



ANNUAL REPORT

OF THE

SCHOOL DISTRICT

OF

PITTSFIELD, NH

2012 - 2013

March 2014

Pittsfield School District

Vision

The Pittsfield School District is a school community in which all decisions are based on the best interests of our learners, supported by a learning environment that enables all of Pittsfield's young people to be fully engaged in their own learning, pursue their college and career aspirations, and be strongly supported to realize their dreams.

Mission

The mission of the Pittsfield School District is to ensure that our learners are supported in the achievement of their college and career goals through student centered learning practices and strong partnerships with our community. We encourage and guide our students to become self-directed, lifelong learners who demonstrate a high level of knowledge, skills, and social-emotional health through self-advocacy, self-governance, and commitment to community.

Values

In support of our vision and mission, we value:

1. A Student Centered Environment
 - Students believe and demonstrate that they have voice and choices in their education;
 - Students are treated respectfully as unique individuals by all members of the school community;
 - Students are provided with an environment that is safe and promotes their ability to learn and grow, both as individuals and as members of a larger society;
 - All decisions are based on what is in the best interests of our students.
2. Student Ownership for Learning
 - Students take responsibility for and ownership of their own learning;
 - Students are assisted to become self-directed and accountable for their own learning and personal development;
 - Students are provided with the opportunity to exercise their voice in all aspects of decision-making regarding their learning and their school.
3. Personalized Learning
 - Academic, cultural, and socio-economic diversity is respected;
 - Learning styles of students guide instruction;
 - Students are provided with the opportunity to choose and structure the learning path that best suits them;
 - Students design performance assessments based on competencies;
 - Personalization is supported through a range of practices, including student-led conferences, personalized learning plans, extended learning opportunities, student advisories, and inquiry learning.
4. Rigor
 - Students are supported in reaching their full potential through high expectations;
 - Students and teachers collaborate to develop rigorous projects and assessment rubrics;
 - Students and teachers are encouraged and inspired to reach their full potential through a school culture of high rigor.
5. Teachers as Facilitators

- Teachers serve students more as coaches of learning rather than distributors of direct instruction;
 - Teachers employ anytime, anywhere learning opportunities to the greatest extent possible;
 - Teachers utilize team and inquiry learning practices.
6. High Achievement
- High standards are established and maintained;
 - Students are provided with multiple learning opportunities to attain high levels of achievement;
 - Learning activities promote deep understanding rather than superficial knowing;
 - Learning activities focus on facilitation of learning and the personal development of students to become successful 21st Century learners.
7. Post-Secondary Readiness
- By senior year, students demonstrate mastery of the district’s core curriculum;
 - Students have access to resources, support, and services to help them prepare to meet post-secondary goals;
 - Graduating seniors develop realistic and ambitious plans for college and/or careers;
 - Students report that they are confident in their skills and abilities for post-secondary pursuits.
8. Community Engagement
- Our community is well informed about the work of the school district;
 - Community members know that their voices are heard and that their opinions are valued;
 - Our community understands the connection between strong schools and a strong community.
9. Personal Accountability
- Members of the school community practice active communication to improve accountability;
 - Members of the school community accept responsibility for their own actions; we acknowledge both shortcomings and successes.

Guiding Principles

The Pittsfield School District commits to the following principles and practices in support of our values, vision, and mission:

1. Creating an environment that supports the development of meaningful voice and choice for every student;
2. Enhancing each learner’s acquisition of knowledge and skills through learning that occurs anytime and anywhere;
3. Building motivation for learning through the establishment of strong partnerships;
4. Developing schools that demonstrate supportive relationships, academic relevance, and rigor through strong and mutually beneficial ties with the entire community;
5. Fulfilling post-secondary aspirations through high standards, high expectations, and high achievement, and
6. Expecting learners to demonstrate mastery of knowledge and skills through authentic assessment.

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**School Administrative Unit #51
Pittsfield School District
Officers and Administration of the District**

Erica Anthony, ClerkTerm Expires 2016
Roberta Maxfield, TreasurerTerm Expires 2014
Ammy Ramsey, ModeratorTerm Expires 2015

School Board

Nicole Manteau, Vice ChairpersonTerm Expires 2015
Gary MullenTerm Expires 2015
Bea DouglasTerm Expires 2016
Michael Wolfe, ChairpersonTerm Expires 2014
Ray RamseyTerm Expires 2016

SAU #51

Superintendent of Schools John J. Freeman, Ph.D.
Financial Manager..... Sally Blanchette
Administrative Assistant.....Sheila Burnette

**TOWN OF PITTSFIELD
ANNUAL SCHOOL DISTRICT MEETING
March 14, 2013**

The Annual Pittsfield School District Meeting was held at the Pittsfield Elementary School in said district on Thursday March 14, 2013. Moderator Ammy Ramsey called the meeting to order at 7:06pm, and the Boy Scout troop 84 of Pittsfield led the *Pledge of Allegiance*.

Moderator Ramsey pointed out the emergency exits and requested cell phones be turned off.

Moderator Ramsey reviewed the rules and voting instructions for the meeting. She reported the results of the School District elections: for one three (3) year School Board term, Beatrice (Bea) Douglas was elected with 277 votes. For one three (3) year School Board term, Raymond Ramsey was elected with 217 votes. For one three (3) year School District Clerk term, Erica Anthony was elected with 389 votes.

ARTICLE I

To hear the reports of agents, auditors, committees, or officers chosen, and to pass any vote relating therefore.

Motion made by School Board Member Nicole Manteau, and seconded by School Board member Gary Mullen to approve Article I as written.

Moderator Ramsey opened the floor for discussion.

School Board Member Mary Paradise spoke to let voters know that handouts relating to various aspects of the budget were available at the entry to the PES gym. She also introduced the school administrators in attendance to whom questions may be referred. She welcomed the voters to the meeting.

With no discussion, **Article I passed as written by card vote.**

ARTICLE II

To determine and fix the salaries of the School Board and the compensation of any other officers or agents of the Pittsfield School District as follows: Moderator, \$100.00 per meeting; Clerk, \$100.00; Chairperson of the School Board, \$700.00; School Board Members, \$600.00 per member; School Treasurer, \$600.00; and Supervisors of the Checklist, \$75.00 per Supervisor per Meeting. **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (6 yes, 0 no, 3 abstentions). (Majority vote required.)

Motion made by School Board member Gary Mullen, and seconded by School Board member Nicole Manteau to approve Article II as written.

Moderator Ramsey opened the floor for discussion.

Eric Nilsson asked if compensation was yearly for all positions except Moderator, or if all positions were compensated per meeting.

School Board Member Nicole Manteau confirmed compensation for all offices other than the Moderator was annual.

With no further discussion, **Article II passed as written by card vote.**

ARTICLE III

To see if the Pittsfield School District will vote to raise and appropriate the sum of three hundred twenty thousand dollars (\$320,000) for the support of the School Lunch Program. This appropriation will be funded by a like amount of revenue from the sale of food and state and federal sources. (Estimated tax impact of this article: \$0.)

Recommended by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (9 yes, 0 no). (Majority vote required.)

Motion made by School Board Member Clayton Wood, and seconded by School Board Member Mary Paradise to approve Article III as written.

Moderator Ramsey opened the floor for discussion.

School Board Member Clayton Wood stated legally, the body needs to vote to accept the money in order to spend it. He noted this was the second year with Café Services. The program showed approximately \$2,000.00 in profit last year, and approximately \$8,000.00 in profit this year. He wanted the public to have the opportunity to know.

With no further discussion, **Article III passed by card vote**

ARTICLE IV

To see if the Pittsfield School District will vote to raise and appropriate the sum of one million, four hundred thousand dollars (\$1,400,000) for the support of federal and private foundation grant-funded educational programs of the Pittsfield School District. This appropriation is contingent upon receiving revenue from federal grants and private foundations and will be expended in accordance with federal and state requirements upon approval by the New Hampshire Department of Education or private foundation requirements. (Estimated tax impact of this article: \$0.) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (9 yes, 0 no). (Majority vote required.)

Motion made by School Board member Mary Paradise, and seconded by School Board member Mike Wolfe to approve Article IV as written.

Moderator Ramsey opened the floor for discussion.

School Board Member Mary Paradise stated Article IV is very similar to Article III in that it gives the School Board the authority to accept funds in order to spend them. It must have approval from voters to accept the money.

Dan Schroth stated the school is doing a good job. It is clean and professionally run. He is concerned when we talk grants and the resulting Federal Government involvement, and asked what happens if the school has to cover after a grant runs out.

With no further discussion, **Article IV passed by card vote**

ARTICLE V

To see if the Pittsfield School District will vote to approve the cost items included in the collective bargaining agreement reached between the Pittsfield School District and the Education Association of Pittsfield which calls for the following increase in salaries and benefits at the current staffing levels:

2013-2014 Estimated increase: \$42,900

And to further raise and appropriate the sum of forty-two thousand, nine hundred dollars (\$42,900) for the 2013-2014 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. (Estimated tax impact of this article: \$.16/thousand.) **Recommended** by the Pittsfield School Board. **Not Recommended** (4 yes, 5 no) by the Pittsfield Budget Committee. (Majority vote required.)

Motion made by School Board member Clayton Wood, and seconded by School Board member Mike Wolfe to approve Article V as written.

Moderator Ramsey opened the floor for discussion.

School Board Member Clayton Wood stated this was his second year on the negotiation team. It has been a very good process, with a lot of hard work. The School Board and Teacher's Union is working well together. A higher level of performance is expected from teachers and students. This proposed agreement is asking staff to take on another 3% more of health care costs. Close vote by the Budget Committee. The School Board recommends the voters support this Article.

Eric Barbasso stated he was one of the fortunate ones to keep his job, and got a raise, but lost income due to changes in payroll taxes. He would have to vote no to any increase.

Eric Nilsson noted the Annual Report figures were different from the hand out, but realized he was looking at numbers from last year. He stated these are tough economic times and would have to vote no to any increase. If people don't have homes, they can't pay taxes.

Dan Schroth asked how much of the increase goes to raises and how much to pensions.

After conferring with Superintendent John Freeman, School Board member Clayton Wood stated that it does not reflect pensions. Pensions are covered in the operating budget. After conferring with School Board Member Mary Paradise, the raise increase would be 2.2% - 3%.

Dan Schroth stated he is torn, and asked if a Budget Committee member would speak.

Louie Houle stated the vote on the Budget Committee was very close. They had a hard time deciding. He noted the proposed budget was down \$237,000.00 from last year if that helped people decide.

Chuck Corliss asked if the contract was already approved.

School Board Member Clayton Wood answered it was a tentative agreement until voted here at this meeting.

Dan Schroth asked if the proposed budget is truly 11 cents less than last year.

School Board Member Mary Paradise stated the tax rate would be down 11 cents. The proposed operating budget is down \$207,000.00 from last year. She noted it is not as clear as it could be.

Larry Williams stated he voted no as a member of the Budget Committee. He stated it had been six years since most people received a raise and health care costs are up. Money is tight. The only people he sees getting raises are teachers. He hates to say no, and realizes kids need a good education.

Siobhan Plummer stated she believed the teachers should get raises. If anyone can work with teenagers they deserve a raise. She asked about the loss of the principals and asked how that affected the contract. School Board Members Clayton Wood & Mike Wolfe stated the principals were covered in a separate item.

School Board Member Mary Paradise clarified that the principals are covered in a separate item in the operating budget. She stated there is a \$0 increase for everyone but teachers and the costs of the contract, including the increase of health insurance costs.

Merrill Vaughn stated once again we have the same argument every year. Do we pay the teachers more? He said yes. If we don't we will lose continuity and quality teachers. We would only be hurting our kids and ourselves in the long run.

Dan Schroth asked for the effect on the tax rate.

School Board Member Mary Paradise responded she was not sure if she was answering correctly. Food service, general fund total vs. revenue showed a decrease of 11 cents on the tax rate.

Dan Schroth stated he may be able to give them that.

Paulette Wolfe stated she was pleased with the extended time offered for kids to receive extra help at the Middle High School. They can come in at 7:00am and/or stay until 4:00pm. She asked if the teachers received any extra compensation.

School Board Member Clayton Wood confirmed the teachers do not receive extra pay, it is part of their salary and was negotiated into contract. People have worked hard together.

Art Morse stated he was in favor of passing Article V. Teachers are most important – too important not to get raise. He stated if the body needed to, take the money out of the operating budget.

Louie Houle stated he has been very involved in the redesign efforts. Teachers have made a huge impact – bigger than anywhere else in state.

Bea Douglas stated she had the opportunity to participate in the “Good to Great” forum. She encouraged everyone to get involved in this committee. She said all these people are bringing our schools way ahead. She couldn’t imagine not voting for this Article.

Jessica Blaisdell stated she was a first year teacher here. She was shocked that other employees working in the town were not getting a raise. She was voting no.

