

APPROVED BY THE PITTSFIELD SCHOOL BOARD

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #51
PITTSFIELD SCHOOL BOARD**

MINUTES

Pittsfield School Board Meeting
April 7, 2022
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Sandra Adams, Vice Chairperson
Sarah Duval
Molly Goggin

Others Present: Bryan Lane, Interim Superintendent
Derek Hamilton, Principal, PMHS
Mike Wiley, Principal, PES
Melissa Brown, Assistant Principal, PMHS
Members of the Public

Chairman Gauthier opened the meeting at 5:31 p.m.

II. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mr. Gauthier.

III. AGENDA REVIEW

The following items were added:

- Request for before/after school care (Ms. Goggin)
- Drake Field (Ms. Goggin)
- Policies (Ms. Adams)
- School Board Vacancy (Ms. Adams)

Mr. Lane confirmed that a non-public session was in order.

IV. ACTION ON AMENDED AGENDA

On a motion made by Ms. Adams and seconded by Ms. Goggin, the Board unanimously approved the amended agenda.

V. APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the February 17, 2022 meeting were considered. Change on page six included the correction of the spelling of Ms. Duval's name. On a motion made by Ms. Goggin and seconded by Ms. Adams the motion to approve the minutes as amended passed with Ms. Adams, Mr. Gauthier, and Ms. Goggin voting in the affirmative and Ms. Duval abstaining from the vote.

The minutes of the March 17, 2022 meeting were considered. Changes include remuneration of Roman numerals from page six forward and on page two, paragraph seven, change "wood shops" to "wood shop". On a motion made by Ms. Duval and seconded by Mr. Gauthier, the Board voted unanimously to approve the minutes as amended.

VI. PUBLIC INPUT - None

VII. STUDENT REPRESENTATIVE

Matthew Swenson introduced Annelissa Marcotte to present information on the Site Council's dress code proposal. Ms. Marcotte presented a PowerPoint which reviewed the role of Site Council and the proposed changes to the dress code. Ms. Goggin and Ms. Duval praised the Site Council for their work and for Ms. Marcotte's presentation. Ms. Marcotte thanked the Board for their attention and consideration of the proposal. Mr. Lane stated that this presentation would be considered as the first reading of the dress code policy.

VIII. PES PRINCIPAL

A. Staffing Update

According to Mr. Wiley, PES is currently advertising for a first grade paraeducator and a one-on-one paraprofessional.

B. Professional Development

Mr. Wiley listed the professional development opportunities for staff during the month of March.

C. Kindergarten Registration

Mr. Wiley announced that Kindergarten registration was scheduled for March 30, 2022; there are twenty-one students currently enrolled for the 2022-2023 school year.

D. Sergeant Nelson LeClaire

According to Mr. Wiley, Sergeant Nelson LeClaire visited the third and fourth grade students to thank them for the seventy holiday stockings that they provided to US soldiers who were stationed in Kosovo. Sergeant Nelson presented the school with a plaque and a flag that flew in Kosovo in 2022.

E. Security Assessment

On April 19, 2022, according to Mr. Wiley, Scott Lambertson from the NH Department of Homeland Security, School Safety Preparedness Program will be coming to PES to conduct a security assessment. A previous assessment was conducted in 2018.

F. Calendar of Upcoming Events

Mr. Wiley provided the Board with a list of upcoming events.

IX. PMHS PRINCIPAL

A. Drama Club Presentation

The PMHS Drama Club presented “*Anonymous*” to the student body and to the public. The Drama Club prepared for the NH Educational Theater Guild state festival on April 2, 2022.

B. Empty Bowls Events

According to Mr. Hamilton, the Empty Bowls Learning Studio will be held on May 19, 2022 to benefit the Pittsfield Food Pantry. Two community pottery days for students, families, and community members to make bowls will be sponsored.

