



**SCHOOL ADMINISTRATIVE UNIT #51**

23 Oneida Street, Unit 1

Pittsfield, New Hampshire 03263

Phone: (603) 435-5526 • Fax (603) 435-5331

Bryan Lane – Superintendent of Schools

**PITTSFIELD SCHOOL BOARD**  
**MEETING AGENDA**

5:30 PM Thursday, December 1, 2022

PMHS Media Center

Pittsfield Middle High School

Join with Google Meet: [meet.google.com/ozc-sstw-mto](https://meet.google.com/ozc-sstw-mto)

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ACTION ON AMENDED AGENDA
4. APPROVAL OF MINUTES FROM November 17, 2022
5. PUBLIC INPUT
6. STUDENT REPRESENTATIVE
7. PES PRINCIPAL

Information & Discussion

- PES Food Drive
- Whole School Morning Meeting (WSMM)
- NHSAS Improvement Plan
- Readers Workshop Update

8. PMHS PRINCIPAL

Information & Discussion

- Behavior Data Report
- Federal Accountability System
- NHHEAF Events
- Middle School Science Update
- State Testing Report

9. SUPERINTENDENT OF SCHOOLS

Information & Discussion

- Superintendent Acknowledgement and Appreciation to District Staff
- Budget Committee
- Test Score Breakdown

## 10. SCHOOL BOARD

### Information & Discussion

- Policy Review – First Reading:
  - EBC, Emergency Management
  - EBCA, Emergency Plans
  - JICDAA, Employee – Student Relations

### Action Items

- Policy Review – Second Reading:
  - DN, Disposal of Material and Equipment
  - IK, Earning of Credit
  - IGDJ, Eligibility Requirements
  - JLCE, Emergency Care and First Aid
- Policy Review – Seventh Reading
  - JBAB, Transgender and Gender Non-Conforming Students, live Google Doc can be accessed [here](#) for the public to review prior to the meeting.

## 11. COMMITTEE ASSIGNMENTS

BUDGET COMMITTEE – SANDRA ADAMS  
DRAKE FIELD & FACILITIES – ADAM GAUTHIER  
NEGOTIATIONS –  
FOSS FAMILY SCHOLARSHIP – SARAH DUVAL

## 12. PLAN AGENDA FOR NEXT MEETING

## 13. PUBLIC INPUT

14. NON-PUBLIC SESSION - RSA 91-A 3 (a) the dismissal, promotion, or compensation of the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which the request shall be granted. (b)The hiring of any public employee. (c) Matters which, if discussed in public, would likely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or a waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. - Negotiations

## 15. ADJOURNMENT

**ADVANCE COPY, SUBJECT TO 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  
November 17, 2022  
Pittsfield Middle High School

**I. CALL TO ORDER**

Members Present: Adam Gauthier, Chairperson  
Sandra Adams, Vice Chairperson  
Adam Cote  
Sarah Duval  
Molly Goggin

Others Present: Bryan Lane, Interim Superintendent  
Derek Hamilton, PMHS Principal  
Charlene Vary, Director of Student Services  
Michael Wiley, PES Principal  
Members of the Public

Chairperson Gauthier opened the meeting at 5:33 p.m.

**II. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Mr. Gauthier.

**III. AGENDA REVIEW**

The following items were added to the agenda:

- Extra State Support (Ms. Adams)
- Updating Policies on District Website (Ms. Adams)
- Make up of Curriculum Committee (Ms. Adams)
- School Dances (Ms. Adams)
- Protocol for Policy DN (Ms. Adams)
- Drake Field (Mr. Gauthier)
- Capital Projects (Mr. Lane)

**IV. ACTION ON AMENDED AGENDA**

On a motion made by Ms. Duval and seconded by Ms. Goggin, the Board unanimously approved the amended agenda.

## V. APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the November 3, 2022 meeting were considered.

Changes include: page 3, B, correct date to November 1, 2022, D, correct dates to November 8<sup>th</sup> and 10<sup>th</sup>; page 4, C, correct vote to 4-0-1, XI, A, and throughout the document, changed to “inquired of”; page 6, first paragraph update to “Mr. Delnero stated that he does not *feel* a child”; page 7, XI, A, correct spelling of keep.

On a motion made by Ms. Adams and seconded by Mr. Cote, the Board approved the amended minutes. 4-0-1 with Ms. Goggin abstaining.

## VI. SITE COUNCIL

Annalissa Marcotte informed the Board that the Site Council has continued to work on the 6<sup>th</sup> grade participation and will be voting at the next meeting.

## VII. PUBLIC INPUT

Erica Anthony paid appreciation to the custodial staff as well as the physical education teacher for their hard work to ensure that the elections that were held at PMHS went smoothly.

Jaime Koladish spoke to the Board regarding her thoughts on Policy JBAB. Ms. Koladish stated that she hopes that all students will not shun or discriminate towards one another, regardless of the policies in place. Ms. Koldish went on to state that she did not agree with some of the words used in the survey that was sent out, as she felt they were leading.

Micah Sayman read a letter that was written by a student within the District that was written in support of Policy JBAB.

Riley Naigle spoke as an ally of people doing whatever makes them happy. Ms. Naigle spoke about an incident that occurred at Drake Field, and the hatred towards members of the LGBTQ+ community that she witnessed.

Sabrina Smith inquired as to how many families the survey went out to.

Ms. Marcotte read a letter written by a student at PMHS that identifies as a member of the LGBTQ+ community, in support of Policy JBAB.

Sarah Cote stated that her children who are students within the District have expressed concern about sharing the bathrooms or locker rooms of their birth sex with students whose identified sex do not match. In situations where the other students may be undressing, her children are feeling uncomfortable. Ms. Cote further spoke on experiences that her children have faced when a staff member made them paraphrase the name and pronouns back to them of other students. Ms. Cote stated that her family has been threatened to have their church burned down for their stance on Policy JBAB.

Cara Peterson spoke as both a community member and a long term substitute of the District. Ms. Peterson went to explain that the only negative feedback she's been exposed to is coming from adults and not children

Rachael Rao spoke regarding the bathroom options for students. Ms. Rao recommended that we have gender neutral bathrooms available to the student body.

