

PITTSFIELD SCHOOL BOARD

MEETING AGENDA

5:30 p.m., Thursday, August 5, 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: July 15, 2021
July 19, 2021, Work Session
July 20, 2021, Work Session
5. PUBLIC INPUT & PUBLIC ACCESS– Comments from community members, guests, and faculty. The public may join the meeting remotely using the following information.

Join Zoom Meeting

<https://us02web.zoom.us/j/89148697670?pwd=ZGx0bkcxR0pHVU8rbTFYZTRjZnVzZz09>

Meeting ID: 891 4869 7670

Passcode: Panthers

- 6.
7. STUDENT REPRESENTATIVE – Oral Report

8. PES REPORT

Action

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Information & Discussion

- New Hires
- Summer Update

9. PMHS PRINCIPAL REPORT

Action

- Opening Plan

Information & Discussion

- Community Night Out
- Hiring Update
- New York Times Article
- Right to Know Request
- Summer Academies

10. PMHS ASSISTANT PRINCIPAL REPORT

Action

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Information & Discussion

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11. DIRECTOR OF STUDENT SERVICES

Action

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Information & Discussion

- Special Education Procedures Manual
- Summer Programming
- New Hire Update

12. SUPERINTENDENT OF SCHOOLS

Action

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Information & Discussion

- Acting Interim Superintendent
- Adequacy Funds
- Hiring
- Interim Superintendent
- Request for Proposals

13. SCHOOL BOARD

Action

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Information & Discussion

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14. COMMITTEE ASSIGNMENTS

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

15. PUBLIC INPUT

16. PLAN AGENDA FOR NEXT MEETING: August 19, 2021

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

18. ADJOURNMENT

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

MINUTES

Pittsfield School Board Meeting
July 15, 2021
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Justin Clough, Vice Chairperson
Jessica Drouin
Molly Goggin
Diane Rider

Others Present: Jessica Bickford, Director of Student Services
Melissa Brown, PMHS Assistant Principal
Derek Hamilton, PMHS Principal
Kathy LeMay, PES Assistant Principal
Michael Wylie, PES Principal
Members of the Public

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

II. AGENDA REVIEW

The following items were added to the agenda:

- Fund Balance (Mr. Gauthier)
- RFP for Tuition (Mr. Gauthier)
- Hiring Update (Ms. Bickford)
- District Provider Contract (Ms. Bickford)
- Compliance (Ms. Bickford)
- School District Website (Mr. Hamilton)
- School Meals Program (Mr. Hamilton)

III. ACTION ON AMENDED AGENDA

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

IV. PES Principal

A. Suncook Valley Rotary Club

Laura Okrant and Stan Bailey, representatives from Rotary, were present at the meeting to discuss a twenty-four foot by forty foot pavilion proposed to be built at Drake Field. Ms. Okrant provided a picture of the proposed building. Mr. Bailey explained the project and asked the Board for approval. He explained that after approval, the exact location will need to be determined, with the help of district personnel. Excavation will be required. Bids would be sought for the construction of the building.

Mr. Gauthier stated that he is in favor of the project but would like to suggest having a public hearing in order to remain transparent to the community. Mr. Clough agreed with the idea of having a public hearing and suggested it may assist in finding people who are willing to help. He stated his concern about the pavilion attracting vandalism and suggested plans be made to deter this, such as cameras. Discussion ensued regarding the cost, which will be assumed in its entirety by the Rotary. Ms. Okrant stated that the Rotary feels this project would benefit the town in several ways, such as the Balloon Rally and Old Home Day.

Mr. Gauthier stated a public hearing would be scheduled for August 5, 2021 at 5:30.

V. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Gauthier and seconded by Ms. Goggin to approve the public minutes for June 17, 2021. Changes were made: on page three, paragraph one, add "According to Ms. Rider, the movie requested is five years old, so most students have already seen it and had an opportunity to discuss it with their parents. The students are under fourth grade level and have been subjected to an inordinate amount of screen time during school year 2020-2021 already, due to Covid 19 remote learning. Social emotional learning is gradually consuming more class hours which leaves less class hours for learning the facts and practicing the skills necessary for a rigorous education in future."; on page six, paragraph four, change to "Ms. Goggin"; and on page eight, paragraph three, change to "Mr. Gauthier will contact Mr. Christina...".

Discussion ensued regarding the purpose of the minutes to the meeting. Mr. Clough confirmed that the RSA states the minutes should be a summary of discussion. Ms. Chassie suggested that if a member of the Board would like a specific statement recorded, they should indicate so by saying, "Let the minutes reflect...".

The minutes were unanimously approved as amended.

On a motion made by Mr. Clough and seconded by Ms. Goggin, the minutes of the non-public meeting on June 17, 2021 were approved unanimously as written.

Mr. Gauthier explained the rules around sealing minutes.

Mr. Gauthier made a motion and Ms. Rider seconded to seal the June 17, 2021 non-public session minutes.

A motion was made by Ms. Drouin and seconded by Mr. Clough, to approve the minutes of the June 21, 2021 non-public session. Ms. Drouin asked if the amount of Dr. Graziano's payout needed to be specified in the minutes. Mr. Gauthier agreed to confirm the amount. Ms. Drouin and Mr. Clough rescinded the motion to approve the minutes. On a motion made by Mr. Clough and seconded by Ms. Goggin the Board unanimously agreed to table the June 21, 2021 non-public minutes until the next meeting.

VI. PUBLIC INPUT

Tracy Hyuck asked why Dr. Graziano was paid through the month of June, when he left voluntarily on June 17, 2021. Mr. Gauthier stated that the district's lawyer was consulted and the Board decided to pay out the remainder of his contract based on several considerations.

VI. STUDENT REPRESENTATIVE - No report.

VII. PES PRINCIPAL

A. Summer Update

Mr. Wiley explained the progress being made to hire administrative assistants at PES and the SAU.

Mr. Wiley explained the progress being made to hire positions for Kindergarten, grades one, two, three, and four staff. Ms. Goggin asked for details, which Mr. Wiley provided. She stated her concern for the number of good teachers lost this year due to resignations.

According to Mr. Wiley work is being done with a professional development consultant, Michael Anderson, to help engage students, staff, and families in PES during the 2021-2022 school year. With the help of the consultant, a normal return to the school year is promising. Mr. Wiley reassured the Board that there will be ample time for staff to process information shared by the consultant to ensure implementation. Ms. Goggin asked if attention would be paid to literacy. Ms. LeMay explained the potential use of ESSR grant funds to hire math and reading interventionists. Mr. Gauthier asked about the timing of the ESSR grants. Ms. LeMay stated that the funds will be in place until June of 2023.

B. Assessment Data

Assessment data was shared by Mr. Wiley and Ms. LeMay. Mr. Gauthier asked about the sixth graders being included in assessment data for PES. Sixth grade assessment data is being analyzed by the middle school. Mr. Hamilton agreed to check with the NH Department of Education about whether the sixth grade has been moved to the middle school designation.

VIII. PMHS PRINCIPAL (continued)

A. 2021-2022 School Meals Program

Mr. Hamilton explained that a waiver is needed to continue the school meals program. On a motion made by Mr. Gauthier and seconded by Ms. Drouin, the Board voted unanimously to approve the meals program waiver.

B. Hiring Update

Mr. Hamilton stated that PMHS is in need of an 9/10 English teacher, a 9/10 social studies teacher, and an 11/12 science teacher. Unfortunately, the candidates approved for two of these positions, turned down the offer.

Mr. Hamilton nominated Ms. Anne Disney Korzynioski. On a motion made by Mr. Gauthier and seconded by Mr. Clough, the Board approved hiring Ms. Korzynioski as a 9/10 English teacher.

Mr. Hamilton stated that he hopes to have a nomination for the remaining two positions at the next meeting.

C. HVAC Contract

Mr. Hamilton stated that the contract with the HVAC provider, Control Technologies, expired on June 30, 2021. Preventative service work is being done at cost until a new contract is agreed upon. Mr. Hamilton provided the Board with options to remedy the problem: 1) seek bids from HVAC providers while continuing with services at cost; 2) approve a one-year contract renewal with Control Technologies for \$21,195, or 3) approve a three-year contract renewal with Control Technologies for \$63,585.

Mr. Gauthier stated that he would like to see the bidding process begin; Mr. Clough agreed. The Board was unanimous in their desire to have the contract go out to bid. Mr. Gauthier agreed to notify the SAU of this decision.

D. Summer School Health and Safety Regulations

According to Mr. Hamilton, the District Leadership Team met on June 24, 2021 to review the latest health and safety guidance in order to determine the health and safety protocols for summer programs. He reviewed screening protocols, self-isolation, self-quarantine, and self-observation as recommended by the Center for Disease Control.

Mr. Hamilton stated that a three-foot social distance will continue to be emphasized during school-related activities this summer. Due to low community transmission rates and hot/humid conditions indoors over the summer months, face masks will be optional during summer programs. On a motion made by Mr. Clough and second by Ms. Drouin, the Board voted unanimously to approve the District Leadership Team's recommendation for summer school health and safety recommendations as written.

E. Website

Mr. Hamilton introduced Clayton Wood to discuss the district's website. Mr. Wood stated that he has managed the website since 2008. The district owns the domain, which has evolved into a very solid website with few problems. Mr. Wood stated that a new platform is now needed; a new website will be up and running by mid-August.

Ms. Rider asked if an icon for the curriculum could be added to the website. Mr. Wood stated that there are many options available and would like to work with people to identify further changes. Ms. Rider stated she would like to see a list of materials identified by each grade level. Ms. Goggin explained the fluid nature of this information. Mr. Clough suggested converging the PES and PMHS websites to make it easier for parents to access.

Mr. Gauthier thanked Mr. Wood for his time and effort in running the district's website.