C. Family Communication

Mr. Hamilton responded to the Board’s request for a weekly bulletin by introducing the *Panther Page*, which will be shared with families on a weekly basis. Ms. Goggin and Ms. Duval thanked Mr. Hamilton for his efforts to meet the request of the Board.

D. Professional Learning

Mr. Hamilton provided the Board with information regarding the professional development offered to faculty and staff. Mr. Hamilton explained that the Universal Design for Learning team has shortened its unit validation protocol in hopes that they can review ninety-seven units pending review by the end of the year.

E. Class of 2022 Update

Mr. Hamilton reviewed statistics relative to the class of 2022. There are thirty-four students in the class. He reviewed the colleges and universities that have accepted students. Mr. Hamilton acknowledged Dalton and Matthew Swenson, who were recognized as DAR Good Citizens at the NH State House earlier this month. Charles Mewkill was awarded first place in the state-wide SkillsUSA Diesel Equipment Technology contest and has been invited to participate at a national competition in Atlanta in June. Three students will be taking the HiSet test as an option to completing their high school diploma. A number of students are returning for a fifth year to complete coursework. Three students have dropped out of the class or 2022

X. INTERIM SUPERINTENDENT OF SCHOOL

A. Nomination List

Mr. Lane stated that a nomination list of faculty for the coming year has been prepared and will be presented to the Board in the non-public session. Three teachers have communicated their intent to retire including Darlene Stewart, Terry Littlefield, and Kathy Mahanes.

B. Team Design Harriman

Mr. Lane explained the work that Team Design Harriman will be doing to evaluate classroom space availability at PMHS for PES students.

C. PowerSchool

The district has started a transition from using PowerSchool as their student information system to ALMA. A workshop will be provided to teachers to assist them in using the new system.

D. Parking Lots

Mr. Lane explained that he has been working with a company to clean sand from parking lots during spring break.

E. Copy Paper Bids

Mr. Lane stated that the SAU will be putting out bids for copy paper in the coming weeks. He has asked the Town of Pittsfield to see if they want to be included in the bid. Mr. Gauthier pointed out that a bid for Drake Field is needed; Mr. Lane is planning to get that out soon.

F. National Honor Society

Mr. Lane stated that an induction ceremony for the National Honor Society was held on April 6, 2022.

G. Curriculum Development and Review

Mr. Lane provided information relative to curriculum review. He provided the Board with a first reading of Policy IGA, Curriculum Development and Review. He also created a protocol to accompany the policy. A schedule for review was proposed for the next six years, beginning with English Language Arts and Reading during the 2022-2023 school year. Ms. Adams asked Mr. Lane to look at Policy IGD to see if there is an opportunity for merging the two policies.

H. Fund Balance

Mr. Lane provided the Board with a proposal for the use of unassigned fund balance monies. He proposed an upgrade of business software for \$37,400 and the purchase of a dumpster for PMHS for \$15,000. After these two expenditures, this would leave an anticipated unexpended fund balance of \$440,172.63. On a motion made by Mr. Gauthier and second by Ms. Duval, the Board voted unanimously to approve the expenditure of \$37,400 for the business software. On a motion made by Mr. Gauthier and seconded by Ms. Goggin, the Board unanimously approved going out for bid for the dumpster.

Mr. Gauthier stated that he has some concerns about Drake Field regarding potential necessary expenditures.

Ms. Goggin stated that she has some concerns about the behavior of some students at Drake Field. She wonders if there might be ways through maintenance to make further improvements. The Board directed Mr. Lane to investigate the cost of paving of the walkway at Drake Field, repairing or replacing the fence, and making repairs on the grandstand benches.

XI. SCHOOL BOARD

A. Policies - First Reading

Mr. Lane presented the following policies for the first reading: Policy KHB, Advertising in the School; Policy BCF, Advisory Committees to the Board; Policy BFE and CHD, Administration in Policy Absence; and Policy JEB, Age of Entrance.

