

APPROVED MINUTES BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
May 4, 2023
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Sandra Adams, Vice Chairperson
Adam Cote
Helen Schiff

Others Present: Bryan Lane, Superintendent
Derek Hamilton, PMHS Principal
Melissa Brown, PMHS Assistant 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:

- Teacher Nominations (Mr. Lane)
- Paving Update (Mr. Lane)
- Non-Public (Mr. Lane)

IV. ACTION ON AMENDED AGENDA

On a motion made by Mrs. Adams and seconded by Mr. Cote, Mr. Gauthier, yes, Mrs. Schiff, yes, 4-0, the Board unanimously approved the amended agenda.

V. APPROVAL OF PREVIOUS MEETING MINUTES

The minutes from the previous meeting were considered and changes include: page 1, correct Ms. Vary's title to Director, IV, correct to reflect Mr. Cote's presence and vote; page 2, VII, add the before technology, IX, C, change has to have; page 3, E., correct "Mrs. Adams would like the Teacher Appreciation Week Notice posted", page 4, correct numbering, remove double 2023 from date, correct spelling of Mr. Murdough's name and add commas with his title.

Mr. Gauthier made a motion to accept the changes, Mrs. Schiff seconded, 4-0.

VI. PUBLIC INPUT

Clayton Wood addressed the Board in regard to his recent work with the education committee. Mr. Wood stated that they are working to resolve the response time of which the NHDOE assists districts with their School Improvement Plans and his desire to see this time shortened.

VII. PES PRINCIPAL - Mr. Lane gave a brief overview of Mr. Wiley's board report in his absence.

VIII. PMHS PRINCIPAL

- A. End-of-Year School Events - Mr. Hamilton provided the Board with a summary of the end-of-year events that are scheduled.
- B. Exhibition of Learning - Mr. Hamilton spoke on the event that is scheduled for May 25. Mr. Hamilton informed the Board that this event is held annually at PMHS to showcase students' artifacts of learning, and additionally made the Board aware of the expectations for involvement and participation that were conveyed to the students.

Mrs. Adams spoke on her experience and enjoyment at last year's event, and thanked Mr. Hamilton for hosting this.

- C. School Improvement Planning – Mr. Hamilton provided the Board with an update as to the status of the school improvement planning, the priorities and estimated timeline to have the plan put into place by June.

Mr. Cote inquired as to what areas that school has to improve upon.

Mr. Hamilton provided data that identified various areas in need of improvement such as continue to support our struggling students with various interventions, such as hiring an ELA and math specialist for grades 6-8. Mr. Hamilton explained that the improvement plan was issued due to the district's graduation rate, but that the issue is systemic and needs to be corrected through earlier interventions.

- D. Spring Conferences – Mr. Hamilton surveyed the staff for completed conferences as well as those still needing to be held. Mr. Hamilton stated that he would have this ready for the next meeting.
- E. Student Progress Monitoring: Class of 2027 – Mr. Hamilton informed the Board of the current student progress for the eighth grade class. Currently 43/50 students are on track for promotion to ninth grade. Mr. Hamilton adds that there have been plans created for

the other 7 students and additional supports have been offered to those students during class and study times.

- F. Student Progress & Credit Monitoring: Class of 2023: – Mr. Hamilton shared that 25/29 students are on track to graduate in June. Additional support was offered by Mr. Laroche during February break, as well as during April break by Mrs. Caron to provide additional assistance to the junior and senior classes. Mr. Hamilton continued to explain that these extra supports will be available during content blocks on Wednesday afternoons as well as after school for the months of May and June.
- G. Transition Planning – Mr. Hamilton explains the transition planning that he and Mr. Wiley have been collaborating on for the fifth graders moving from PES to PMHS. Mr. Hamilton provided the Board with an outline of the steps to make the transition successful which include family information nights as well as a step-up day.

IX. SUPERINTENDENT

- A. Contracts & Staffing – Mr. Lane notified the Board that all teacher contracts have been issued as of April 14, and are expected to be returned by May 3. Mr. Lane listed the eight open positions within the District as well as the efforts being made to recruit for them.
- B. PES Staff Training – The staff at PES have conveyed their desire for further training on student management techniques. Mr. Lane stated that this would cost approximately \$26,500, and that he has submitted a proposal for the two-day workshop through the Title I grant.
- C. Comprehensive Support and Improvement Schools – Mr. Lane stated that he was sent an inquiry from citizen Clayton Wood with a series of questions that he was looking to have clarified in regard to the Comprehensive Support and Improvement School ruling.
- D. Additional Student Supports – Mr. Lane thanked Mr. Laroche and Mrs. Carson for their time working with the students on their competency recovery and academic skill building.

XI. SCHOOL BOARD

- A. Policies – First Reading
 - i. IFA, Instructional Needs of Each Student
 - ii. IK, Instructional Program
 - iii. IKAA, Interdisciplinary Credit
 - iv. IIC, Instructional Time
- B. Policies – Second Reading
 - i. IHBG, Home Education Instruction, add policy indicator across all pages, page 1, change the ed law to 315.05 in the third and fifth paragraphs, change ed code to 315.06 in last paragraph; page 2, first paragraph, correct “educational disability progress at a level commensurate with the child’s age and/or disability”, update ed code to 315.08, paragraph three add ED. 315.04e at the end of the sentence, B, add home educated before programs were established; page 3, paragraph four, correct

RSA 193/a:11;page four, 2, d., change director to administration. On a motion made by Mr. Gauthier and seconded by Mr. Cote, the motion passed 4-0.

- ii. IKB, Homework, accepted as written.
- iii. EBBD, Indoor Air Quality, change Dean of Operations to Principal, on a motion made by Mr. Gauthier and seconded by Mrs. Adams, the motion passed 4-0.
- iv. IJ, Instructional Material, accepted as written, with formatting corrections.

C. Teacher Nominations - Mr. Lane nominated Lilianna Osgood for the Grade 5 Classroom Teacher position, at Bachelors step 2, for a salary of \$36,475. On a motion made by Mr. Gauthier and seconded by Mrs. Schiff, the motion passed 4-0.

D. Mr. Lane nominated Kathryn Ingerson for the PES Music Teacher position, at Bachelors step 0, for a salary of \$35,668. On a motion made by Mr. Cote and seconded by Mr. Gauthier, the motion passed 4-0.

XI. COMMITTEE ASSIGNMENTS

- A. Budget Committee Representative – Mrs. Adams
- B. Drake Field and Facilities – Mr. Gauthier
- C. Negotiating Team –
- D. Foss Family Scholarship – Mrs. Adams
- E. Public Relations – Mrs. Goggin

XII. NEXT MEETING

The next meeting of the Board is scheduled for May 18, 2023, 2023 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XIII. PUBLIC INPUT

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

At 6:38 p.m. a motion was made by Mr. Gauthier, 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. (Mrs. Adams, yes; Mrs. Schiff, yes; Mr. Gauthier, yes; Mr. Cote, yes).

Non-public to discuss personnel matters.

At 6:44 p.m. a motion was made by Mr. Gauthier and seconded by Mr. Cote 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. (Mrs. Adams, yes; Mrs. Schiff, yes; Mr. Gauthier, yes; Mr. Cote, yes).

XV. ADJOURNMENT

A motion was made by Mr. Gauthier and seconded by Mrs. Adams to adjourn the meeting. The Board voted unanimously to adjourn the meeting at 6:47 p.m.

Respectfully submitted,

Sara Zinn

Recording Secretary