

PITTSFIELD SCHOOL BOARD MEETING MINUTES

September 4, 2025, 5:30 P.M.

PMHS Media Center

Pittsfield Middle High School

MEMBERS PRESENT: Sandra Adams, Chair
Molly Goggin, Vice Chair
Adam Gauthier
Tim Robinson

OTHERS PRESENT: Dr. Sandie MacDonald, Superintendent
Dr. Erik Anderson, PMHS Principal
Kristin White, PES Principal
Melissa Brown, PMHS Assistant Principal

- I. CALL TO ORDER- Sandra Adams
- II. PLEDGE OF ALLEGIANCE-Sandra Adams
- III. ACTION ON AMENDED AGENDA- Adam Gauthier, facilities, agenda, Sandy removed 2nd reading of BEDH because there has been no 1st reading. 1st Reading will be tonight. Sandie has 5 nonpublic items. Adam motioned on amendments, Molly 2nd - all voted yes. 3-0
- IV. APPROVAL OF MINUTES – public minutes from August 14, 2025 - spelling corrections - Adams to Adam - Sandie with E gave shout out to Dusty Durant - EIP to IEP - Molly motioned to accept, Adam 2nd - voted yes 4-0 - Molly motioned on nonpublic to accept, Tim 2nd, voted yes 4-0 - Sandra A motioned to seal. Adam 2nd - voted yes 4-0
- V. PUBLIC INPUT - Ray Benoit - have not been here in quite some time. Any opportunity today for open dialogue re: Claremont and how it might relate to Pittsfield's current situation. Sandra Adams, so noted. William Rupp, no kids, never have had-educational not confrontational - is there an objective set of standards to define whether Pittsfield School is successful or not. Where can one find them? Sandra Adams, so noted.
- VI. SUPERINTENDENT OF SCHOOLS- Sandie MacDonald - We now have agenda and materials on website. Will be posted as a complete link with agenda in future. School Opening went awesome. 221 at PES last year was 216, High School was 263, down to 246. We have plans to try and change this. Enrollments are dropping as with other districts in NH. We had before school for mentoring and other admin. 2023 audit letter done, 2024 compliance audit done. Forensic accountant working on 2024 fiscal - 6 findings not unusual - make deposit more timely - alumni association funds be managed by town trustees, payable manifest were being mailed before manifest was being signed, investment policy had not been reviewed - needs to be done annually, student activity funds - used to pay ref's, cannot do this, fund balance policy that is required- retain 5% of the net assessment - never drafted as a policy. CPA will be in district next Wed. to meet with staff - special ed costs were higher, revenues were overestimated - expenses

were not matched up. No fraudulent activity detected. Working with staff directly to make sure that the deficit warrant article is filed accurately and on time. We have realized 1-million-dollar savings in our existing budget and we hope to be able to find the remainder so that the deficit voted on is less than originally anticipated. Majority of cuts were paras assigned to teachers in classroom, not student specific. We are meeting our requirements for IEP requirements. The board authorized the district to inquire about a RAN, a loan like Claremont is doing. This is if you are not able to pay your current bills. It is like a payroll advance. We do not have an immediate cash flow need. We have a debt with the NH retirement program, payments that should have been made but were not. They are not all due from last year - they were the employer portion - all payments since new admin staff on board have been made as appropriate. There will be a deficit, cannot sugarcoat - we are not like Claremont. We are in a pretty good spot and our schools are operating very, very well. Plans to get involved with the innovative schools movement with Dept of Ed NH. Things you can do to meet students where they are - Questions: Molly, Open enrollment, sounds like we have to file another brief-all school districts have to budget a line item-so all schools have to file a brief. Is there a way to advocate? Dr. MacDonald, not really, we communicate via the attorney. We have a nomination for a new teacher so that Dr Anderson does not have to teach 6th grade.

- VII. REPORTS FROM THE ADMINISTRATION - Dr. Anderson: school opening was calm and smooth. It has not been easy, but everyone is contributing to make it work, most importantly the students. Listened to the messaging about respect, courtesy and kindness. We have a collaboration with Marston Bus for drop off on PYW. Gear Up - Early College Career program, Alex Desrousseau is not a staff member, but she is doing a great job for us. School-wide - we had 2 fire drills today - one was planned and one was not. 5 minutes and 15 sec to get everyone accounted for and out. We had a power outage at 12:30. The fire alarm went off - response was even more efficient. Food Pantry - 52 students brought home goods for distribution the first week. PMHS qualifies for 31 fee waivers for PSAT tests. We are going to be a regional site for the NH HS Theater Festival this coming March. We will have 7 or 8 schools here, putting on their plays to compete. He will nominate a student for the Student Senate Program. Boys and Girls Soccer team to Lisbon - We met with the Senior Class - gearing up for Better Together and Old Home Day, Mrs. Brown and I are the senior student advisors. Lots going on, dances, pep rally, sports games etc. Kristen - Elementary School Opening was awesome - kids were happy to see familiar faces in staff. Upper grades are being great role models. New staff so involved already. We are short-staffed; everyone is helping out. Drama Club started up again and yes, fire drill. Custodial Team, fantastic. Our office staff- we redesigned the office to be more welcoming and warm. A student who had struggles in the past and yesterday asked for a break. Molly thanked everyone for these updates, especially under these circumstances.

