

DRAFT MINUTES BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
February 16, 2023
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Sandra Adams, Vice Chairperson
Molly Goggin
Sarah Duval (Entered non-public session at 6:15 p.m.)

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

Chairperson Gauthier opened the meeting at 5:32 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:

- Non-Public (Mr. Lane)
- 2023-24 School District Calendar (Mr. Lane)
- Drake Field Facility Request (Mr. Hamilton)

IV. ACTION ON AMENDED AGENDA

On a motion made by Ms. Adams and seconded by Ms. Goggin, Mr. Gauthier, yes, Ms. Adams, yes, 3-0, the Board unanimously approved the amended agenda.

V. APPROVAL OF PREVIOUS MEETING MINUTES

The public minutes of the February 2, 2023 meeting were considered.

Changes include: on page 2, VII, correct spelling of Annelissa; page 3, correct renumeration, B, change to "New Learning Studios"; page 6, XV, correct Mr. Gauthier, update meeting end time to 8:47 p.m.; document wide correction of Ms. Goggin's name.

On a motion made by Ms. Adams and seconded by Ms. Goggin, Mr. Gauthier, 3-0, the Board unanimously approved the amended minutes.

The non-public minutes of the February 2, 2023 meeting were considered.

Changes include: Update members present of Sandra Adams double entry to Sarah Duval; correct spelling of Ms. Goggin's name; correct end time to 8:46 p.m..

On a motion made by Ms. Adams and seconded by Ms. Goggin, Mr. Gauthier, 3-0, the Board unanimously approved the amended minutes.

VI. PUBLIC INPUT

No public input at this time.

VII. STUDENT REPRESENTATIVE

Mr. Hamilton presented for the Student Representative. Mr. Hamilton informed the Board that the Site Council subcommittee has been working on informing the students of the dress code.

VIII. DIRECTOR OF STUDENT SERVICES

A. MEDICAID

Ms. Vary provided the Board with an overview of the Medicaid program and reimbursements as they relate to the different types of services provided.

IX. SUPERINTENDENT

- A. Mr. Lane provided the Board with a staffing and hiring update. Mr. Lane has reached out to the various colleges within the NH College System to make appointments to visit their campuses and meet with the students that are set to graduate with education degrees.

Ms. Adams inquired as to what the deadline was to have contracts issued to our teachers.

Mr. Lane informed Ms. Adams that April 15 is the requirement, with the contracts to be returned by the first week of May.

- B. Environmental Impact Committee - Mr. Lane informed the Board that he is looking to form an environmental committee at the middle high school.

- C. Enrollment - Mr. Lane presented the enrollment numbers for the month of February.
- D. Medicaid Reimbursement - Mr. Lane explained the details of the Medicaid reimbursement practices and how they relate back to Ms. Vary's board report.
- E. School Calendar – Mr. Lane requested the Board review the draft district calendar for the 2023-24 school year. Mr. Lane asked the Board to make a determination on Veteran's Day.

X. SCHOOL BOARD

A. Policies – First Reading

- i. EBCB, Fire Drills
- ii. DI, Fiscal Accounting and Reporting
- iii. JFABB, Foreign Exchange Students
- iv. DIH, Fraud Prevention and Fiscal Management

B. Policies – Second Reading

- i. KED, Facilities or Services – Grievance Procedure (Section 504), changes include: dean of operations to administration, on a motion made by Ms. Goggin, and seconded by Mr. Gauthier, the changes were approved, 5-0.
- ii. KB, Family and Community Engagement, accepted as written.
- iii. GCCBC, Family and Medical Leave, table review until next meeting for further clarification on verbiage relating to spouses and domestic partners.
- iv. IJOA, Field Trips and Excursions, changes include dean of operations to principal, on a motion made by Mr. Gauthier, and seconded by Ms. Goggin, the changes were approved, 5-0.

C. Teacher Nomination – Kylie DeVarney

Mr. Lane nominated Kylie DeVarney for the position of fifth grade classroom teacher, at BA - Step 2, beginning on Monday, February 20, 2023.

Mr. Adams motioned and seconded by Ms. Goggin. 3-0.

D. Mr. Hamilton addressed the Board with a Drake Field Facility Request from the Suncook Valley Rotary Club to hold the annual Balloon Rally.

Mr. Gauthier made a motion approve the Drake Field Facility Usage Request for August 2-9th, 2023, seconded by Ms. Goggin, the request was approved 3-0.

XI. COMMITTEE ASSIGNMENTS

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

XII. NEXT MEETING

The next meeting of the Board is scheduled for March 16, 2023, 2023 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XIII. PUBLIC INPUT

Dan Schroth addressed the Board regarding the Environmental Committee that Mr. Lane would like to see formed. Mr. Schroth would like to see the committee include students as well.

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

At 6:08 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;).

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

XV. ADJOURNMENT

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

Respectfully submitted,

Sara Zinn

Recording Secretary