With no further discussion, **Article V passed by card vote.**

ARTICLE VI

To see if the school district will vote to raise and appropriate “up to” one hundred thousand dollars (\$100,000) to be added to the Capital Reserve Fund established in March 2004 to maintain the school buildings of the district under the provisions of RSA 35:1-b, with such amount to be funded from the June 30 unreserved fund balance available for transfer on July 1. (Estimated tax impact of this article: \$0)

Recommended by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (9 yes, 0 no). (Majority vote required.)

Motion made by School Board Member Mike Wolfe, and seconded by School Board Member Clayton Wood to approve Article VI as written.

Moderator Ramsey opened the floor for discussion.

Dan Schroth stated he was thinking of voting for this Article, but not the next one.

School Board Member Mike Wolfe stated this request for \$100,000.00 would go toward the project indicated in Article VII if passed. Currently have \$190,000 in this fund now, and hope to use \$275,000.00 of that money toward the project in the next article. The

Board has turned in fund balances at least the past 5 years, and hope to do the same this year.

With no further discussion, **Article VI passed by card vote.**

ARTICLE VII

To see if the school district will vote to raise and appropriate the sum of six hundred fifteen thousand dollars (\$615,000) for the replacement of the siding and windows of the Pittsfield Elementary School and authorize the withdrawal of “up to” two hundred seventy-five thousand dollars (\$275,000) from the Capital Reserve Fund created for that purpose. The balance of three hundred forty thousand dollars (\$340,000) to come from general taxation. (Estimated tax impact of this article: \$1.30/thousand) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (6 yes, 3 no). (Majority vote required.)

Motion made by School Board member Mike Wolfe, and seconded by School Board member Clayton Wood to approve Article VII as written.

Moderator Ramsey opened the floor for discussion.

Dan Schroth read an article that people are not prepared for retirement. He believed taxes are going to be what get him. He can't vote for that much money in one year.

Fred Okrent stated he spent most of his life concerned with safety, in private and professional capacities. He is the current HSA inspector and has not received a raise. The work is absolutely necessary and needed ASAP, but should be bonded, not paid in one lump sum. It is irresponsible. Realizes it will cost more in the long run, but we can't expect people to pay this much at once when all costs are going up and people can't afford their taxes now. He cannot support this article.

School Board Member Mike Wolfe agreed it is a huge bubble. He noted several public forums were held and the School Board worked with Budget Committee to get feedback. Unfortunately, due to the age of the Elementary School, it needs a lot of work. In the last year we have spent \$211,900.00 for the new roof and \$23,000.00 to replace windows that were leaking and ready to fall out. Siding has deteriorated to the point of pulling off. There is no mold yet, but concerned that will not last long. He stated we've put it off as long as we can. He believed we would have temporary classrooms if we don't do something soon, and that will cost more. He believed that if this Article is not passed, it will just be passed off another year. A bond will take too long. Poor planning is not an emergency.

Kevin Foss stated he had been to the forums. His wife is a teacher and has heard of the building issues, and he is not happy with a potential raise in taxes, but it is necessary. It will be more later on. Unfortunately, this is due to poorly funded capital reserve funds. Hopefully we've learned our lesson.

Dan Schroth stated if we didn't have one of the highest tax rates, we wouldn't have the poorly funded reserves. We talk about the best interest of the learners, but we need to consider the best interest of the older residents.

Meredith Little stated she did not know much about the siding, but was wondering about the new roof. She asked why the previous rocks were not reused.

School Board Member Mike Wolfe responded that the rocks wear out and it was a higher cost to remove and put them back. It was actually cheaper to replace them. The old rocks went to highway department to use.

Merrill Vaughn stated each year we bring up this issue. \$615,000.00 this year, but what will it be each year after if we keep waiting? He asked what will we do if students are injured due to an unsafe building, maybe not this year, but we don't know. He stated if we keep delaying things we will regret it in the long run. He doesn't have children in school, and is concerned for taxpayers, but he is looking out for the safety of the children.

School Board Member Mike Wolfe stated the School Board looked into waiting to replace the siding and instead adding paint and sealant, but the cost to do that was approximately \$90,000.00 and the Board was told they could maybe get one or two more years with just that. If this Article passes the Board is looking into doing away with painted surfaces and going to longer lasting vinyl. They are trying to be proactive and limit future maintenance costs.

Eilene Legg stated mold would be very serious, possibly closing the school which could lead to potentially huge costs to taxpayers to have it removed. We could truly regret not taking care of this issue now. She didn't want the increase in taxes, but believed mold would be detrimental.

School Board Member Mike Wolfe stated the walls inside the siding were still very sound. The current damage is minimal, but the problem will not go away.

Art Morse stated he would have a hard time coming up with the taxes now, but agreed it is better to take care of the issue now. He cautioned the School Board to make sure they remember this increase when considering the budget for next year.

Mike Drew asked if all siding options were considered.

School Board Member Mike Wolfe responded that yes, the Board had consulted with an architect who provided different options. They are considering brick at the bottom for durability and vinyl above. This option would provide better drainage and prevent moisture from seeping in. A lot of the cost is designated toward new cafeteria windows.

John Topouzoglou thanked the School Board for all they do. He believes the problem is the politicians, and is upset with the amount teachers are paid. He asked the body to please invest the money in our students and our families.

Larry Williams asked if a less expensive bid was accepted, where would the remaining funds go.

School Board Member Mike Wolfe stated less would be taken out of the capital reserve account. Any excess would stay in the reserve account. He stated these estimated costs are a worse - case scenario. The New Hampshire Department of Revenue Administration (DRA) needs need an exact amount voted upon in order to set the tax rate.

School Board Member Nicole Manteau stated it was possible to put less in the capital reserve voted upon in Article VI.

Kathy Corliss asked if the School Board thought of doing this project in stages.

School Board Member Mike Wolfe responded that they had, but the only stage that could be put off was the back side of building, and it did not seem cost affective to have people come out twice to work on the building and the resulting disruption to the classrooms.

School Board Member Mary Paradise stated that rotation seemed appropriate, but when the Board planned that before and we didn't have the money, the rotation was not kept up with. Maintenance is the larger budget item, and it is easier to say we will hold off. She said she had never seen the School Board use the money carelessly. The Board has either given it back to the taxpayers if they were able, or put it back into capital reserve. She believes they would have a chance for better price quotes now while people are looking for work than if we wait.

Eric Nilsson asked for clarification - because the School Board failed to maintain the building over the years, now all of a sudden we have to pay this large sum now.

School Board Member Mike Wolfe responded that the School Board cannot put money aside without voter approval. The School budget starts out at \$0 every year. What the Board gets out of the School District Meeting is what they get.

Eric Nilsson asked can't the Board ask to put money in capital reserve?

School Board Member Mike Wolfe stated they had. The voters decide whether or not to set the money aside.

Eric Nilsson stated the School Board needed to stress the importance.

Kelly Nilsson asked if high school students still did community service. She asked if that service could be used to maintain the lesser important sides of the building.

School Board Member Clayton Wood responded that we've spent a lot of time discussing this project. We've been talking about this for years. We can put the blame on anything,

but it needs to be addressed. He stated that he personally viewed the roof before the replacement. What we have now with the Elementary School is the result of trying to maintain. He added that we have an opportunity right now to get it done right and not worry about it for about 20 years. We lucked out with extra money last year and were able to get the roof done below estimated costs. The Board does not want to use all the money being requested, but a tax rate must be set. The engineers dictated that roof needed to be done first before the rest of the work could be addressed. Everything ties together. The Board wanted to do the windows and siding first, but were advised against it. It is best to get the work done now when contractors are hungry for work.

Louie Houle stated the Budget Committee cut \$30,000.00 from the budget because they needed to find something to cut, and maintenance is the easiest to cut. The town is still paying on another bond until 2020, and it makes no sense to wait. He asked to move the question.

Diane Vaughn asked if this Article passed, how soon would the work start, and would the proposed budget next year show a minus some place?

School Board Member Clayton Wood responded he would not be on the School Board next year, but if this Article passes, the Board would immediately start looking for bids. He stated he and Mike Wolfe met with each contractor for the roof, and the Board would be very involved in the whole process for the siding and windows as well. The School Board would release back to the taxpayers up to the \$100,000.00 previously voted upon in Article VI. Any other excess would go to capital reserve and not spent without voter consent, but it cannot go back to the taxpayers due to statute.

With no further discussion, **Article VII passed by card vote**

ARTICLE VIII

To see if the district will vote to raise and appropriate the Budget Committee's recommended amount of nine million, four hundred forty-seven thousand, three hundred seventeen dollars (\$9,447,317) for the support of schools, for the payment of salaries for the school district officials and agents, and for the statutory obligations of the district. This article does not include appropriations voted in other warrant articles. (Estimated tax impact of this article: $-\$.11/\text{thousand}$.) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (8 yes, 1 no). (Majority vote required.)

Budget Committee Chairman Louie Houle made a motion to move Article VIII as written, School Board Member Mary Paradise seconded the motion.

Moderator Ramsey opened the floor for discussion.

School Board Member Mary Paradise thanked the Budget Committee for the thoughtful and deliberative process. She stated that after discussions with the Budget Committee, the Committee wanted to find a place to remove \$30,000 from the maintenance budget.

The School Board respected the Budget Committee's concerns, and the School Board came back to the Budget Committee with a \$30,000.00 reduction in the operating budget, resulting in 2.5% decrease, with a dollar decrease of \$237,210.00 or an 11 cent decrease to the tax rate. This resulted in the reduction of one elementary school classroom teacher position and a half time music teacher at the middle high school. The School Board felt these reductions could be made and still sustain the programs we currently have for the students. Unfortunately, we do not have control over health care costs and other state mandated items. She stated the School Board urged the body to support the proposed budget.

Dan Schroth stated he thought the School Board did a good job, but since we took such a hit this year, please try to do something next year.

School Board Member Nicole Manteau responded that she would be here next year, and that she would do her best to make sure we don't have to take a hit again next year while still providing the highest quality education we can.

With no further discussion, **Article VIII passed by card vote.**

ARTICLE IX

To transact any other business which may legally come before this meeting.

School Board Member Mike Wolfe thanked Clayton Wood on behalf of the School Board for his 3 years of service on the Board and presented him with a token of appreciation. Mike also thanked Mary Paradise on behalf of the School Board for her 15 years of service on the Board and presented her with a token of appreciation. The body responded with a standing ovation.

School Board Member Mary Paradise addressed the body, stating in all her years on the School Board, they had budget support almost every year as we strive to meet the needs of our students. She thanked the community, her family and fellow Board members. She stated we are very fortunate to have such a hard working administration, staff and teachers. The community has become very involved and the students have worked hard to become more engaged in their learning. She urged the body to support each other as we move forward.

Moderator Ramsey welcomed Bea Douglas and Ray Ramsey to the School Board and Erica Anthony as District School Clerk, and asked them to stay after the meeting to be sworn in.

Moderator Ramsey adjourned the meeting 8:35pm.

Respectfully Submitted,

Erica B. Anthony
Acting Recording Secretary

REPORT OF THE SCHOOL BOARD

To the Citizens of Pittsfield,

The School Board is pleased to report that the work on the exterior of the Elementary School is now complete. With a new roof, more insulation, new windows, new low maintenance siding and trim, as well as new paving and drainage, our school should be in great shape structurally for years to come. We do, however, need to address heating and cooling issues in both schools in the near future. The Board is just starting the process of coming up with options and developing a plan to address these needs, and we welcome input from the community.

As the school redesign process continues, the Board is proud to report that our students, teachers, staff, and administration are receiving positive local, state, and national attention for the work they are doing. This truly is an exciting time to be part of the Pittsfield School Community.

The teachers' contract negotiations went very well this year. The board is happy to present to the voters a fair, three-year contract that was unanimously approved by both the Education Association of Pittsfield and the School Board.

Finally, I would like to thank everyone that helped make this past year so positive. Without the dedication of our students, teachers, staff, administration, community partners, and other board members, none of these incredible changes would be possible. Thank you to all.

Respectfully submitted,

Mike Wolfe
Pittsfield School Board Chairperson

REPORT OF THE SUPERINTENDENT

To the Citizens of the Pittsfield School District,

When the Pittsfield School District became a single district SAU (School Administrative Unit) in July 2008 on the occasion of the Barnstead School District's exit from SAU #51 – the last of several school districts to do so over the years – our district began to reinvent ourself. In an unprecedented collaboration with the Pittsfield community, this reinvention is resulting in dramatically increased opportunities and significantly higher levels of achievement for our students.

More *rigorous curriculum standards* have been adopted using the Common Core State Standards not as a mandate but as a touchstone, *dual enrollment* opportunities offer our students economical access to college credits while taking courses at our high school, *online classes* taken under the guidance of a PMHS coordinator have opened doors to areas of learning that we could not afford to offer in our own school building, *extended learning opportunities* pair students with expert mentors in our community and region to learn by experience in real-world settings, and new *leadership opportunities* provide our students with critical skills that cannot be taught in traditional classroom settings.