Diane Rider commented on Policy JBAB and a news article she read about Miss Derry having her scholarships rescinded due to having not been born female, when the awards were for biological females.

Chris Smith addressed the Board to state his observations of feedback from the community. Mr. Smith stated that feedback being provided to the Board has no bearing on the policy in effect in school, and are that of a personal nature.

Corrie O'Neill wanted to reiterate to the Board that the policy is directed to embrace, nurture and keep the students safe that would fall under the protections of this policy.

Ms. Koladish stated that she believes that the policy aligns with the affirmation model and is basically encouraging kids to become transgender. Ms. Koladish further stated that children will do and say anything to be accepted and this policy is encouraging those behaviors as well.

Ryan Rafferty spoke about his concerns on the surveys that were sent out to parents and students for feedback on Policy JBAB. Mr. Rafferty was disappointed that his family, adults nor children, were able to complete the survey and does not feel like their opinions can be taken into account because of this.

Nevaeh Snow advocated for transgender students' rights in the bathroom. Ms. Snow stated that she is a girl who likes girls and uses the girls' bathrooms. Ms. Snow went out to explain how that is no different than a transgender student using the same bathroom.

## VIII. DIRECTOR OF STUDENT SERVICES

Ms. Vary spoke to the Board about the different types of paraeducators within the district. Ms. Vary stated the District has three levels of Paraeducators, and have a description of what each of them do for roles and responsibilities.

## IX. SUPERINTENDENT

- A. Mr. Lane informed the Board that the driveway repairs at PES have been completed.
- B. Mr. Lane informed the Board that the ventilation project at PES has begun.
- C. Mr. Lane addressed the Board about the concerns from the public regarding the surveys that were sent out on Policy JBAB. Mr. Lane explained the legal parameters in which he needed to adhere to make it possible to send them out to the students. Mr. Lane provided statistics on how many parents and children replied to the Board, as well as the details of the questions as well as the approval process he went through to send this out.
- D. Mr. Lane presented the audience and the Board the t-shirts that were made for the seniors to present to the first graders with their year of graduation 2034, printed on them.

- E. Mr. Lane let the Board know that he met with the Budget Committee the previous night and has been working with them in the process of creating the budget.
- F. Mr. Lane provided the outcome of the state testing.
- G. Mr. Lane provided a copy of the District's long term capital improvement needs.

#### X. SCHOOL BOARD

- A. Mr. Gauthier stated the service for the Drake Field dumpster needs to be put on hold for the Winter.
- B. Ms. Adams stated that she has noticed that some of the revised policies have not been uploaded to the District website and this needs to be done.

Mr. Lane stated he would ensure this would be handled.

- C. Extra State Support

Ms. Adams inquired to Superintendent Lane if he knew what the extra amount of support the District would be receiving.

Mr. Lane stated he would be provided with that information shortly.

- D. School Dances

Ms. Adams inquired as to what the security and/or chaperone situation is for school dances.

Mr. Lane stated and confirmed with Mr. Hamilton that there is not police presence at the dances, but there are chaperones.

Ms. Adams stated that it may be worth a cover charge to students in order to raise the money to have police presence at school dances.

Ms. Rao commented that the middle high school doesn't have a much needed School Resource Officer on the premises, let alone security for dances.

- E. Policies – First Reading

- i. IK, Earning of Credit
  - ii. IGDJ, Eligibility Requirements
  - iii. JLCE, Emergency Care and First Aid

- F. Policies – Second Reading

- i. Policy JICH, Drug and Alcohol Use by Students, accepted as written.
  - ii. Policy ADB, Drug-Free Workplace, accepted as written.
  - iii. Policy IKFA, Early Graduation, change Dean of Instruction to Administration, on a motion made by Mr. Gauthier and seconded by Ms. Goggin, the Board

- approved the amended policy, 5-0.
- iv. Policy GD, Support Staff, on a motion made by Mr. Gauthier and seconded by Ms. Goggin, the Board approved the amended policy as presented, to take effect on July 1, 2023, 5-0.

#### G. Policies – Sixth Reading

- i. Policy JBAB, Transgender and Gender Non-Conforming Students, Ms. Duval would like to state for the record that she is still in support of keeping Policy, JBAB, in effect, Ms. Adams would like to see the Policy rescinded, Mr. Cote stated his disappointment with the suggested revisions provided and would like to continue to see revisions made, Mr. Gauthier stated that he sees points on both side, and would like to continue to work towards a policy revisions, Ms. Goggin also supports revisions and does not want to see it rescinded, policy tabled for further work towards acceptable revisions through a live, working GoogleDoc.

### XI. COMMITTEE ASSIGNMENTS

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

### XII. NEXT MEETING

The next meeting of the Board is scheduled for Thursday, December 1, 2022 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

### XIII. PUBLIC INPUT

Mr. Smith addressed the Board in regard to their work on Policy JBAB and the progress that's been made towards revision vs. rescinding. Mr. Smith expressed concern that if Policy JBAB was rescinded to be absorbed by revising another policy, that the work would still need to be done in revising those policies to avoid ending up in the same situation.

Ms. Anthony circled back to the discussion on test scores. Ms. Anthony voiced her disappointment in the current staff for pointing fingers to place blame on previous employees for the current state of the District. Ms. Anthony went on to state that she was also disappointed in the School Board for not taking responsibility for the District's current status and believes that it has a lot to do with the culture and the climate that is Board directed and driven. Ms. Anthony recognizes that the District has had massive budget cuts over the past few years and that plays a huge part into bringing the District to where it is due to departing staff that couldn't afford to stay with the District. Ms. Anthony believes that this is the time for the District to come full circle on the Tuition Study, make a decision and focus on what's coming as well as ways to improve. Ms. Anthony stated that she feels standardized testing is antiquated and that most colleges aren't using SAT scores anymore. Ms. Anthony stated that the problem is much bigger than standardized test scores and it always has been.

Ms. O'Neill thanked the Board for the continuous work on policy revision that she's witnessed over the past few weeks. Ms. O'Neill stated she has observed great growth and synergy with the Board and how they navigate difficult situations and decisions.

