

DRAFT MINUTES OF THE PITTSFIELD SCHOOL BOARD

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

PITTSFIELD SCHOOL BOARD

MINUTES

Pittsfield School Board Meeting
August 3, 2023
Pittsfield Middle High School

I. CALL TO ORDER

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

Others Present: Bryan Lane, Superintendent
Derek Hamilton, PMHS Principal (attending remotely)
Kristen White, PES Principal
Members of the Public

Vice Chairperson Adams opened the meeting at 5:29 p.m.

II. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mrs. Adams

III. AGENDA REVIEW

The following items were added to the agenda:

Windmills (Mrs. Schiff)
Teacher Nomination (Mr. Lane)
Non-Public Session (Mr. Lane)

IV. ACTION ON AMENDED AGENDA

On a motion made by Mrs. Goggin and seconded by Mr. Cote, Mrs. Adams, 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 on page one, III, paragraph two, update first sentence to “additional interventionist experience”; page 2, paragraph 3, correct spelling of position, add “an” before educators’, correct student’s; page 8, F, paragraph 4, add – to cross-posted, correct candidates to plural.

The minutes from the previous non-public meeting were considered and changes include: correction of spelling of Barbara Kelley’s name, add 4-0 vote to the end of the motion to hire Barbara Kelley.

On a motion made by Mrs. Goggin to accept the changes, and seconded by Mrs. Schiff, the motion passed 4-0.

VI. PUBLIC INPUT

No public input.

VII. PES PRINCIPAL

- A. NEW HIRES - Mrs. White stated that they have a nomination for a 1st grade teacher to present to the Board this evening, which would bring PES up to fully staffed for teachers. Mrs. White stated that there are only a few paraeducator positions left open and all viable candidates have been brought in for interviews.
- B. SUMMER UPDATE - Mrs. White paid praise to the office staff, custodial staff, Charlene Vary and PMHS Principals Hamilton & Brown for all of their hard work and assistance with ESY and helping her settle into her role as PES Principal.

Mrs. White notified that Board that she is jumping right into her role as a Principal. Having observed and judged the bicycle parade, during the Old Home Day weekend event, Mrs. White was also able to take part in a community event at the town pool in July.

Mrs. White provided an update to the Board as to the status of various building and grounds projects.

Mrs. White notified that Board that she has been able to coordinate donations through Staples and The Pittsfield Clothes Closest for back to school supplies for our students.

Mrs. White explained to the Board that she was able to schedule one-on-one meetings with every staff member of PES, prior to the start of school. Mrs. White was able to gain valuable information and connections through these meetings for better collaborative efforts in the upcoming school year.

- C. PROFESSIONAL DEVELOPMENT - Erin Moore will be facilitating two days of training on August 22 & 23. These trainings will focus on instructional best practices with a focus in social emotional learning, effective classroom management, Responsive Classroom, and strategies to support academic success.
- D. CALENDAR OF UPCOMING EVENTS – Mrs. White provided the Board with a list of upcoming events for PES.

VIII. PMHS PRINCIPAL

- A. HONOR ROLL – Mr. Hamilton provided the Board with a list of all students who earned honor roll selection.
- B. ALL CLASS REUNION – The attendance was approximately 200 alumni. Mr. Hamilton stated that the turnout also provided a sold out event for the BBQ through ticket sales.
- C. BACK TO SCHOOL DATES/EVENTS – Mr. Hamilton provided the Board with a list of upcoming events at PMHS.
- D. NEASC DECENNIAL REPORT – Mr. Hamilton summarized the NEASC Decennial Report.
- E. SCHOOL IMPROVEMENT PLANS – Mr. Hamilton outlined the three major areas of improvement and the goals that have been set for them. Mr. Hamilton hopes to have a minimum of five smart goals surrounding these three areas of improvement to help guide the process. Mr. Hamilton would like to continue to work on solidifying these before presenting them to the Board at the end of August, early September.
- F. STUDENT/FAMILY AND STAFF HANDBOOKS – Mr. Hamilton stated that they are working on the revisions to bring to the Board for the Student, Family and Staff Handbooks at the next meeting on August 17th.
- G. SUMMER ACADEMY PRESENTATION – Mr. Hamilton spoke on the different academies that students were able to participate in. Mr. Hamilton thanked Mr. Anthony, Mr. Laroche, Ms. Tyrell, Ms. Colby and Ms. Massey for their assistance in these various activities.