And, our transformation continues with development of high-interest topic-based *learning studios* in our high school designed to fan the flames of the passions of students and teachers as they learn together, the involvement of students in a *restorative justice* practices in response to violations of school norms by others, and the *redesign of our elementary school* program intended to raise student achievement to new levels of excellence.

In addition to the exciting new learning that could not have been fully envisioned in 2008, we're seeing our students taking enthusiastic advantage of the range of new opportunities, we're seeing our high school achievement levels creeping upward, and we're seeing increased rates of acceptance into post-secondary educational institutions – both college and university as well as trade schools and the military – most recently reaching nearly 80% of our high school graduates.

And other schools, which are attempting their own transformations, have sought to apply our learning and practices to their own settings, both in New Hampshire and increasingly across our nation and Canada. Representatives from districts in nearby Maine and Vermont have visited Pittsfield; representatives from districts in Alberta, Arkansas, and Iowa have also visited or are planning visits. Representatives from Pittsfield – including students, faculty members, and administrators – have been invited to share our work in our region – Massachusetts and Vermont – as well as at national conference settings in places like Dallas, Philadelphia, and Washington. Clearly, others want to do for their students and communities as we are doing for ours.

Recently, New Hampshire Governor Maggie Hassan visited PMHS to speak with our students and teachers (<https://www.youtube.com/watch?v=ErFEHYmkXKc>); she had also heard of our transformational work and wanted to see for herself the results of this multi-year transformation.

In her State of the State Address before the New Hampshire Legislature in February 2014, Governor Hassan observed that

... New Hampshire's public schools are often ranked among the nation's best in graduation rates, in reading proficiency and in math proficiency.

*And many of our schools are innovating and working to find better ways to educate our students. **Pittsfield Middle High School**, for example, has brought businesses, parents and the entire community together to develop a student-centered learning program.*

Educators are working collaboratively with students to identify what they need to learn and what they are having trouble learning. Then together they build plans, including opportunities outside the classroom, that help each student thrive.

***Pittsfield** students are seeing the results in their test scores, with the number of 11th-graders testing proficient in math nearly doubling since the program began. **Pittsfield** is seeing improvements because they were willing to look at education differently.*

I close by thanking you for your consistent, ongoing support of our students and our schools, as well as your collaboration and contributions to this transformation; this wonderful work could not have been accomplished with you.

At the same time, you have our pledge that we will continue to do our best to serve the individual needs of each and every one of our students. Finally, we ensure you of our continued efforts to provide high value for your investment in the students and schools of your Pittsfield School District.

Respectfully submitted,

John J. Freeman, Ph.D.
Superintendent of Schools

REPORT OF THE ELEMENTARY SCHOOL DEANS

To the Pittsfield School District Community,

The Pittsfield Elementary School has experienced a year of growth and development as it strives to personalize instruction and to help each student achieve their personal best. The warm and supportive atmosphere within the school creates a safe learning environment in which our students can grow academically and socially. There are some challenges. The fall 2013 NECAP results, released in early February, show a leveling off of scores and underline the work still to be done in curriculum and instruction. The following is a summary of the work in progress.

Articulation of the PES Curriculum. The initial phase of curriculum writing has been completed with the curriculum of math and English language arts at all grade levels uploaded to Atlas, an online service for our curriculum. The public has access to the sequence of units, including timelines and a breakdown of topics within each unit as well as the proficiency indicator statements and competences addressed by each unit.

Professional Learning Communities. PLCs, begun in the prior year, continue to evaluate student work and to use the information to make changes to the curriculum, strengthening teaching methods and to identify weaknesses and strengths within the program. The PLCs have also begun work on improving the quality of assessments and designing units which incorporate performance-based assessments. This is an example of best practices in education being developed and implemented at PES.

Curriculum Changes. The third and fourth grades piloted an initiative to integrate art and physical education into social studies and science. The fourth grade team tracked data and compared the results of units of study for last year's students with the results of this year's students who experienced the new program. The fourth grade team reported, in both social studies and science, the depth and level of questions on assessments were higher than the previous year's assessments. This year's students also outperformed last year's students on the same assessments. The fourth grade team was encouraged by the results of the integration and have looked for more opportunities for integrating art and physical education into the curriculum. The third grade team created a unit which blended geography, art, social studies, and physical education. They felt the learning that occurred was rich and deep.

Quality Performance Assessment Team. The QPA team participated in several training sessions during the year to develop units with robust performance assessments and grading rubrics. The team then shared their knowledge with the faculty and initiated a cycle of QPAs whereby every grade level team set a learning goal, created a unit of study, designed a performance assessment and rubric, and then measured achievement of the student learning goal. This work strengthens the instruction and assessment of the school curriculum and the QPA team plays a leadership role in initiating and developing the QPAs school-wide.

Student Support Center. The Student Support Center has been working to rebrand itself. Many students and families see it as a place that only addresses behavioral issues through punishment.

In fact, the Student Support Center staff works closely with students and families to help build connections between student behaviors and success, both academically and emotionally. The Student Support Specialist works with students to help identify resources and strategies which help them manage their day. The center is a place for students to go when they sometimes have more going on in their lives than they can manage and good choices are difficult to make. The center allows for students to de-escalate, identify central issues, and develop replacement behaviors, with the assistance of a caring and compassionate staff. The Student Support Center is a component of Responsive Classroom, which is used throughout the school.

PES School Facility Improvement. We are pleased to report that the siding and window replacement project for the Pittsfield Elementary School has concluded with wonderful results. The Pittsfield School Board, Superintendent of Schools, Harriman Architects, and Hutter Construction, as well as many others, were able to complete the project on time and under budget. The project involved a coordinated team effort as the project was completed while school was in session. The school has the look and appearance that mirrors the wonderful work being accomplished within its walls. A heartfelt thank you goes out to all who have contributed to this success.

PES strives to deliver an excellent education by exploring best practices, collecting data to measure the effectiveness of current and new instruction and assessment methods, and implementing effective changes. This instruction program, set within a safe and secure learning environment, holds the potential to adapt and personalize the learning program of every student to their strengths and weaknesses. The community has been most supportive of this endeavor and the PES staff sincerely appreciates the strong support from the community.

Respectfully submitted,

Paul Newell
Dean of Operations

Susan Graham
Dean of Instruction

REPORT OF THE MIDDLE-HIGH SCHOOL DEANS

To the Pittsfield School District Community,

The Pittsfield Middle-High School continues its efforts to redefine education by developing a supportive environment in which the instructional practices are centered around student needs and the importance of a student's voice and choice in their education are recognized. The school has received positive recognition, nationwide and within the state, for the successful implementation of several student centered initiatives and has hosted a number of visitors interested in the ongoing work at PMHS. The school's faculty and staff appreciate and acknowledge the role of community support in the school's success.

The district's logic model – the long-term plan for school development – continues to guide and frame the work of the school. The faculty and staff have worked hard to foster student ownership of learning. Personal Learning Plans (PLP) and Student –Led Conferences serve to tailor the education to the needs of each student while requiring the student to make decisions about and to take ownership of their work. The faculty seeks to imbed 21st century skills within their curriculum at every opportunity. Raising the rigor of the program and increasing the level of student achievement are ongoing conversations. Effective communication within the school community and with the greater Pittsfield community continues to be a challenge, and the school is working hard to identify areas of improvement and strategize to address those opportunities.

Competency Based Instruction and Assessment. During the second year of competency based education, the staff at PMHS has focused on clarifying the expectations, strengthening the curriculum, and creating a smoother process. By meeting each competency in a course, a student demonstrates that he/she has mastered the skills and knowledge necessary for higher level work. The competency-based system grew stronger and more rigorous as teachers developed additional units, projects, and assessments that allowed students to demonstrate knowledge learned and skills gained in a variety of ways. The process for competency recovery was created to allow students who needed more time to master the skills and knowledge required by the competencies, the opportunity to achieve this goal.

Curriculum Articulation. The faculty began the process of documenting the curriculum taught in every course offered at PMHS. For this year, faculty focused on identifying competencies, creating timelines for the units, and detailing the content of those units. The school will make the curriculum available to the public through Atlas, a curriculum management system accessible through the school website.

Exhibition Night. The culmination of the project-based learning that infuses our curriculum is the annual Exhibition Night. During this event, students display one or more projects that they feel reflects their deep learning and engagement with the material presented in class. The projects selected by the

students to share with the community often contain performance assessments and represent authentic learning that is meaningful to the student. The school continues to strengthen this aspect of education through professional development to teachers on crafting rigorous projects that challenge and interest their students and provide alternative means for students to express their understanding. Exhibition Night will take place on May 8, 2014. Please join us and learn about the rich learning experiences of our students.

Performance Assessments. The school has invested time and effort into developing the means to rigorously assess performance and project-based activities. This effort is led by the i3 team, a group of middle and high school teachers who attended several workshops and receive on-going professional development in the area of inquiry, project-based learning, and performance assessments. The i3 team then shares their knowledge with the rest of the PMHS faculty by designing and delivering professional development. This training enables our faculty to design and deliver instruction, activities, and projects that support Exhibition Night.

Alternative Schedules. A committee of teachers explored the role of flexible scheduling in support of student centered approaches to education. The 11/12 grade teachers implemented a pilot of a rotating schedule for upper level students that mimicked a college course schedule. The rotating schedule allowed office hours to be introduced whereby a student could seek one on one support from their teacher at an identified, regularly occurring time.

The Alternative Scheduling Committee also introduced a new schedule for Wednesdays. A key feature of the new Wednesday schedule are Learning Studios. Learning Studios offer an extended period of time for students to explore an area of interest outside of the normal curriculum. Designed as project –based learning, the Wednesday schedule offers an extended period of time for students to work on their semester or year-long projects. There has been much positive feedback about the Learning Studios and the program has energized both staff and students.

Common Planning Time. Common Planning Time (CPT) groups continue to develop their skills in examining student work and using that information to inform decisions about lesson plans and assessments, as well as to identify the strengths and weaknesses of their students and of their curriculum. The CPT works as a team to strengthen lesson plans and instruction. Each CPT group identifies a student learning object (SLO) and works together to meet that goal. CPTs have the potential to impact the instruction and assessment in a very positive way at PMHS.

Site Council. The Site Council, established as the governing body of PMHS, has worked to influence the culture and climate of PMHS through direct impact on policy and practice that is not otherwise directed by school board policy and state law. Since last reported, the Site Council has worked to develop a protocol that influences the work being accomplished at PMHS. This protocol has provided valuable structure to the council and has increased the council's effectiveness at addressing major issues within the school as well as issues that come up internally as an organization. This group of dedicated students, staff, and community members are being recognized for their commitment and work ethic throughout the state and nation. The

Site Council embodies the five focus areas of the Logic Model; the school's long-term plan for development: Student Ownership for Learning, Raising Student Achievement, Developing 21st Century Skills, Civic Responsibility & Social-Emotional Learning, Redefining Adult Roles and Performance Expectations, and Engaging with the Community.

Restorative Justice. PMHS believes that everyone needs to be accountable to standards that exemplify what it means to learn and work in a community. The learning community encompasses wonderful people that dedicate themselves every day to providing a richer more meaningful experience in school. This community extends beyond the walls of the physical building. We have honored this by working to institute a practice of Restorative Justice. At the core of this is the passage of the school wide NORMS. The NORMS are the guiding expectations for the school community. Restorative Justice uses these to not only support the philosophy of how behavior and consequences are addressed, but also as a method of delivering more meaningful consequences through the work of the Justice Committee. This committee has organized the process for what happens when a student does not meet the behavior standards of the community. Students are at the center of the process as it works to hold students accountable to the larger school community. It models the beliefs and practices students wish to see both in and out of school.

NECAPs. The scores for the New England Common Assessment Program (NECAP) exams were released on February 3, 2014. The Fall 2013 results were disappointing, as they indicated that the scores had leveled off after improvement last year. While the focus of the school has been to develop its student centered practices, there is clearly work to be done to continue to strengthen the academic program.

The educators at PMHS have been working to improve the education offered by creating a student centered environment that values student input and offers students choices in how they learn and how they demonstrate their knowledge. On behalf of the faculty and staff at PMHS, we would like to thank the Pittsfield community for your on-going support in the efforts to redefine education at PMHS.

Respectfully submitted,

Paul Newell
Dean of Operations

Susan Graham
Dean of Instruction

REPORT OF THE PITTSFIELD SCHOOL DISTRICT DIRECTOR STUDENT SERVICES

To the Citizens of the Pittsfield School District,

The Director of Student Services supervises Special Education Services, Section 504, and English for Speakers of Other Languages (ESOL).

This year we have welcomed several new faculty members to the special education team: Sarah McLean and Deb Galante join us as Special Education Teachers at Pittsfield Elementary School. Leslie Putney joins us as a Special Education Teacher at Pittsfield Middle High School.

During the course of the 2012-2013 school year, the special education department participated with the New Hampshire Department of Education and the Southeastern Regional Education Service Center (SERESC) to begin the special education program approval process called Focus Monitoring.

