

APPROVED BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
January 5, 2023
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Sandra Adams, Vice Chairperson
Adam Cote
Sarah Duval (attended remotely)
Molly Goggin

Others Present: Bryan Lane, Interim Superintendent
Charlene Vary, Directory of Student Services
Derek Hamilton, PMHS Principal
Michael Wiley, PES Principal
Members of the Public

Chairperson Gauthier opened the meeting at 5:30 p.m.

II. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mr. Gauthier.

III. AGENDA REVIEW

The following items were added to the agenda:

- Website (Mr. Lane)
- March 2nd Meeting (Ms. Adams)
- Tuitioning Report (Ms. Adams)
- School Deliberative Session (Mr. Gauthier)
- School Threats (Mr. Gauthier)
- Non-Public (Mr. Lane)

IV. ACTION ON AMENDED AGENDA

On a motion made by Ms. Adams and seconded by Ms. Goggin, Mr. Gauthier, yes, Ms. Adams, yes, Mr. Cote, yes, Ms. Goggin, yes, Ms. Duval, yes, 5-0, the Board unanimously approved the amended agenda.

V. APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the December 15, 2022 meeting were considered.

Changes include: correct formatting in roman numerals from page 6 on, IV, correct veteran's to veterans, final paragraph correct "records"; page 7, paragraph 4, remove apostrophe from opportunities', paragraph 5, remove will from first sentence, V, correct seconded by Mr. Gauthier.

On a motion made by Ms. Adams and seconded by Mr. Cote, Mr. Gauthier, yes, Ms. Adams, yes, Mr. Cote, yes, Ms. Goggin, yes, Ms. Duval, yes, 5-0, the Board unanimously approved the amended minutes. 5-0.

VI. PUBLIC INPUT

No public input at this time.

VII. STUDENT REPRESENTATIVE

Annalissa Marcotte updated the Board on the status of the voting for 6th grade participants in the site council. Ms. Marcotte informed the Board that there were not enough members present at the previous site council meeting to hold a vote. Ms. Marcotte stated they are looking to hold the vote at the next Wednesday's meeting.

VIII. PES PRINCIPAL

- A. Curriculum Review Committee - Mr. Wiley informed the Board that the Curriculum Review Committee has begun reviewing the ELA units. Mr. Wiley stated that they are using NHSAS data, NWEA data, and other sources of data to find specific areas of learning needs.
- B. TIGER, Theatre Integrating Guidance, Education, and Responsibility - Mr. Wiley shared information on the TIGER, team from Plymouth State University that will come to PES to perform during the school wide morning meeting. The performance will be social-emotional based, and focus on components such as being courageous, grateful, forgiving and compassionate.
- C. Incidents - Mr. Wiley shared the data of incidents at PES by month, grade, location, outcome and infractions with the Board.
- D. January Calendar - Mr. Wiley shared the January calendar of events happening at PES with the Board.

