

# **PITTSFIELD SCHOOL BOARD**

## **MEETING AGENDA**

5:30 p.m., Thursday, May 20, 2021  
PMHS Lecture Hall  
Pittsfield Middle High School

1. CALL THE MEETING OF THE SCHOOL BOARD TO ORDER
  - All speakers are to conduct themselves in a civil manner. Obscene, libelous, defamatory, or violent statements will be considered out of order and will not be tolerated. The Board Chairperson may terminate the speaker's privilege or address if the speaker does not follow this rule of order. (Pittsfield School Board Policy BEDH)
2. AGENDA REVIEW
3. ACTION ON AMENDED AGENDA
4. APPROVE MINUTES: May 6, 2021  
May 10, 2021
5. PUBLIC INPUT & PUBLIC ACCESS– Comments from community members, guests, and faculty. The public may join the meeting remotely using the following information.

<https://us02web.zoom.us/j/9624435282?pwd=ZncvcW1VcUo1KzZEejk5SkNGVnZpQT09>

Meeting ID: 962 443 5282

Passcode: Harvey

Dial by your location:

1(312)626-6799

1(929)205-6099

6. STUDENT REPRESENTATIVE – Oral Report

7. PES REPORT

### Action

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### Information & Discussion

- Attendance
- Summer Camp at PES
- ESSER II (CRRSA)
- PES Classes for 2021-2022
- Spring Conference Data

8. PMHS PRINCIPAL REPORT

### Action

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### Information & Discussion

- District Newsletter
- End of Year Events
- NHIAA Tournament Guidelines
- Site Council
- Summer Academies

9. PMHS ASSISTANT PRINCIPAL REPORT

### Action

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### Information & Discussion

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## 10. DIRECTOR OF STUDENT SERVICES

### Action

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### Information & Discussion

- Medicaid
- Takeaways from COVID for Special Education

## 11. SUPERINTENDENT OF SCHOOLS

### Action

- Purchase Request
- Resignations/Hires

### Information & Discussion

- Tuition Study Committee
- Good to Great Team
- End of Year Celebration
- School Board Training
- School Board Policy Review
- Conval School Funding Lawsuit

## 12. SCHOOL BOARD

### Action

- 

### Information & Discussion

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## 13. COMMITTEE ASSIGNMENTS

- A) Budget Committee Representative: JC
- B) Drake Field & Facilities: AG
- C) Negotiating Team:
- D) Foss Foundation: JD

## 14. PUBLIC INPUT

15. PLAN AGENDA FOR NEXT MEETING: June 3, 2021

16. NON-PUBLIC SESSION – if required under RSA 91-A:3 II

17. ADJOURNMENT

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

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**MINUTES**

Pittsfield School Board Meeting  
May 6, 2021  
Pittsfield Middle High School

**I. CALL TO ORDER**

Members Present: Adam Gauthier, Chairperson  
Justin Clough, Vice Chairperson  
Jessica Drouin

Others Present: John Graziano, Interim Superintendent of Schools  
Jessica Bickford, Director of Student Services  
Melissa Brown, PMHS Assistant Principal  
Derek Hamilton, PMHS Principal  
Danielle Harvey, PES Principal  
Kathy LeMay, PES Assistant Principal  
Members of the Public (some via Zoom)

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

**II. AGENDA REVIEW**

The following items was added to the agenda:

- Eighth Grade End-of-Year Event (Mr. Clough)
- Tuition Study Forum (Mr. Gauthier)
- NEASC (Dr. Graziano)
- Request for Proposal (Ms. Harvey)
- Drake Field Request (Mr. Hamilton)
- Resignation (Dr. Graziano)
- New Hires (Dr. Graziano)

**III. ACTION ON AMENDED AGENDA**

On a motion made by Ms. Drouin and seconded by Mr. Clough, the Board voted unanimously to approve the agenda as amended.

#### IV. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Clough and seconded by Ms. Drouin to approve the minutes of the public meeting on April 15, 2021. Changes include: on page six, paragraph five, add space between Ms. and Douglas; on page seven, paragraph one, change to Tracy Huyck, on page seven, paragraph two, change to Huyck; on page seven paragraph three, change to Huyck; on page seven paragraph six, add periods in Mr. Clough and Mr. Gauthier; and on page eight, paragraph two, add a period in Mr. Mitchell. The minutes were approved unanimously as amended.

A motion was made by Mr. Clough and seconded by Ms. Drouin to approve the minutes of the non-public session on April 15, 2021. The motion passed unanimously to approve the minutes as written.