F. Class of 2021

Mr. Hamilton provided the Board with a recap of the senior achievements and recognitions that were acknowledged at the Senior Awards Ceremony. He included the Foss Family Scholarship awards. The results of a senior exit survey completed by graduates were shared.

G. District Leadership Team Update

The District Leadership Team will meet on July 27, 2021 to determine the fall reopening plan.

H. Eighth Grade Promotion

Mr. Hamilton provided information relative to the eighth grade promotion.

IX. PMHS ASSISTANT PRINCIPAL

A. New Hampshire Scholars

According to Ms. Brown, nine seniors earned the distinction of meeting the NH Scholars requirement for the 2020-2021 school year. She provided information relative to the program.

B. Social Worker Report

District social worker, Lisa Gauthier, provided an end-of-year report for the Board's review. Currently, there are twenty-four high risk families with whom Ms. Gauthier is working.

X. DIRECTOR OF STUDENT SERVICES

A. Hiring Update

Ms. Bickford nominated Kara Gallagher as teacher for the preschool special education program. On a motion made by Mr. Gauthier and seconded by Ms. Drouin, the Board unanimously approved the hiring of Ms. Gallagher.

B. District Provider Contract

Ms. Bickford asked the Board for their approval for Ms. Bickford to develop the district's behavior specialist's contract. The behavior specialist has received a certification that will allow the district to discontinue outside consultation.

Ms. Rider asked if there is data associated with this position relative to classroom disruptions. Ms. Bickford provided an explanation of the work that is done by the behavior consultant, pointing out that the disaggregation of these data would be difficult. On a motion made by Mr. Gauthier and seconded by Ms. Rider, the Board unanimously approved contract adjustments to the district behavior specialist contract by Ms. Bickford.

C. Compliance

Ms. Bickford presented the annual report on thirteen indicators that are monitored by the NH Department of Education. The report was very positive.

D. Year End Data for Students in Special Education

Ms. Bickford provided data demonstrating how Pittsfield's students with special needs performed according to formal standardized assessment, NWEA, and informal DRA reading assessment. Ms. Bickford stated that eligibility data will be provided to the Board in the fall.

XI. INTERIM SUPERINTENDENT OF SCHOOLS - No report

XII. SCHOOL BOARD

A. Resignations

Mr. Gauthier listed the resignations of Lenore Coombs, grade one and two multiage teacher; Carrie White, grade three and four multiage teacher; Sarah Ball, Kindergarten teacher; Kristen Brown, grade one and two multiage teacher; and Jodi Biron, grade one and two multiage teacher.

On a motion made by Mr. Gauthier and seconded by Mr. Clough, the Board voted unanimously to approve the resignations of Ms. Coombs, Ms. White, Ms. Ball, Ms. Brown, and Ms. Biron, all with regret.

Ms. Goggin stated her concern about seeing experienced teachers leave the district. She said that the district needs to work to create a more positive environment so that people will want to remain in Pittsfield despite the lower pay in comparison to neighboring communities. Mr. Clough stated that the Board needs to work together as a team to improve conditions in our schools for the benefit of our students. Ms. Goggin agreed that it is to benefit our students, as well as to create a positive environment for teachers. Ms. Rider stated that there is upheaval in many communities and that this may be an opportunity for change and improvement.

B. SAU Administrative Assistant

According to Mr. Gauthier, Sheila Dupere is willing to work up to ten hours per week to keep things afloat until a new administrative assistant is hired. A motion was made by Ms. Drouin and seconded by Mr. Clough to hire Ms. Dupere for up to ten hours at the rate of \$25 per hour. Discussion ensued regarding hiring Ms. Dupere to help train the newly hired administrative assistant. Mr. Gauthier agreed to contact Ms. Dupere to discuss this further.

C. Acting Interim Superintendent Proposal

Mr. Gauthier stated that Tobi Chassie has offered time to fill the gap while hiring an interim superintendent. On a motion made by Mr. Gauthier and seconded by Ms. Rider, the Board unanimously approved hiring Tobi Chassie as acting interim superintendent until August 5, 2021.

D. Fund Balance

Mr. Gauthier explained that the \$300,000 that was voted for by the Board to be encumbered for the purpose of joining the two school funding lawsuits cannot be used for this purpose as it was not spent before the end of the fiscal year.

E. RFP for Tuition

Mr. Gauthier stated that it will be difficult to issue RFPs for tuitioning students, which was confirmed by the NH School Board Association. Mr. Clough suggested publishing the RFPs but with a longer submission date. Mr. Gauthier will have the RFPs sent out with a submission deadline of October 1, 2021.

Ms. Goggin will include information about the RFPs in the Pittsfield Post School Board update. Mr. Hamilton suggested disseminating the message written for the Post to staff to ensure their understanding of the current status of the district. It was decided that Ms. Goggin will send the message written for the Post to the principals, who will summarize and send to staff.

Discussion ensued regarding the steps that will need to be taken by the Board as the process continues in determining the viability of tuitioning high school students to another district.

F. Superintendent Search

Mr. Gauthier reported that there are four candidates for the position of interim superintendent. The Board decided to interview all four candidates. Mr. Gauthier asked the administrators if they would participate in the interviews; there was a positive response. Dates and times were identified for the interviews to take place.

XIII. COMMITTEE ASSIGNMENTS

- A. Budget Committee Representative - Mr. Clough
- B. Drake Field and Facilities - Mr. Gauthier
- C. Negotiating Team - Ms. Goggin and Mr. Gauthier
- D. Foss Family Scholarship - Ms. Drouin

XIV. PUBLIC INPUT

Tracy Hyuck asked if there would be guidance sought from the NH School Board Association for hiring the interim. Mr. Gauthier stated he would be contacting them.

Ms. Hyuck asked if the RFPs for tuitioning out high school students will eventually be shared with the community. Ms. Groggin explained that the purpose of the RFP was to do a financial analysis, which will be shared with the community.

XVII. NEXT MEETING

The next meeting of the Board is scheduled for Thursday, August 5, 2021 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XVIII. ADJOURNMENT

On a motion made by Mr. Clough and seconded by Ms. Drouin , the meeting was adjourned at 8:29 p.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**

MINUTES

Pittsfield School Board Meeting
July 19, 2021
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Justin Clough, Vice Chairperson
Jessica Drouin
Molly Goggin
Diane Rider

Others Present: Jessica Bickford, Director of Student Services
Melissa Brown, PMHS Assistant Principal
Derek Hamilton, PMHS Principal
Kathy LeMay, PES Assistant Principal
Michael Wylie, PES Principal

Chairperson Gauthier opened the meeting at 5:35 p.m.

II. Interviews

The board conducted interviews for the vacant interim superintendent position. They interviewed Bryan Lane and Steve Welford.

On a motion made by Mr. Gauthier and seconded by Ms. Goggin, the Board unanimously approved the administration to continue to hire professional staff through August 6, 2021.

III. Other

The board discussed the Request for Proposal and determined that Tobi Chassie will rewrite the RFP prior to sending it to other districts.

On a motion made by Mr. Clough and seconded by Ms. Rider, the board unanimously approved the hiring of Renee Blattneburger as SAU administrative assistant.

IV. ADJOURNMENT

On a motion made by Mr. Clough and seconded by Ms. Drouin , the meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Molly Goggin
Recording Secretary

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

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

MINUTES

Pittsfield School Board Meeting
July 20, 2021
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Justin Clough, Vice Chairperson
Jessica Drouin
Molly Goggin
Diane Rider

Others Present: Jessica Bickford, Director of Student Services
Melissa Brown, PMHS Assistant Principal
Derek Hamilton, PMHS Principal
Kathy LeMay, PES Assistant Principal
Michael Wylie, PES Principal

Chairperson Gauthier opened the meeting at 5:36 p.m.

I. Interviews

The board continued conducting interviews for the vacant interim superintendent position. They interviewed Robert Gadomski and Jared Fulgoni.

After the interviews, the following motions was made:

On a motion made by Mr. Clough and seconded by Ms. Goggin, the Board unanimously voted to offer Bryan Lane, contingent on reference checks, the position of interim superintendent of Pittsfield schools.

II. Other

Mr. Clough brought up a safety issue with a broken signpost in the PMHS parking lot.

III. ADJOURNMENT

On a motion made by Ms. Drouin and seconded by Ms. Rider, the meeting was adjourned at 8:27 p.m.

Respectfully submitted,

Molly Goggin
Recording Secretary

Pittsfield School District

To: Pittsfield School Board

From: PES Administration, Mike Wiley and Kathy LeMay

Subject: Board Meeting – August 5th

Date: July 29th, 2021

ACTION

INFORMATION

1. New Hires:

- Anna Collins(Grade 1)
- Kaitlyn Stimpson(Grade 1)
- Taylor Santti(Grade 1)
- Kim Wesler(Kindergarten)
- Amber Goodwin(Nurse)

2. Summer Update:

- A. PES Summer Camp is in full swing. We are averaging about 85 students each day.
- B. The new First grade teachers have been in their classrooms setting up. They are organizing their books for reading groups and classroom libraries. Also, reviewing the first grade curriculum.



- C. On Saturday, July 24th Mike Wiley and Mike Curtin attended Old Home Day and participated as the judges for the kids bike parade.
- D. Our *Summer Drive Thru* event will be held before the school board meeting where we will provide families with summer reading books and some treats. It is also another opportunity to meet Mr. Wiley.
- E. We continue collecting resumes and interviewing for Grade 3/4 and Student Support Center positions.
- F. Our custodial staff has been working hard to get the building ready for the new school year.
- G. Our first week of K camp will be running the week of August 2nd. We will provide an update on how it went at the board meeting.

