



SCHOOL ADMINISTRATIVE UNIT #51

23 Oneida Street, Unit 1
Pittsfield, New Hampshire 03263
Phone: (603) 435-5526 • Fax (603) 435-5331
Bryan Lane – Superintendent of Schools

PITTSFIELD SCHOOL BOARD
MEETING AGENDA

5:30 PM Thursday, April 6, 2023
PMHS Media Center
Pittsfield Middle High School

meet.google.com/ozc-sstw-mto

1. CALL TO ORDER – BRYAN LANE, SUPERINTENDENT OF SCHOOLS
2. PLEDGE OF ALLEGIANCE 5:30 p.m.
3. NOMINATION/ELECTION OF BOARD CHAIR
4. NOMINATION/ELECTION OF VICE CHAIR
5. PUBLIC INTERVIEW OF PES PRINCIPAL CANDIDATES
6. ACTION ON AMENDED AGENDA
7. APPROVAL OF MINUTES FROM March 16, 2023
8. PUBLIC INPUT
9. STUDENT REPRESENTATIVE
10. PES PRINCIPAL
 - a. PES Statistics
 - b. PES Calendar
 - c. Building Project
 - d. Kindergarten Registration
 - e. Interventions
 - f. Incidents
11. PMHS PRINCIPAL
 - a. Facility Usage Request
 - b. Senior Class Trip
 - c. NEASC Decennial Visit
12. SUPERINTENDENT OF SCHOOLS
 - a. PES Principal Search
 - b. Enrollment
 - c. 2024-25 Budget
 - d. Nomination List
 - e. New England Association of Schools and Colleges Visit

13. SCHOOL BOARD

Information & Discussion

- Policy Review – First Reading:
 - IHAM, Health Education Exemption from Instruction
 - IMBD, High School Credit for Seventh and Eighth Grade Coursework
 - ILBAA, High School Competencies
 - JLCCA, HIV / AIDS

Action Items

- Propane Bids
- Teacher Nominations
- Policy Review – Second Reading
 - EFC, Free and Reduced Lunch
 - DD, Funding Proposals
 - IKF, Graduation Requirements
 - JICFA, Hazing
- DIH, Fraud Prevention and Fiscal Management
- Policy Review – Third Reading:
 - EBCB, Fire Drills

14. COMMITTEE ASSIGNMENTS

- a. BUDGET COMMITTEE
- b. DRAKE FIELD & FACILITIES
- c. NEGOTIATIONS
- d. FOSS FAMILY SCHOLARSHIP

15. PLAN AGENDA FOR NEXT MEETING

16. PUBLIC INPUT

17. ADJOURNMENT

DRAFT MINUTES BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
March 16, 2023
Pittsfield Middle High School

I. CALL TO ORDER – Bryan Lane, Superintendent of Schools

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

Others Present: Bryan Lane, Superintendent
Charlene Vary, Directory of Student Services
Derek Hamilton, PMHS Principal
Melissa Brown, PMHS Assistant Principal
Michael Wiley, PES Principal
Members of the Public

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

II. NON-PUBLIC

At 5:33 p.m. a motion was made by Mr. Gauthier and seconded by Ms. Adams to enter into a non-public session under the authority of RSA 91-A:3 (a and c) to discuss student issue. The Board was polled and voted unanimously to enter into a non-public session (Ms. Adams, yes; Mr. Cote, yes; Ms. Duval, yes; Mr. Gauthier, yes; Ms. Goggin, yes).

On a motion made by Ms. Adams and seconded by Mr. Cote, the Board voted 5-0 (Ms. Adams, yes; Mr. Cote, yes; Ms. Duval, yes; Mr. Gauthier, yes; Ms. Goggin, yes) to expel the student.

At 6:02 p.m. a motion was made by Mrs. Duval and seconded by Mrs. Goggin to exit from a non-public session. The Board was polled and voted unanimously to exit the non-public session (Ms. Adams, yes; Mr. Cote, yes; Ms. Duval, yes; Mr. Gauthier, yes; Ms. Goggin, yes).

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mr. Gauthier.

Mr. Gauthier notes that the nominations for Board Chair and Vice-Chair will occur at the next meeting to be held on April 6.

IV. PUBLIC HEARING

Mr. Gauthier opened the public hearing to discuss the acceptance of \$10,000 endowment from the Diane R. Steward Revocable Trust at 6:08 p.m..

The Superintendent clarified that if the funds were to be accepted, the funds would be held in an account for one-year before expending.