IX. PMHS PRINCIPAL

- A. 11/12 Exams - Mr. Hamilton informed the Board that the 11/12 grade students at PMHS would be taking cumulative exams in core content areas on January 12 and 13th.
- B. COVID-19 Booster Clinic - Mr. Hamilton informed the Board that there will be a COVID-19 Booster clinic held by the Capital Area Public Health Network at PMHS on Thursday, January 12.
- C. Drama Club Productions - The PMHS Drama Club presented Christmas Eve Chaos for the fourth and fifth grade students at PES on December 9th, as well as for the community on December 10th and 11th. Mr. Hamilton paid his appreciation to the directors of the play; Jared Griffin, Elisha Griffin and Quinn Boyce for their hard work to make this happen.
- D. Guidance Department Events - Ms. Hamilton shared different events that the PMHS Guidance Department is hosting in early January. There will be a *Home is Where the Heart Is* presentation made by PMHS alumni, as well as the CRTC Road Show and a visit from a NHHEAF Network Counselor.
- E. Professional Learning Activities - Over the months of November and December there were various professional learning activities attended by the PMHS staff. The UNH Browne Center held the first of three trainings on school climate and culture. The NEASC Principle Reflections was reviewed and approved. During the month of January planning and preparation will begin for the second semester Learning Studios, as well as end of semester feedback to the students.
- F. Student Council - Mr. Hamilton paid his appreciation to the Student Council, Jen Massey and Rick Anthony for organizing the Spirit Month activities for the month of December. The activities included a Winter Carnival, Spirit Day, and a community food drive.
- G. Winter Showcase – The Winter Showcase will be held next Wednesday, January 11, 2023 for the students to engage and showcase artifacts and present their creation from the first semester Learning Studios
- H. Winter Concerts - The District has three winter concerts held in January. PES will be held on January 24 & 26 at 6:30 p.m. at the PMHS Gym. The PMHS Band and Chorus are scheduled to perform on January 25th at 6:30 p.m. at the PMHS Gym.

X. SUPERINTENDENT

- A. Mr. Lane provided an update on the current workings and status of the budget and working with the Budget Committee.
- B. Mr. Lane informed the Board that he had been contacted by a citizen concerning SORA, a library subscription service that was made available through the library, and the available publications that are accessible by the students. Mr. Lane stated that he was told that there were books of an inappropriate nature available to the students. Mr. Lane stated the he has made multiple attempts to reach the citizen for them to provide further details so that he could investigate, but he has not yet been responded to. Mr. Lane has turned off access for this program until further investigation into the matter has been made. Mr.

Lane will reactivate SORA when appropriate.

- C. Friday, December 23 was a weather alert day for the state. After communicating with the highway department, it was deemed safe for the students to attend and school was in session for the district. To this date, we have only had one snow day, and the last day of school is June 13th, at this time.
- D. Mr. Lane circled back to the topic of the school calendar in regards to Veterans Day. Mr. Lane stated that he has contacted the local VFW for their guidance in regard to a school closure or observation day that is not held on November 11, as Veterans Day is on a Saturday this year.
- E. Website – Mr. Lane updated the Board on the status of the website transition. Mr. Lane informed the Board that there have been technical issues with the new website and that our technology manager is aware and has been working diligently to fix them. Mr. Lane further discussed the transition away from the pittsfieldnhschools.org email addresses as we will be working on changing everyone over to a sau51.org email address.

Mr. Gauthier inquired as to what the lease cost of the website was going to be.

Mr. Lane stated that he would look into this and provide an answer at the next meeting.

XI. SCHOOL BOARD

A. Policies – First Reading

- i. CBI, Evaluation of the Superintendent
- ii. IHBA, Evaluation Requirements for Children with Specific Learning Disabilities.
- iii. DKC, Expense Reimbursements
- iv. IHBH, Extended Learning Opportunities

B. Policies – Second Reading

- i. JH, Attendance, Absenteeism and Truancy: on a motion made by Mr. Gauthier and seconded by Ms. Adams, the Board approved the changes brought forth to the policy, with the addition of “absences of more than 3 consecutive days must have medical documentation to be considered excused” on page 1 after paragraph 4, paragraph 5, change to “documented illness” instead of documented absence; paragraph 6, update “doctors”, remove obituaries, Mr. Gauthier, yes, Ms. Adams, yes, Mr. Cote, yes, Ms. Goggin, yes, Ms. Duval, yes, 5-0, the Board unanimously approved the changes to the policy.
- ii. GADA, Employment References and Verification (Prohibiting Aiding and Abetting of Sexual Abuse), accepted as written.
- iii. ECF, Energy Conservation, change dean of operations to district administration; on a motion made by Mr. Gauthier and seconded by Ms. Goggin, Mr. Gauthier, yes, Ms. Adams, yes, Mr. Cote, yes, Ms. Goggin, yes, Ms. Duval, yes, 5-0, the Board unanimously approved the changes to the policy.

