c. School choice policy

- d. Private fundraising opportunities, including expanded grant-writing, Volunteer Portland, Portland Educational Partnership, and any policies that inhibit private donations.

- Time Frame: By June 30, 2008 a report shall be provided to the Joint Finance Committee with implementation recommendations and plans regarding the Areas of Focus noted above.

**BE IT FURTHER RESOLVED**, that the Superintendent of the Portland Public Schools shall work directly with the City Manager for the purpose of carrying out the terms of the Plan for Sustainable Educational Quality.