Pittsfield School District

To: Pittsfield School Board
From: Derek Hamilton, PMHS Principal
Subject: Board Meeting – August 5, 2021
Date: July 29, 2021

ACTION

1. Opening Plan. The enclosed Opening Plan was drafted by members of the District Leadership Team (DLT) that is made up of teachers and administrators. The DLT used the framework of the 20-21 reopening plan to draft the plan for the 21-22 school year. The DLT also considered the most recent guidance and recommendations from a variety of sources including the Center for Disease Control and Prevention (CDC), the New Hampshire Department of Public Health Services (NH DPHS), and the American Academy of Pediatrics (AAP).

We recognize that the Opening Plan needs to be fluid and adaptable to the latest data and guidance from public health organizations. As of this writing (July 29, 2021) the following details highlight the key information and recommendations for the 2021-2022 school year.

- The Pittsfield School District will offer 5 days of in-person instruction.
- There will not be a remote option. If families want their child to work remotely, please contact the main office at PES or PMHS for homeschooling or VLACS information.
- Teachers will continue to utilize Google Classroom periodically for students to see and submit work to maintain that option in case of a change in status.
- The Pittsfield School District will continue to follow a status classification system to reflect the risk level (based on the changing conditions), which will correspond with the protocols in place at our schools.
- Based on the NH DPHS *permissive recommendation* that schools and childcare agencies can safely choose to remove face mask requirements indoors AND the low community transmission levels in Pittsfield, masks will be optional to start the school year (this is subject to change by August 30 and/or throughout the school year).
- Other layered mitigation strategies will continue to be in place including healthy hygiene practices, staying home when sick, and maximizing physical distance to the extent possible between everybody with an ideal goal of at least 3 feet of separation.
- The Pittsfield School District will continue to align its cleaning practices to CDC guidelines for cleaning and disinfecting schools.
- The wearing of masks on school transportation will coincide with the school status and protocols.

The Opening Plan will be shared with the school community in advance of the Board meeting to give stakeholders time to review the plan and provide feedback to the Board. The Administrative Team will also share a brief presentation with the Board on August 5 to highlight the key information and recommendations within the plan. Once the plan is adopted by the School Board, the District Leadership Team will continue to monitor and evaluate the plan based on the latest data and recommendations from public health agencies.

INFORMATION

1. Community Night Out. Leslie Vogt organized a planning meeting on July 21 with community members to discuss the opportunity to gather throughout downtown attractions and share future plans and ideas. The planning team determined that the event will be held on Friday, September 17, from 5:00-7:00 p.m. at Dustin's Park. The PMHS Homecoming Parade will kick off the event at 5:00 p.m. and the Rotary Club will offer an outdoor movie later in the evening. Community organizations, including the PMHS Site Council, are considering what activities they may offer as part of this event. The planning team is coming back together on August 11 to continue planning.
2. Hiring Update. Over the month of July we have reviewed application packets and interviewed candidates for several positions. Amy Guimond has signed a contract to teach 9/10 grade social studies; I will bring a copy of her resume to the Board meeting. We have also extended offers to candidates for the 11/12 grade science position and MS/HS art position. I will brief the Board on the status of those positions at the Board meeting. Also, I have a teacher requesting to opt out of their contract, which will require your action. I will bring a copy of the request to the Board meeting.
3. New York Times Article. This past June I participated in an interview with *The New York Times* to reflect on our pandemic experiences. I was joined by three other principals from across the country; Jennifer Bellinger from Orlando, Deborah Rogers from St. Louis, and Charleston Brown from San Francisco. The interview was transcribed and then edited and condensed by Emily Richmond, the public editor of the Education Writers Association, and a friend of Pittsfield schools. The article was published in the Times on June 30; I've enclosed a print copy.
4. Right-to-Know Request. Pursuant to the state's Right-to-Know Law, RSA 91-A, a writer with the Concord Monitor has requested information on race, gender and income demographics of PMHS AP or equivalent honors classes from 2017-2021. I have acknowledged the request and I am working with Melissa Brown to gather this information. The Monitor has requested that we submit this information no later than August 13.
5. Summer Academies. On July 16 we held our Summer Academy Celebration for students to share their experiences. This year we offered two Summer Academy Programs; *Create Your Own Summer Adventure* and *Sarah and Amber's Excellent Adventure*. A total of 18 students participated in the programs. I will provide copies of the presentation handout from Create Your Own Summer Adventure. The group went on several outings that included bowling, paddle boarding, and miniature golfing. Sarah and Amber's Excellent Adventure went hiking and kayaking. The group presented charts, maps, and reflections of their adventures. A special thanks to our program coordinator Jen Massey and teachers Rick Anthony, Logan LaRoche, Sarah Carson, and Amber Zachos for taking the lead on these programs. Also, I want to acknowledge our student leaders, David and Joseph Cote, for their support of Create Your Own Summer Adventure.

PITTSFIELD SCHOOLS OPENING PLAN



2021-2022 SCHOOL YEAR
DRAFT: JULY 29, 2021

EXECUTIVE SUMMARY

The Opening Plan was drafted by members of the District Leadership Team (DLT) that is made up of teachers and administrators. The DLT used the framework of the 20-21 reopening plan to draft the plan for the 21-22 school year. The DLT also considered the most recent guidance and recommendations from a variety of sources including the Center for Disease Control and Prevention (CDC), the New Hampshire Department of Public Health Services (NH DPHS), and the American Academy of Pediatrics (AAP).

We recognize that the Opening Plan needs to be fluid and adaptable to the latest data and guidance from public health organizations. As of this writing (July 29, 2021) the following details highlight the key information and recommendations for the 2021-2022 school year.

- The Pittsfield School District will offer 5 days of in-person instruction.
- There will not be a remote option. If families want their child to work remotely, please contact the main office at PES or PMHS for homeschooling or VLACS information.
- Teachers will continue to utilize Google Classroom periodically for students to see and submit work to maintain that option in case of a change in status.
- The Pittsfield School District will continue to follow a status classification system to reflect the risk level (based on the changing conditions), which will correspond with the protocols in place at our schools.
- Based on the NH DPHS *permissive recommendation* that schools and childcare agencies can safely choose to remove face mask requirements indoors AND the low community transmission levels in Pittsfield, masks will be optional to start the school year (this is subject to change by August 30 and/or throughout the school year).
- Other layered mitigation strategies will continue to be in place including healthy hygiene practices, staying home when sick, and maximizing physical distance to the extent possible between everybody with an ideal goal of at least 3 feet of separation.
- The Pittsfield School District will continue to align its cleaning practices to CDC guidelines for cleaning and disinfecting schools.
- The wearing of masks on school transportation will coincide with the school status and protocols.

The District Leadership Team will present the 21-22 Opening Plan to the Pittsfield School Board on Thursday, August 5, at 5:30 p.m. in the PMHS Media Center. Members of the Pittsfield community are welcome to join us and provide feedback to the School Board. Once the plan is adopted by the School Board, the District Leadership Team will continue to monitor and evaluate the plan based on the latest data and recommendations from public health agencies.

INSTRUCTION RECOMMENDATIONS

I. SCHEDULING

A. District Level

1. Students are expected to attend in-person Monday-Friday.
2. There will not be a remote option. If families want their child to work remotely, please contact the main office at PES or PMHS for homeschooling or VLACS information.
3. Wednesdays will continue to have an early release schedule.
4. Outdoor spaces will be utilized as much as possible throughout the school day.

B. PES

1. Students will be allowed to enter the building starting at 7:45 and will report to their homebase. No morning recess.
2. Students will have a homebase and a team. The homebase is where they start their day. They may rotate within the team (pod) but they will limit work with students in a different pod. Lunch and recess are with the team.

C. PMHS

1. Students in grades 6-12 may arrive at school starting at 7:45. Students will report to advisory locations.
2. After morning announcements, students will move to their first period classroom where attendance will be taken.

II. DIGITAL PLATFORMS

A. Information for Teachers and Families

1. Class Dojo will stay for family communication at PES. PMHS will utilize PowerSchool and email for family communication.
2. In order to better support families in knowing the work that is assigned, teachers will continue to share information with families. PES will share a weekly calendar through Class Dojo. PMHS will share a daily agenda on Power School and/or Google Classroom.
3. PowerSchool (grades 6-12) will continue to be the only grade reporting system (some teachers use Google Classroom to indicate assignment completion only).
4. Teachers (PK-12) will continue to utilize Google Classroom periodically for students to see and submit work to maintain that option in case of a change in status.

III. TECHNOLOGY

A. All students will have an assigned 1:1 device. Devices are expected to be at school daily and charged.

1. PK-2 will have iPads
2. Grades 3-12 will have Chromebooks

B. Families and students should email psd-support@pittsfieldnhschools.org to let us know of technology issues. It's a team of people who can respond and see if additional support is needed.

PUBLIC HEALTH RECOMMENDATIONS

I. STATUS PROTOCOL

- A. The school district will follow a status classification system to reflect the risk level (based on the changing conditions), which will correspond with the protocols in place at our schools.
- B. The guidelines listed below are based on criteria established by the NH DPHS for transitioning between instructional models.
- C. The Pittsfield School District will use the [latest data provided by NH DPHS](#) to determine community transmission rates.

STATUS	MODALITY	TARGET CAPACITY	GUIDELINES	SAFETY PROTOCOLS
Red*	Remote	2% (note that exceptions may be made for students with severe disabilities)	Community transmission rate is moderate (5 - 10%) or substantial (>10%) AND the level of school impact is high (two or more clusters within the school, student absenteeism due to illness exceeds 30%, and staff capacity to conduct classes and operations is at critical stage)	N/A
Orange*	Hybrid	50%	Community transmission rate is moderate or substantial AND the level of school impact is medium (one cluster within the school, student absenteeism due to illness is 15-30%, and staff capacity to conduct classes and operations is strained)	Mask Required
Yellow	Restricted Operations (Full in-person)	99%	Community transmission is moderate or substantial and level of school impact is low (no evidence of transmission within the school and student absenteeism due to illness is less than 15%)	Mask Required
Green	Near Normal Operations (Full in-person)	99%	Community transmission is minimal (less than 5%) and impact is low	Mask Optional

*Please note that any shift to the orange or red status would require a change in NH policy and/or approval from the Governor's office. As of April 19, 2021 all NH schools are required to offer 5 days of in-person learning per week.