Mr. Gauthier inquired as to what interests are known to the District by Ms. Steward. The Superintendent stated that he was not aware of any.

Mr. Gauthier closes the public hearing at 6:15 p.m..

On a motion made by Ms. Goggin and seconded by Ms. Adams, the Board voted 5-0, to accept the \$10,000 endowment from the Diane R. Steward Revocable Trust.

V. AGENDA REVIEW

The following items were added to the agenda:

- District Calendar 2023-24 (Ms. Adams)
- Policy IJOA (Ms. Adams)

VI. ACTION ON AMENDED AGENDA

On a motion made by Ms. Goggin and seconded by Ms. Duval, 5-0, the Board unanimously approved the amended agenda.

VII. APPROVAL OF PREVIOUS MEETING MINUTES

The public minutes of the March 16, 2023 meeting were considered.

Changes include: Ms. Goggin's name listed twice under adjournment, change the second to Ms. Adams; page 2; IX, correct date to April 15, with the contracts to be returned by the first week of May; student representative corrected to reflect that the students are working on informing the students of the dress code, not reworking the approved dress code; page 3, correct remuneration; correction on members present at the start of non-public, Ms Duval and Mr. Cote were not present at the start; vote should reflect 3-0 to enter non-public and 4-0 to exit from non-public.

On a motion made by Ms. Adams and seconded by Ms. Goggin, 5-0, the Board unanimously approved the amended minutes.

VIII. PUBLIC INPUT

Mike Cabral requests that staff get additional training and asks for verification of what is to be done. Also requests training be given to staff regarding actions during elections in order to adhere to RSA's concerning electioneering. In addition, asks for any policy on appropriate use of internet by staff.

Mr. Cabral asks what the District plan is for the possible loss of students due to open enrollment at Prospect Mountain and a local charter school which is about to open. Questions were raised regarding up what the loss of funding would be. Superintendent confirms that there would be a loss of adequacy funds reducing revenue but no increased cost to Pittsfield. Questions were raised regarding how Prospect Mountain would handle the application process with students who may have disabilities. Mr. Gauthier said the Board would be looking at a plan as we move forward.

Dan Schroth addresses the District about being more involved in environmental issues the District could be involved in. Mr. Schroth expressed his desire to work with the School Board with this.

IX. STUDENT REPRESENTATIVE

Riley indicated that the sixth grade students were struggling with implementation of dress code. Impact club is looking to give more information regarding the issue. Using a life size figure to indicate in a fun way what the dress code entails.

Mr. Gauthier applauds the dual clubs getting into activities. Mrs. Adams inquired as to whether or not there was student representation from multiple grades. Riley indicates that IMPACT is growing in interest.

X. PES PRINCIPAL

- A. Mr. Wiley reviewed his board report:
 - i. Enrollment is relatively stable.
 - ii. Updated on the building ventilation project including a schedule of the work to be completed.
 - iii. Kindergarten registrations
 - iv. Spirit of Reading
 - v. Student Management Numbers

Mr. Gauthier inquires as to the replacement of fuel oil to natural gas, Mr. Wiley confirmed the change.

Mrs. Adams commends Mr. Wiley on the inclusion of pictures to better illustrate the Spirit of Reading and the work done on the ventilation system.

The Superintendent clarifies that most of the incidents are happening during unstructured time.

Mrs. Goggin commends the PES administration on the handling of student management issues and the level of communication.

Mr. Gauthier adds 2 additional events sponsored by the PTA to be held on April 1, breakfast with the Easter Bunny and a Vendor Fair. Breakfast to begin at 9:00 a.m., and Vendor Fair at 10:00 a.m..

Mr. Cote commends the efforts of the Reading Specialist, Mrs. Goggin agrees and commends school wide reporting.

Mr. Cote inquires as to the reporting of student management issues. A clarification was made as to “physical aggression”.

Mrs. Goggin expresses thanks for the effort of the PMHS staff in helping students to complete VLACS science and taking additional classes.

XI. PMHS PRINCIPAL

Mrs. Brown inquires if Mr. Hamilton is on line, he is not and she continues.

Mrs. Brown reviews Board report

- i. Behavior report- suspension drop 38% since the first quarter
- ii. Class of 2023 graduation report- projected 86.2%.
- iii. NEASC Accreditation March 26-29
- iv. State testing schedule
- v. Development of the Program of Studies- addition of 5 running start that will allow students to earn college credit for and 2 new science classes.

Mrs. Brown confirms that the classes will meet in person at PMHS with teachers who have met requirements from NHTI.