IX. SUPERINTENDENT

- A. STAFFING UPDATE – Mr. Lane notified that Board that his report shows that there are two open positions on his report, which have been filled since it was written. Mr. Lane explains that there have been changes to staff assignments at the middle school based off of current staff's teaching certifications. Mr. Lane has been able to take a paraeducator that was going to be placed as a case manager, into a 6th grade classroom teacher position as the staff holds the certification to do so. Mr. Lane additionally states there is a nomination for the 1st grade teacher to be presented this evening to the Board.

Mr. Cote inquires to Mr. Lane as to how this shift would affect the special education staff of case managers.

Mr. Lane explains that there is no perfect solution to the staffing shortage, be it filling teaching positions or special education case manager positions.

Mr. Lane provided the Board with a cost variance update for the hiring of new staff.

- B. ENROLLMENT – Mr. Lane provided the board with an enrollment summary for the District.
- C. ADEQUACY FUNDS – Mr. Lane stated that we are looking at receiving an additional

\$444,000 in grant funds that was not anticipated.

Mr. Lane provided the Board his list of recommendations as to what to do with the funds in regards to taxes, improvements, salaries and supply funds.

- D. NOMINATION – Mr. Lane brought the nomination of Darien Stratton to the Board for position of 1st Grade Teacher at PES, at a Step 1, with a Bachelor’s degree +15 for an annual salary of \$37,249.

On a motion made by Mr. Cote, to hire Darien Stratton at a Step 1, with a Bachelor’s Degree +15 for an annual salary of \$37,249, and seconded by Mrs. Schiff, the Board voted 4-0 to hire Ms. Stratton.

X. SCHOOL BOARD

A. POLICIES – First Reading

- i. IJL-R, Challenges to Books and Other Library Media Materials, Informal Complaints
- ii. CE, PMHS Site Council
- iii. BCG, Policy Review and Evaluation and Manual Accuracy Check
- iv. ACE, Procedural Safeguard: Nondiscrimination on the Basis of Handicap/ Disability

B. POLICIES – Second Reading

- i. EBCF, Pandemic/Epidemic Emergencies, change Dean to administration, on a motion made by Mrs. Goggin and seconded by Mr. Cote, the motion passed 4-0.
- ii. IGE, Parental Objections to Specific Course Material, change Dean to administration, on a motion made by Mrs. Adams and seconded by Mrs. Schiff, the motion passed 4-0.
- iii. DK, Payment Procedures, accepted as written.
- iv. DKA, Payroll Procedures, accepted as written.

C. POLICIES – Third Reading

- i. IJL, Selecting School Library Media Materials, on a motion made by Mrs. Goggin and seconded by Mrs. Schiff, the revisions were accepted as presented, 4-0.

E. WINDMILLS

Mrs. Schiff addressed the Board and the Superintendent of Schools regarding natural windmill energy options that she was directed to read about in the Pittsfield Post.

Mr. Lane stated he would research this.

XI. COMMITTEE ASSIGNMENTS

- A. Budget Committee Representative – Mrs. Adams, no updates.
- B. Drake Field and Facilities – Mr. Gauthier

- C. Negotiating Team –
- D. Foss Family Scholarship – Mrs. Adams, no updates.
- E. Public Relations – Mrs. Goggin thanked the staff and Mrs. White for their dedication to the community through their attendance at the town pool event. Mrs. Goggin notified the Board that she will be meeting with the NH Fair Funding Project contact next week.

XII. NEXT MEETING

The next meeting of the Board is scheduled for August 17, 2023 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XIII. PUBLIC INPUT

Heather Elliot spoke to Superintendent Lane in regard to the update on the status of the curriculum review for the District.

Mr. Lane stated that this is an upcoming task within the District.

Ms. Elliot inquired to the Board and Superintendent if they plan on holding more parenting classes as they did in the previous year.

Mr. Lane stated that this is something that can be looked into with the Board.

XIV. NON-PUBLIC SESSION RSA 91-A:3 II

On a motion made by Mr. Lane and seconded by Mrs. Adams to enter into Non-Public Session at XXX PM under RSA 91-A:3 II to discuss student matters, the Board voted 4-0.

On a motion made by Mrs. Adams and seconded by Mrs. Schiff to exit from Non-Public at 7:35 p.m., the Board voted 4-0.

XV. ADJOURNMENT

A motion was made by Mrs. Adams and seconded by Mrs. Schiff to adjourn the meeting. The Board voted unanimously, 4-0 to adjourn the meeting at 7:36 p.m.

Respectfully submitted,

Sara Zinn

Recording Secretary