II. ARRIVAL AND DISMISSAL PROCEDURES

- A. Each school will establish arrival procedures and entry points for students/grade levels.
- B. Dismissal at the end of the school day will be staggered in order to avoid congestion in the hallways and outside of the school facilities. Each school will establish dismissal procedures by transportation method (i.e. walkers, car riders, or bus riders) or grade level.

III. DAILY SCREENING

- A. All students/families and staff members are expected to report any symptoms to the school nurse. Any student or staff member who is sick or not feeling well is advised to stay home. Symptoms to look for include fever (temperature above 100.4), respiratory symptoms (runny nose, sore throat, or cough) and/or muscle aches or chills.
- B. All students and staff members will be offered sanitizer upon arrival to school.
- C. Temperature screenings will be administered if community transmission rates are moderate (5-10%) or substantial (10% or higher) and on as needed basis by the school nurse.

IV. ISOLATION, QUARANTINE, & SELF-OBSERVATION

- A. People who are diagnosed with COVID-19 must still [isolate](#) at home until they have met criteria for [discontinuation of isolation](#).
- B. Close household contacts of someone diagnosed with COVID-19 will be required to [quarantine](#) (e.g., people living or sleeping in the same household).
- C. In an outbreak situation, NH DPHS may choose to expand quarantine to other non-household contacts to control the outbreak.
- D. Quarantine of an entire classroom will no longer be conducted.
- E. Non-household contacts will be asked to [self-observe](#) and monitor for symptoms.
- F. This increases the importance of identifying, excluding, and testing people who develop viral infection symptoms.
- G. See NH DPHS [self-isolation guidance](#), and guidance on [what to do if you were exposed to COVID-19](#).

V. [TRAVEL GUIDELINES](#)

- A. As of March 17, 2021 domestic travel within the U.S. no longer requires quarantine upon return to NH (regardless of COVID-19 vaccination status), this includes domestic travel to U.S. territories (not applicable to international travel or cruise ships).

VI. [ISOLATION PROTOCOL](#)

- A. If someone (student or staff) is feeling ill, the student should be accompanied by a staff member to the health services office. The health services office should be

notified immediately when an ill student is being accompanied to the isolation room.

B. The Health Services Office will follow the enclosed protocol in any such situation.

VII. HEALTH, HYGIENE, & SAFETY PRACTICES

A. General Expectations

1. Families are encouraged to assess their child(ren) prior to sending them to school. Any student or staff member who is sick or not feeling well is advised to stay home. Employees must notify their supervisor by phone. Possible symptoms of COVID-19 include:
 - a) Fever of 100.4 F or higher
 - b) Respiratory symptoms (runny nose, sore throat, cough, or shortness of breath)
 - c) Flu-like symptoms such as muscle aches, chills, and severe fatigue
 - d) Changes in a person's sense of taste or smell
2. Students and staff are advised to wash hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
3. Students and staff members are advised to avoid touching their eyes, nose and mouth with unwashed hands.
4. Students and staff members are advised to cover coughs or sneezes with a tissue, then throw the tissue in the trash and clean hands with soap and water or hand sanitizer (if soap and water are not readily available). Alternatively, cough or sneeze into elbows.
5. Students/families are advised to report any symptoms of COVID-19 or close contact to a person with COVID-19 to the health services office. Staff members are required to report any symptoms of COVID-19 or close contact with a person with COVID-19 to the health services office and their supervisor.

B. [Wearing of Face Coverings](#) (Masks)

1. The wearing of face coverings will be based on a local assessment of risk (e.g., level of COVID-19 in the community; see status protocol and guidelines above).
2. The wearing of face coverings in outdoor locations is optional.

C. Physical Distancing - the school district will maximize physical distance to the extent possible between everybody with an ideal goal of at least 3 feet of separation (as recommended by NH DPHS).

VIII. CLEANING & DISINFECTING PROCEDURES

A. General Information

1. The school district will continue to align its cleaning practices to [CDC guidelines for cleaning and disinfecting](#) schools.
 - a) Shared spaces and high traffic areas will be routinely cleaned
 - b) In addition to cleaning, shared spaces and high traffic areas may also be disinfected in the following circumstances:

- (1) High transmission of COVID-19 in your community;
 - (2) Low vaccination rates in your community;
 - (3) Infrequent use of other prevention measures, such as mask wearing (among unvaccinated people) and hand hygiene
 - (4) The space is occupied by people at increased risk for severe illness from COVID-19
- c) If there has been a sick person or someone who tested positive for COVID-19 in the school building within the last 24 hours of school being in session, shared spaces and high traffic areas will be cleaned AND disinfected.
2. The school district will continue to use EPA approved disinfectants against COVID-19.

IX. OTHER

- A. Drinking fountains and water bottle filling stations will be turned on and routinely cleaned (as recommended by NH DPHS).
- B. Hallway Traffic - teachers and teams will determine management of transitions and traffic patterns during the school day.
- C. Student Lockers (PMHS) - students will be assigned lockers in grades 6-12.

SCHOOL ENVIRONMENT

I. CLASSROOM ENVIRONMENT

- A. Spacing
 1. The school district will maximize physical distance to the extent possible between everybody with an ideal goal of at least 3 feet of separation (as recommended by NH DPHS).
 2. The school district will avoid stationing desks face to face.
 3. Porous surfaces such as seating and rugs may be used provided they are routinely cleaned (and disinfected as necessary).

II. SANITATION PROCEDURES

- A. During School Hours
 1. Sanitation stations will be available in all occupied rooms (to include disinfectant wipes and sanitizer).
 2. Classrooms and Work Spaces
 - a) Students *may* wipe down their own desks or workstations as needed or at the end of the day; otherwise, cleaning and disinfecting will be performed by a staff member.
 - b) Staff members will clean and disinfect materials such as lab supplies and other materials as needed.
 3. Other School Settings (high traffic areas)
 - a) Hallways - high touch areas will be routinely cleaned
 - b) Bathrooms - high touch areas will be routinely cleaned

- c) Cafeteria - table tops and high touch areas will be cleaned after each lunch group.

III. VENTILATION SYSTEMS

- A. The school district will continue to align [ventilation in buildings to CDC recommendations](#) to the greatest extent possible. Ventilation will be improved by:
 - 1. Opening windows and doors, when weather conditions allow, to increase outdoor air flow.
 - 2. Ensuring ventilation systems operate properly and provide acceptable indoor air quality for the current occupancy level for each space.
 - 3. Rebalancing or adjusting HVAC systems to increase total airflow to occupied spaces when possible.
 - 4. Using portable high-efficiency particulate air (HEPA) fan/filtration systems to enhance air cleaning (especially in higher risk areas such as a nurse's office or areas frequently inhabited by people with a higher likelihood of having COVID-19 and/or an increased risk of getting COVID-19).
- B. Classroom fans should be placed in an open window to increase ventilation of outdoor air while avoiding blowing air across students and minimizing recirculation of indoor air.

IV. VISITORS TO THE SCHOOL

- A. Visitors
 - 1. Any visitor entering the building will be required to follow status protocol for wearing a mask.
 - 2. Visitors may be restricted from the building during the school day if community transmission rates are moderate or substantial.
- B. Late Arrival / Early Dismissal
 - a. Upon arrival at the school, parents will communicate with the office through the call boxes.
 - b. For dismissal, office staff will confirm the early dismissal. To limit traffic, secretaries will sign students out.

SCHOOL MANAGEMENT & COMMUNICATION

I. DISTRICT/BUILDING INFORMATION

- A. A bi-weekly district newsletter will be distributed to keep families up to date about current news and events. The newsletter will continue to include a health services section to provide updates on current practices and policies related to COVID-19. The newsletter will be shared out on School Messenger and posted on the school website.
- B. The Pittsfield School District website will include the latest news about school status, closings, etc. It will also include an easily accessible link to the 21-22 opening plan.

- C. In the event of a status change, school cancellation, or a confirmed COVID-19 case, the Pittsfield School District will use the School Messenger system to notify families by phone and/or email.
- D. The Pittsfield School District will also continue to utilize Facebook to share important updates, news and events, and other information.

II. CLASSROOM INFORMATION

A. PES

- 1. Teachers will utilize Class Dojo to communicate with families about the academic and social-emotional needs of their students.

B. PMHS

- 1. Teachers and advisers will primarily utilize PowerSchool, email, and/or phone calls to communicate with families.

OTHER TOPICS

I. CO-CURRICULAR/EXTRA-CURRICULAR ACTIVITIES

A. Co-curricular Activities

- 1. PES/PMHS school clubs and organizations will resume meeting in-person.

B. Extra-curricular Activities

- 1. PMHS will offer athletic programs in compliance with CDC, NH DPHS, and NHIAA guidelines for athletic competition.

II. FOOD SERVICES

A. PES Breakfast

- 1. All students are reporting directly to their classrooms upon arrival at school.
- 2. Kiosks will be stationed at entry points for students to get “grab and go” items to take to their homerooms.

B. PMHS Breakfast

- 1. Students are reporting to the cafeteria and/or advisory rooms at PMHS. Kiosks will be stationed at entry points for students to get “grab and go” items to take with them to their assigned locations.

C. PES/PMHS Lunch

- 1. Students will be eating in the school cafeterias. Students will eat lunch in the cafeteria in 20 minute intervals, with 10 minutes to clean and disinfect between lunch groups.
- 2. Physical distancing to the greatest extent possible will be monitored by school staff in the lunch lines, in the cafeteria, and outdoor areas.
- 3. If community transmission rates increase, the school district may consider the use of barriers in the cafeteria.