Mr. Rafferty requested that the working document that the Board will use to make revision discussions be made available to the members of the public. Mr. Rafferty also requested that in part of the revisions to be made, he believes that there needs to be language added to include the parents of any children who are brought in for disciplinary actions under violations of Policy JBAB. Mr. Rafferty stated that in an educational facility that teaches biology, having a Policy such as JBAB, that allows students to choose their gender, goes directly against science.

Farah Lavigne voiced her opinion that rescinding Policy JBAB, would indeed be discriminatory towards that population of students.

Ms. Koladish directed the Board and Administration to provide more transparent data on state testing results in regard to those students who opt out and how it affects the overall District scores.

Victoria Marcotte addressed the audience and thanked the students who were brave enough to show up to the Board meeting to support the review of Policy JBAB.

Mr. Rafferty stated that he believes Policy JBAB goes directly against fact.

Ms. Rao directed the Board to take into consideration that the rescinding of JBAB will likely cause an increase in the already ongoing bathroom issues.

Ms. Marcotte brought an example of a teacher who refuses to address students by their chosen or dead name, even with Policy JBAB in effect.

Chairperson Gauthier also thanked the students that showed up and let them know that they are always welcome to attend the meetings.

Ms. Rider asked the Board if teachers at the high school are instructed to ask students their preferences on pronouns as well as if they were aware of teachers we are practicing this.

Mr. Hamilton and Mr. Lane stated this was not accurate and they are not aware of any teachers doing this.

Ms. Peterson thanked all of the students that showed up to support Policy JBAB.

#### XIV. ADJOURNMENT

A motion was made by Ms. Goggin and seconded by Ms. Adams to adjourn the meeting. The Board voted unanimously to adjourn the meeting at 8:07 p.m.

Respectfully submitted,

Sara Zinn  
Recording Secretary



**Pittsfield School District**

**To:** Pittsfield School Board

**From:** PES Administration, Michael Wiley

**Subject:** Board Report

**Date:** December 1st, 2022

**INFORMATION**

1. **PES Food Drive:** PES students collected over 230 food items for the food drive. These items will be distributed to families within our community via the PES Food Pantry.
2. **Whole School Morning Meeting(WSMM):** On Tuesday, November 22, 2022, the Fourth grade hosted a WSMM. The Morning Meeting will follow the format of a classroom morning meeting to include: a Greeting, a Morning Message, a Share and an Activity. The activity during the WSMM will be to write holiday/winter letters to recognize and show gratitude to our brave US soldiers and veterans. The idea is that the older students will write the letter with input from the younger students and both will draw a picture together at the bottom
  - a. **Gratitude Letter to Soldiers and Veterans-** As a school we are working with A Million Thanks (<https://amillionthanks.org/>) to send out holiday greetings to US Soldiers and Veterans. This organization has already sent out over 11,774,936 letters/cards and are always looking to send more.
3. **NHSAS Improvement Plan:** On Wednesday, November 16th, the PES faculty/staff participated in a data dive of the previous three years of State testing data. From the data dive each team created a SMART Goal. A SMART goal is Specific, Measurable, Attainable, Relevant and Time-bound.
4. **Readers Workshop Update:** Mike Anderson and Kathy Collins were working with teachers on November 30th and December 1st. On Wednesday afternoon during professional development Mike Anderson conducted a workshop on Collaborative Teacher-Student Problem Solving.

## **Pittsfield School District**

**To:** Pittsfield School Board  
**From:** Derek Hamilton & Melissa Brown, PMHS Administration  
**Subject:** Board Meeting – December 1, 2022  
**Date:** November 21, 2022

### **INFORMATION**

1. Behavior Data Report. In early October we provided an overview of school district policies and school specific practices for managing student behavior. The following is a summary of incident data to date to give you a sense of the common behavior incidents, the frequency of these incidents, and actions taken.

- The most common incident referrals are for unexcused tardiness to school (45%), disruption, disrespect, or defiance (22%), and non-compliance (8%).
- The majority of incidents result in an administrative conference or detention. There have been a total of 25 in-school suspensions and 16 out-of-school suspensions.
- Out-of-school suspensions have been issued for vaping or possession of vape paraphernalia (5), physical aggression (3), leaving school grounds without permission (3), fighting (2), threatening (1), inappropriate language directed at a staff member (1), and falsely activating a fire alarm (1).

The majority of the incidents documented above occur in the classroom. The other most common referral locations include the hallway (10), school bus (6), and bathroom (6). Five of the six documented incidents in the restroom were vaping or possession of vape paraphernalia.

2. Federal Accountability System. The Every Student Succeeds Act (ESSA) requires states to adopt an accountability system that measures academic progress of students and identifies schools in need of the most support. Since the New Hampshire Department of Education (NHED) implemented its federal accountability system under ESSA in 2018, there have been several changes due to various factors, including the COVID-19 pandemic. At the last School Board meeting Mr. Lane noted that Pittsfield Middle School has met the exit criteria to be removed from the status of a school in need of Additional Targeted Support and Improvement (ATSI). However, Pittsfield High School was identified as a school in need of Comprehensive Support and Improvement (CSI) due to our high school graduation rate. This past Monday I attended a webinar hosted by the NHED on this topic and I am in the process of scheduling an appointment with the NHED to review our school specific data, identification, and exit criteria. I expect to have more information to share with you at the Board meeting.
3. NEASC Decennial Visit. Our decennial accreditation visit with the New England Association of Schools and Colleges (NEASC) is set for March 26-29, 2023. A visiting team of six educators will observe middle and high school classes, review student work samples, and meet with students, parents, staff members, school administration, and School Board members. Our NEASC Steering Committee is in the process of writing summary reports on the NEASC foundational elements, our priority areas, and the 4 Cs Framework (conceptual understanding, commitment, competency, and capacity). At our Collaborative Conference in March of 2021, we identified the following priority areas; curriculum articulation, development of a Vision of the Learner,

development of a school improvement plan, and the development of a Capital Improvement Plan. The primary purpose of the visit will be to review our progress in the priority areas over the past two years. In the months to come, I will keep you posted on our progress and with more details on NEASC visit in March of 2023.