The mission of the Special Education Program Approval Process is to support the advancement of educational results for all learners. This aim is integral to the Focused Monitoring Process in select New Hampshire School Districts, where a strategic and collaborative process is developed to address the achievement gap between students with disabilities and their non-disabled peers. To meaningfully address this disparity, a systems perspective is essential to best create strategies that represent gains for all students, including those with unique learning abilities and challenges. Accordingly, the Focused Monitoring Process is designed to incorporate current school and school district improvement goals and strategies in this yearlong effort.

From the District Leadership Team, a team of teachers from both schools, a subcommittee was established, the Focus Monitoring Subcommittee embarked upon answering the essential question, "What are the contributing factors to the achievement gap between students with disabilities and their non-disabled peers, and how may this gap be narrowed?" The subcommittee engaged in a process of analyzing data for causes of the gap to develop our current Focus Monitoring Action Plan.

The Pittsfield Special Education Team in collaboratively with Dr. William Bryan from Center for Secondary School Redesign to develop Guiding Principles for the special education department. These Guiding Principles were added to the special education position analysis as a part of the description of roles and responsibilities. They are listed below:

- *ACADEMIC ACHIEVEMENT*
Students are provided with consistent high expectations, learning opportunities, targeted programs/services, and instructional practices designed to maximize their academic achievement.
- *MEETING THE NEEDS OF EACH STUDENT*
The approach employed to enhance academic, social, behavioral, and emotional growth is tailored to the needs of each and every student.

- *CONNECTION BETWEEN THE IEP AND THE GENERAL CURRICULUM*
IEP and special education services are integrated to ensure access, participation, and progress into the general education curriculum.
- *STUDENT ENGAGEMENT AND OWNERSHIP FOR LEARNING*
The environment is designed to promote a high level of student engagement to facilitate students taking responsibility for their learning – academic, social, and emotional.
- *COMMUNICATION*
Communication is designed to be focused, timely, and consistent among all stakeholders, particularly with parents/families to facilitate a complete understanding and participation in each student’s IEP, transitions, and learning experience.
- *SERVICE DELIVERY*
Sufficient collaboration time is provided all partners engaged in creating successful learning experiences for students to ensure service delivery is timely, consistent, and effective.
- *PARTNERSHIP*
Strong partnerships are established among all key stakeholders to facilitate service delivery and attain significant academic, social, and emotional growth for each and every student.

As we continue to improve student services in the Pittsfield School District, it is critical that we work collaboratively during the development of all aspects of the district redesign process. This will only increase the opportunities to identify what practices and strategies will help our students with disabilities and other special needs become happy, successful, contributing citizens.

On behalf of student services, I would like to thank the Pittsfield School Board, the citizens and taxpayers of Pittsfield, the faculty and staff, parents, and my fellow administrators for their commitment to the education of all students, and especially the students with educational disabilities.

Respectfully submitted,

Lois-Jean Stevens
Director Student Services

**REPORT OF THE PITTSFIELD SCHOOL DISTRICT
DIRECTOR OF COLLEGE AND CAREER READINESS**

To the Citizens of Pittsfield,

During the 2012-2013 school year, the department continued efforts to present many educational opportunities to students. The Concord Regional Technology Center (CRTC) at Concord High School provides a major opportunity for our juniors and seniors to pursue specialized courses. The CRTC Director presented an overview of programs to all tenth graders. Students had the opportunity to tour the Technology Center, observe student demonstrations, and ask questions about the various academic programs. The department assisted with the application process and review of applications at Concord High School. Eighteen students completed classes at the CRTC for the school year 2012-2013.

A variety of college and career planning information was shared with students in advisory and individual meetings with students. The director assisted seniors with their college admissions and financial aid applications. A trip to the University of New Hampshire's College Fair was arranged, and a Financial Aid Night was held to assist students and parents in understanding the application and award process. Juniors were again encouraged to participate in these activities. School Improvement Grant funds supported expanded opportunities for middle and high school students to participate in visits to several college campuses.

The department also continued to work with the New Hampshire Higher Education Assistance Foundation (NHHEAF) to facilitate presentation of a "Planning for College" program for juniors and "What Do You Want to Do With Your Life?" career exploration program for tenth graders. NHHEAF also presented a program for eighth grade students, "Are You Smarter Than a Twelfth Grader?" The NHHEAF Center for College Planning offered a Scholastic Aptitude Test (SAT) preparation program at Pittsfield Middle High School to assist students in preparation for the SAT. Two "FAFSA Filing Nights" were also scheduled, allowing students and parents to meet with trained personnel at the high school and complete the Free Application for Federal Student Aid. A program called "The College Project," a collaborative effort of the Center for College Planning, College Board and Keene State College, provided outgoing freshmen a weekend of activities and workshops on campus along with a day of programs for their parents. These students will continue to receive support from Keene State and NHHEAF throughout their high school years.

The department coordinated programs for students at various grade levels, including seventh and ninth grade orientation and transition activities, early college planning programs, and coordination of a variety of prevention activities and guest speakers. In addition, school-based services were coordinated with a variety of agencies such as Riverbend Community Mental Health Center, Optimistic Youth Counseling, and Warren Street Counseling; substance abuse education and counseling through Second Start's Student Assistance Program counselor, as well as anger management and substance abuse counseling through the Merrimack County Juvenile Diversion Program. Guidance activities also included collaboration with the grade 9/10 Team and Middle School Team, Homeless Student Education and the Pittsfield Teen Mentor Program; participation in Emergency Management Team (now EMT), work with school intervention teams and active involvement in the Pittsfield Community Coalition. Guidance staff also worked with

our former school social worker to provide support to students and families in crisis situations and worked closely with Student Services to provide counseling to special needs students and students with disabilities under Section 504 of the Americans with Disabilities Act.

During the 2012-2013 school year, sixty-six students were enrolled in Virtual High School (VHS), Virtual Learning Academy Charter School (VLACS), and Odysseyware classes. Once again, the vast majority of our eighth graders left middle school with computer competency digital portfolios complete, allowing them to bypass the basic high school computer literacy class for higher level, applied Information and Computer Technology classes. MaryAnn Hatab, our General Educational Development (GED) Coordinator, provides outreach to recent high school dropouts to support them in completion of their GED. In school year 2012-2013, seven GED students successfully passed the GED exam. Some were students; however, others were community members. During the year, three current students took the pretests; two of them passed, but opted to stay in school. Four other people, all previous students, worked on the pretests and received help to become proficient, though they did not continue for various reasons.

The department worked closely with our Extended Learning Opportunities (ELO) Coordinator, Sheila Ward, as she assisted students with the completion of job shadowing, internships, and independent study projects within the school and the Pittsfield community. More than forty new ELOs were started in the 2012-2013 school year. Efforts to increase connections with community leaders and resources have been pursued through both the ELO Program and the New Hampshire Scholars Program. Pittsfield High School joined the New Hampshire Scholars Program in spring of 2011 and graduated three New Hampshire Scholars that year, seven graduates in 2012, and twelve graduates in 2013.

The Preliminary Scholastic Aptitude Test (PSAT) was administered to all sophomores to provide early exposure to college entrance examinations, identify areas of individual strengths and weaknesses, and encourage exploration of post-secondary education and career options. College-bound juniors were also encouraged to take the PSAT, which also serves as the National Merit Scholarship Qualifying Test for high school juniors. Pertinent information on testing programs was shared through the Pittsfield Middle High School Educational Leadership Team.

Forty-two seniors graduated in the class of 2013. Twenty-nine (71%) continued on to post-secondary institutions of higher education; sixteen (38%) at four-year colleges, and eighteen (43%) at two-year colleges. In addition, three students (7%) enlisted in the military upon graduation. The Class of 2013 received approximately \$38,800 in scholarships from local businesses, civic organizations, and trusts alone with additional assistance provided by the colleges and universities they are attending. For the sixth year, Foss Family Pittsfield Town Scholarships were awarded. Recipients included seventeen graduating seniors and fifteen past graduates of Pittsfield Middle High School. Scholarships totaling \$35,000 were awarded through the program at graduation ceremonies in June, 2013.

Respectfully submitted,

Sarah E. Rollins, PhD
Director, College and Career Readiness

REPORT OF THE TITLE I COORDINATOR

Title I is a federally supported program to help disadvantaged students meet New Hampshire curriculum standards. Title I provides opportunities for students served to acquire the knowledge and skills contained in the State curriculum framework and to meet the State NECAP proficiency standards—or grade-level expectations—developed for kindergarten through grade six in reading, writing, oral language, science, social studies, and mathematics.

The two means through which these purposes are accomplished are:

1. Providing an enriched and accelerated education program through additional services that increase the amount and quality of instructional time so that Title I students receive classroom instruction and additional instruction in areas of weakness; and
2. Providing Title I staff at the elementary school with substantial opportunities for professional development.

During the 2012-13 school year, over 100 students participated in the Title I school year, after school, and summer programs at Pittsfield Elementary School. Title I employed one full-time educational assistant, one part-time certified teacher and one full-time certified teacher. In addition, Title I partially funded three certified teachers. The Title I program at Pittsfield Elementary School offered:

1. Leveled Literacy Intervention (LLI) for reading in grades one and two;
2. Foundations groups for reading in grade one;
3. Home-reading connections, through books and parent contact;
4. An additional time program in kindergarten: K-Plus;
5. Parent education nights in math and literacy;
6. Support for parents to select out-of-district SES afterschool tutoring;
7. Comprehension groups for grade 4 and 5.
8. Summer programming for K through 6 students.
9. New Pre-kindergarten summer program for entering kindergarteners.

It was the fourth year for the K-Plus initiative. The data collected continues to indicate that this program was successful in promoting student success. K-Plus served 12 afternoon kindergarten students who were identified as needing additional instruction in early literacy skills. Our summer programming allowed collaboration and pooled resources among the District, Title I, and the Special Education Department.

Respectfully submitted,

Christine S. Teague
Title I Manager

REPORT OF THE FOSS FAMILY PITTSFIELD TOWN SCHOLARSHIP FUND

In late summer of 2007, Richard and Lois Foss transferred \$1,000,000 to the Pittsfield Board of Trustees to invest for the benefit of scholarships for Pittsfield Middle High School graduates. Recognizing the limited resources available to the parents of graduating seniors at Pittsfield Middle High School and the diminishing sources of public scholarships, grants and financial aid, the Fosses realized that many graduating seniors are forced by financial necessity to immediately enter the workforce, thus limiting Pittsfield the opportunity of building the stock of human capital which the Fosses feel is critical for nurturing future generations of business and civic leaders. The Fosses have since expanded their view of eligibility to those now in post-secondary school and those who seek to continue their education in their maturity. For the sixth year, scholarships were awarded to graduates of Pittsfield Middle High School in June, 2013. Awardees included 2013 graduates and those already in a post-secondary school. Individuals making a decision to go on to school though some years have passed since graduation are also eligible for the scholarship award.

The Scholarship Committee will continue its efforts to identify worthy candidates and award scholarships again this June.