A motion was made by Ms. Drouin and seconded by Mr. Clough to approve the minutes of the public meeting on April 26, 2021. The motion passed unanimously to approve the minutes as written.

#### V. PUBLIC INPUT

Louie Houle apologized to the administration and the faculty for the fact that he has not been present at previous meetings. He is concerned about the way in which things were handled relative to the budget proceedings. He explained that he has only missed two school district meetings since he was in the fifth grade in Pittsfield. He stated his concern about the misinformation that was on Facebook. Mr. Houle stated that he hopes to attend future meetings and will pay better attention to the budget process in the future. He urged the Board to be “extremely fair” when selecting replacements for vacated Board positions.

#### VI. STUDENT REPRESENTATIVE

In the absence of Harrison Hill, Mr. Hamilton stated that the Site Council has not met since the Board’s last meeting. He anticipates updated information being presented at the next meeting of the Board.

#### VII. PES PRINCIPAL

##### A. Request for Proposal

Ms. Harvey stated that one bid was submitted for the HVAC system at PES. She reviewed the resume submitted by Energy Efficient Investments, Inc. Mr. Clough stated that because of the time constraints in spending the grant funds, he would suggest acting on the proposal. On a motion made by Mr. Clough and seconded by

Ms. Drouin, the Board voted unanimously to allow Ms. Harvey to proceed with the proposal for the PES HVAC system with Energy Efficient Investments, Inc.

#### B. Attendance

According to Ms. Harvey, over the last two weeks, daily absences have fallen into a more regular pattern of fifteen to eighteen students out, some due to illness and others due to vacations. Efforts are made to reach out to the students and families who are chronically absent.

#### C. Kindergarten Registration

Ms. Harvey reported that there are currently eighteen students registered for Kindergarten next year. Kindergarten Camp is being organized for incoming students.

#### D. Budgeted Purchases

Ms. Harvey reminded the Board of the need to replace broken playground equipment and basketball hoops, all included in the budget. She stated that a stair climber, a bridge, and basketball hoops are needed. Dr. Graziano stated that he is estimating a \$600,000 surplus this year so the budget could sustain these expenditures. Mr. Gauthier reiterated that the purchases were budgeted items. Mr. Clough spoke to the safety of the climber and bridge. Mr. Hamilton explained that the new hoops would be more age appropriate for the students at PES. Ms. Harvey explained the previous quotes provided to the Board. On a motion made by Mr. Clough and seconded by Ms. Drouin, the Board voted unanimously to purchase the climber, bridge, and basketball hoops.

### VIII. PMHS PRINCIPAL

#### A. Drake Field Request

Mr. Hamilton provided a copy of a request for the use of Drake Field for Pittsfield's Old Home Day. On a motion made by Mr. Clough and seconded by Mr. Gauthier, by the Board voted unanimously to approve the use of Drake Field for Old Home Day in July of 2021. Mr. Houle stated that the event would be cancelled if there were new concerns about COVID-19.

#### B. COVID - 19 Report

Mr. Hamilton provided the Board with data regarding COVID-19 cases. During the past week, there were three positive cases wrestling in fourteen students and two staff members needing to quarantine.

#### C. Face Covering Statement

Mr. Gauthier asked for clarification regarding the wearing of masks in light of new guidelines being made public tomorrow. Mr. Hamilton stated that as of now, the use of masks is in the Re-Opening Plan and would be maintained until the Board made another decision.

#### D. Exhibition

Mr. Hamilton provided information relative to Exhibition Night, scheduled for June 3, 2021. Due to COVID-19, visitors will not be invited into the building, but an alternative way of sharing student work with the community will be utilized.

#### E. Transition Planning

Mr. Hamilton provided information about plans for transition of students from PES to PMHS and middle school to high school.

Mr. Clough raised his agenda item of the eighth grade end-of-year event. He asked for clarification on the plan. Mr. Hamilton explained that some eighth graders may need more time to fulfill requirements to move to grade nine. Rather than excluding the students who need more time, the event will be more of an awards night. Mr. Clough opined that he sees the eighth grade ceremony as being a “rite of passage” and is concerned that the lack of recognition for moving up to grade nine for those students who have worked diligently to keep up. He feels that by “watering down” the event it will not acknowledge the hard work of those who have succeeded in fulfilling requirements. Mr. Clough asked Mr. Hamilton to reconsider the eighth grade promotion event.

Mr. Gauthier asked how this change compares to the senior class. Mr. Hamilton stated that the students who have not completed requirements for graduation will not be participating in graduation events. Mr. Gauthier opined that receiving a certificate of promotion is a “big deal” for students and is concerned about the change. Mr. Gauthier reiterated Mr. Clough’s request for reconsidering the eighth grade promotion event.