Mr. Cote inquires as to student being late, is there a pattern and a regularity of students. Mrs. Brown indicates that most tardies are within 15 minutes of the start of the day and there is a consistent pattern with students.

Mr. Lane invites Board to attend Monday, March 27 at 11:30 a.m. in his office to meet committee

The Superintendent asks Mrs. Brown to speak to the success of the middle school after school program. Mrs. Brown indicates that up to 8-12 students are coming two days a week after school to do remedial work.

Mrs. Goggin inquires as to what percentage of students would be needed to get off the DOE in need of assistance list. Mr. Lane verifies that it is 72%, if the District meets the expected graduation rate, we should be off the list of schools in need of assistance.

XII. DIRECTOR OF STUDENT SERVICES

Mrs. Vary speaks to the MTSS workshop that focused on the District using programs that are in place more effectively.

Mrs. Vary speaks to training Para-educators to become certified as Para-II.

I RBT has completed and passed the test for that certification. One is on the way.

Mr. Cote inquires as to what the status of para-educators is due to the number of new staff hired. Mrs. Vary meets with them monthly and working to train them in areas needed. She is working to create a support system for paras by grade level and with the case manager.

Mrs. Goggin inquires as to stipend for staff and was informed the District is paying for testing and some workshops as well.

Mr. Gauthier inquires as to the training of Registered Behavioral Technologist, RBT. Mrs. Vary confirms that the Board Certified Behavioral Analyst, BCBA, is in charge of the training and working the RBT staff to complete modules. Mrs. Vary describes the level of completion for staff. Mr. Gauthier is concerned at the level of independence and self-reliance RBT staff has for training. The administration will come back to the next meeting with detailed information.

XIII. SUPERINTENDENT

The Superintendent speaks to the report:

- Decision for March 16 to be a late arrival and early release day
- PES Principal interview process
- Hiring for new staff
- Legislation that is pertinent to education
- The logistics of the Public Hearing
- Annual report- replacing copies that were not well printed.

Mr. Lane indicates the decision made to have both an early release day and late arrival was not a good decision. Past practice from the District indicated that had been the decision made in the past. Mr. Lane indicates that he should have cancelled the day. It is clarified that the day would not count as a day of school. The District will apply to the DOE to have the school year counted in hours to meet the state requirement.

Mrs. Goggin inquires as to changing the last day of school. Mr. Lane says we will continue as scheduled.

Mr. Lane indicates there were nine candidates for the elementary school position and describes the process involving staff, parents and students. Mrs. Adams inquires as to the number of candidates the Board will see, Mr. Lane indicates that there would be 2.

Mr. Lane will be recruiting as well as advertising for positions.

Mr. Lane describes many different legislative issues that are out there. He will keep the Board informed.

Mrs. Goggin asks for clarification of Special Education position. Further inquiry as to how student IIEP's are being managed with one teacher currently not in place for Special Education at PES. Mrs. Goggin expresses concern for the inconsistency for the second grade in the delivery of services for second grade.

X. SCHOOL BOARD

A. School District Calendar

- i. Mrs. Adams brings forward suggestions on the draft calendar to include for discussion purposes:
 1. Highlighting vacation days
 2. Designating teacher workshop days with TW
 3. Removal of ER during vacation time
 4. To include Indigenous Peoples Day/Columbus Day in October
 5. To include MLK Jr. Day/Civil Rights Day
 6. To recognize Veterans Day on November 10 as a day off from school moving last day of school to June 17

Board comes to consensus to include these items for final discussion at the April 6h meeting for final approval.

Mr. Gauthier brings forward having Election Days put on the calendar in both November and March.

Mrs. Goggin brings forward a concern that by including Election Day, families may think that it is a day off from school.

Superintendent will bring recommendations forward to the Board to include that Election day is still a day of attendance for the Board to consider on April 6.

- ii. Policy JOIA- it is confirmed that this was voted and approved at the last meeting, no further discussion. Board votes to amend minutes to reflect Mr. Cote and Mrs. Duval not being present for the approval of JOIA. Motion by Mrs. Gauthier- second by Mrs. Adams. Vote 3-0-2 Mr. Cote and Mrs. Duval abstain.

B. Policies – First Reading

- i. EFC, Free and Reduced Lunch
- ii. DD, Funding Proposals and Applications
- iii. IKF, Graduation Requirements
- iv. JICFA, Hazing

A. Policies – Second Reading

- i. Policy EBCB Fire Drills- removal of Dean of Operation and Dean of Instruction replace with school administration. Mrs. Adams moves to make changes as recommended, second by Mrs. Duval. Mrs. Goggin inquires as to running drills other than fire drills. Administration confirms that there are other drills run that are included in the requirement. Suggestion to change title of Policy EBCB. Motion is withdrawn and policy will be brought back to the next meeting for modification.

