SCHOOL ADMINISTRATIVE UNIT #51
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Dr. Sandie MacDonald, Superintendent

PITTSFIELD SCHOOL BOARD

Meeting Minutes

October 16, 2025, 5:30 P.M.
PMHS Media Center
Pittsfield Middle High School

Members Present- Sandra Adams, Chair, Molly Goggin, Vice Chair, Eric Nilsson, Tim Robinson, Adam Gauthier
Others Present - Dr. Sandie MacDonald, Superintendent, Dr. Erik Anderson, PMHS Principal, Melissa Brown, PMHS Assistant Principal, Kristen White PES Principal, Jerrica Smith, M.Ed-Student Services Administrator, 4 Members of the Public

1. CALL TO ORDER - Sandra Adams called the meeting to order

2. PLEDGE OF ALLEGIANCE - Sandra Adams led the Pledge of Allegiance

3. REVIEW OF MANIFEST COMPLETED – Sandra and Eric reviewed the October 10, 2025 manifest at the SAU office.

4. ACTION ON AMENDED AGENDA - add to 1st reading of policies BEDB - Agenda Preparation and Dissemination, Typo on Policy Committee Agenda-Goal setting, not goat setting, Plow Bid has closed, No site council report tonight. Gift for Mr. Nilsson and Pittsfield Fire Department from PES/Kristen White. Adam motioned to accept the amended agenda. Molly/Eric 2nd, all voted yes: 5-0.

5. APPROVAL OF MINUTES – public and nonpublic minutes from October 2, 2025 - Eric moved to approve, Molly mentioned a typo, Alex DeSruisseaux corrected spelling, Eric, under Selectboard Liaison $7 million should be $70 million, Molly 2nd, all voted in favor. 4-0-1 Adam abstained.
Eric moved to accept non-public minutes, Tim 2nd, Vote 4-0-1, with Adam abstaining. Eric moved to seal, Tim 2nd, Yes vote 4-0-1, with Adam abstaining.

6. PUBLIC INPUT- regarding agenda items only - Ray Benoit, is next meeting special, will there be info on that? Sandra said this will be a budget meeting only and yes, open to public.

7. SUPERINTENDENT OF SCHOOLS- Dr. Sandie MacDonald - In the report that was posted, we allocated all of our grant money - greatly reducing our deficit. Community Proposal that the Lakes Region is putting forward for a special education charter academy (Lakes Region Collaborative for Community Schools (LRCCS)). It is a work in progress, asking to seek blessing for Pittsfield to be included in the process -nothing monetary at this time - just for application. We could potentially look to this placement for students that are

being placed out of the district. We have had some changes, locked in propane with Rymes $1.62gal - $2.86.9 for oil with Burke Oil.
Fund Deficit - see report - $633k. Vs 1.9 million that was projected. Budget layout is challenging - Operating Budget and Warrant is separate, even though the Warrants are non-budget items (no taxpayer money). Dr. Sandie MacDonald explained that we have a very good finance administrator in the SAU office - Molly thanked Dr. MacDonald for her hard work on this.

8. REPORTS FROM THE ADMINISTRATION -

PES School Report attached, Principal Kristen White - discussion as to how Pittsfield compares to state etc. Great Conversations are happening between staff and Principal, as well as the students.

9. NON-PUBLIC SESSION per RSA 91- A:3 – The Board may enter Nonpublic Session under RSA91-A:3 at any time during the meeting if needed.
Sandra Adams moved to go into nonpublic at 6:20 p.m., seconded by Adam with a roll call yes vote 5-0. At 6:35 p.m., Eric made the motion, seconded by Tim to exit nonpublic. Roll call yes vote 5-0.

Back into Public session at 6:40 p.m. Tim had to leave the meeting when nonpublic ended to attend another meeting.

Student Services, **Jerrica Smith** - See report -
The total number of students who are out of district for SE, is less as compared to last year, for various reasons.
Have a real need for para's and substitutes.

10. SCHOOL BOARD ACTION AND INFORMATION ITEMS - Adam motioned to approve to participate in Lakes Region collaborative relative to a Special Education Charter School, Molly 2nd - this is exploratory and the intent of this type of school is to get students assistance and then back to regular school. Yes vote 4-0 with Tim Having to leave at 6:30 for another meeting.
Motion to accept resignation of staff member, Tina Gelinas Case Manager k -2 - Eric motioned, Molly 2nd – Yes vote 4-0.

Open Enrollment update-nothing

Fair Funding update-Molly joined the School Board Advocacy Network (SBAN) with the Fair Funding NH org - they meet via Zoom – Molly cannot meet during the Zoom times due to her work schedule. Is there someone else who might want to represent the board? Eric offered to try to attend some of the meetings: the first Friday of the month at 9 a.m. and the 3rd Wednesday of the month at 1:00 p.m.