Mr. Hamilton stated that the intent was not to eliminate the acknowledgement of students’ work. He said that there will only be about ten to fifteen students who will be completing promotion requirements by the end of the year. Only about a quarter of the class would be participating in the traditional promotion event.

Mr. Clough stated that he is in favor of helping the students who need more time and assistance to complete the requirements. However, Mr. Clough would like to have Mr. Hamilton consider a better option for recognizing the students who have completed the requirements for moving to grade nine.

### IX. PMHS ASSISTANT PRINCIPAL

A. Concord Regional Technical Center

Ms. Brown explained that a virtual program preview day was offered in February providing an overview of CRTC. Seventeen first-year students applied from grades nine and ten. Ten students were accepted into their requested program, two students were conditionally accepted with improvements in their grades, and five students received letters of regret with encouragement to apply again next year.

B. Class of 2021 Update

Ms. Brown explained that there are thirty-three students in the class of 2021. She provided some details regarding an out-of-district student, two early completers, two individual plans for students who will require more time to complete graduation requirements, six students being monitored and plans developed, and eight students pursuing the HiSet, the high school equivalency test.

C. Scholarships

Ms. Brown provided information relative to the national, state, and local scholarships that are available to seniors.

D. Armed Services Vocational Aptitude Battery (ASVAB)

Ms. Brown stated that in March, three students took the ASVAB. Mr. Clough asked for clarification regarding the ASVAB. Ms. Brown explained that the test is an aptitude test developed by the Department of Defense, providing an interest assessment and planning tool to help young adults explore a career in the military. A Zoom meeting was held to assist students in understanding the results of their testing.

X. DIRECTOR OF STUDENT SERVICES - No report.

XI. INTERIM SUPERINTENDENT OF SCHOOLS

A. Assurances

Dr. Graziano explained that there is a June 30, 2021 deadline for the approval of assurances that will allow the district to receive federal grant funds. He will be providing the Board with further information in a subsequent meeting.

B. Recognition

Dr. Graziano explained that Sarah Carson was featured in an article in the Concord Monitor.

### C. Resignations

Dr. Graziano reviewed resignations received from Sheila Dupere, administrative assistant in the SAU; Jacob Bass, high school teacher; and Jackueine Kipp-Linxweiler, high school special education teacher. On a motion made by Mr. Clough and seconded by Ms. Drouin, the Board voted unanimously to approve the resignations of Ms. Dupere, Mr. Bass, and Ms. Linxweiler with regret.

### D. New Hires

Dr. Graziano nominated Heather Galley as a grade three/four teacher at PES. On a motion made by Ms. Drouin and seconded by Mr. Clough, the Board voted unanimously to approve the hiring of Ms. Galley.

Dr. Graziano nominated Abbey Filiault as a K Plus teacher. On a motion made by Ms. Drouin and seconded by Mr. Clough, the Board voted unanimously to approve the hiring of Ms. Filiault.

### E. Tuition Study Committee

Dr. Graziano stated that the Tuition Study Committee will be sponsoring a public forum on Saturday, May 8, 2021 at 9:30. Mr. Gauthier suggested that the location of the meeting be moved to the gymnasium due to the anticipation of the number of people planning to attend. Dr. Graziano confirmed that a Zoom option will be provided, but Mr. Hamilton warned the Board that the acoustics in the gymnasium are not conducive to a Zoom option. He suggested that a Zoom option not be offered if the event is going to be in the gymnasium. Efforts will be made to provide a video recording of the meeting for those people unable to attend.

Mr. Clough asked if there has been further information from another district who expressed interest in attending school in Pittsfield, to which Dr. Graziano reported there had not.

### F. Capital improvements

Dr. Graziano provided an explanation of the capital improvement fund. Given the anticipated surplus of \$600,000, he suggested the Board may want to consider moving some excess funds to the capital improvement fund.

### G. Snow Days

Dr. Graziano explained that there has been only one snow day. He went on to explain the number of days required by the State of New Hampshire. He asked the Board that Friday, June 18th be the last day of school, instead of Monday,



June 21, 2021. On a motion made by Mr. Gauthier and seconded by Ms. Drouin, the Board voted unanimously to approve the last day of school as June 18, 2021.

#### H. End of Year Celebrations

Dr. Graziano suggested to the Board the idea of hosting a celebration for the people who may be leaving the district. Mr. Clough agreed that the idea was a good one and suggested doing it outside to ensure the health and safety of participants.