4. NHHEAF Events. This past month we hosted two senior events in collaboration with the New Hampshire Higher Education Assistance Foundation (NHHEAF). On November 9, NHHEAF representatives met with seniors to review the college admission process. On November 18, seniors participated in the NHHEAF Network's *I am College Bound, I Applied Campaign* with the assistance of college admission officers from SNHU, NHTI and PMHS staff members. Participants received feedback on college essays and support with navigating the college application process. All admission fees were waived for students applying to New Hampshire colleges and universities. Students applied to the following New Hampshire schools: Colby Sawyer College, Keene State College, New Hampshire Technical Institute, New England College, Manchester Community College, Plymouth State University, Rivier University, Saint Anselm College, and Southern New Hampshire University. NHHEAF representatives will be back at PMHS on December 14 for an informational session on Financial Aid.
5. Middle School Science Update. I have enclosed a letter that was shared with seventh and eighth grade families on November 16. The letter provides an introduction to Ms. Tyrell, our new middle school science online learning coordinator, and an overview of how we are reporting student pace and progress on online platforms. First quarter progress reports, which were distributed on November 17, included a score and comment for all seventh and grade science students to give families a clear understanding of their student's progress to date.
6. State Testing Report. At the Board meeting on December 1, I will be prepared to share a presentation that includes aggregated state testing data for sixth, seventh, eighth, and eleventh grade during the 2021-2022 school year. The presentation will also include an overview of our short and long term goals for supporting improved testing outcomes.



Pittsfield Middle High School  
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Tel. (603) 435-6701 Fax: (603) 435-7087

November 16, 2022

Dear Seventh and Eighth Grade Families,

With the first quarter coming to a close and progress reports being issued on Thursday, I wanted to provide you with an update on the status of middle school science and how we are reporting on student pace and progress on online platforms.

I am pleased to introduce Jennifer Tyrell as our Middle School Science Online Learning Coordinator. Ms. Tyrell is an alum of Pittsfield Middle High School and has a degree from Frostburg State University in Interpretive Biology and Natural History. In her role as Middle School Science Online Learning Coordinator, she will facilitate seventh and eighth grade online science classes and provide support to students working on VLACS and Apex. She will be checking in with students daily on their course progress, supporting students with organization and time management, and providing general support with science topics. Ms. Tyrell also plans to use Wednesdays for hands-on enrichment activities to give students a brain break from online learning.

On your student's progress report you will see a score on a scale of 4-1 that evaluates your student's course pace and progress on VLACS or Apex. Course pace is a measure of whether or not a student has completed assignments by established deadlines to complete the course by early to mid June. The following is a descriptor of the scores you will see on your student's progress report:

- 4: Ahead of pace and exceeding expectations
- 3: On pace and meeting expectations
- 2: Off pace or not meeting expectations
- 1: Significantly behind pace or below expectations

Your student's progress report will also include a general comment that notes the online platform your student is working on, their start date, details about their course progress and/or missing assignments, and their overall course grade. Moving forward, Ms. Tyrell will be updating student scores every two weeks on Alma to reflect your student's pace and progress.

If you have any questions, please feel free to contact Ms. Tyrell at [jtyrell@pittsfieldnhschools.org](mailto:jtyrell@pittsfieldnhschools.org) or myself at [dhamilton@pittsfieldnhschools.org](mailto:dhamilton@pittsfieldnhschools.org).

Sincerely,

Derek Hamilton  
Principal  
Pittsfield Middle High School



**SCHOOL ADMINISTRATIVE  
UNIT #51**

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5331

Bryan Lane – Superintendent of Schools

**SUPERINTENDENT’S REPORT  
DECEMBER 1, 2022**

A short time between the meeting on the 17<sup>th</sup> and the writing of this report on November 22. As we look at the Thanksgiving Holiday approaching, I want to take a moment to reflect. The Pittsfield School District has gone through dramatic changes in the last two years. Coming out of the pandemic the staff turnover in two years is almost 60%. This includes a total change at PES for administration. In the 18 months that I have been here there have been 8 different people filling five positions. Through all of this change, the one constant has been the desire of the staff as a whole to serve the children of Pittsfield. This includes teachers, nurses, library media specialists, para-educators, special education service providers, school counselors, food service, bus drivers, administration, custodial, secretarial and SAU staff. To be sure, this is not an easy time to be in education for many reasons. So I would like to take a moment to say that I am **THANKFUL** for the efforts that each person gives every day. We are not perfect and there is room to grow, but there is not a lack of dedication or effort on the part of those trusted with the future of these children.

I have spent a good deal of time since the 17<sup>th</sup> on two tasks.

- Providing the budget committee with additional information that helps to clarify the budget that we have proposed. This includes clerical changes to the budget narrative as well as a listing of all staff with associated benefit costs. This information did not change bottom line figures and hopefully will provide enough information for them to come up with a final budget after the Thanksgiving holiday.
- Gathering longitudinal data as requested by the Board on standardized testing. That information is included in separate documents in the Board packet.

Warrant articles need to be finalized as we come back to meet in December. Other than the Budget, the only two things to consider are the traditional requests to accept Food Service funds and to accept Federal Grant funding. As of September, the reserve funds have the following balances:

School Building Maintenance Fund	\$300,531.03
Drake Field Capital Reserve Fund	\$ 16,897.27
Special Education Disability Capital Reserve Fund	\$328,096.19

I would not recommend adding funds to these accounts at this time.