First Reading of Policies:

- JKAA – Use of Restraints and Seclusion

- BA – School Board Self Evaluation and Goal Setting
- BA-R (1) – School Board Self Evaluation and Goat Setting – Evaluation of School Board
- BA-R (2) - School Board Self Evaluation and Goat Setting – Individual Board Member Self-Evaluation Worksheet
- BBAA – School Board Member Authority
- BBBC – Board Member or District Resignation
- BBBD – Board Member Removal from Office
- BCA – School Board Member Ethics
- BCA-R (1) – School Board Member Ethics
- BGAA – Policy Development Adoption and Review
- BHC – Board Employee Communications

Second Reading and Adoption of Policies:

- AC – Non-Discrimination, Equal Opportunity Employment, Anti-Discrimination Plan - Sandra Adams -change Human Resource to Human Rights. Pg.4 G - Sandra Adams moved to accept with revision, Molly 2nd, 4-0 yes vote.
- AC-R (2) Non-Discrimination, Equal Opportunity, Anti-Discrimination Notice Contact Information (replacing former AC-E – Contact Information Eric moved to approve, Molly 2nd, 4-0 yes vote.
- ACE – Procedural Safeguards: Nondiscrimination on the Basis of Disability (amend current policy) Eric moved to approve, Sandra mentioned to adjust dates of 1st and 2nd reading, Molly 2nd, all 4 board members present voted in favor.
- ACA – Discrimination and Harassment Grievance Procedure- Eric moved to approve, Sandra 2nd - all 4 voted yes.
- ACAC – Prohibition of Sexual Harassment: Policy and Grievance Procedure - Eric moved to approve, Adam 2nd, all 4 voted yes.
- ACF – Food and Nutrition Services: Anti-Discrimination and Civil Rights Complaints - Eric moved to approve, Molly 2nd, Sandra questioned page 2, Human Rights Coordinator, vs Officer, Sandie MacDonald said interchangeable. 4-0 yes vote.
- ACN – Nursing Mothers-Eric moved to approve, Molly 2nd, all 4 voted yes.
- JJA – Student Activities and Organizations-Eric moved to approve, Molly 2nd, all 4 voted yes.
- JJA-R (1) – Student Activities and Organizations- Eligibility Standard - Eric moved to approve, Molly 2nd, all 4 voted yes.
- JJIB – School - Sponsored Athletic Programs - Eric moved to approve, Molly 2nd, all 4 voted yes.

- JJIC - Eligibility for Interscholastic Athletics – Grades 5-12 - Eric moved to approve, Molly 2nd, all 4 voted yes.
- JJJ – Access to Public School Programs for Nonpublic, Charter and Home-Educated Pupils - Eric moved to approve, Molly 2nd, all 4 voted yes.
- JJ-R (1) – Access to Public School Programs by Nonpublic, Charter School and Home-Educated Pupils – Administrative Regulations - Eric moved to approve, Molly 2nd, all 4 voted yes.
(Tim Robinson was not present for these votes)

11. COMMITTEE ASSIGNMENTS

- Budget Committee: Sandra/Eric - next Thursday we will meet.
- CIP and Facilities: Eric/Adam - next Wed meeting, per Sandie MacDonald - snow plowing bids, we have to follow the law and publish via the legal process. We did not get any bids - due to scope of work which involves shoveling and sanding non-parking lot areas. Sandie MacDonald suggested to revise the scope, perhaps remove the shoveling? Eric suggests removing the shoveling, perhaps a seasonal shovel person, then re-run the RFP.
- Negotiations: Tim and Molly - We are meeting weekly. We start moving into 2 meetings a week as needed. Deadline is around November 4.
- Strategic Planning: Adam/Molly/Tim - still pending-moved to old business
- Policy Committee: Sandie, Administration team, Sandra Adams - continue to meet. Next meeting is November 13.

12. OLD BUSINESS: Instructional policies, district signage updates, Strategic Planning
Still waiting to hear back from Prison relative to the 'mock up' we provided.

13. PLAN AGENDA FOR NEXT MEETING – Special Budget Workshop/Work Session Meeting – October 23, 2025 at 5:30 p.m.

14. SELECTBOARD LIAISON - none

15. ADDITIONAL BUSINESS- To address items that may arise during the meeting or other items not on the agenda that Board members would like to discuss. Adam, reading the minutes of trustees of trust funds - went back into January's where they list who requested money. He noticed a request from the School District for $80k, the athletic dept asked for this money. Is there a process or policy for school departments, such as school groups and or Athletic Dept to follow when requesting money from trust funds - do they need to get approved by the School Board? Per Dr. Sandie MacDonald, all money that is awarded to any school entity, the money must be accepted by the board before it can be deposited. This was not a school district request, therefore district/board not involved.

Eric confirmed if the Pennichuck work needed at Drake Field needed to be voted on. Dr. MacDonald indicated that it was already voted on. $10k

Eric - when School Board members attend other town meetings, we usually don't speak as a member of the board, we speak on our own behalf - Adam indicated that he spoke out at a recent Zoning meeting and mentioned he was on the School Board - Eric mentioned that we, as board members should speak for ourselves and if we want to speak as board members, discuss with the board and get concurrence, etc. Everyone agreed with this approach.

16. PUBLIC INPUT – The Board may accept the public's input that is addressed directly to the Chair in a courteous and respectful time frame of three minutes. The Board does not engage in discussion or answer questions during public comment. The Superintendent may be asked to follow up on specific concerns after the meeting.

Deb Vintinner - if Lakes Region charter comes to life, what grades? K-8
Donna Keeley - discussed money acceptance policy and what or should there be an internal process? Per Dr. Sandie MacDonald, there is a policy, unanticipated funds - we cannot police who from the school are applying for funds. When and if grants/monetary gifts are awarded, they must be accepted and approved by the School Board, then deposited into the School's bank account.

17. ADJOURNMENT – On a motion made by Eric and seconded by Molly, and a 4-0 yes vote, the meeting adjourned at 7:43 p.m.

Submitted by Donna Keeley
October 17, 2025