### XII. SCHOOL BOARD

Mr. Gauthier stated that ten letters were received stating interest in filling the two vacant positions on the Board. He suggested that a meeting be scheduled during which the ten interested people be asked to come in for a conversation with the Board. The members of the Board agreed May 12 at 5:30 in the Lecture Hall at PMHS. Mr. Clough thanked the people in the audience who had sent in a letter of interest. Dr. Graziano praised the level of interest within the community.

### XIII. COMMITTEE ASSIGNMENTS

- A. Budget Committee - Mr. Clough
- C. Drake Field & Facilities - Mr. Gauthier
- D. Negotiations – Ms. Douglas and Mr. Mitchell
- E. Foss Scholarship Foundation – Ms. Drouin

### XIV. PUBLIC INPUT

Jody Cunningham stated that she has an eighth grade student with whom she had to work very hard during the school year. She explained that when the change was made to have students participate in scheduled Zoom classes, her daughter did much better and worked more independently. Ms. Cunningham expressed her concern that those students who worked hard throughout the year to keep their grades up not be recognized for their accomplishments.

Tracy Huyck asked if Ms. Brown has been notified of the Rotary scholarships. Ms. Brown stated that there are fourteen local scholarships of which the Rotary is one.

Ms. Huyck asked if the students who receive letters of regret or are waitlisted are given reasons for this determination. Ms. Brown stated that grades are a factor and it is very competitive due to the number of seats available. Ms. Huyck asked if there is assistance that can be provided to students who are trying to gain entry in CRTC.

Louie Houle suggested arrangements be made for students to participate in Concord High School programs, such as advanced placement classes. He suggested they ride the bus that takes students to CRTC.

Heather Elliot asked for clarification on the wearing of masks. Mr. Gauthier stated that the students will be wearing masks until further notice. She stated that a Zoom option for the Tuition Study Committee forum would be appreciated. Mr. Clough stated that it is not safe to have the meeting in the Lecture Hall where Zoom is possible if there are numerous participants. Ms. Huyck asked if there was a possibility of recording the session in order for people to view the event.

Girard LeDuc stated his concern about maintaining social distancing during the forum if held in the lecture hall. He suggested Zoom is a good way to promote the participation of more people in the process.

#### XV. SCHOOL BOARD (continued)

Ms. Harvey explained that on the first Saturday in June, a public forum is scheduled to share the New England Association of Schools and Colleges (NEASC) report with interested community members. Administrators had wanted to wait for the appointment of new Board members before formally sharing the report with the Board, although members have received copies. Ms. Harvey stated that the intent of sharing information with the Board was to provide the rich information in the report so they could more effectively share information with the public. The administration wanted to walk the Board through the report before the greater community, as a courtesy.

Mr. Clough stated that an incredible amount of time has been spent on the development of the NEASC report and would like to give it full attention. He asked for an explanation of the importance of the document. Ms. Harvey explained that the standards set by NEASC are used to assess the district. The document is guiding the work of the district. Mr. Clough opined that the document is of utmost importance and deserves full attention of the Board. Mr. Gauthier asked if the administration would be available on May 12, 2021 for a work session. Mr. Hamilton explained that they thought that the new Board members would be appointed tonight and then could be included in the NEASC discussion. Mr. Gauthier suggested interviewing the people interested in Board appointment on Monday, May 9, 2021 and having a work session on the NEASC report on Wednesday, May 12, 2021. There was agreement with this plan.

#### XVI. NEXT MEETING

The next meeting of the Board is scheduled for Thursday, May 20, 2021 at 5:30 p.m. in the Pittsfield Middle High School Lecture Hall.

#### XVII. ADJOURNMENT

On a motion made by Ms. Drouin and seconded by Mr. Clough, the meeting was adjourned at 7:00p.m.

Respectfully submitted,

Tobi Gray Chassie  
Recording Secretary

**ADVANCE COPY, SUBJECT TO THE APPROVAL BY THE PITTSFIELD SCHOOL BOARD**

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

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**MINUTES**

Pittsfield School Board Meeting  
May 10, 2021  
Pittsfield Middle High School

**I. CALL TO ORDER**

Members Present: Adam Gauthier, Chairperson  
Justin Clough, Vice Chairperson  
Jessica Drouin

Others Present: John Graziano, Interim Superintendent of Schools  
  
Melissa Brown, PMHS Assistant Principal  
Derek Hamilton, PMHS Principal  
  
Kathy LeMay, PES Assistant Principal  
Members of the Public

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

**II.**

The School Board interviewed and rated the following candidates :  
Tracy Huyck, Bill Miskoe, Jim Adams, Lea Adams, Jody Cunningham, Howard Mackenzie,  
Molly Goggin, Diane Ryder.