2013 Foss Family Scholarship Recipients:

Sage Anthony – Emerson College
Victoria Averill – Franklin Pierce University
Dominic Brooks – Bridgewater State University
Eric Chapman – University of New Hampshire
Anna Colon-Pagan – New Hampshire Technical Institute
Paige Corliss – Massachusetts College of Pharmacy
Colleen Corliss – University of Massachusetts, Lowell
Elizabeth Cyr – New Hampshire Technical Institute
Ashleigh Garland – Lakes Region Community College
Kara Gingras – Lake Erie College
Denise Grattage – Keene State College
Cassidy Kearns – New Hampshire Technical Institute
Taylor Kiss – Emerson College
Allison Laflamme – Campbell University
Timothy Laflamme – New Hampshire Technical Institute
Aaron Manteau – University of New Hampshire
Sebastian Manteau – New England College
Katelynn McLennan – College of Southern Maryland
Janice Negron – New Hampshire Technical Institute
Craig Paggi – University of New Hampshire
Bryce Paradise – University of New Hampshire
Brandon Patterson – New Hampshire Technical Institute
Ryan Perras – New Hampshire Technical Institute
Ashley Pence – Lakes Region Community College

Justin Quigley – Southern Maine Community College
Quinn Steeves – George Mason University
Tiffany Summerford – Fisher College
Jillian Towle – Lakes Region Community College
Jennifer Tyrell – Frostburg State University
Aaron Vien – Worcester Polytechnical University
Brian Ward – Southern New Hampshire University
Kelsey Wrye – Colby-Sawyer College

PITTSFIELD SCHOOL DISTRICT FACULTY & STAFF ROSTER
School Year 2013 - 2014

| LAST | FIRST | SCHOOL | POSITION | PAY |
|--------------------|-----------|----------|--|----------------------------|
| *Allen | Sarah | PES | Grade 5 Teacher/Team Leader | \$38,826.00 |
| *Anthony | Richard | PMHS | Physical Education Teacher/Team Leader/I3 Team Member/ Class Advisor | \$53,709.00 |
| *Armour | Kiza | PMHS | Science Teacher/Team Leader | \$51,487.00 |
| Baldwin | Lori | PMHS | Educational Assistant Environmental Club Advisor | \$13.09 / hour \$175.00 |
| *Banks | Anne | PMHS | Special Education Teacher/Team Leader/Teacher Mentor/Drama Club Advisor/Class Advisor | \$34,535.00 |
| Barrett | Susan | PES | Custodian | \$12.47 / hour |
| *Bass | Katie | PES | Grade 2 Teacher/Math Interventionist/Responsive Classroom Site Leader | \$35,579.00 |
| Beck | Betsy | PMHS | Educational Assistant | \$11.66 / hour |
| *Bickford | Jessica | PMHS | Special Education Teacher/Class Advisor | \$31,685.00 |
| *Bickford | Lindsey | PES | Grade 4 Teacher/Math Interventionist | \$32,485.00 |
| *Billings | Warren | PMHS | Spanish Teacher/IMPACT Team Advisor/I3 Team Member | \$31,892.00 |
| *Biron | Jodi | PES | Grade 1 Teacher | \$41,153.00 |
| Blake | Leslie | PES | Secretary | \$14.38 / hour |
| Blanchette | Lyndsey | PMHS | College & Career Secretary | \$12.46 / hour |
| Blanchette | Sally | SAU | Financial Manager | \$51,510.00 |
| *Bouchard | Anne | PES | Grade 1 Teacher | \$53,072.00 |
| *Bowes | Jamie | PES | Special Education Teacher | \$35,329.00 |
| Boyce | Shawn | PMHS | Bus Monitor | \$15.00 / hour |
| Bradley | Susan | DISTRICT | Out of District Coordinator | \$37.66 / hour |
| Bradley | Susan | DISTRICT | Nellie Mae Grant Coordinator | \$45.45 / hour |
| Burnette | Sheila | SAU | Administrative Assistant | \$38,117.00 |
| Calderone | Christine | PMHS | Special Coordinator | \$10.96 / hour |
| *Canfield | Melissa | PMHS | Student Support Specialist | \$34,622.00 |
| Carri | Sarah | PMHS | Dual Enrollement Coordinator/Class Advisor | \$45,200.00 |
| Chassie | Tobi | DISTRICT | District Administrator/Grant Project Manager | \$90,449.00 |
| *Cleary | Kevin | District | Music Teacher/Band & Instrumental Music Director | \$36,079.00 |
| Colby | Gary | PMHS | JV Boys Basketball Coach | \$3,200.00 |
| Colon-Pagan | Beth | PES | Secretary | \$14.18 / hour |
| *Coombs | Lenore | PES | Kindergarten Teacher | \$35,487.00 |
| Cote | Mary | PES | Educational Assistant | \$9.30 / hour |
| Cray | Valerie | PMHS | Special Coordinator | \$10.64 / hour |
| Crevoiserat - Coon | JoAnne | PES | Educational Assistant | \$13.12 / hour |
| *Curtin | Mike | PES | Guidance Counselor | \$55,734.00 |
| Darrah | Deborah | PES | Special Coordinator, Computer Lab | \$18.84 / hour |
| Darrah | Jason | PMHS | Athletic Director/Varsity Boys Basketball Coach | \$13,800.00 |
| *Daschbach | Elizabeth | PES | ESOL Teacher | \$32.40 / hour |
| *Davitt | Chris | PMHS | English Teacher/Teacher Mentor/School Newspaper Advisor/I3 Team Member/Class Advisor/MS Boys Basketball Coach | \$37,723.00 |

| LAST | FIRST | SCHOOL | POSITION | PAY |
|-------------|--------------|---------------|---|-------------------------------|
| Dawson | James | PMHS | Head Custodian | \$19.54 / hour |
| Delgado | Amanda | PMHS | Custodian | \$8.25 / hour |
| *DeRosa | Shannon | PES | Grade 1 Teacher/Team Leader/Teacher Mentor | \$35,879.00 |
| *Donohue | Brian | PES | Physical Education Teacher/Team Leader | \$33,673.00 |
| *Doscher | Deborah | PES | Grade 5 Teacher | \$48,077.00 |
| Drew | Claire | PMHS | Educational Assistant Art Club Advisor | \$12.87 / hour \$175.00 |
| Dunagin | Heather | PMHS | MS Volleyball Coach | \$1,000.00 |
| *Dunlavy | Christie | PMHS | Science Teacher/Teacher Mentor/IMPACT Team Advisor/I3 Team Member/Class Advisor | \$40,149.00 |
| *Elliott | Susan | PES | Grade 3 Teacher/Team Leader/Math Interventionist | \$54,089.00 |
| Flanagan | Sandra | PMHS | Administrative Assistant | \$14.87 / hour |
| Flanders | Diana | PES | Educational Assistant | \$14.92 / hour |
| *Foss | Carin | District | Technology Intergrator | \$46,714.00 |
| Fraser | Brenda | PMHS | Educational Assistant | \$14.48 / hour |
| Freeman | John | SAU | Superintendent of Schools | \$89,058.00 |
| *Galante | Deborah | PES | Special Education Teacher | \$15,328.00 |
| Gallant | Frederick | PMHS | Custodian | \$9.96 / hour |
| Graham | Susan | DISTRICT | Dean of Instruction | \$80,000.00 |
| Guest | Cammy | PMHS | Special Coordinator | \$16.45 / hour |
| *Hamilton | Derek | PMHS | Social Studies Teacher/Team Leader/Student Council Advisor/ Class Advisor/Varsity Boys Soccer Coach/Junior Varsity Boys Soccer Coach | \$41,119.72 |
| Harrington | Matthew | PMHS | Educational Assistant | \$13.92 / hour |
| *Harvey | Danielle | PES | Math Lead Teacher/Math Interventionist Coordinator | \$41,151.00 |
| *Hatab | MaryAnn | PMHS | Media Generalist Cooperative Program Teacher | \$48,926.00 \$25.00 / hour |
| *Heppler | Alissa | PMHS | Social Studies Teacher/Team Leader | \$44,999.00 |
| Hill | Diana | PES | Educational Assistant | \$15.83 / hour |
| Hinckley | Christine | PES | Educational Assistant | \$12.87 / hour |
| Hodgdon | Cheryl | PMHS | Special Education Secretary, PT | \$9.14 / hour |
| Houle | Cindy | PES | Educational Assistant | \$13.65 / hour |
| *Howard | Jeanne | PES | Special Education Teacher | \$52,382.00 |
| *Howe | Katherine | PMHS | English Teacher/I3 Team Member | \$45,448.00 |
| *Hughes | Kerry | PES | Special Education Teacher/Teacher Mentor/Math Interventionist | \$32,417.00 |
| *Kaplan | Gloria | PES | Grade 6 Teacher/Math Interventionist | \$34,906.00 |
| Keel | Martin | PMHS | Custodian | \$10.88 / hour |
| Keusch | June | PMHS | School Nurse | \$30,717.00 |
| King | Vicki | PES | Therapeutic Assistant - Speech/Language | \$13.24 / hour |
| Kirschner | Frances | PMHS | Student Support Center Educational Assistant | \$11.32 / hour |
| Krochmal | Gloria | PMHS | Secretary | \$17.1801 / hour |
| Langevin | Stephen | PMHS | MS Girls Soccer Coach/Varsity Girls Basketball Coach | \$4,400.00 |
| Langley | Marianne | PMHS | Educational Assistant | \$13.12 / hour |
| *Lemay | Kathy | PES | Literacy Interventionist | \$37,118.00 |
| Lemire | Nick | PMHS | JV Boys Soccer Coach | \$133.28 |

| LAST | FIRST | SCHOOL | POSITION | PAY |
|--------------|--------------|----------|--|----------------------------|
| *Lennox | Sylvia | PES | Literacy Teacher | \$46,480.00 |
| *Littlefield | Terry | PES | Special Education Teacher | \$38,215.00 |
| *Mahanes | Kathy | PES | Grade 2 Teacher/PES Technology Intergrator/Team Leader | \$62,466.00 |
| *Martel | Jeff | PMHS | Guidance Counselor | \$53,122.00 |
| *Massey | Jennifer | PMHS | Business Teacher/Yearbook Club Advisor/Webmaster/Class Advisor | \$33,435.00 |
| *McCue | Karen | PES | Preschool/Kindergarten Teacher/Team Leader | \$42,553.00 |
| McDowell | Ellena | PMHS | Educational Assistant | \$11.78 / hour |
| *McHugh | Rebecca | PMHS | Special Education Teacher | \$49,138.00 |
| *McLean | Sarah | PES | Special Education Teacher | \$38,215.00 |
| Messier | Julie | PES | Educational Assistant | \$10.16 / hour |
| Miller | Melissa | PES | School Nurse/Teacher Mentor | \$30,636.00 |
| Miller | Pamela | PES | Administrative Assistant | \$16.91 / hour |
| Miller | Pamela | PES | Substitute Coordinator | \$15.00/day |
| Miner | Justin | PES | Educational Assistant | \$9.00 / hour |
| *Mitchell | William | PMHS | Art Teacher/Teacher Mentor/Art Club Advisor/Looseleaf Art & Lit. Magazine/I3 Team Member | \$39,333.00 |
| Morse | Ross | DISTRICT | Part Time Community Liasion | \$25.00 / hour |
| Mott | Brian | PMHS | Custodian | \$10.88 / hour |
| Nason | Karen | PMHS | Educational Assistant | \$9.18 / hour |
| Nason | Karen | PMHS | Substitute Coordinator | \$15.00/day |
| Newell | Paul | DISTRICT | Dean of Operations | \$80,000.00 |
| Newton | Melanie | PES | Special Coordinator | \$14.88 / hour |
| *Oswald | Katilynn | PMHS | Social Studies Teacher/Environmental Club | \$33,128.00 |
| *Owens | Elliot | PES | Long-term Substitute | \$158.03/day |
| *Patsos | David | PES | Grade 6 Teacher | \$56,884.00 |
| Pazdon | Melissa | DISTRICT | School Psychologist | \$58,361.00 |
| *Pinto | Brian | PMHS | Math Teacher/Team Leader/Gaming Club Advisor/School Newspaper Advisor/I3 Team Member/Advisory Council Co-Chairperson | \$36,285.00 |
| Pinto | Tara | PMHS | Educational Assistant Class Advisor | \$15.83 / hour \$220.00 |
| Potter | Caitlin | DISTRICT | Occupational Therapist | \$55,714.00 |
| *Putney | Leslie | PMHS | Special Education Teacher | \$48,887.00 |
| Ridener | Penny | PES | Educational Assistant | \$11.78 / hour |
| Rider | Diane | PES | Educational Assistant | \$10.06 / hour |
| Rodgers | Pamela | PMHS | Educational Assistant | \$13.25 / hour |
| Rollins | Sarah | DISTRICT | Director of College and Career Readiness | \$70,000.00 |
| *Rose | Lynette | PES | Behavior Program Supervisor | \$46,108.00 |
| *Rowley | Bernadette | PES | Grade 3 Teacher | \$32,807.00 |
| Rubino | Tom | DISTRICT | Information Technology Manager | \$20,769.00 |
| Schook | Mary | PES | Educational Assistant | \$12.49 / hour |
| *Schou | Linda | PMHS | Reading Teacher | \$52,382.00 |
| *Service | Laurie | PMHS | Math Interventionist/Class Advisor | \$33,280.00 |
| *Shawver | Joshua | PMHS | Science Teacher/Teacher Mentor/I3 Team Member/Class Advisor | \$38,272.00 |
| Searles | Rebecca Lynn | PES | Educational Assistant | \$9.21 / hour |
| Sheehan | Joy | PES | Speech & Language Asstistant | \$10.66 / hour |