Grade			State Proficent		# students in grade last year	LEVEL 4	# students at level 4	LEVEL 3	# students at level 3	LEVEL 2	# of students at level 2	LEVEL 1	# of students at level 1	% of spec. education student proficient			
3		Reading	45%		45	10%	5	15%	7	33%	16	42%	18	2%		45	
3		Math	51%		45	9%	4	31%	14	22%	10	38%	17	23%		45	
4		Reading	48%		32	9%	3	15%	5	25%	8	51%	16	Less than 10 students		32	
4		Math	48%		32	9%	3	15%	5	32%	11	44%	13	Less than 10 students		32	
5		Reading	56%		41	27%	11	27%	11	15%	6	31%	13	Less than 10 students		41	
5		Math	54%		41	12%	5	26%	11	20%	8	42%	17	Less than 10 students		41	
5		Science	37%		41	10%	4	28%	12	19%	10	43%	15	Less than 10 students		41	
6		Reading	53%		43	22%	9	34%	15	20%	9	24%	10	0%		43	
6		Math	39%		43	18%	8	26%	12	21%	10	24%	13	8%		43	
7		Reading	49%		55	2%	1	42%	23	18%	10	38%	21	18%		55	
7		Math	37%		55	6%	3	18%	10	27%	15	49%	27	6%		55	
8		Reading	33%		53	14%	7	17%	9	25%	13	44%	23	Less than 10 students		53	
8		Math	46%		53	1%	1	10%	5	36%	19	53%	28	Less than 10 students		53	
8		Science	33%		53	0%	0	31%	16	8%	4	61%	32	Less than 10 students		53	
11		Reading	61%		24	13%	3	39%	9	26%	6	22%	5	Less than 10 students		24	
11		Math	37%		24	4%	1	22%	5	48%	12	26%	6	Less than 10 students		24	
11		Science	35%		24	6%	1	37%	9	19%	5	38%	9	Less than 10 students		24	
class of 2023- CURRENT GRADE 12																	
	READING						MATH										
	Level 1	Level 2	Level 3	Level 4	% PROFIEICIENT		Level 1	Level 2	Level 3	Level 4	% PROFICIENT	YEAR					
Grade 3	11%	11%	62%	16%	78%		18%	19%	45%	18%	63%	2013					
Grade 4	18%	42%	31%	9%	40%		18%	18%	47%	18%	65%	2014					
Grade 5	29%	24%	38%	8%	46%		29%	35%	24%	12%	36%	2015					
Grade 6	15%	25%	51%	9%	60%		3%	51%	27%	19%	46%	2016					
Grade 7	12%	32%	47%	9%	56%		4%	40%	44%	12%	56%	2017					
Grade 8	1%	42%	42%	15%	57%		54%	18%	21%	7%	30%	2018					
Grade 11	22%	26%	39%	13%	52%		26%	48%	22%	4%	26%	2021					
CURRENT GRADE 9																	
	Level 1	Level 2	Level 3	Level 4	% PROFICIENT		Level 1	Level 2	Level 3	Level 4	% PROFICIENT						
Grade 3	33%	37%	17%	13%	30%		7%	50%	23%	20%	43%	2016					
Grade 4	14%	39%	36%	11%	48%		1%	33%	52%	13%	65%	2017					

Grade 5	11%	33%	50%	6%	56%		10%	20%		51%	20%		71%	2018						
Grade 6	14%	21%	48%	17%	62%		1%	19%		40%	40%		80%	2019						
Grade 7	38%	27%	27%	8%	35%		53%	53%		6%	5%		11%	2020						
Grade 8	44%	25%	9%	14%	21%		53%	36%		10%	1%		11%	2021						
CURRENT GRADE 8																				
	Level 1	Level 2	Level 3	Level 4	% PROFICIENT		Level 1	Level 2		Level 3	Level 4		% PROFICIENT							
Grade 3	14%	39%	36%	11%	48%		37%	44%		11%	8%		19%	2017						
Grade 4	20%	38%	30%	12%	42%		34%	44%		15%	7%		22%	2018						
Grade 5	39%	18%	25%	18%	43%		33%	41%		19%	7%		26%	2019						
Grade 6	52%	10%	31%	7%	28%		54%	27%		16%	3%		19%	2020						
Grade 7	38%	10%	42%	2%	44%		49%	27%		18%	6%		24%	2021						
CURRENT GRADE 7																				
	Level 1	Level 2	Level 3	Level 4	% PROFICIENT		Level 1	Level 2		Level 3	Level 4		% PROFICIENT							
Grade 3	31%	31%	31%	7%	38%		8%	31%		41%	20%		61%	2018						
Grade 4	44%	27%	17%	12%	29%		43%	32%		23%	2%		25%	2019						
Grade 5	35%	30%	30%	5%	35%		54%	27%		16%	3%		19%	2020						
Grade 6	24%	21%	34%	22%	56%		24%	22%		26%	18%		44%	2021						
CURRENT GRADE 6																				
	Level 1	Level 2	Level 3	Level 4	% PROFICIENT		Level 1	Level 2		Level 3	Level 4		% PROFICIENT							
Grade 3	31%	26%	19%	24%	43%		36%	29%		24%	12%		36%	2019						
Grade 4	44%	15%	21%	21%	42%		40%	34%		46%	11%		57%	2020						
Grade 5	31%	15%	27%	27%	54%		42%	20%		26%	12%		38%	2021						
CURRENT GRADE 5																				
	Level 1	Level 2	Level 3	Level 4			Level 1	Level 2		Level 3	Level 4		% PROFICIENT							
Grade 3	28%	41%	24%	7%	31%		38%	45%		17%	0%		17%	2020						
Grade 4	51%	22%	15%	9%	26%		44%	31%		15%	9%		24%	2021						
CURRENT GRADE 4																				
	Level 1	Level 2	Level 3	Level 4			Level 1	Level 2		Level 3	Level 4		% PROFICIENT							
Grade 3	42%	33%	15%	10%	25%		38%	22%		31%	9%		40%	2021						

Pittsfield School District

**EMERGENCY MANAGEMENT**

The Board recognizes that schools are subject to a number of potentially dangerous events, such as natural disasters, industrial accidents, acts of terrorism, and other violent events. No school is immune from these events no matter the size or location. The Board is committed to the prevention of these events, to the extent possible, in the schools and at school-sponsored events.

The superintendent shall establish an advisory committed to develop a Crisis Prevention and Response Plan. The School Board directs the superintendent to develop site-specific emergency response plans for each school building and further directs the superintendent to submit the emergency response plans to the Division of Homeland Security and Emergency Management, New Hampshire Department of Safety.

The committee will review school district programs and activities, assess the district's security and safety needs, and review Board policies, administrative regulations, response plans, and procedures.

The superintendent will develop administrative regulations that ensure development and implementation of the district's plan.