**III.**

On a motion made by Justin Clough seconded by Jessica Drouin, the board voted unanimously to appoint Molly Goggin as School Board member.

On a motion made by Jessica Drouin seconded by Justin Clough, the board voted unanimously to appoint Diane Ryder as School Board member.

On a motion made by Justin Clough seconded by Jessica Drouin, the Board voted unanimously to adjourn the meeting at 7:50 p.m.

Respectfully Submitted,  
Dr John Graziano  
Interim Superintendent of Schools



## **Pittsfield School District**

**To:** Pittsfield School Board

**From:** PES Administration, Danielle Harvey and Kathy LeMay

**Subject:** Board Meeting – May 20th, 2021

**Date:** May 17th, 2021

### **ACTION**

None at this time.

### **INFORMATION**

1. Attendance: Over the last two weeks, daily absences have continued to improve to 10-15 absences per day. We continue to reach out to support students/families who are chronically absent in order to encourage better attendance.
2. Summer Camp at PES: Plans are continuing to develop around our 3 week summer camp option at PES. Kids will be engaged in activities that include building and painting picnic tables for our outdoor classrooms, gardening, cooking, working with robots, engineering with K'Nex, creating sensory paths, etc. Teachers are hard at work creating plans that will help to re-engage students in learning while giving them skills that they can transfer to many different areas.
3. ESSER II (CRRSA): The ESSER II grant has been sent in with our first round of activities which includes: Chromebooks, teacher computers, 50% of a District Social Worker, Summer meal program (transportation and staff), staff hours for COVID taskforce members, extra time for our Speech Pathologist, staff hours to track remote attendance at PMHS, equipment for a disc golf course at PES and cleaning supplies. We are waiting for DOE approval.
4. PES Classes for 2021-2022: Below are the projected class sizes and number of classes for each level.
  - Kindergarten; two classes
  - K Plus; one class; 10 students (Title 1 funded)
  - ½; four classes; 17 students per classes
  - ¾; six classes; 15 or 16 students per class
  - 5th; two classes; 20 or 21 students per class
5. Spring Conference Data: PES completed Conferences in April. All students were invited to have a part of their conference in our effort to move towards Spring Conferences being Student Led. Students were able to share work and reflections on the year so far and some of their goals setting. This was either with a slide show, collection of work or a leadership binder. The participation rates are on the next page.

Conference Participation Data								
2016-2021								
	PES Spring 2021	PES Fall 2020	PES Fall 2019	PES Spring 2019	PES Fall 2018	PES Spring 2018	PES Fall 2017	PES Fall 2016
Pre-K			93%	89%	82%		83%	88%
K	86%	61%	94%	91%	93%	85%	91%	
1st			97%	92%	90%	74%	81%	97%
1/2	82%	96%						
2nd			87%	91%	80%	85%	90%	87%
3rd			90%	89%	85%	89%	89%	97%
3/4	92%	85%						
4th			83%	90%	90%	81%	87%	89%
5th	77%	73%	85%	74%	67%	80%	88%	84%
Full Remote	100%							
Multi-age			92%	91%	76%	87%	97%	86%
Total	85%	76%	88%	88%	83%	83%	87%	89%

## **Pittsfield School District**

**To:** Pittsfield School Board  
**From:** Derek Hamilton, PMHS Principal  
**Subject:** Board Meeting – May 20, 2021  
**Date:** May 14, 2021

### **INFORMATION**

1. District Newsletter. At the Board meeting I'll provide a copy of our most recent newsletter. The topics featured this month include Exhibition, the NEASC Community Forum, and Family Information Nights.
2. End of Year Events. I've enclosed copies of recent letters shared with the families of eighth graders and seniors. The letters detail end-of-year events, expectations for participation, and event management. Melissa and I will also share an up to date report on eighth grade and senior standing at the Board meeting.
3. NHIAA Tournament Guidelines. Below is a summary of key points from the NHIAA Executive Council meeting on May 19:
  - Move to recommend that masks be worn while actively participating in spring tournaments and to require that masks be worn when not actively participating and appropriate distancing cannot be maintained.
  - No admission fee will be charged to spectators.
  - At all spring tournament events, a minimum of four spectators per student athlete will be allowed for both the home and visiting teams. If a school does not allow visiting fans, they will not be designated as a host site. If there is a spectator limitation, the limitation must apply to both teams equally.