- C. Ms. Adams raised the concern of the school board meeting that is scheduled to be held on March 2. Ms. Adams requested that this meeting be cancelled due to it being scheduled

in the middle of the winter break. On a motion made by Ms. Adams and seconded by Ms. Goggin, the Board voted to cancel the March 2, 2023 meeting. Mr. Gauthier, yes, Ms. Adams, yes, Mr. Cote, yes, Ms. Goggin, yes, Ms. Duval, yes, 5-0, the Board unanimously approved the motion.

- D. Ms. Adams requested that an agreed upon board report be created to summarize the tuition study to be presented to the public for transparency.
- E. Mr. Gauthier inquired as to what date was set for the School Deliberative Session. Mr. Lane stated that this was set to be held on Saturday, February 4 at 10:00 a.m..
- F. Mr. Gauthier inquired as to what the policy is regarding school/student threats, and how administration handles them.

Mr. Lane stated that each situation is handled on a case by case basis, based on the situation and severity. Mr. Lane went on to include the details of how discipline is handled between the schools as well as in regard to students with 504s and IEPs.

Mr. Gauthier raised the concern that the staff at the elementary school are getting assaulted by the students regularly and that something needs to be done to get it under control.

Mr. Lane stated that this will be further discussed in the evening's non-public session.

XII. COMMITTEE ASSIGNMENTS

- A. Budget Committee Representative – Ms. Adams
- B. Drake Field and Facilities – Mr. Gauthier
- C. Negotiating Team –
- D. Foss Family Scholarship – Sarah Duval

XIII. NEXT MEETING

The next meeting of the Board is scheduled for Thursday, January 19, 2023 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XIV. PUBLIC INPUT

Chris Smith asked administration to clarify details regarding the incident reports for physical aggression and bullying that were provided for the elementary school.

Mr. Wiley stated that the percentages of incidents are calculated based off of information entered into ALMA such as number of participants, severity, injuries and location, and that those can greatly impact the way that the data presents.

Mr. Smith inquired as to why the percentage for parent contact was only 6% of the standard outcomes recorded.

Mr. Lane explained that parents are contacted each time that there is an incident with their student. Mr. Lane stated it's recorded that way when that it the sole outcome of an incident.

Sabrina Smith thanked the school administration for putting the ALMA link on the website and asked if it would be possible to have the Pickup Patrol link added as well.

Ms. Smith stated that she would be looking into the discipline laws regarding special education students. Ms. Smith stated that her child was involved in a physical altercation that occurred at the elementary school and would like a better understanding of how the laws protect students with an IEP and not those without them.

Mr. Lane stated that all children involved in incidents in the district have some sort of consequence regardless of their special education status. Mr. Lane advised Ms. Smith that he would provide her with further information on special education discipline laws.

XV. NON-PUBLIC RSA 91-A:3, B, C.

At 7:36 p.m. a motion was made by Mr. Lane, seconded by Mr. Cote to enter into a non-public session under the authority of RSA 91-A:3 to discuss personnel. The Board polled and voted unanimously to enter into a non-public session. (Ms. Adams, yes; Ms. Duval, yes; Mr. Gauthier, yes; Mr. Cote, yes).

Non-public to discuss personnel matters.

At 8:20 p.m. a motion was made by Mr. Gauthier and seconded by Ms. Adams to exit the non-public session under the authority of RSA 91-A:3 to discuss personnel. The Board polled and voted unanimously to exit into a non-public session. (Ms. Adams, yes; Ms. Duval, yes; Mr. Gauthier, yes; Mr. Cote, yes).

XVI. ADJOURNMENT

A motion was made by Ms. Goggin and seconded by Ms. Goggin to adjourn the meeting. The Board voted unanimously to adjourn the meeting at 8:22 p.m.

Respectfully submitted,

Sara Zinn

Recording Secretary