VIII. SCHOOL BOARD

Open Enrollment update-see Dr. MacDonald's report in 9-4 Materials.

Fair Funding update-Molly excited to Host Andru Volinsky along with Melissa Babcock, JCL Library Director, about school Funding. Lecture Hall next Tuesday, Sept. 9th at 6pm.

Audit Update- see Dr. MacDonald's report in 9-4 materials.

Old Home Day/Homecoming- also covered-Fire Permit requested and approved.

First Reading of Policies: Review them and have comments ready for the next meeting. See below :

DFA Investment

DJ Purchasing Pittsfield

EHAA Computer Security, Email and Internet Communications

GBCD Background Investigation and Criminal History Records Check

JH Attendance

JICK Pupil Safety and Violence Prevention

BEDH (added)

Second Readings and Adoption of Policies:

JFAB Admission of Non-Resident Students-we are now in compliance in terms of how they read/look - Sandra A asked if required or recommended. Recommended per Dr. Macdonald - Adam motioned, Molly 2nd - voted yes 4-0

JFAB-R - Agreement, documentation that goes with the policy - Adam motioned, Molly 2nd - voted yes, 4-0

BEDH Public Participation at School Board Meetings. (this moved to 1st reading)

Molly - have we created a policy on Parental Rights and Title 9? Yes, to NH Parental Rights Policy AB, and yes to Title IX for first reading at the next meeting.

IX. COMMITTEE ASSIGNMENTS

Budget Committee: Sandra/Eric - meetings Sept/October - Per Dr. MacDonald will be 0-based budget this year.

CIP and Facilities: Eric/Adam - Went well for the first meeting - come up with a list of things that need to be prioritized and then come up with the schedule. Next CIP meeting with Town is next Monday, Sept. 8. Dr. MacDonald: we are under agreement with EEI, they are revising the audit

and will present at an October meeting. Will marry that with very long list of priorities. We don't have good planning for CIP, amounts etc.

Negotiations: Tim and Molly - Still trying to set first meeting- looks like next week - just to get a calendar set.

Strategic Planning: Adam/Molly/Tim - no new info.

Policy Committee: Dr. MacDonald, Administration team, Sandra- we met at 4pm this afternoon as mentioned.

X. OLD BUSINESS: Grant-funded McKinney-Vento and Family Services Coordinator; Policy ACAC ,part of title IX; Google Drive to house school board documents so they can be uploaded to the website.

XI. PLAN AGENDA FOR NEXT MEETING – September 18, 2025- Site Council but they may not be ready so will report in October. Dr. Anderson may give us an update.

XII. SELECTBOARD LIAISON-role of Selectboard Liaison, discussed reason for having Select Board liaison and School Board Liaison. Good to hear in person for each group. Art St. Laurent Selectboard rep, thinks Gear Up is fantastic, should be promoted more. Thank you. Selectboard budget, we are going to go through each line and rather than say no increase or less than last year - just look at each line with open minds.

XIII. BOARD COMMENTS- Sandra Adams: Selectboard-signed Gear Up proclamation will be in next Pittsfield Post. Adam - Gear Up, can we promote that on the District Facebook page, yes. PTO and PYW are teaming up for pancake breakfast at Old Home Day - 7-10 am. Sandra Adams, pleased with Post and Monitor interview with Dr. MacDonald. Adam, Facilities - Drake Field - broken bottles being investigated. SAU signs are being painted for SAU building. Perhaps a sign at bottom of the hill for SAU. Maybe correctional facilities can assist or talk with Noel about how they had new signs made for streets. Adam, board voted on something last summer - Pamela Miller Office Suite - staff room - move this to old business.

XIV. PUBLIC INPUT ON AGENDA ITEMS- Donna Keeley, the public input and board questions responses to as 'so noted' by Sandy Adams, will there be answers to these questions, how do they get addressed? Sandy MacDonald explained board meetings are for the board to conduct the business of the school. DK, how best to get questions answered when at the public meetings? Dr. MacDonald, some the board will/can answer, some other staff will, some will just be taken under advisement. Ray Benoit - RAN - am I understand that the board approved to look for a bank - Dr. MacDonald, we do have a bank eager to lend, we do not need the RAN. We do not have a cash flow problem at this time, we can pay staff and pay our bills. Demographics - is there a breakdown of special ED - how many are here and how many are out of district. Dr. MacDonald, I will get you that information. Adam, now that we are having subcommittee meetings, can we get those meeting dates on the agenda or somewhere?

XV. NON-PUBLIC SESSION per RSA 91: A3, (II) Personnel if needed. Sandra Adams motioned at 6:55 p.m., Adam 2nded, all voted yes with roll call.

XVI. PUBLIC SESSION reconvened at 8:06 p.m. Molly made the motion to nominate PMHS Student Success Teacher Meredyth Kjellander, seconded by Sandra. Vote 4-0.

Tim made the motion to move \$26,712 from the building fund to the general fund to pay for repairs and inspection of the district's fire alarm system, seconded by Adam. Vote 4-0.

XVII. ADJOURNMENT Tim made the motion, seconded by Molly to adjourn the meeting at 8:06 p.m. Vote 4-0.

Submitted by Donna Keeley
September 7, 2025