The main takeaway is that the Executive Council is recommending (rather than requiring) masks be worn during active play but still requiring masks to be worn in dugout areas. Essentially, it is up to participating schools to determine if they will require or recommend mask use among its student-athletes and coaches on the field of play.

4. Site Council. I want to acknowledge the contributions of Harrison Hill, our student representative to the School Board, who will be graduating in June. Harrison has served as the student representative to the School Board for the past two years. A new student representative will be appointed later this month for the term starting on June 1.

The Site Council is wrapping up its eleventh year of service to PMHS. The role of the Site Council is to provide PMHS with a leadership body to review, modify and make decisions regarding areas of high interest to have a positive impact on the educational process and school climate. In recent years the authority of the Council has evolved into serving as the executor of the PMHS Student and Family Handbook. The Council is made up of a student majority with staff and community members also serving as voting members.



The establishment of the Site Council was part of the school transformation process that began in the late 2000s. Prior to the formation of the Council, opportunities for students to serve in leadership positions and to have a voice in the decision-making process at PMHS were limited. The Council has provided a valuable forum for discussion and decisions to be made around practices and policies. Examples of decisions made by the Site Council involve the Advisory Program, the school dress code, and behavior management (leading to the adoption of restorative justice and the establishment of the Justice Committee). The Site Council also established Open Campus, a junior and senior privilege for maintaining high academic standards. Students serving on the Council learn how to manage and facilitate discussions, participate in discussions with multiple perspectives, and reach consensus on decisions. This approach to school leadership and governance is rare among regional schools; the only other known governing bodies of this nature are found at Souhegan High School in Amherst and Hanover High School.

5. Summer Academies. The establishment of Summer Academies also has roots in our school transformation process. Summer Academies are high quality, engaging, and hands-on learning opportunities that provide interest-based and community supported experiences to students. Utilizing their strengths and interests, students make the connections between their experiential learning, curriculum, and life after high school while learning a variety of skills that can be transferred beyond the classroom. This year's offerings include *Create Your Own Summer Adventure*, a physical education based program led by Rick Anthony since the inception of Summer Academies (he'll be joined this year by social studies teacher Logan LaRoche), and *Sarah and Amber's Excellent Adventure*, taught by Sarah Carson and Amber Zachos. The program will have a focus on English and mathematics skills. The Summer Academy Program is coordinated by Jen Massey, our business education teacher. Registration is open now through May 28. Summer Academies will July 5-16 and culminate with group presentations on July 16 at 5:00 p.m. in the PMHS lecture hall.



**Pittsfield Middle High School**  
**23 Oneida Street Unit**  
**Pittsfield, N.H. 03263**  
**Tel. (603) 435-6701 Fax: (603) 435-7087**

May 13, 2021

Dear Students and Families,

We hope this letter finds you and your families in good health and spirits. As we approach the mid-point of the fourth quarter, I want to keep you posted on plans for eighth graders as they prepare for their transition to high school. The traditional capstone event, the Eighth Grade Promotion Ceremony, will be approached a little differently this year. School policy requires students to pass all course competencies in all classes in order to participate in the ceremony. Due to the circumstances of the past year, we anticipate that some students will need additional time to demonstrate mastery of course competencies (see more details below). All eighth graders, regardless of their course standing, will be eligible to participate in the ceremony.

The Eighth Grade Promotion Ceremony will be held on Tuesday, June 15, at 6:00 p.m. in the PMHS gymnasium in accordance with the [\*Safer at Home\*](#) universal best practices. These practices will include face mask use (required at school facilities), limiting group sizes (gym capacity will be reduced to 50%), and modifying layouts and procedures. Each student will receive a limited number of tickets for family and friends. Please keep an eye out for a survey in late May for ticket requests. Seating will be assigned; there will be no standing room or general admission. Physical distancing of six feet will be maintained between families and/or cohorts. There will also be established traffic patterns and procedures for arrival and departure.

On Thursday, May 27, at 6:00 p.m. we will hold a Family Information Night via Zoom for eighth graders transitioning to ninth grade. The purpose of this information session is to discuss the high school schedule and programs and to provide an overview of summer programs to support eighth graders that need more time to demonstrate mastery of course competencies. The promotion of students to the ninth grade is considered on a case-by-case basis. With that said, the requirement for promotion to ninth grade is that students complete course competencies in all core classes (English, math, science, and social studies). Students are expected to meet that requirement by August 16, which is two weeks prior to the first day of the 2021-2022 school year.