III. SCHOOL ASSEMBLIES

- A. PES/PMHS may hold school assemblies outdoors and indoors. Indoor assemblies may be separated by teams or cohorts to limit the number of people in one area.

IV. TRANSPORTATION

- A. The wearing of masks on school transportation will coincide with the school status and protocols.
- B. Bus capacity is 48 students per bus. Students residing in the same household will be permitted to sit together.

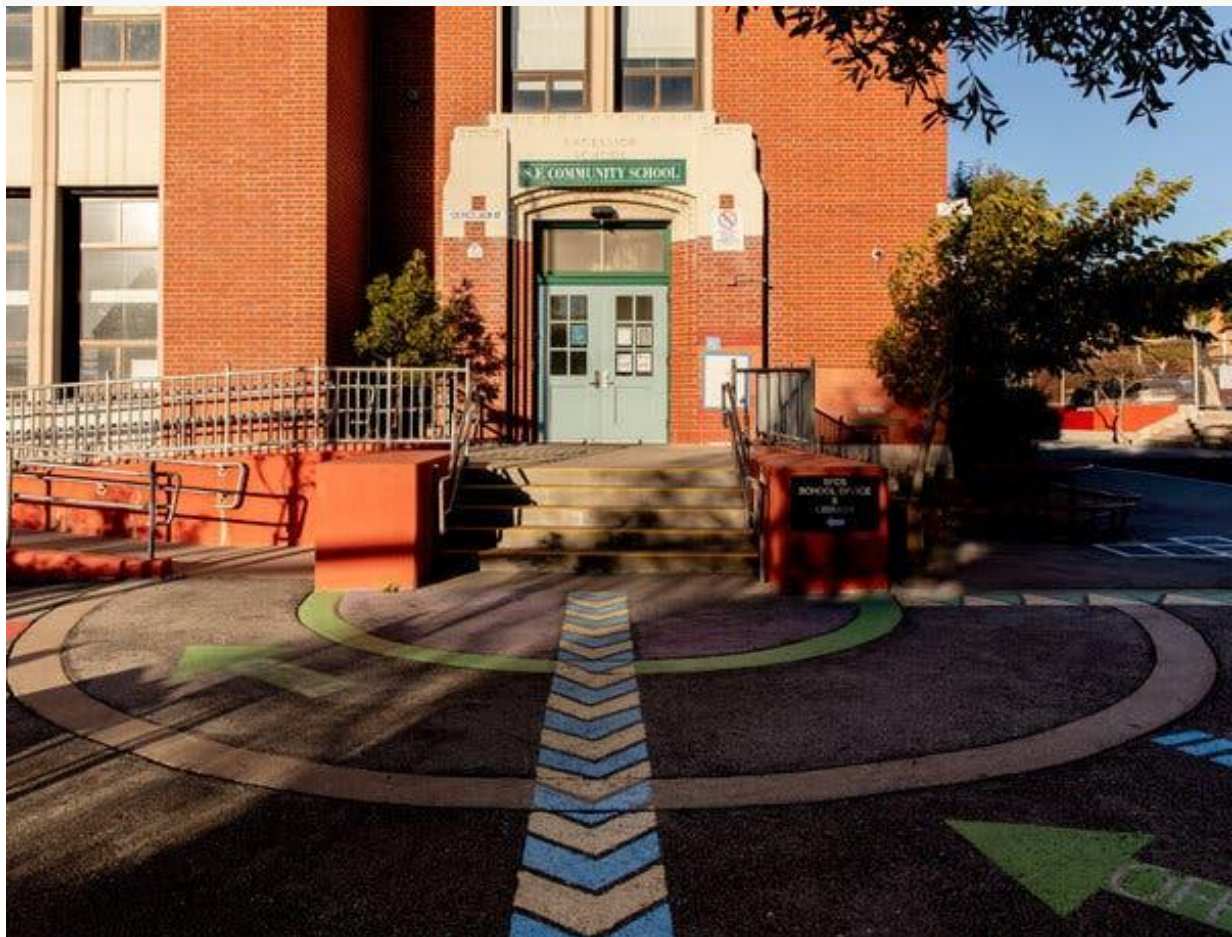
The New York Times

OPINION

GUEST ESSAY

‘How Many Kids Are We Going to Lose?’ Four Principals Speak About the Past Year.

June 30, 2021



The San Francisco Community School. Credit Cayce Clifford for The New York Times.

By Emily Richmond

Ms. Richmond is the public editor of the Education Writers Association and hosts the “EWA Radio” podcast.

In the middle of March 2020, schools across America closed abruptly. It didn’t take long to notice everything that disappeared — a safe place to send children while parents worked, nutritious meals and health services for high-need students, opportunities for young people to play and socialize with one another.

We invited several principals to share what it was like to navigate their schools through this crisis. We sought out leaders of public schools from different parts of the country with varying pandemic experiences: a combined middle and high school in the small town of Pittsfield, N.H.; an elementary school in a poor neighborhood near downtown St. Louis; a middle school in San Francisco that stayed shut for more than a year; and a large and diverse high school in Central Florida, one of the first states to reopen all of its K-12 campuses.

In our conversation, the principals talked about how there’s a renewed sense of appreciation for the role schools play as community anchors. As Deborah Rogers, principal of Patrick Henry Downtown Academy in St. Louis put it, a school “provides service after service after service.” That, she said, was “a hard thing for people not in education to see until it was all taken away.”

But there’s also work to be done to rebuild trust — between families and schools, administration and staff, teachers and students. The lessons of the pandemic can help spur school leaders to rethink how and where students learn, what teachers and staff members need, and how to nurture lasting connections between schools and the communities they serve.

This conversation has been edited and condensed.

Jennifer Bellinger

School: Oak Ridge High School, Orlando, Fla.

Pandemic operating status: All virtual from mid-March 2020 to the end of that school year. In the fall, students had the option of coming back in person or continuing with remote learning.

Number of students: 2,495

Percent low income: 57

Deborah Rogers

School: Patrick Henry Downtown Academy, St. Louis

Pandemic operating status: All virtual from mid-March 2020 to last October. Sixty percent of students then came back in person while 40 percent chose to remain remote.

Number of students: 211

Percent low income: 99

Charleston Brown

School: Willie L. Brown Jr. Middle School, San Francisco

Pandemic operating status: All virtual from mid-March 2020 to April 2021, when the school reopened for the highest-needs students.

Number of students: 270

Percent low income: 79

Derek Hamilton

School: Pittsfield Middle High School, Pittsfield, N.H.

Pandemic operating status: All virtual from mid-March 2020 to last June. The school reopened in the fall with two days per week of in-person instruction. Families also had the option to be entirely remote. By April, students were back in school five days a week.

Number of students: 281

Percent low income: 45



Jennifer Bellinger, former principal of Oak Ridge High School in Orlando. Credit Octavio Jones for The New York Times.

When everything changed

Emily Richmond: What is the specific moment when you knew that your school would not go back to the way it was before?

Jennifer Bellinger: It was when we went home for spring break and the students didn't come back. It was just an empty building with me and the administrators and the cafeteria staff, and you're used to having over 2,500 students on your campus. And then we had to start serving food to families as they drove up. I knew at that point it wouldn't be the same.

Deborah Rogers: Yeah, we thought we were on an extended spring break. We said: "Oh, we're not going to come back for one week. Oh, we're not going to come back for two weeks."

It wasn't really until the district said: "We're not coming back. And also we have this crazy plan to use technology so that we don't have to come back for the rest of the school year." That was a first.

Charleston Brown: The real "aha" moment for myself was thinking about all of our kids who are usually late or were already slipping through the cracks. When I realized that

we were going 100 percent virtual, my initial thought was: “How many kids are we going to lose? How many parents are we going to lose?”

Derek Hamilton: In the spring it was the moment when, all of a sudden, we made the pivot to remote learning.

The other turning point was in the fall when we thought things would become a little bit more normalized. And they were anything but. I recall a moment back in September. Usually when our students transition to lunch, I’m accustomed to a couple of hundred kids walking down the hall. But then it was really more like 30, 40 kids coming down the hall periodically, not necessarily all at once, and sitting in a cafeteria, one at a table, two at a table. And it was unlike anything I’d ever experienced in a school cafeteria.



Charleston Brown, former principal of Willie L. Brown Jr. Middle School in San Francisco. Credit Lauren Segal for The New York Times.

“How are we going to keep people safe?”

Richmond: When you were deciding whether to reopen school buildings, what were some of the top concerns you were hearing from your teachers?

Brown: The top concern I heard was, “What are the expectations around students in masks? What is the district going to do and what is the school going to do for students who are not following the mask mandate?”

Another concern was transportation. Is the district going to be providing transportation for staff not willing to take public transportation?

Bellinger: My teachers, they were concerned about the number of students that they would have in their classes.

There were concerns also with the mask policy. Everyone was mandated to wear masks. Are we going to monitor and make sure students are wearing masks?

Rogers: A lot of our questions from teachers were logistical in nature, very similar to Charleston and Jennifer: “Are you actually going to do what you say you’re going to do? Is the district going to stand by its policies?” And I think the deeper question was: “Is the district actually keeping me safe? And do they value me as an adult, as a staff member, as a human?”

Hamilton: I can echo a lot of what everyone said. I think you ask, “How are we going to keep people safe?”

Richmond: What were the top concerns you were hearing from parents and families?

Brown: Learning loss was a top tier, especially when it comes to math and writing.

I would say a close second was student-to-student interactions and engagement. How is it possible to create a virtual atmosphere for kids to engage with each other?

Rogers: Technology was a massive concern, mostly because it’s not just our parents who needed the technology orientation. It was the grandparents and the aunts and uncles that children were staying with during the day. For a lot of our families, the kid was going to be with somebody different every day.