| LAST | FIRST | SCHOOL | POSITION | PAY |
|----------------|--------------|---------------|---|----------------|
| *Sherwood | Paul | PMHS | Technology Education Teacher | \$30,717.00 |
| Smith | Elizabeth | PMHS | Educational Assistant | \$13.25 / hour |
| *Smith | Laura | PES | Grade 4 Teacher/Team Leader | \$43,538.00 |
| *Smith | Stanley | PMHS | Math Teacher/Outing Club Advisor/National Honor Society Advisor | \$49,838.00 |
| Stasiak | Linda | PMHS | Educational Assistant | \$11.29 / hour |
| *Steinbeiser | Colleen | PMHS | Health/Family & Consumer Science Teacher | \$29,236.00 |
| *Stevens | Lisa | PES | Art Teacher/Teacher Mentor | \$47,180.00 |
| Stevens | Lois | DISTRICT | Director of Student Services | \$74,106.00 |
| *Stewart | Darlene | PES | Special Education Teacher/Team Leader/Teacher Mentor | \$51,294.00 |
| Stopryo | Laura | PES | Educational Assitant | \$8.40 / hour |
| *Strickhart | Paul | PMHS | Math Teacher/Ski Club Advisor/Junior Varsity Volleyball Coach/Varsity Volleyball Coach | \$53,490.00 |
| Strout | Nicole | PMHS | Special Coordinator | \$18.30 / hour |
| Szelest | George | PES | Head Custodian | \$17.89 / hour |
| Teague | Chris | DISTRICT | Literacy Coordinator | \$21,330.00 |
| *Therriault | Charles | PMHS | Science Teacher | \$33,777.00 |
| *Towle | Rebecca | PMHS | Special Education Teacher/MS Girls Basketball Coach | \$31,268.00 |
| Traynor | Kathleen | PMHS | Educational Assistant | \$9.21 / hour |
| Trefry | Karen | PES | Educational Assistant, Title I | \$15.83 / hour |
| Troughton | Jasmine | PES | Educational Assistant | \$8.40 / hour |
| Tufts | Heather | PES | Educational Assistant | \$9.49 / hour |
| Tuttle | Norman | PMHS | MS Boys Soccer Coach | \$1,800.00 |
| Tuttle | Peter | PMHS | Varsity Girls Soccer Coach/Junior Varsity Girls Basketball Coach/JV Girls Soccer Coach | \$6,300.00 |
| *Uhouse | Jonathan | PES | Grade 2 Teacher | \$39,171.00 |
| Vien | Laurie | PES | Custodian | \$12.79 / hour |
| Vincent | Gail | PMHS | Educational Assistant | \$9.84 / hour |
| Ward | JoAnne | PES | Educational Assistant | \$12.87 / hour |
| Ward | Sheila | PMHS | ELO Coordinator/Winter Guard Advisor/I3 Team Member/Advisory Council Co-Chairperson | \$70,832.00 |
| *Wellington | Jenny Lynn | PMHS | English Teacher/Team Leader/Teacher Mentor/Looseleaf Art & Lit. Magazine Advisor/I3 Team Member/Class Advisor | \$49,122.00 |
| Whedon-Darling | Christine | PES | Educational Assistant | \$15.36 / hour |
| *Wilcox | Karly | PES | Special Education Teacher | \$29,968.00 |
| Willaims | Pamela | DISTRICT | Speech/Language Pathologist | \$47,500.00 |

*Position included in bargaining unit represented by the Education Association of Pittsfield

**PUPIL ENROLLMENT
2013-2014**

ELEMENTARY SCHOOL

| Grade | Home Schooled | Pupils | Total |
|--------------|----------------------|---------------|--------------|
| P | 0 | 18 | 18 |
| K | 0 | 24 | 24 |
| 1 | 3 | 45 | 48 |
| 2 | 2 | 43 | 45 |
| 3 | 5 | 46 | 51 |
| 4 | 2 | 37 | 39 |
| 5 | 1 | 40 | 41 |
| 6 | 5 | 44 | 49 |
| <hr/> | | | |
| Total | 18 | 297 | 315 |

MIDDLE HIGH SCHOOL

| Grade | Home Schooled | Pupils | Total |
|------------------------------------|----------------------|---------------|--------------|
| 7 | 4 | 51 | 55 |
| 8 | 5 | 46 | 51 |
| 9 | 3 | 58 | 61 |
| 10 | 2 | 53 | 55 |
| 11 | 5 | 28 | 33 |
| 12 | 1 | 27 | 28 |
| <hr/> | | | |
| Total Grades 7 - 8 | 9 | 97 | 106 |
| Total Grades 9 - 12 | 11 | 166 | 177 |
| <hr/> | | | |
| Grand Total 7 - 12 | 20 | 263 | 283 |

The Mercier Group

a professional corporation

INDEPENDENT AUDITOR'S REPORT ON THE INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Members of the School Board and Management
Pittsfield School District

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Pittsfield School District as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Pittsfield School District's basic financial statements, and have issued our report thereon dated November 14, 2013.

Internal Control Over Financial Reporting. In planning and performing our audit of the financial statements, we considered the Pittsfield School District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the basic financial statements, but, not for the purpose of expressing an opinion on the effectiveness of the Pittsfield School District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Pittsfield School District's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the School District's basic financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies or material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters. As part of obtaining reasonable assurance about whether the Pittsfield School District's basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report. The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Paul J. Mercier, Jr. CPA for

The Mercier Group, *a professional corporation*

Canterbury, New Hampshire

November 14, 2013

The Mercier Group

a professional corporation

INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board and Management
Pittsfield School District

Report on the Financial Statements. We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Pittsfield School District as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the School District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements. Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from materials misstatement, whether due to fraud or error.

Auditor's Responsibility. Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School District's procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control. Accordingly, we express no such opinion. An audit also includes evaluation of the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluation of the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion. In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Pittsfield School District, as of June 30, 2013, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Report on Required Supplementary Information. Management has not presented a management's discussion and analysis of the financial statements. Although it is not required to be part of the basic financial statements, United States generally accepted accounting principles considers it required supplementary information. Budgetary information presented in the section marked *Required Supplementary Information* are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and therefore express no opinion on it.

Report on Combining and Individual Fund Statements and Schedules. Our audit was performed for the purpose of forming opinions on the basic financial statements taken as a whole. The accompanying schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly presented in all material respects in relation to the basic financial statements taken as a whole.

Other reporting required by *Government Auditing Standards*. In accordance with *Government Auditing Standards*, we have also issued our report dated November 14, 2013 on our consideration of Pittsfield School District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Pittsfield School District's internal control over financial reporting and compliance.

Paul J. Mercier, Jr. cpa for

The Mercier Group, a professional corporation
Canterbury, New Hampshire
November 14, 2013

The Mercier Group

a professional corporation

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE

To the Members of the School Board and Management
Pittsfield School District

Report on Compliance for Each Major Federal Program. We have audited the Pittsfield School District's compliance with the types of compliance requirements described in the *OMB circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Pittsfield School District's major federal programs for the year ended June 30, 2013. The Pittsfield School District's major federal programs are identified in the summary of auditor's results section of the accompanying *Schedule of Findings and Questioned Costs*. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of management. Our responsibility is to express an opinion on Pittsfield School District's compliance based on our audit.

Management's Responsibility. Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility. Our responsibility is to express an opinion on compliance for each of the Pittsfield School District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of State and Local Governments and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Pittsfield School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Pittsfield School District's compliance.

Opinion on Each Major Federal Program. In our opinion, Pittsfield School District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2013.

Internal Control Over Compliance. Management of the Pittsfield School District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Pittsfield School District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Pittsfield School District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we considered to be *material weaknesses*. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Paul J. Mercier Jr., CPA for

The Mercier Group, a professional corporation

Canterbury, New Hampshire

November 14, 2013

Exhibit B1
PITTSFIELD SCHOOL DISTRICT
Balance Sheet
Governmental Funds
 June 30, 2013

All numbers are expressed in USA Dollars

| | General | Food Service | Grant Programs | Drake Field | Capital & Noncapital Reserves | PES Siding & Windows Project | Georgia B. Carpenter Trust | Total Governmental Funds |
|--------------------------------------|------------------|---------------|----------------|--------------|-------------------------------|------------------------------|----------------------------|--------------------------|
| ASSETS | | | | | | | | |
| Cash and cash equivalents | 790,456 | 15,132 | | | | | | 805,588 |
| Investments | | | | | | | 191,847 | 191,847 |
| Intergovernmental receivable | | 39,500 | 344,061 | | 359,306 | | | 742,867 |
| Accounts receivable | 57,470 | | | | | | | 57,470 |
| Interfund receivable | 229,065 | 230 | | 8,010 | | 19,753 | | 257,058 |
| Inventories | | 4,282 | | | | | | 4,282 |
| | <u>1,076,991</u> | <u>59,144</u> | <u>344,061</u> | <u>8,010</u> | <u>359,306</u> | <u>19,753</u> | <u>191,847</u> | <u>2,059,112</u> |
| LIABILITIES AND FUND BALANCES | | | | | | | | |
| Liabilities: | | | | | | | | |
| Accounts payable | 55,529 | 25,003 | 30,099 | 6,800 | | | | 117,431 |
| Accrued Liabilities | 623,072 | | | | | | | 623,072 |
| Interfund payable | 13,164 | 33,882 | 175,660 | | 19,753 | | | 262,212 |
| Deferred revenue | | | 138,302 | | | | | 138,302 |
| | <u>691,765</u> | <u>58,885</u> | <u>344,061</u> | <u>6,800</u> | <u>19,753</u> | <u>19,753</u> | <u>-</u> | <u>1,141,017</u> |
| Fund balances: | | | | | | | | |
| <i>Nonspendable</i> | | | | | | | | |
| Inventories | | 4,282 | | | | | | 4,282 |
| Permanent fund - principal | | | | | | | 191,847 | 191,847 |
| <i>Restricted for</i> | | | | | | | | |
| Drake Field Maintenance | | | | 1,210 | | | | 1,210 |
| <i>Committed for</i> | | | | | | | | |
| Capital & noncapital reserves | 100,000 | | | | 339,553 | | | 439,553 |
| Unassigned (deficit) | 285,226 | (4,023) | | | | | | 281,203 |
| | <u>385,226</u> | <u>259</u> | <u>-</u> | <u>1,210</u> | <u>339,553</u> | <u>-</u> | <u>191,847</u> | <u>918,095</u> |
| | <u>1,076,991</u> | <u>59,144</u> | <u>344,061</u> | <u>8,010</u> | <u>359,306</u> | <u>19,753</u> | <u>191,847</u> | <u>2,059,112</u> |

The notes to the financial statements are an integral part of this statement.

STATE OF NEW HAMPSHIRE

To the inhabitants of the School District in the **Town of Pittsfield** qualified to vote in District affairs:






You are hereby notified to meet at the **Pittsfield Town Hall Meeting Room** in said District on the **Eleventh day of March, 2014, between 7:00 a.m. and 7:00 p.m.** to act upon the following subjects:

1. To choose one (1) School Board Members for the ensuing three (3) years
2. To choose one (1) School Board Treasurer for the ensuing three (3) years

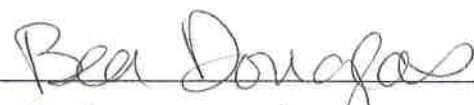

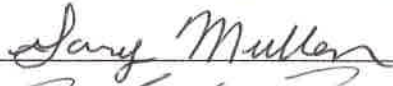


Voting will be by official ballot and checklist. The polls will remain open 7:00 a.m. to 7:00 p.m. Absentee voting will be allowed at this election.

Given under our hands at said Pittsfield this 13th day of February, 2014.

School Board

| | | |
|---|----------------------------------|--------|
|  | Bea Douglas, Member | (2016) |
|  | Nicole Manteau, Vice Chairperson | (2015) |
|  | Gary Mullen, Member | (2015) |
|  | Ray Ramsey, Member | (2016) |
|  | Michael Wolfe, Chairperson | (2014) |

A True Copy of the Warrant - Attest

| | | |
|---|----------------------------------|--------|
|  | Bea Douglas, Member | (2016) |
|  | Nicole Manteau, Vice Chairperson | (2015) |
|  | Gary Mullen, Member | (2015) |
|  | Ray Ramsey, Member | (2016) |
|  | Michael Wolfe, Chairperson | (2014) |

THE STATE OF NEW HAMPSHIRE

To the inhabitants of the School District of the **Town of Pittsfield** qualified to vote in district affairs:

You are hereby notified to meet at the **Pittsfield Elementary School** in said District on the **13th day of March 2014**, at **7:00 o'clock** in the evening to act upon the articles set forth in this warrant:

ARTICLE I

To hear the reports of agents, auditors, committees, or officers chosen, and to pass any vote relating therefore. **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (10 yes, 0 no). (Majority vote required.)

ARTICLE II

To determine and fix the salaries of the School Board and the compensation of any other officers or agents of the Pittsfield School District as follows: Moderator, \$100.00 per meeting; Clerk, \$100.00; Chairperson of the School Board, \$700.00; School Board Members, \$600.00 per member; School Treasurer, \$600.00; and Supervisors of the Checklist, \$75.00 per Supervisor per Meeting. **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (9 yes, 0 no, 1 abstention). (Majority vote required.)

ARTICLE III

To see if the Pittsfield School District will vote to raise and appropriate "up to" fifty thousand dollars (\$50,000) to be added to the Capital Reserve Fund established in March, 1996 to fund special education programs for identified students of the district under the provisions of RSA 35:1-b, with such amount to be funded from the June 30 unreserved fund balance available for transfer on July 1. (Estimated tax impact of this article: \$0) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (10 yes, 0 no). (Majority vote required.)

ARTICLE IV

To see if the Pittsfield School District will vote to raise and appropriate "up to" one hundred thousand dollars (\$100,000) to be added to the Capital Reserve Fund established in March 2004 to maintain the school buildings of the district under the provisions of RSA 35:1-b, with such amount to be funded from the June 30 unreserved fund balance available for transfer on July 1. (Estimated tax impact of this article: \$0) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (10 yes, 0 no). (Majority vote required.)