In the coming weeks we will share more detailed information about the Eighth Grade Promotion Ceremony and Family Information Night. In the meantime, please feel free to reach out with any questions. We look forward to seeing you soon!

Sincerely,

Derek Hamilton  
Principal  
Pittsfield Middle High School



**Pittsfield Middle High School**  
**23 Oneida Street Unit**  
**Pittsfield, N.H. 03263**  
**Tel. (603) 435-6701 Fax: (603) 435-7087**

May 5, 2021

Dear Seniors and Families,

We hope this letter finds you and your families in good health and spirits. The school year is quickly coming to a close and we are finalizing end of year events. The last academic day for seniors is Tuesday, June 8. By that date, graduating seniors are expected to have completed all academic expectations, returned all school materials and devices, and taken care of any financial obligations. The Senior Awards Ceremony is scheduled for Friday, June 11, at 7:00 p.m. and Commencement is scheduled for Saturday, June 12, at 10:00 a.m.

The Senior Awards Ceremony and Commencement will be held in the PMHS gymnasium in accordance with the [\*Safer at Home\*](#) universal best practices. These practices will include face mask use (required at school facilities), limiting group sizes (gym capacity will be reduced to 50%), and modifying layouts and procedures. Each graduating senior will be issued 6 tickets for family and friends. If additional tickets are needed for extended family members, we will do our best to accommodate requests. Seating will be assigned; there will be no standing room or general admission. Physical distancing of six feet will be maintained between families and/or cohorts. There will also be established traffic patterns and procedures for arrival and departure.

Additionally, the senior class with guidance from class advisers, has determined that we will continue with two practices established during last year's remote celebrations. We will display banners of graduating seniors at Drake Field along the Barnstead Road side of the fence (expect the banners to be up in mid to late May) and we will have a senior parade on June 10 at 5:00 p.m.

In the coming weeks we will share more detailed information about Senior Awards, the Commencement Ceremony, and other activities (including rehearsal) scheduled for the week of June 7. Also, as we get closer to June, keep an eye out for publications about the senior class in the Pittsfield Post, the Concord Monitor, and on our Pittsfield School District Facebook page. In the meantime, please feel free to reach out with any questions.

Sincerely,

Derek Hamilton  
Principal  
Pittsfield Middle High School

Pittsfield School District

To: Pittsfield School Board

From: Jess Bickford

Subject: Board Meeting – May 20, 2021

Date: May 11, 2021

**INFORMATION**

1. Medicaid:

Currently, things are really starting to look more like normal for Pittsfield and what we are able to get back for reimbursements. Thanks to multiple medical providers returning orders for services we have been able to open up billing for some of our occupational therapy services for potential reimbursement. For this school year we budgeted and anticipated receiving \$30,000 in reimbursements; at the time of this report we are already more than double that at \$66,709.52.

However, the Department of Health and Human Services (DHHS), just released a memo on May 7th, mandating that all Medicaid to Schools orders now must include a medical diagnosis for students and a verification of medically necessary services in the school setting. There is an emergency meeting on May 17 with some key stakeholders to begin deliberations on how schools and special education departments will respond and move forward with this. I will bring more information forward once I know more details. The state memo is attached to this report.

2. Takeaways from Covid for Special Ed:

While there have been some challenges for students and staff during the pandemic, there have been some practices that our teachers and staff in special education have learned and tried that we plan to continue to do well into the future.

- Next year the special education department will plan to continue to utilize an online signature platform called Pandadocs. This program has helped to remove some barriers for families and increase our return rate of signed paperwork.
- Continued use of Zoom for special education meetings. This has also helped to remove barriers for families and has increased our attendance rates by parents and guardians as they can attend during lunch breaks at work, reduce social anxiety, and a variety of other reasons.

- Continued integrated approach of technology within the building. Some of our students that receive special education services did better using Zoom or Google Meets than in person services. So we will work to allow continued use of digital platforms to provide services, just within the building walls.
- The special education department will continue to reflect and discuss other practices we might keep, fine tune, or need to implement based on this past school year.



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES

New Hampshire Medicaid Program

**To:** NH Medicaid Enrolled School Providers

**From:** New Hampshire Medicaid

**Date:** May 7, 2021

**Subject:** Authorization and Orders for Medicaid to Schools claims

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Qualifying medical services delivered in the school setting can be billed to Medicaid so long as all billing requirements are met.

The IEP team must recommend health-related services in an IEP or 504 plan or Health Care plan. Medical orders are necessary for medical services included in the child's plan.