Once we came back in person, I had two extremes. One was a parent who said: “How can you possibly keep my child safe? There’s just no way that we could possibly come back in person.” The other extreme was: “Please, when are you reopening? I’ve got my multiple jobs and I don’t have anywhere to put my child.” Balancing those two made messaging very difficult because you were trying to be sensitive to both groups.

Hamilton: In March and April of last year, everybody was technology troubleshooting, not just our I.T. staff, but our teachers, our school administrators.

The challenge became a little different in the fall when we reopened, when we were only offering an in-person instruction two days a week. For parents, it was, “How do I manage the other three days a week?”



Deborah Rogers, principal of Patrick Henry Downtown Academy in St. Louis. Credit Neeta Satam for The New York Times.

“At first families felt very much abandoned by us”

Richmond: Do you believe families gained trust in their schools, lost trust, or a combination?

Hamilton: In spring 2020, I think the community was extremely supportive, grateful for teachers and schools for providing the resources that students needed to work remotely. It became strained when remote learning continued through the end of last year and kids were trying to wrap up their courses and get their credits.

The community’s trust was challenged again in the fall. For some, reopening made them a little bit uneasy, not necessarily knowing what the protocols would look like, whether or not they would be strictly adhered to and followed by students and staff members at school. And it just created a bit of unease and stress. “Do I or don’t I send my son or daughter back to school, not exactly knowing what it looks like?”

Rogers: We started off with a pretty significant loss of trust because the communication was so difficult. We rely heavily on home visits and in-person communication. And all of a sudden, in the pandemic we couldn’t do that.

I think at first families felt very much abandoned by us. We typically provide two meals a day, if not three. Now all of a sudden, that's gone. In trying to become a mobile food site, we were trying to do it so fast and we didn't do it perfectly.

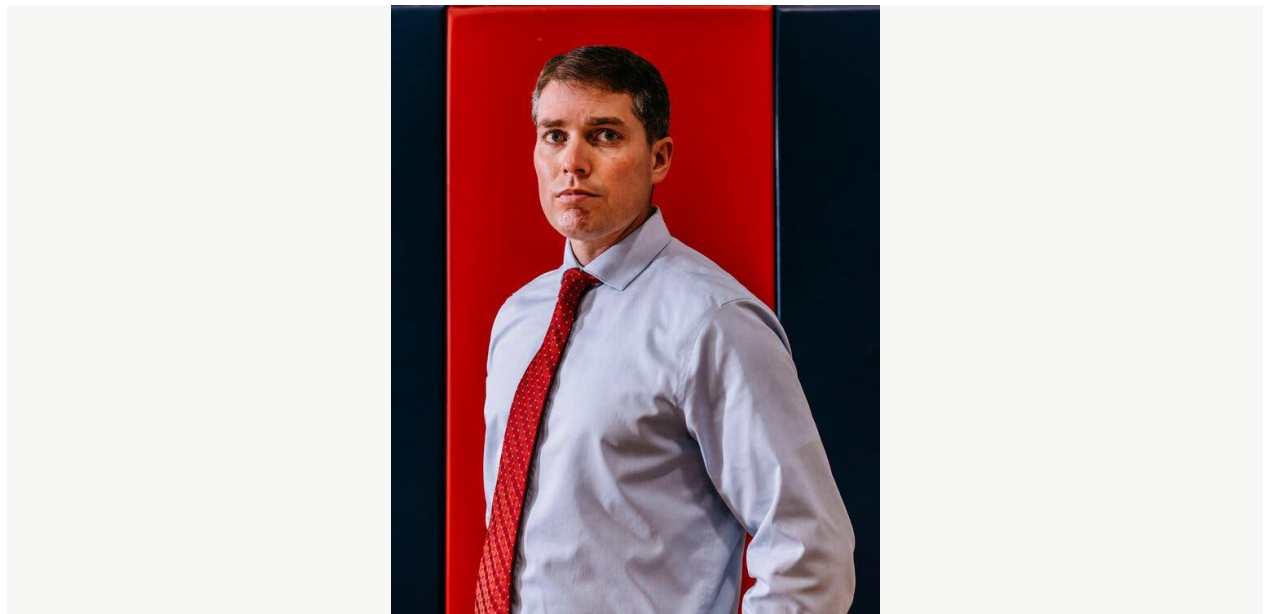
In the fall we came out in droves. My leadership team and I, we did hundreds of home visits in the first three months of school just to physically see our families and our students. That really helped us regain trust because the communication was there again. And it was really beautiful to reconnect with everybody.

Richmond: Let's talk about how the pandemic has affected you personally and professionally. Who has been at home with you during the pandemic? And how did that shape or influence some of your experiences?

Brown: I have a 6-year-old, a 3-year-old and a 5-month-old. And then my wife works from home two days a week and my father-in-law comes in and helps out.

It definitely allowed me to put things in perspective. There's one thing that we know for sure in this field: No matter how long you stay at school, there's always something to do. So this allowed me to realize that family time is very important.

I have quite a few teachers who are on the brink of retirement. And what they often tell me is, "Mr. Brown, don't use all of your energy and all of your love at the school site and forget about your children at home." A lot of educators pour so much into the field that at home they have nothing else to give their kids. I realized that there has to be very clear boundaries. Even though our hearts are always for the kids we're serving, we have to bring something home. Because if not, then burnout is real.



Derek Hamilton, principal of Pittsfield Middle High School in New Hampshire. Credit Ryan David Brown for The New York Times.

More appreciation for all that schools do

Richmond: Obviously, many parents can't work if their children aren't in school. Do any of you feel like this is a time of a renewed appreciation for schools?

Brown: I think parents, and maybe even the world, appreciate the work that educators do, boots on the ground on the front lines.

Rogers: I think that our community — both our actual school community of parents and neighbors and also the larger American culture — realize exactly how much a school provides for every single child in the building. We are a one-stop shop for a lot of families for medical care, counseling, trauma therapy, education, connections, relationships, all the extracurriculars, sports, just all kinds of things.

And when all of that was removed, so many people realized that a teacher is not just a teacher who's giving a lesson on a specific content area. The classroom teacher plays 17 different roles in the classroom and the principal plays so many roles as an administrator. And then the district is also providing service after service after service. That's a hard thing for people not in education to see until it was all taken away.

Richmond: For the next question, I want your answer as close as you can to one sentence: What decision did you make that you wish you could change? Is there something, if you look back, you would do differently?

Brown: I would place more love and compassion on the teachers.

Bellinger: I would have started reaching out to students who weren't engaging sooner.

Rogers: I would have reached every single family before the start of the school year.

Hamilton: If I could have a do over, it would be in the way that we grouped students in the fall when we returned for hybrid learning.

Richmond: Can you elaborate just a little bit on that?

Hamilton: We really stuck to the idea of keeping students in pods. And it presented a number of challenges for us where students did not have the access to teachers that they needed to be successful. And we found that come November, we had to make a change to that. We were almost sticking too tightly to the health and safety protocols at the beginning, at a detriment to our instructional practice.

Richmond: Well, I gave you a sentence, and now I'm giving you only one word: What is one word you would use to describe your pandemic experience?

Brown: Enthusiasm.

Hamilton: Adaptable.

Bellinger: Humbling.

Rogers: Innovative.

Richmond: What's one word for how you feel looking forward to the next school year?

Rogers: Excited.

Hamilton: I can't think of a better word than excited.

Bellinger: I was trying to find a different word, but I'm excited.

Rogers: Ready. I actually feel prepared, finally.

Brown: I'm optimistic.

Emily Richmond is the public editor of the Education Writers Association and hosts the EWA Radio podcast.

Pittsfield School District

To: Pittsfield School Board

From: Jess Bickford

Subject: Board Meeting – August 5, 2021

Date: July 29, 2021

INFORMATION

1. Special Education Procedures Manual:

Handed out at the meeting will be the Special Education Procedures Plan Manual for your consideration. This is for the School Board to review and take action on at the next meeting. Part of the new special education compliance monitoring is the Department of Education reviewing each district's procedures manual. Pittsfield has submitted theirs for review once and had two corrections to make and has submitted again for a final review. After the final review was completed Pittsfield is in 100% compliance with our special education forms and procedural manual.

2. Summer Programming

Summer programming has gone incredibly well. We have had many students and families take advantage of this opportunity district-wide. At the middle high school we had more students than ever attending. Instruction included competency recovery, enrichment, and/ or work toward IEP goals. Beyond the morning program, Ms. Sarah Carson also offered competency recovery time in the afternoons. The following represent the number of students that have attended regularly:

Grade Level	Number of Students Invited	Number of Students Attended
6	10	6
7	15	8
8	11	5
9-12	24	17
Overall	60	36=60%

3. Alternative Assessment

Pittsfield has received individual student scores back from the Dynamic Learning Maps (DLM) assessment. There were four students that took this assessment district-wide. Two of the students scored in the emerging-approaching target range and the other two students scored in the approaching target range to advanced range. Areas that were assessed included: math, reading, writing, and science depending on the grade level of the student. Once the school receives official copies of the student results, a copy will be mailed home to each of the families.

4. New Hires

I will provide an update on new hires at the meeting.

**New Hampshire Department of Education
Bureau of Student Support
Monitoring Review of Special Education Procedures**

For Guidance for the Development of a Special Education Procedures Plan go to the Special Education page on the New Hampshire Department of Education website, click on the subject "Memorandums, Numbered" to find Bureau of Special Education FY'21 Memo #29 for the memo and guidance plan [Memorandums by Number | Department of Education \(nh.gov\)](#).

Each district must have special education procedures and effective implementation of practices that are aligned and support the implementation of the Individuals with Disabilities Education Act (IDEA), and the New Hampshire Standards for the Education of Children with Disabilities (NH Standards). As part of the Monitoring Review, the Bureau will review the district's Special Education Procedures Plan for compliance.