B. School Calendar

Mr. Lane presented a proposed calendar for school year 2022-2023. On a motion made by Mr. Gauthier and seconded by Ms. Goggin, the Board voted unanimously to approve the 2022-2023 school calendar.

C. Vacant School Board Position

Mr. Lane stated that there are two candidates who have expressed interest in being appointed to the vacant position. The Board scheduled Thursday, April 14, 2022 at 5:30 p.m. to conduct the interviews. Mr. Lane will make arrangements with the two interested individuals.

D. Policies - Second Reading

Mr. Lane presented the following policies for the second reading:

- Policy JFABD, Admission of Homeless Students; Policy JFAA, Admission of Resident Students - On a motion made by Mr. Gauthier and seconded by Ms. Adams, the Board voted unanimously to approve the policy as written.
- Policy, JFAB, Admission of Non-Resident Students - On a motion made by Mr. Gauthier and seconded by Ms. Duval, the Board voted unanimously to approve the policy as written.
- Policy IHCD, Advanced Course Work / Advanced Placement - On a motion made by Mr. Gauthier and seconded by Ms. Goggin, the Board voted unanimously to approve the policy as written.

E. Drake Field

Ms. Goggin reiterated her concerns about the behavior of select students at Drake Field during a game. She wondered if this issue should be elevated to a police issue, to which Mr. Lane agreed. Mr. Hamilton stated that the Pittsfield Police Department tries to maintain a presence at Drake Field. He is noticing a deterioration of behavior from years past. Ms. Adams asked if there were signs posted stating behavior expectations, to which Mr. Hamilton answered in the affirmative.

F. Before / After School Care

Ms. Goggin asked if ESSR grant funds were considered to offer before and after school care for families at PES, using teachers as providers. Mr. Lane stated that the ESSR funds will soon run out so such a program would not be sustainable. He suggested reaching out to the YMCA to see if they might consider restarting a before and after school program at PES.

XII. COMMITTEE ASSIGNMENTS

A. Budget Committee Representative

B. Drake Field and Facilities

C. Negotiating Team

D. Foss Family Scholarship

XIII. NEXT MEETING

The next meeting of the Board is scheduled for Thursday, April 21, 2022 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XIV. PUBLIC INPUT

Clayton Wood asked for clarification relative to the people who have expressed interest in the vacant Board position.

Mr. Wood stated that he is concerned about the behavior at Drake Field and will not allow his seventeen year old daughter to visit Drake Field without supervision. He suggested investigating changing the jurisdiction of Drake Field from the school district to the Town of Pittsfield. Mr. Wood suggested considering asking for donations to buy a new fence at Drake Field. Ms. Goggin stated that partnering with the community might increase pride in Drake Field.

XV. NON-PUBLIC SESSION

At 7:16 p.m. a motion was made by Mr. Gauthier and seconded by Ms. Goggin to enter into a non-public session under the authority of RSA 91-A:3 (a) to discuss personnel. The Board was polled and voted unanimously to enter into a non-public session (Ms. Adams, yes; Ms. Duval, yes; Mr. Gauthier, yes; Ms. Goggin, yes).

At 8:00 p.m. a motion was made by Ms. Duval and seconded by Ms. Adams to exit from a non-public session. The Board was polled and voted unanimously to exit the non-public session (Ms. Adams, yes; Ms. Duval, yes; Mr. Gauthier, yes; Ms. Goggin, yes).

XVI. SCHOOL BOARD (Continued)

A. Nomination List

On a motion made by Ms. Adams and seconded by Ms. Goggin, the Board voted unanimously to approve the nomination list as written and presented by Mr. Lane.

XVII. ADJOURNMENT

A motion was made by Mr. Gauthier and seconded by Ms. Goggin to adjourn the meeting. The Board voted unanimously to adjourn the meeting at 8:01 p.m.

Respectfully submitted,

Tobi Gray Chassie
Recording Secretary