Reading:       October 15, 2009  
Adopted:       November 5, 2009  
Amended:       February 13, 2014  
Revised:        March 15, 2018



## **EBCA**

Pittsfield School District

### **EMERGENCY PLANS**

The superintendent is responsible for ensuring the district's Emergency Response Plan conforms with the requirements of RSA 189:64 and addresses hazards including, but not limited to: acts of violence, threats, natural disasters, fire, hazardous materials, medical emergencies, and other hazards deemed necessary by the School Board or local emergency authorities. The emergency plans will be based on and conform to the Incident Command System and the National Incident Management System.

The School Board directs the superintendent to develop site-specific emergency response plans for each school building, to have each plan reviewed annually prior to September 1, and to submit the emergency response plans or if the annual review does not change the plan, notice that the review has been completed to the Department of Education no later than September 1 of each school year.

The superintendent is authorized to provide a current building schematic floor plan in digital format to the Division of Homeland Security and Emergency Management of the New Hampshire Department of Safety.

The superintendent is responsible for ensuring that at least two times per year, the district conducts emergency response drills. The superintendent will establish a relationship with local and state emergency and law enforcement authorities. The dean of operations will serve as a coordinator / liaison with these authorities.

Reading:	October 15, 2009
Adopted:	November 5, 2009
Revised:	February 13, 2014
Revised:	March 15, 2018

**Pittsfield School District**

**EMPLOYEE – STUDENT RELATIONS**

Staff members are expected to maintain courteous and professional relationships with students and maintain an atmosphere conducive to learning through consistently and fairly applied discipline and established professional boundaries.

Unless necessary to serve an educational or health-related purpose:

1. Staff members shall not make derogatory comments to students regarding the school and/or its staff.
2. The exchange of purchased gifts between staff members and students is discouraged.
3. Staff members shall not associate with students in any situation or activity which could be considered sexually suggestive or involve the presence or use of tobacco, alcohol, or drugs.
4. Dating between staff members and students is prohibited.
5. Staff members shall not use insults or sarcasm against students as a method of forcing compliance with requirements or expectations.
6. Staff members shall maintain a reasonable standard of care for the supervision, control and protection of students commensurate with their assigned duties and responsibilities.
7. Staff members shall not send students on personal errands.
8. Staff members shall, pursuant to law and Board policy, immediately report any suspected signs of child abuse or neglect.
9. Unless certified and employed by the district to do so, staff members shall not attempt to counsel, assess, diagnose or treat a student's personal problem relating to sexual behavior, substance abuse, mental or physical health, and/or family relationships but, instead, should refer the student to the appropriate individual or agency for assistance.
10. Staff members shall not disclose information concerning a student, other than directory information, to any person not authorized to receive such information. This includes, but is not limited to, information concerning assessments, ability scores, grades, behavior, mental or physical health,

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and/or family background.

11. Staff members shall not be alone in a room with a student with a door closed, a locked door, or with the lights off.
12. Staff members are strongly discouraged from socializing with students outside of school on social networking websites.

Staff members who violate this policy may face disciplinary measures, up to and including termination, consistent with state law and applicable provisions of a collective bargaining agreement.

Any employee who witnesses or learns of any of the above behaviors shall report it to the his/her supervisor or to the superintendent as soon as possible.

Adopted: December 6, 2018

Pittsfield School District

**DISPOSAL OF MATERIAL AND EQUIPMENT**

~~It will be the policy of the Pittsfield School District to annually review the condition and usage of the schools' materials and equipment. Should the building administrators for the school district determine that due to age, condition, or discontinuation of a program material or equipment is no longer suitable for continued use by the schools, disposal will take place in the following manner:~~

- ~~A. Material containing hazardous waste will be discarded in compliance with federal, county, and state guidelines and/or statutes;~~
- ~~B. Non-hazardous material determined to be entirely unusable will be discarded along with other non-hazardous refuse generated by the school;~~
- ~~C. Material and/or equipment determined to be too old or too outdated to be used by the school system and of little or no salable value, but usable for students, parents, or community organizations, may be donated to interested party(ies). Such material and/or equipment will be made available by first come, first serve pickup by interested party(ies).~~
- ~~D. Material and/or equipment determined to have salable value shall be disposed of by sale to the highest bidder or other business arrangement that the School Board determines to be in the best interest of the district.~~

**ITEMS PROCURED WITH FEDERAL FUNDS**

All items purchased with Federal Funds will be either distributed or destroyed in accordance with guideline required by the stated in policy DAF-6, Inventory Management.

**ITEMS PROCURED WITH DISTRICT FUNDS**

**Equipment for bids**

If the District has a piece of equipment that is no longer of use to the District that has a salable cost of more than \$250, the District will inform the public of the item, its' condition and value. The public will be informed of a date at which the public may view and bid on the item. The item will be auctioned off at the designated time and place, the highest bidder will receive the item. The item will be auctioned as is with no warranty and there will be no reserve on the bid. The successful bidder will be responsible for transporting the item off of District property. There will be no preference to whether or not a person is a resident of Pittsfield. Any item of less than \$250 in value will be disposed of as follows with the District taking no compensation for. If there are no bidders, the items will be disposed of in compliance with state and federal regulations at the District's expense.

**Technology Equipment-** All disposal of technology equipment will be the responsibility of the Technology Director

- Damaged equipment will be disposed of following state guidelines for disposal of such equipment that relate to that item if any.
- Equipment that is no longer of use to the student in the District due to its' age or compatibility with network systems will be identified by the Technology Director. The Technology Director will determine if there is a sale price for the items that are of no use to the District.
  - A public notice will be given to the community through our website and other media outlets indicating what the item is and its' condition.
  - Pittsfield residents will be given 14 days in which to communicate with the Technology Director.
  - After 14 days, requests from citizens outside of Pittsfield will be considered.
  - If no citizen requests that item within 30 days of the public notice, the Technology Director will have the item disposed of through the appropriate means.