To view the IDEA regulations, visit:
<https://www.ecfr.gov/cgi-bin/text idx?SID=0485ado83ca8a1a352c476b7097131d4&mc=true&node=pt34.2.300&rgn=div5>. To view the NH Standards, visit: http://www.gencourt.state.nh.us/rules/state_agencies/ed1100.html.

Please review and revise as necessary your district's special education procedures plan using this form as a self-assessment tool to ensure compliance with IDEA and the NH Standards. Once you have finalized your special education procedures plan to align with IDEA and the NH Standards, please indicate in the Evidence Provided by District column on this form where each standard is addressed in your plan. Submit Amy.Jenks@doe.nh.gov by June 30, 2021, this completed form along with your final special education procedures plan.

Once submitted, any areas determined by the NHDOE as needing corrections will require correction and resubmission of the district's special education procedures plan for further review.

SAU:	SAU #51	Date Received:	
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School District(s):	Pittsfield Elementary School and Pittsfield Middle High School	Date Reviewed:	
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Ed 1101 NEW HAMPSHIRE RULES FOR THE EDUCATION OF CHILDREN WITH DISABILITIES	Evidence Provided by District <small>Provide the page numbers in the plan where the evidence can be found.</small>	Yes No	Yes No	Verified by NHDOE & Status (NHDOE use only)
Ed 1101.01 Procedures based on the current New Hampshire Standards for the Education of Children with Disabilities Effective March 24, 2017, Amended June 14, 2018, Amended August 9, 2018 <u>Found in 1st section, Special Education Procedures Plan.</u> District just needs to add their name to this.	P. 3	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Ed 1126.02 Criteria for Approval of Public and Non-Public Programs.
(b) The department shall approve public and non-public programs for children with disabilities through a monitoring process, including but not limited to on-site visit(s) and examination of written documentation, by reviewing the following- (3) Policies and procedures, including: a. Procedures for handling confidential information; b. Due process guarantees; c. Least restrictive environment processes; d. Child find activities; e. Non-discriminatory testing practices; and f. IEPs

Ed 1126.02(b)(3)(d) Child Find Activities	Evidence Provided by District	Yes No	Yes No	Verified by NHDOE & Status (NHDOE use only)
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SPECIAL EDUCATION PROCEDURE REVIEW	Evidence Provided by District Provide the page numbers in the plan where the evidence can be found.	Verified by NHDOE & Status (NHDOE use only)
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Found in: (found in 2nd section)	Provide the page numbers in the plan where the evidence can be found.			
Ed 1105 Child Find Ed 1105.01(b) Responsibilities of the Local Education Agency (all sections may be found in "Child Find Procedure" section (2 nd Section of the procedures plan) <input checked="" type="checkbox"/> Procedures for students age 2.5 but less than 21 years of age to find, identify and evaluate all students residing in the LEA <input checked="" type="checkbox"/> Procedures for students placed in non-public/non-profit private schools	P.5-7	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Ed 1105.02 LEA Child Find Program (all sections may be found in "Child Find Procedure" section (2 nd section of the procedures plan) <input checked="" type="checkbox"/> Referral procedures <input checked="" type="checkbox"/> Includes a component for coordination with area agencies and family centered early supports and services <input checked="" type="checkbox"/> Includes a component for annually contact all community agencies and programs within its jurisdiction <input checked="" type="checkbox"/> Describe how they annually disseminate information describing child find program <input checked="" type="checkbox"/> Annually provide parent rights <input checked="" type="checkbox"/> A statement that they will ensure that all referrals from parents and others who suspect or know a child to be a child with a disability shall be referred to the IEP team <input checked="" type="checkbox"/> A statement that they will ensure that child find activities are completed within the applicable timelines	P.5-7	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Corrections made
Ed 1105.03 Child Find For Children Placed in Homes for Children, Health Care Facilities, or State Institutions (all sections may be found in "Child Find Procedure" section (2 nd section of the procedures plan) <input checked="" type="checkbox"/> Procedure for corresponding with or contacting once a year agencies or groups within the area served by the LEA explaining referral process and request they refer to students with suspected educational disabilities	P.5-7	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Ed 1105.04 Child Find for Children Currently Receiving Family Centered Early Supports and Services. (all sections may be found in "Child Find Procedure" section (2 nd section of the procedures plan) <input checked="" type="checkbox"/> Describe the transition process for children exiting Early Supports and Services <input checked="" type="checkbox"/> Refers to interagency agreement with local area agencies	P.5-7	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Ed 1126.02(b)(3)(a) Procedures for handling confidential information	Evidence Provided by District	Verified by NHDOE & Status (NHDOE use only)
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SPECIAL EDUCATION PROCEDURE REVIEW	Evidence Provided by District Provide the page numbers in the plan where the evidence can be found.	Verified by NHDOE & Status (NHDOE use only)
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Found in:	Provide the district plan page numbers where the evidence can be found.			
Ed 1119.01 Confidentiality Requirements (may be found in "Confidentiality of Information" in district Procedures Plan) <u>Found in 3rd section of procedures plan</u> <input checked="" type="checkbox"/> Procedure for current list of names and positions of those employees within the school who may have access to personal identifiable information <input checked="" type="checkbox"/> Parent rights to inspect and review special education records within 45 days of request <input checked="" type="checkbox"/> Record of access to special education records <input checked="" type="checkbox"/> List all types and locations of information or if upon parent request they will provide it <input checked="" type="checkbox"/> Policy for fees for copying <input checked="" type="checkbox"/> Procedures for amending records and resolving conflicts over records including the opportunity for a hearing <input checked="" type="checkbox"/> Includes a component to comply with state adopted special education retention policy <input checked="" type="checkbox"/> Procedures for destruction of special education records <input checked="" type="checkbox"/> Includes a component to notify parents of the transfer of their child's rights at the age of majority <input checked="" type="checkbox"/> Includes a statement to provide notice to both parent and student at the age of majority <input checked="" type="checkbox"/> Includes a component to annually provide parents information about their rights under state and federal law <input checked="" type="checkbox"/> Obtain parent consent before disclosing personally identifiable information other than officials of participating agencies <input checked="" type="checkbox"/> Ensure all persons collecting or using personally identifiable information must receive training or instruction regarding the state's policies and procedures For guidance refer to FY'20 Memo #29 for Confidentiality Requirements fy20-memo-29-ed1119-01-readopted-ed1102-04-amended.pdf (nh.gov)	p.8-11	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Ed 1126.02(b)(3)(b) Due Process Guarantees Found in:	Evidence Provided by District Provide the district plan page numbers where the evidence can be found.	Verified by NHDOE & Status (NHDOE use only)	
<u>Ed 1106 Referral and Disposition of Referral</u> Ed 1106.01 Process; Provision of FAPE (may be found in "Child Find Procedure" (2 nd section) and /or "Pupil Evaluation to Placement" (7 th section) section(s) of procedures plan) <input checked="" type="checkbox"/> Process for referral(including timelines) <input checked="" type="checkbox"/> How parents are provided written notice of referral when received from themselves or others. <input checked="" type="checkbox"/> Who referrals are provided to if student is not attending the traditional public school. <input checked="" type="checkbox"/> How does the LEA provide parent's rights and responsibilities	p.25-39	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SPECIAL EDUCATION PROCEDURE REVIEW	Evidence Provided by District Provide the page numbers in the plan where the evidence can be found.	Verified by NHDOE & Status (NHDOE use only)
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Ed 1120 Procedural Safeguards Ed 1120.05(c) Parent Refusal of Consent, Initiation of Due Process Hearing by LEA (may be found in "Child Find Procedure" (2 nd section) and/or "Pupil Evaluation to Placement" (7 th section) of procedures plan) <input checked="" type="checkbox"/> Indication of whether the district has created their own or used the NHDOE's	P. 19-226 & p. 54	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Ed 1123 Administrative Due Process Hearing Procedure Ed 1123.02(a) Sequence of an administrative due process hearing Ed 1123.03(a) Filing a Due Process Hearing Complaint (may be found in "Procedural Safeguards" section (6 th section) of procedures plan) <input checked="" type="checkbox"/> ONLY IF ON Ed 1120 THEY HAVE NOT USED THE NHDOE PROCEDURAL SAFEGUARDS: these need to be included in their Procedural Safeguards	P. 54-56	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Ed 1126.02(b)(3)(c) Least restrictive environment processes Found in:	Evidence Provided by District Provide the district plan page numbers where the evidence can be found.	Verified by NHDOE & Status (NHDOE use only)		
Ed 1111 Placement of Children with Disabilities Ed 1111.01 Placement in the Least Restrictive Environment (may be found in "Pupil Evaluation to Placement" section (7 th section) of procedures plan) <input checked="" type="checkbox"/> Procedures regarding placement in the least restrictive environment	P. 35-37	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Ed 1111.02 Continuum of Alternative Educational Environments (may be found in "Pupil Evaluation to Placement" section (7 th section) of procedures plan) <input checked="" type="checkbox"/> Continuum provided for both ages 3-5 and ages 6-21	P. 38-39	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Ed 1111.03 Placement Decisions (may be found in "Pupil Evaluation to Placement" section (7 th section) of procedures plan) <input checked="" type="checkbox"/> Procedure around Placement decisions	P. 35-39	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Ed 1126.02(b)(3)(e) Non-discriminatory testing practices Found in:	Evidence Provided by District Provide the district plan page numbers where the evidence can be found.	Verified by NHDOE & Status (NHDOE use only)		
34 CFR 300.304 Evaluation Procedures Ed 1107, 34 CFR 300.304 (c)(1)(i)&(ii) (may be found in "Pupil Evaluation to Placement" section (7 th section) of procedures plan) <input checked="" type="checkbox"/> Assessment and other evaluation materials are selected and administered so as not to be discriminatory on a racial or cultural basis <input checked="" type="checkbox"/> Assessment and other evaluation materials are provided and administered in child's native language or other mode of communication and in a form most likely to yield accurate information	P. 26-28	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Corrections made

SPECIAL EDUCATION PROCEDURE REVIEW	Evidence Provided by District Provide the page numbers in the plan where the evidence can be found.	Verified by NHDOE & Status (NHDOE use only)
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Ed 1126.02(b)(3)(f) IEPs Found in:	Evidence Provided by District Provide the district plan page numbers where the evidence can be found.	Verified by NHDOE & Status (NHDOE use only)
Ed 1109.06(a) Monitoring and Annual Review of IEPs (may be found in "Pupil Evaluation to Placement" section (7 th section) of procedures plan) <input checked="" type="checkbox"/> Procedure for monitoring and reviewing IEP's	P.32-35 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**New Hampshire Department of Education
Bureau of Student Support
Monitoring Review of Special Education Forms**

The Bureau of Student Support will look for evidence that Special Education Procedures are effectively being implemented through a review of the following district forms.