ARTICLE V

To see if the Pittsfield School District will vote to raise and appropriate the sum of three hundred twenty thousand dollars (\$320,000) for the support of the School Lunch Program. This appropriation will be funded by a like amount of revenue from the sale of

food and state and federal sources. (Estimated tax impact of this article: \$0.) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (10 yes, 0 no). (Majority vote required.)

ARTICLE VI

To see if the Pittsfield School District will vote to raise and appropriate the sum of one million, four hundred thousand dollars (\$1,400,000) for the support of federal and private foundation grant-funded educational programs of the Pittsfield School District. This appropriation is contingent upon receiving revenue from federal grants and private foundations and will be expended in accordance with federal and state requirements upon approval by the New Hampshire Department of Education or private foundation requirements. (Estimated tax impact of this article: \$0.) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (10 yes, 0 no). (Majority vote required.)

ARTICLE VII

To see if the Pittsfield School District will vote to approve the cost items included in the collective bargaining agreement reached between the Pittsfield School District and the Education Association of Pittsfield which calls for the following increase in salaries and benefits at the current staffing levels:

| <u>Fiscal Year</u> | <u>Estimated Increase</u> |
|--------------------|---------------------------|
| 2014-2015 | \$114,872 |
| 2015-2016 | \$ 99,549 |
| 2016-2017 | \$102,327 |

And to further raise and appropriate the sum of one hundred fourteen thousand, eight hundred seventy two dollars (\$114,872) for the 2014-2015 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. (Estimated tax impact of this article: \$.43/thousand.) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (10 yes, 0 no). (Majority vote required.)

ARTICLE VIII

Shall the Pittsfield School District, if Article VII is defeated, authorize the governing body to call one special meeting, at its option, to address Article VII cost items only. **Recommended** by the Pittsfield School Board. **No recommendation** considered by the Pittsfield Budget Committee. (Majority vote required.)

ARTICLE IX

To see if the Pittsfield School District will vote to raise and appropriate the Budget Committee's recommended amount of nine million, four hundred fourteen thousand, five hundred seventy three dollars (\$9,414,573) for the support of schools, for the payment of salaries for the school district officials and agents, and for the statutory obligations of the district. This article does not include appropriations voted in other warrant articles.

(Estimated tax impact of this article:-\$.47/thousand.) **Recommended** by the Pittsfield School Board. **Recommended** by the Pittsfield Budget Committee (10 yes, 0 no). (Majority vote required.)

ARTICLE X

To transact any other business which may legally come before this meeting.

Given under our hands at said Pittsfield this 20th day of February 2014.

SCHOOL BOARD

Bea Douglas
Nide Manteau
Gary Muller
Bob L. Roney
Mark [unclear]

A True Copy of the Warrant – Attest

SCHOOL BOARD

Bea Douglas
Nide Manteau
Gary Muller
Bob L. Roney
Mark [unclear]



SCHOOL BUDGET FORM

BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED THE PROVISIONS OF RSA 32:14 THROUGH 32:24
 Appropriations and Estimates of Revenue for the Fiscal Year from **July 1, 2014 to June 30, 2015**

Form Due Date: **20 days after the meeting**

THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT

This form was posted with the warrant on:

Instructions

1. Complete this cover page.
2. Attach the completed District's Budget Report after cover page.
3. Send to NHDRA at address below by the due date above.

For Assistance Please Contact:

NH DRA Municipal and Property Division
 Phone: (603) 230-5090
 Fax: (603) 230-5947
http://www.revenue.nh.gov/munc_prop/municipalservices.htm

SCHOOL DISTRICT INFORMATION ?

| | | |
|--------------------------|---|---|
| School District: | <input style="width: 95%;" type="text" value="Pittsfield (Local)"/> | <input style="width: 80%;" type="text" value="3715"/> |
| Municipalities Serviced: | <input style="width: 100%;" type="text" value="Pittsfield"/> | |



SCHOOL BUDGET COMMITTEE MEMBERS

| | | |
|---|---------------------|------------------------|
| - | First Name: Louis | Last Name: Houle |
| - | First Name: Mark | Last Name: Riel |
| - | First Name: Fred | Last Name: Hast |
| - | First Name: Larry | Last Name: Williams |
| - | First Name: Helen | Last Name: Schoppmeyer |
| - | First Name: Faith | Last Name: Whittier |
| - | First Name: Jacob | Last Name: Kitson |
| - | First Name: Gerad | Last Name: Leduc |
| - | First Name: Raymond | Last Name: Ramsey |
| - | First Name: Robert | Last Name: Schiferle |
| - | First Name: Helen | Last Name: Schiff |
| - | First Name: Mary | Last Name: Thorpe |
| - | First Name: Joanne | Last Name: Ward |

Add Member



APPROPRIATIONS

INSTRUCTION 1

| Account # | Purpose of Appropriations (RSA 32:3, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) |
|-------------------------------------|--|----------------------------|-----------------------------------|--|--|--|--|--|
| 1100 - 1199 | Regular Programs 1 | Add Warrant Article | \$2,903,677 | \$2,951,708 | \$3,056,596 | | \$3,056,596 | |
| | | - IX | | | \$3,056,596 | | \$3,056,596 | |
| 1200 - 1299 | Special Programs 2 | Add Warrant Article | \$1,954,195 | \$2,001,392 | \$1,994,169 | | \$1,994,169 | |
| | | - IX | | | \$1,994,169 | | \$1,994,169 | |
| 1300 - 1399 | Vocational Programs 2 | Add Warrant Article | \$30,689 | \$45,000 | \$40,000 | | \$40,000 | |
| | | - IX | | | \$40,000 | | \$40,000 | |
| 1400 - 1499 | Other Programs 2 | Add Warrant Article | \$92,682 | \$125,629 | \$130,932 | | \$130,932 | |
| | | - IX | | | \$130,932 | | \$130,932 | |
| 1500 - 1599 | Non-Public Programs 2 | Add Warrant Article | | | | | | |
| | | - | | | | | | |
| 1600 - 1699 | Adult/Continuing Ed. Programs 2 | Add Warrant Article | | | | | | |
| | | - | | | | | | |
| 1700 - 1799 | Comm./Jr. College Ed. Programs 2 | Add Warrant Article | | | | | | |
| | | - | | | | | | |
| 1800 - 1899 | Community Service Programs 3 | Add Warrant Article | | | | | | |
| | | - | | | | | | |
| Instruction Section Subtotal | | | \$4,981,243 | \$5,123,729 | \$5,221,697 | | \$5,221,697 | |



| SUPPORT SERVICES | | | | | | | | | |
|-----------------------------------|--|----------------------|--------------------------------|--|--|--|--|--|--|
| Account # | Purpose of Appropriations (RSA 323, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) | |
| 2000 - 2199 | Student Support Services | Add Warrant Article | \$696,041 | \$737,658 | \$772,361 | | \$772,361 | | |
| | | - IX | | | \$772,361 | | \$772,361 | | |
| 2200 - 2299 | Instructional Staff Services | Add Warrant Article | \$591,764 | \$561,891 | \$573,470 | | \$573,470 | | |
| | | - IX | | | \$573,470 | | \$573,470 | | |
| Support Services Section Subtotal | | | \$1,287,805 | \$1,299,549 | \$1,345,831 | | \$1,345,831 | | |

| GENERAL ADMINISTRATION | | | | | | | | | |
|---|--|----------------------|--------------------------------|--|--|--|--|--|--|
| Account # | Purpose of Appropriations (RSA 323, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) | |
| 2310 (840) | School Board Contingency | Add Warrant Article | | | | | | | |
| | | - | | | | | | | |
| 2310 - 2319 | Other School Board | Add Warrant Article | \$31,143 | \$71,866 | \$78,630 | | \$78,630 | | |
| | | - IX | | | \$78,630 | | \$78,630 | | |
| General Administration Section Subtotal | | | \$31,143 | \$71,866 | \$78,630 | | \$78,630 | | |

| EXECUTIVE ADMINISTRATION | | | | | | | | | |
|--------------------------|--|----------------------|--------------------------------|--|--|--|--|--|--|
| Account # | Purpose of Appropriations (RSA 323, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) | |
| 2320 (310) | SAU Management Services | Add Warrant Article | | | | | | | |
| | | - | | | | | | | |



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| Account # | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) |
|--|--------------------------|--------------------------------|--|--|--|--|--|
| 2320 - 2399 All Other Administration | Add Warrant Article - | \$307,044 | \$312,308 | \$317,391 | | \$317,391 | |
| | - IX | | | \$317,391 | | \$317,391 | |
| 2400 - 2499 School Administration Service | Add Warrant Article - | \$800,861 | \$843,922 | \$789,458 | | \$789,458 | |
| | - IX | | | \$789,458 | | \$789,458 | |
| 2500 - 2599 Business | Add Warrant Article - | | | | | | |
| | - | | | | | | |
| 2600 - 2699 Operation & Maint. of Plant | Add Warrant Article - | \$896,514 | \$855,247 | \$881,285 | | \$881,285 | |
| | - IX | | | \$881,285 | | \$881,285 | |
| 2700 - 2799 Student Transportation | Add Warrant Article - | \$501,275 | \$571,086 | \$425,246 | | \$425,246 | |
| | - IX | | | \$425,246 | | \$425,246 | |
| 2800 - 2999 Support Service Central & Other | Add Warrant Article - | | | | | | |
| | - | | | | | | |
| Executive Administration Section Subtotal | | \$2,505,694 | \$2,582,563 | \$2,413,380 | | \$2,413,380 | |

| NON-INSTRUCTIONAL SERVICES | | | | | | | | |
|--|---|--------------------------|--------------------------------|--|--|--|--|--|
| Account # | Purpose of Appropriations (RSA 32:3, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) |
| 3100 | Food Service Operations | Add Warrant Article - | | | | | | |
| | | - | | | | | | |
| 3200 | Enterprise Operations | Add Warrant Article - | | | | | | |
| | | - | | | | | | |
| Non-Instructional Services Section Subtotal | | | | | | | | |



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| FACILITIES ACQUISITION AND CONSTRUCTION | | | | | | | | | |
|--|--|----------------------------|-----------------------------------|--|--|--|--|--|--|
| Account # | Purpose of Appropriations (RSA 32:3, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) | |
| 4100 | Site Acquisition | Add Warrant Article | | | | | | | |
| | | - | | | | | | | |
| 4200 | Site Improvement | Add Warrant Article | | | | | | | |
| | | - | | | | | | | |
| 4300 | Architectural/Engineering | Add Warrant Article | | | | | | | |
| | | - | | | | | | | |
| 4400 | Educ. Specification Development | Add Warrant Article | | | | | | | |
| | | - | | | | | | | |
| 4500 | Bldg Acquisition/Construction | Add Warrant Article | | | | | | | |
| | | - | | | | | | | |
| 4600 | Building Improvement Services | Add Warrant Article | | \$1 | \$1 | | \$1 | | |
| | | - | | | \$1 | | \$1 | | |
| 4900 | Other Fac. Acqui. & Const. Svcs | Add Warrant Article | | | | | | | |
| | | - | | | | | | | |
| Facilities Acquisition Section Subtotal | | | | \$1 | \$1 | | \$1 | \$1 | |



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OTHER OUTLAYS

| Account # | Purpose of Appropriations (RSA 32:3, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Enacting FY (Recommended) | School Board's Appropriations Enacting FY (Not Recommended) | Budget Committee's Appropriations Enacting FY (Recommended) | Budget Committee's Appropriations Enacting FY (Not Recommended) |
|---------------------------------------|--|-----------------------------|-----------------------------------|--|---|---|---|---|
| 5110 | Debt Service - Principle | Add Warrant Article - | | \$265,000 | \$265,000 | | \$265,000 | |
| | | - | | | \$265,000 | | \$265,000 | |
| 5120 | Debt Service - Interest | Add Warrant Article - | | \$104,609 | \$90,034 | | \$90,034 | |
| | | - | | | \$90,034 | | \$90,034 | |
| Other Outlays Section Subtotal | | | | \$369,609 | \$355,034 | | \$355,034 | |

FUND TRANSFERS

| Account # | Purpose of Appropriations (RSA 32:3, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Enacting FY (Recommended) | School Board's Appropriations Enacting FY (Not Recommended) | Budget Committee's Appropriations Enacting FY (Recommended) | Budget Committee's Appropriations Enacting FY (Not Recommended) |
|-------------|--|-----------------------------|-----------------------------------|--|---|---|---|---|
| 5220 - 5221 | To Food Service | Add Warrant Article - | | | | | | |
| | | - | | | | | | |
| 5222 - 5229 | To Other Special Revenue | Add Warrant Article - | | | | | | |
| | | - | | | | | | |
| 5230 - 5239 | To Capital Projects | Add Warrant Article - | | | | | | |
| | | - | | | | | | |
| 5254 | To Agency Funds | Add Warrant Article - | | | | | | |
| | | - | | | | | | |
| 5300 - 5399 | Intergov. Agency Allocation | Add Warrant Article - | | | | | | |
| | | - | | | | | | |