#### **Maintenance Equipment/Furniture/Sports Equipment**

- Damaged equipment will be disposed of following state guidelines for disposal of such equipment that relate to that item if any.
- Equipment that is no longer of use to the student in the District due to its' age or compatibility with network systems will be identified by the Maintenance staff in consultation with the Superintendent. The Superintendent will determine if there is a sale price for the items that are of no use to the District.
  - The Town of Pittsfield will be informed of the status of the equipment/furniture to see if the Town has some use for the items. The Town of Pittsfield will have the right of first refusal.
  - A public notice will be given to the community through our website and other media outlets indicating what the item is and its' condition.
  - Pittsfield residents will be given 14 days in which to communicate with the Superintendent.
  - After 14 days, requests from citizens outside of Pittsfield will be considered.
  - If no citizen requests that item within 30 days of the public notice, the item disposed of through the appropriate means.

#### **Books**

- Books are broken down into two categories, books that are used for direct instructional purposes and books that are part of the library media center.
- The Principal will determine when instruction books are no longer of use in implementing the curriculum.
- The Library Media Specialist will determine when books in the library media center are no longer appropriate to maintain in the media center collection.
- Once books are determined to be of no use to the District:
  - The public library will be informed to see if they have use for the books that are identified. The library will have the right of first refusal.
  - A public notice will be given to the community through our website and other media outlets indicating what the item is and its' condition.

- Pittsfield residents will be given 14 days in which to communicate with the Principal
- After 14 days, requests from citizens outside of Pittsfield will be considered.
- If no citizen requests that item within 30 days of the public notice, the item disposed of in the school district's refuse.

Reading: October 6, 1997  
Adopted: November 3, 1997  
Reviewed: November 5, 2009  
Reviewed: February 1, 2018  
Amended: September 19, 2019

Pittsfield School District

**EARNING OF CREDIT**

Students can earn course credit by demonstrating mastery of required coursework and material. Mastery is defined as “a high level of demonstrated proficiency with regard to a competency.”

Student assessment of mastery is the responsibility of the dean of instruction.

Credit will be awarded upon satisfactory demonstration and mastery of the required course competencies. Additionally, credit may also be awarded if a student is able to demonstrate learning experience in compliance with the district-specified curriculum and assessment standards.

Adopted: November 20, 2014

Reviewed: October 4, 2018

Pittsfield School District

**ELIGIBILITY REQUIREMENTS**

Participating in extra-curricular and co-curricular activities may demand a large portion of a student's out-of-school time. It is necessary for students to demonstrate that they can afford to devote the time necessary for participation in these activities.

Extra-Curricular Participation Guidelines:

1. Eligibility Requirements. To be eligible to participate in any extra-curricular activity, the student must be passing a minimum of four credit-bearing courses (not including driver education, ELO's, learning studios, or advisory) during the previous PMHS reporting period. An "incomplete" does not qualify as a passing grade.

For on-line courses to be applied to eligibility, they must meet the following criteria:

- A. Student must be "passing" the course;
- B. For a semester (.5 credit) course, student must be:
  - 40% course completed by mid-semester (first or third progress report);
  - 100% course completed by end-of-semester.
- C. For full-year (1 credit) course, the student must be:
  - 20% course completed by first progress report;
  - 40% course completed by second progress report;
  - 60% course completed by third progress report;
  - 100% course completed by fourth progress report.

"Passing" is defined by the granting of credit by the responsible institution. The progress report "snapshot" is taken at 8:00 a.m. on the "snapshot date" determined by the school administration.

2. Ineligibility. A student who is considered ineligible may not participate or attend any activity, meeting, practice, or team event until the subsequent reporting period or the beginning of the subsequent season.
3. Summertime Competency Recovery. Students must meet eligibility requirements at least one week prior to the fall season start date to be considered eligible.

Co-Curricular Participation Guidelines:

1. Students are expected to be in good academic standing to be eligible for participation. Club advisors are expected to review each student's academic performance to ensure that good standing is maintained. Due to the missed instructional time required for participation in the ski club, members must meet the extra-curricular requirement by the first scheduled ski activity.



Adopted: August 4, 1997  
Reviewed: March 16, 2006  
Amended: April 6, 2006  
Amended: March 3, 2016  
Reviewed: September 20, 2018

Pittsfield School District

**EMERGENCY CARE AND FIRST AID**

All school personnel have responsibilities in connection with injuries and emergencies occurring in school and at school-sponsored events which may be classified as follows: (1) administering first aid; (2) summoning medical assistance; (3) notifying administration; (4) notifying parents; and (5) filing accident/injury reports.

School personnel must use reasonable judgment in handling injuries and emergencies. Caution should be exercised not to minimize or maximize any injury or illness. All personnel will understand the proper steps to be taken in the event of an injury or emergency.

The dean of operations will ensure that at least one other person on staff, aside from the school nurse, has current first aid and cardiopulmonary (CPR) certification. If the school nurse is not available, the person who has current first aid and CPR certification is authorized to administer first aid and CPR as needed.

The school will obtain, at the start of each school year, emergency contact information of parents or legal guardians for each student and emergency contact information for each staff member.

The school nurse or specially trained staff members shall assist in the treatment of injuries or emergency situations. Such individuals have the authority to administer oxygen in case of a medical emergency, if available and appropriate. This authorization extends to administering oxygen to students without prior notification of parents/guardians.

The school nurse or other designated personnel may administer other medications to students in emergency situations, provided such personnel has all training as is required by law. Such medication may also be administered in emergency situations if a student's medical action plan has been filed and updated with the school district to the extent required by law. The district will maintain all necessary records relative to the emergency administration of medication and will file all such reports as may be required.

Additionally, the school nurse or specially trained staff members may also administer epinephrine to any student in case of a medical emergency, if appropriate. This authorization extends to administering epinephrine or an opioid antagonist without prior notification of parents/guardians.

For significant injuries, the staff person witnessing the event must complete an accident report which must be submitted to the administration to provide timely notice of such

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injury and to establish a basis for proper processing of insurance claims and remediation if necessary.

The district makes it possible for parents to subscribe to student accident insurance at available rates. This program is offered to parents at the beginning of each school year. The district does not provide student accident insurance.

Naloxone / Narcan and Opioid Antagonists. The Board authorizes the district to obtain, store, and administer naloxone / Narcan and/or other opioid antagonists for emergency use in schools.

The school nurse or other properly trained staff member may administer such medication in emergency situations. Opioid antagonists will be available during the regularly scheduled school day. They may be available at other times at the discretion of the dean of operations.