Orders must:

- Include a medical diagnosis and description to verify medical necessity.
- Describe the actual service needed.
- Be signed and dated by a physician, advanced practice registered nurse, physician assistant, or other licensed practitioner. *Please consult the guidance issued by the Office of Professional Licensure and Certification for specific information regarding scope of practice and authority to order services.*
- Have a date span of no more than one year. If there is no date span, or the date span extends beyond one year, the orders are effective for one year from the date of the signature. To be clear, the date span or date of signature must be on the order itself.
- Be in place before services are billed.

**Orders must encompass the date of service in order for that service to be billed to Medicaid.**

**Example:**

The IEP team finalizes the IEP and obtains parental signatures and consents on August 1, 2020. The services included in the IEP require a signature from a physician/ advanced practice registered nurse/ physician assistant.

- A physician reviews the IEP and signs an order on August 10. The order states that services are authorized from August 1, 2020 through August 1, 2021.

- The school may submit a bill on or after August 10 for services delivered with a date of service from August 1, 2020 through August 1, 2021.
- A physician reviews the IEP and signs an order on August 10, 2020. The order does not have a date span, just the date it is signed.
  - The order is valid from August 10, 2020 through August 10, 2021.
  - The school may submit a bill on or after August 10 for services delivered with a date of service on or after August 10, 2020.

## INTERIM SUPERINTENDENT REPORT

A.

TUITION STUDY COMMITTEE

B.

GOOD TO GREAT TEAM

C.

END OF YEAR CELEBRATION

D.

SCHOOL BOARD TRAINING

E.

SCHOOL BOARD POLICY REVIEW

F.

CONVAL SCHOOL FUNDING LAWSUIT

G.

PURCHASE REQUEST (ACTION)

H.

RESIGNATIONS/ HIRES (ACTION)





**PES\***

ACCOUNT DESCRIPTION	AMOUNT	
Reg Program Classroom Supplies	\$3,750.00	★
Technology Repairs	\$4,000.00	★
Principal Office Telephone	\$500.00	★
Principal Office Printing	\$700	★
Building Maintenance Supplies	\$5,000.00	★
Building Maintenance Replacement-Machines	\$1,000.00	★
Co-Curricular Supplies	\$300.00	
Health Services Professional Services	\$1,400.00	
Technology Replacement	\$800	
Principal Office Supplies	\$1,000.00	
Principal Office Books	\$500.00	
Building Maintenance Replacement-furniture	\$6,500.00	
Total	\$24,820	

**PMHS\***

ACCOUNT DESCRIPTION	AMOUNT	
Regular Program Supplies	\$8,050.00	★
Health Supplies	\$639.00	★
Building Maint Supplies	\$3,600.00	★
Athletic Supplies	\$3,400.00	★
Media Books	\$2,000	
Total	\$17,689	

\*Priorities highlighted in green.

## PURCHASE REQUEST DETAILS

### REGULAR CLASSROOM SUPPLIES

folders, pencil sharpeners, arts + crafts supplies, dry erase markers, filing paper organizers

### TECHNOLOGY REPAIRS

Chrome book repairs, replacement of parts/ faulty components, cords, chargers, computer bags.

### BUILDING/ MAINTENANCE

Vacuums, floor washers, buffers (parts), preventative maintenance, time base maintenance, usage maintenance.

Elementary School

Priorities - 14,950

Total = 24,820

Middle/ High School

Priorities - 15,689

Total = 17,689

Total = 42,509

May 11, 2021

Mr. Derek Hamilton  
Pittsfield Middle High School  
23 Oneida Street  
Pittsfield, NH 03263

Dear Mr. Hamilton,

Thank you for the opportunity to teach English 11/12 at Pittsfield Middle High School for the 2020-2021 school year. This past year, while highly unusual, has been a year of tremendous professional growth and development. The introduction to competency based learning and assessment has been a highlight of my time here, as well as the chance to engage with NEASC and Universal Design for Learning (UDL); these things will continue to be part of my professional practice in future years.

After consideration and reflection, I have decided to not renew my teaching contract for the upcoming school year. I will greatly miss the students here at PMHS.

Sincerely,



Emily L. Lion

## PMHS Student Spotlight



My favorite subject is biology because I love learning about living organisms and the way species adapt, function, and interact.

I chose this particular investigation because I noticed there was a hydroponic system in the biology room. I was curious about how seeds would germinate without soil. So, I designed an experiment to compare seed germination using hydroponics, peat pellets, and regular soil. I found that the seeds in the hydroponic baskets germinated faster than those in the peat pellets or regular soil.

This was an interesting experiment, and I really enjoyed learning about hydroponics. *Kianna Willette, Class of 2024*



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