Please submit district forms to the Bureau of Student Support, no later June 30, 2021 to Amy.Jenks@doe.nh.gov

SAU/School District(s):	SAU #51/ Pittsfield Elementary and Pittsfield Middle High School	Date Received: Date Reviewed: Date Sent to DOE:	6/4/2021 7/19/2021 7/28/2021
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✓ or NC	Form Reviewed	Comments
✓	34 CFR 300.614; Record of Access Ed 1119.01(a); Confidentiality Requirements RECORD OF ACCESS <ul style="list-style-type: none"> Name, date access given and purpose Excludes parents and authorized employees of participating agency Outside contractors need to fill in information 	SAU #51 uses a district created form included in this packet. 7/19/2021: Compliant form
✓	34 CFR 300.322; Parent Participation Ed 1103.02; Parent Participation NOTICE OF IEP TEAM MEETING <ul style="list-style-type: none"> Written notice no fewer than 10 days before an IEP Team meeting Purpose, time, location & identification of participants Must be able to show with 2 dates: date of notice and date of meeting For guidance refer to FY'17 Memo #21 for Model Form which may be accessed here: https://www.education.nh.gov/who-we-are/division-of-learner-support/bureau-of-student-support/special-education/memorandums-general	SAU #51 uses a district created form included in this packet. 7/19/21: Form 1 is compliant 7/29/21: Form 2 is compliant
✓	34 CFR 300.503; Prior Notice by the Public Agency; Content of Notice Ed 1120.03; Written Prior Notice WRITTEN PRIOR NOTICE Ed 1120.03(a) ...notified in writing within a reasonable time, but not less than 14 days, before the LEA proposes to initiate or change or refuses to initiate or change, the referral, evaluation, determination of eligibility, IEP, or educational placement of the child or the provision of FAPE to the child. <ul style="list-style-type: none"> Content of notice requirements-refer to FY'15 Memo #3 For guidance refer to Written Prior Notice sample forms on Bureau of Student Support website: https://www.education.nh.gov/who-we-are/division-of-learner-support/bureau-of-student-support/special-education/written-prior-notice	SAU #51 uses the Written Prior Notice Template that is available in NHSEIS and provided by the DOE. 7/19/21: Compliant form
✓	Ed 1107.05 (a), (b); Evaluation Report EVALUATION REPORT (a) ...written summary containing the results of the various diagnostic findings... (b) The report shall include but not be limited to:	SAU #51 uses either the Evaluation Report Template that is available in NHSEIS and provided by the DOE, or the document provided.

	<p>(1) The results of each evaluation procedure, test, record, or report;</p> <p>(2) A written summary of the findings of the procedure, test, record, and/or report; and</p> <p>(3) Information regarding the parent's rights of appeal in accordance with Ed 1123 and a description of the parent's right to an independent evaluation in accordance with Ed 1107.03.</p>	7/19/21: Compliant form
✓	<p>Ed 1103.02(d); Parent Participation</p> <p>PARENTAL PERMISSION TO WAIVE TIME LIMITS FOR IEP TEAM MEETING</p> <ul style="list-style-type: none"> Written notice to the IEP Team meeting—parents may waive the 10 days with written consent. 	<p>SAU #51 includes this option on the meeting notice worksheet.</p> <p>7/19/21: Compliant</p> <p>7/29/21: Compliant</p>
✓	<p>34 CFR 300.311; Specific Documentation for the Eligibility Determination</p> <p>Ed 1107.02(a); Evaluation Requirements for Children with Specific Learning Disabilities</p> <p>SPECIFIC LEARNING DISABILITY ELIGIBILITY DETERMINATION DOCUMENTATION</p> <ul style="list-style-type: none"> Practice, which may include use of a form, needs to reflect all components of current law to include, but not limited to : <ul style="list-style-type: none"> Indication for those who disagree to present their conclusions Not limiting Mechanism if form is not used is: 	<p>SAU #51 uses a deliberation form that is included in this packet for determining eligibility for students suspected of having a specific learning disability.</p> <p>7/19/21: Compliant form</p>
✓	<p>34 CFR 300.154(d)(2)(v); Methods of Ensuring Services</p> <p>Ed 1120.08(a); Public and Private Insurance</p> <p>ANNUAL NOTIFICATION WHEN PROPOSING ACCESSING PUBLIC AND PRIVATE INSURANCE</p> <p>Ed 1120.08(a)(2) Shall provide annual notification pursuant to 34 CFR 300.154(d)(2)(v). The annual notification shall include a withdrawal of consent provision. The withdrawal of consent provision shall terminate the LEA's authority to access the child's state public benefits or insurance program. This withdrawal of consent provision shall be effective upon the LEA's receipt of the parent's signed withdrawal. For guidance refer to FY'15 Memo #2 for Model Form https://www.education.nh.gov/sites/g/files/ehbemt326/files/inline-documents/2020-04/fy15_memo_2_guidance_written_notification_parental_rights_benefits_insurance.pdf</p>	<p>SAU #51 uses a district created form that is included in this packet.</p> <p>7/19/21: Compliant form</p>

Frank Edelblut
Commissioner



Christine M. Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, NH 03301
TEL. (603) 271-3495
FAX (603) 271-1953

July 29, 2021

Jessica Bickford, Director of Student Services
Pittsfield School District/SAU 51
23 Oneida St, Pittsfield, NH 03263

Dear Jessica:

The New Hampshire Department of Education (NHDOE), Bureau of Student Support (Bureau) has reviewed and accepted your Pittsfield/SAU 51 submitted special education procedures plan submitted 06/04/2021 and select special education forms finalized on 07/29/2021 as part of our new monitoring system (see Special Education FY21 Memo #30).

School districts are responsible for keeping these updated in accordance with the most current IDEA and New Hampshire Standards for the Education of Children with Disabilities.

If you have any questions regarding this monitoring process, please feel free to contact me at (603) 271-3737 or Danielle.Pelletier@doe.nh.gov.

Sincerely,

A handwritten signature in cursive script that reads "Danielle Pelletier".

Danielle Pelletier
Education Consultant

cc: NHDOE File

Pittsfield School District

To: Pittsfield School Board
From: Tobi Chassie, Acting Interim Superintendent
Subject: Board Meeting – August 5, 2021
Date: July 30, 2021

ACTION

1. None at this time.

INFORMATION

1. Acting Interim Superintendent. At the time of this report, I have spent approximately ten (10) hours working on your behalf. My tasks have included executing contracts, the tuition RFP, and communication with key people. My last day will be Monday, August 9, 2021.
2. Adequacy Funds. Included in your packet is information from the Department of Education's Office of Finance. The State has recalculated the funds Pittsfield will receive and is estimating the increase to be \$352,505. They have provided two ways in which the funds can be spent. Option one is to call a special meeting in order to spend the increase. Option two is to apply the revenue as a credit during the local tax rate setting process. A chart is included in the information they provided outlining the process associated with these two options. A decision is required no later than your August 20, 2021 meeting.
3. Hiring. The administration has been diligently interviewing and hiring for vacancies with the district. Each administrator will be providing an update in their hiring process. I would like to thank the administration for providing paperwork to Sheila Dupere in a timely fashion. Likewise, I would like to thank Sheila for the tremendous job she has been doing to keep the process moving forward by meeting with candidates and processing paperwork.
4. Interim Superintendent. The Board has successfully hired Interim Superintendent Bryan Lane. A contract has been created and it is the hope that it will be fully executed by the time of your meeting. His first day is scheduled for Monday, August 9, 2021. I have created an agenda for his first day to ensure a warm welcome and smooth transition.
5. Request for Proposals. As you are aware, I have done some research regarding the Request for Proposals (RFP) for gathering information relative to the warrant article requiring the Board to investigate the viability of tuitioning the Pittsfield High School students to another district. I spoke to Barrett Christina, who has seen the document prepared by the previous superintendent. Mr. Christina told me that he did not realize the document shared with him was the actual RFP, but thought it was a list of elements that would be requested in the RFP. He wholeheartedly agreed that the document shared with him was not an adequate RFP.

I also spoke with the district's lawyer, Barbara Loughman. The reason for contacting her was to ask her if she would be willing to review the draft of the RFP before the district sends it out. She said that using an RFP for the purpose of gathering information is not the usual approach taken by Boards. She said that by using an RFP process, you may be negating the opportunity to negotiate

at a later date. Attorney Loughman suggested having the newly appointed interim superintendent gather the information by calling superintendents in the districts who have expressed interest or who you have interest in pursuing. Once you are closer to the actual process of identifying a receiving district, then the superintendent would be in a position to negotiate terms.

In the meantime, however, your Chair asked me to draft an RFP, which I have done. I would like to emphasize the word “draft”. It is my opinion that if you decide to pursue this process of using an RFP, you have the newly appointed interim superintendent ask Attorney Loughman to review the document before it is sent out.