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| | Add Warrant Article | | | | | | | | |
|--|---------------------|-------------|-------------|-------------|--|--|--|-------------|--|
| Supplemental: | - | | | | | | | | |
| Deficit | - | | | | | | | | |
| Fund Transfers Section Subtotal | | | | | | | | | |
| Operating Budget Total | | \$8,805,885 | \$9,447,317 | \$9,414,573 | | | | \$9,414,573 | |



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****SPECIAL WARRANT ARTICLES****

Special Warrant articles are defined in RSA 32:3.VI, as appropriations 1) In petitioned warrant articles; 2) Appropriations raised by bonds or notes; 3) Appropriation to or from a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) An appropriation designated on the warrant as a special article or as a non-lapsing or nontransferable article.

| Account # | Purpose of Appropriations (RSA 32:3.V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) |
|-----------|---|----------------------------|-----------------------------------|--|--|--|--|--|
| 5251 | To Capital Reserve | Add Warrant Article | \$100,000 | \$100,000 | \$150,000 | | \$150,000 | |
| | Building Maintenance Reserve | - IV | | | \$100,000 | | \$100,000 | |
| | Special Education Reserve | - III | | | \$50,000 | | \$50,000 | |
| 5252 | To Expendable Trust | Add Warrant Article | | | | | | |
| | | - | | | | | | |
| 5253 | To Non-Expendable Trusts | Add Warrant Article | | | | | | |
| | | - | | | | | | |
| | Other Special Articles | Add Warrant Article | | \$615,000 | | | | |
| | | - | | | | | | |
| | Special Articles Recommended | | \$100,000 | \$715,000 | \$150,000 | | \$150,000 | |



****INDIVIDUAL WARRANT ARTICLES****

"Individual" warrant articles are not necessarily the same as "Special Warrant Articles". An example of an individual warrant article might be: 1) Negotiated cost items for labor agreements; 2) Leases; 3) Supplemental appropriations for the current year for which funding is already available; or 4) Deficit appropriations for the current year which must be funded through taxation.

| Account # | Purpose of Appropriations (RSA 32:3, V) | OP Bud. Warr. Art. # | Actual Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Enacting FY (Recommended) | School Board's Appropriations Enacting FY (Not Recommended) | Budget Committee's Appropriations Enacting FY (Recommended) | Budget Committee's Appropriations Enacting FY (Not Recommended) |
|--|--|----------------------------|-----------------------------------|--|---|---|---|---|
| Other Individual Articles | | | | | | | | |
| 5220-5221 | Food Service | - | \$309,940 | \$320,000 | \$320,000 | | \$320,000 | |
| 5222-5229 | Federal, State, Other Grants | - | \$2,100,315 | \$1,400,000 | \$1,400,000 | | \$1,400,000 | |
| 1100-1199 | Teacher Contract | - | | \$42,900 | \$114,872 | | \$114,872 | |
| Individual Articles Recommended | | | | \$1,762,900 | \$1,834,872 | | \$1,834,872 | |

You have reached the end of the Appropriations Section. Please review the this section for accuracy, then move on to the Revenues Section.



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REVENUES

FROM LOCAL SOURCES

| Account # | Source of Revenue | Warrant Article # | Revised Revenues Current Year | School Board's Estimated Revenues | Budget Committee's Estimated Revenues |
|--|------------------------------|---------------------|-------------------------------|-----------------------------------|---------------------------------------|
| 1300 - 1349 | Tuition | Add Warrant Article | | | |
| 1400 - 1449 | Transportation Fees | Add Warrant Article | | | |
| 1500 - 1599 | Earnings on Investments | Add Warrant Article | \$500 | \$400 | \$400 |
| | | - IX | | \$400 | \$400 |
| 1600 - 1699 | Food Service Sales | Add Warrant Article | \$157,000 | \$157,000 | \$157,000 |
| | | - V | | \$157,000 | \$157,000 |
| 1700 - 1799 | Student Activities | Add Warrant Article | | | |
| | | - | | | |
| 1800 - 1899 | Community Service Activities | Add Warrant Article | | | |
| | | - | | | |
| 1900 - 1999 | Other Local Sources | Add Warrant Article | | \$40,000 | \$40,000 |
| | | - IX | | \$40,000 | \$40,000 |
| From Local Sources Section Subtotal | | | \$157,500 | \$197,400 | \$197,400 |



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| FROM STATE SOURCES | | | | | | |
|--|---------------------------|---------------------|-------------------------------|-----------------------------------|---------------------------------------|--|
| Account # | Source of Revenue | Warrant Article # | Revised Revenues Current Year | School Board's Estimated Revenues | Budget Committee's Estimated Revenues | |
| 3210 | School Building Aid | Add Warrant Article | \$100,163 | \$89,923 | \$89,923 | |
| | | - IX | | \$89,923 | \$89,923 | |
| 3220 | Kindergarten Aid | Add Warrant Article | | | | |
| | | - | | | | |
| 3215 | Kindergarten Building Aid | Add Warrant Article | | | | |
| | | - | | | | |
| 3230 | Catastrophic Aid | Add Warrant Article | \$146,000 | \$116,936 | \$116,936 | |
| | | - IX | | \$116,936 | \$116,936 | |
| 3240 - 3249 | Vocational Aid | Add Warrant Article | \$5,000 | \$5,000 | \$5,000 | |
| | | - IX | | \$5,000 | \$5,000 | |
| 3250 | Adult Education | Add Warrant Article | | | | |
| | | - | | | | |
| 3260 | Child Nutrition | Add Warrant Article | \$3,000 | \$3,000 | \$3,000 | |
| | | - V | | \$3,000 | \$3,000 | |
| 3270 | Driver Education | Add Warrant Article | | | | |
| | | - | | | | |
| 3290 - 3299 | Other State Sources | Add Warrant Article | | | | |
| | | - | | | | |
| From State Sources Section Subtotal | | | \$254,163 | \$214,859 | \$214,859 | |



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| FROM FEDERAL SOURCES ⑦ | | | | | | |
|--|---------------------------------------|---------------------|-------------------------------|-----------------------------------|---------------------------------------|--|
| Account # | Source of Revenue | Warrant Article # | Revised Revenues Current Year | School Board's Estimated Revenues | Budget Committee's Estimated Revenues | |
| 4100 - 4539 | Federal Program Grants ⑦ | Add Warrant Article | \$1,235,000 | \$1,235,000 | \$1,235,000 | |
| | | - VI | | \$1,235,000 | \$1,235,000 | |
| 4540 | Vocational Education ⑦ | Add Warrant Article | | | | |
| | | - | | | | |
| 4550 | Adult Education ⑦ | Add Warrant Article | | | | |
| | | - | | | | |
| 4560 | Child Nutrition ⑦ | Add Warrant Article | \$160,000 | \$160,000 | \$160,000 | |
| | | - V | | \$160,000 | \$160,000 | |
| 4570 | Disabilities Programs ⑦ | Add Warrant Article | \$165,000 | \$165,000 | \$165,000 | |
| | | - VI | | \$165,000 | \$165,000 | |
| 4580 | Medicaid Distribution ⑦ | Add Warrant Article | \$140,000 | \$140,000 | \$140,000 | |
| | | - IX | | \$140,000 | \$140,000 | |
| 4590 - 4999 | Other Federal Sources (except 4810) ⑦ | Add Warrant Article | | | | |
| | | - | | | | |
| 4810 | Federal Forest Reserve ⑦ | Add Warrant Article | | | | |
| | | - | | | | |
| From Federal Sources Section Subtotal | | | \$1,700,000 | \$1,700,000 | \$1,700,000 | |



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OTHER FINANCING SOURCES

| Account # | Source of Revenue | Warrant Article # | Revised Revenues Current Year | School Board's Estimated Revenues | Budget Committee's Estimated Revenues |
|-------------|--|---------------------|-------------------------------|-----------------------------------|---------------------------------------|
| 5110 - 5139 | Sale of Bonds & Notes | Add Warrant Article | | | |
| 5221 | Transfer from Food Svc - Spec. Rev. Fund | Add Warrant Article | | | |
| 5222 | Transfer from Other Special Rev. Funds | Add Warrant Article | \$8,000 | \$8,000 | \$8,000 |
| 5230 | Transfer from Capital Project Funds | Add Warrant Article | | | |
| 5251 | Transfer from Capital Reserve Funds | Add Warrant Article | \$275,000 | | |
| 5252 | Transfer from Expendable Trust Funds | Add Warrant Article | | | |
| 5253 | Transfer from Non-Expendable Trust Funds | Add Warrant Article | | | |
| 5300 - 5699 | Other Financing Sources | Add Warrant Article | | | |
| 5140 | This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 198:20-d for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN Revenue Last FY _____ = Net RAN | | | | |
| | | Add Warrant Article | | | |
| | | | | | |



| | Add Warrant Article | | | | |
|---|---------------------|--------------------|--------------------|--------------------|--------------------|
| Supplemental Appropriation (Contra) | - | | | | |
| Voted From Fund Balance | Add Warrant Article | \$100,000 | \$150,000 | \$150,000 | \$150,000 |
| | III | | \$50,000 | \$50,000 | \$50,000 |
| | IV | | \$100,000 | \$100,000 | \$100,000 |
| Fund Balance to Reduce Taxes | Add Warrant Article | \$285,225 | | | |
| | - | | | | |
| Other Financing Sources Section Subtotal | | \$668,225 | \$158,000 | \$158,000 | \$158,000 |
| Total Estimated Revenue & Credits | | \$2,779,888 | \$2,270,259 | \$2,270,259 | \$2,270,259 |



****BUDGET SUMMARY****

| Item | Current Year Adopted Budget | School Board's Recommended Budget | Budget Committee's Recommended Budget |
|--|--------------------------------|--------------------------------------|--|
| Operating Budget Appropriations Recommended | \$9,447,317 | \$9,414,573 | \$9,414,573 |
| Special Warrant Articles Recommended | \$715,000 | \$150,000 | \$150,000 |
| Individual Warrant Articles Recommended | \$1,762,900 | \$1,834,872 | \$1,834,872 |
| TOTAL Appropriations Recommended | \$11,925,217 | \$11,399,445 | \$11,399,445 |
| Less: Amount of Estimated Revenues & Credits | \$2,779,888 | \$2,270,259 | \$2,270,259 |
| Estimated Amount of State Education Tax/Grant | | \$4,735,045 | \$4,735,045 |
| Estimated Amount of Local Taxes to be Raised for Education | | \$4,394,141 | \$4,394,141 |



| | | |
|---|--------------------------------------|-------------------------------------|
| Does the budget include Collective Bargaining Cost Items ? | <input checked="" type="radio"/> Yes | <input type="radio"/> No |
| Does the budget include RSA 32:18-a Bond Overrides ? | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| Does the budget include RSA 32:21 Water Costs ? | <input type="radio"/> Yes | <input checked="" type="radio"/> No |

| BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE | |
|--|---------------------|
| Total recommended by Budget Committee: | \$11,399,445 |
| Less Exclusions: | |
| Principal: Long-Term Bonds & Notes: | \$265,000 |
| Interest: Long-Term Bonds & Notes: | \$90,034 |
| Capital outlays funded from Long-Term Bonds & Notes | |
| Mandatory Assessments | |
| Total Exclusions | \$355,034 |
| Collective Bargaining Cost Items | |
| Recommended Cost Items (Prior to Meeting) | \$114,872 |
| Voted Cost Items (Voted at Meeting) | |
| Amount voted over recommended amount | \$0 |
| Maximum Allowable Appropriations Voted At Meeting | \$12,503,886 |



Pittsfield (Local) (3715)

PREPARER'S CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

Sally

Preparer's Last Name

Blanchette

Feb 17, 2014

Preparer's Signature and Title

Date

Check to Certify Electronic Signature: You are required to check this box and provide your name above. By checking this box, you hereby declare and certify that the electronic signature above was actually signed by the Preparer and that the electronic signature is valid.

SCHOOL BUDGET COMMITTEE CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

[Signature]
Budget Committee Member's Signature

[Signature]
Budget Committee Member's Signature

[Signature]
Budget Committee Member's Signature

[Signature]
Budget Committee Member's Signature

[Signature]
Budget Committee Member's Signature

[Signature]
Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

[Signature]
Budget Committee Member's Signature

Please save and e-mail the completed PDF form to your Municipal Account Advisor:

- Michelle Clark: michelle.clark@dra.nh.gov
- Jamie Dow: jamie.dow@dra.nh.gov
- Shelley Gerlarneau: shelly.gerlarneau@dra.nh.gov
- Jean Samms: jean.samms@dra.nh.gov

An electronic or hard-copy of this signature page must be signed and submitted to the NHDRA at the following address:

**NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL AND PROPERTY DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487**