The dean of operations is authorized to procure such medication on behalf of the district.

All such medication will be clearly marked and stored in a secure space in the school nurse's office or other appropriate location. Such medication will be locked at all times except when needed for administration. The school nurse is responsible for storing the medication consistent with the manufacturer's instructions.

Local law enforcement and emergency medical service personnel will be notified if such medication is administered by the district.

Records related to the administration of such medication shall be made and maintained by the school nurse. The school nurse will follow other first aid reporting protocols, as may be determined by other Board policy or administrative directive.

Adopted: March 1, 1980  
Amended: September 2, 1992  
Reconsidered: April 7, 1997  
Reading: November 9, 2010  
Amended: November 30, 2010  
Reviewed: May 7, 2015  
Amended: April, 21, 2016  
Amended: January 3, 2019

Pittsfield School District

**TRANSGENDER AND GENDER NON-CONFORMING STUDENTS**

**I. Purpose**

District policy requires that all programs, activities, and employment practices be free from discrimination based on sex, sexual orientation, or gender identity. This policy is designed in keeping with these mandates to create a safe learning environment for all students and to ensure that every student has equal access to all school programs and activities.

This policy sets out guidelines for schools and district staff to address the needs of transgender and gender non-conforming students and clarifies how state law should be implemented in situations where questions may arise about how to protect the legal rights or safety of such students.

This policy does not anticipate every situation that might occur with respect to transgender or gender nonconforming students, and the needs of each transgender or gender non-conforming student must be addressed on a case-by-case basis. In all cases, the goal is to ensure the safety, comfort, and healthy development of the transgender or gender non-conforming student while maximizing the student's social integration and minimizing stigmatization of the student.

**II. Definitions**

The definitions provided here are not intended to label students but rather are intended to assist in understanding this policy and the legal obligations of district staff. Students might or might not use these terms to describe themselves.

“Gender identity” is a person’s deeply held sense or psychological knowledge of their own gender, regardless of the gender they were assigned at birth. Everyone has a gender identity.

“Transgender” describes people whose gender identity is different from their gender assigned at birth.

“Gender expression” refers to the way a person expresses gender, such as clothing, hairstyles, activities, or mannerisms.

“Gender non-conforming” describes people whose gender expression differs from stereotypical expectations, such as “feminine” boys, “masculine” girls, and those who are perceived as androgynous.

**III. Guidance**

- A. Privacy. The Board recognizes a student's right to keep private one's transgender status or gender non-conforming presentation at school. Information about a student's transgender status, legal name, or gender assigned at birth also may constitute confidential information.

School personnel should not disclose information that may reveal a student's transgender status or gender non-conforming presentation to others, including parents and other school personnel, unless legally required to do so or unless the student has authorized such disclosure. Transgender and gender non-conforming students have the right to discuss and express their gender identity and expression openly and to decide when, with whom, and how much to share private information.

When contacting the parent or guardian of a transgender or gender non-conforming student, school personnel should use the student's legal name and the pronoun corresponding to the student's gender assigned at birth unless the student, parent, or guardian has specified otherwise.

- B. Official Records. The district is required to maintain a mandatory permanent pupil record ("official record") that includes a student's legal name and legal gender. However, the district is not required to use a student's legal name and gender on other school records or documents.

The district will change a student's official record to reflect a change in legal name or legal gender upon receipt of documentation that such change has been made pursuant to a court order. In situations where school staff is required by law to use or to report a transgender student's legal name or gender, such as for purposes of standardized testing, school staff shall adopt practices to avoid inadvertent disclosure of such confidential information.

- C. Names / Pronouns. A student has the right to be addressed by a name or pronoun that corresponds to the student's gender identity. A court-ordered name or gender change is not required, and the student need not change his or her official records. The intentional or persistent refusal to respect a student's gender identity (for example, intentionally referring to a student by a name or pronoun that does not correspond to the student's gender identity) is a violation of this policy.
- D. Gender-Segregated Activities. To the extent possible, schools should reduce or eliminate the practice of segregating students by gender. In situations where students are segregated by gender, such as for health education classes, students should be included in the group that corresponds to their gender identity.

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- E. Restroom Accessibility. Students shall have access to the restroom that corresponds to their gender identity consistently asserted at school. Any student who has a need or desire for increased privacy, regardless of the underlying reason, should be provided access to a single stall restroom, but no student shall be required to use such a restroom.
- F. Locker Room Accessibility. The use of locker rooms by transgender students shall be assessed on a case-by-case basis with the goals of maximizing the student's social integration and equal opportunity to participate in physical education classes and sports, ensuring the student's safety and comfort, and minimizing stigmatization of the student. In most cases, transgender students should have access to the locker room that corresponds to their gender identity consistently asserted at school.

Any student who has a need or desire for increased privacy, regardless of the underlying reason, should be provided with a reasonable alternative changing area such as a curtain, a physical education instructor's office in the gym, or a health office restroom), or with a separate changing schedule (e.g., using the locker room that corresponds to their gender identity before or after other students). Any alternative arrangement should be provided in a way that protects the student's ability to keep his or her transgender status confidential. In no case shall a transgender student be required to use a locker room that conflicts with the student's gender identity.

- G. Physical Education Classes and Intramural Sports. Transgender and gender non-conforming students shall be permitted to participate in physical education classes and intramural sports in a manner consistent with their gender identity.
- H. Interscholastic Competitive Sports Teams. Transgender and gender non-conforming students shall be permitted to participate in interscholastic athletics in a manner consistent with their gender identity.
- I. Dress Codes. Transgender and gender non-conforming students have the right to dress in a manner consistent with their gender identity or gender expression. In general, schools may not adopt dress codes that restrict students' clothing or appearance on the basis of gender.
- J. Discrimination / Harassment. It is the responsibility of each school and the district to ensure that transgender and gender non-conforming students have a safe school environment. This includes ensuring that any incident of discrimination, harassment, or violence is given immediate attention, including investigating the incident, taking appropriate corrective action, and providing students and staff with appropriate resources.

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Complaints alleging discrimination or harassment based on a person's actual or perceived transgender status or gender non-conformity are to be handled in the same manner as other discrimination or harassment complaints.

Adopted: November 1, 2018