Mrs. Goggin inquires as to ALICE Training. Superintendent has not contacted the Police.

- ii. Policy DD- Fiscal Accounting and Reporting, accepted as written.
- iii. Policy JFABB- Foreign Exchange Students, Mrs. Adams recommends the change of Dean of College and Career Readiness to school administration. Motion by Mrs. Gauthier, seconded by Mrs. Duval, the Board approved the changes 5-0

- iv. Policy DIH Fraud Prevention and Fiscal Management Mrs. Duval recommends a change in #3 from misappropriate to misappropriation. Mr. Gauthier recommends each page having Letter Identification. Mrs. Adams, inquires as to whether or not reconciliations are done. Superintendent confirms that they are. Mr. Gauthier moves to amend policy DIH as suggested, second by Mrs. Duval. Motion carries 5-0.
- v. Policy GCCBB- Family and Medical Leave. Superintendent recommends page numbers at the bottom of each page. Mrs. Goggin inquires as to whether or not “spouse” is appropriate. Mrs. Adams researched and it is correct. Mr. Gauthier moves to accept changes as recommended, second by Mrs. Goggin.

XI. COMMITTEE ASSIGNMENTS

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

XIII. NEXT MEETING

The next meeting of the Board is scheduled for March 16, 2023, 2023 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XIV. PUBLIC INPUT

Mr. Cabral, speaking on behalf of the American Legion indicates he will be meeting with PMHS administration to finalize the scholarships to be given.

Mr. Schroth, speaking as to how to move forward with energy conservation and usage. He volunteers to bring this information forward, as well as to include the possibility of using biomass to keep sustainable projects to the Superintendent.

Mr. Gauthier thanks Mrs. Duval on behalf of the Board for her service and how the Board worked together to benefit students.

XV. ADJOURNMENT

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

Respectfully submitted,

Sara Zinn

Recording Secretary

Pittsfield School District

To Pittsfield School Board
From PES Administration, Michael Wiley
Subject: Board Report
Date: April 6th, 2023

INFORMATION:

PES Statistics

Enrollment				
September 22	October 22	November 22	December 22	January 23
220	218	218	216	217
February 23	March 23	April 23	May 23	June 23
221	223			

1. **PES Calendar:** Included is a list of events at PES from April through June.
2. **Building Project:** During the April break, EEI contractors will begin more work on the PES Ventilation System. Contractors will be in the building insulating more ductwork in the classroom. Depending on projected warm weather the two boilers will be removed and the water heater will be removed. New more efficient propane boilers and water heaters will be installed. The current oil tanks will be removed and propane tanks will be installed between April and August. Figure 1. shows the new location of the dumpster. Figure 1 also shows where the propane tanks will be buried 25 feet from the building.
3. **Kindergarten Registration:** We have scheduled 18 new Kindergarten Registration screenings for Wednesday, April 5th from 2:00-6:00 PM. Registration forms were mailed to all families scheduled. This year we have created a student packet of kindergarten skills to practice between now and kindergarten. The packet also includes dry-erase markers and laminated name cards to help prepare students for writing their names. For the parents, we created a packet to answer questions about a kindergartener's school day. This packet includes information on the daily routine, curriculum, bus guidelines, and more. This is also included in your board report.
4. **Interventions:** Fourth grade is continuing to provide academic support afterschool on Tuesday's and Thursday's. They are working with 15 students to support math and reading instruction. Title 1 and our Reading Specialist switched their intervention groups for quarter 4. They continue supporting 97 students K-5, with Reading and Math.

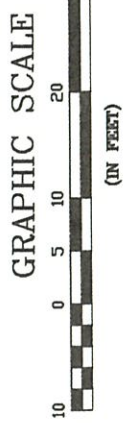
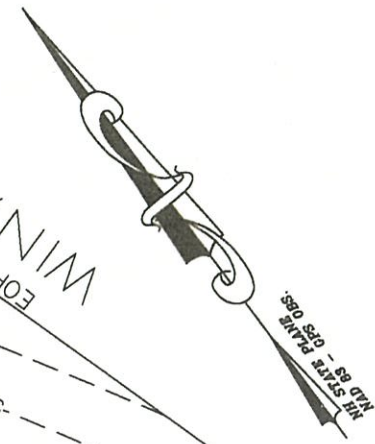
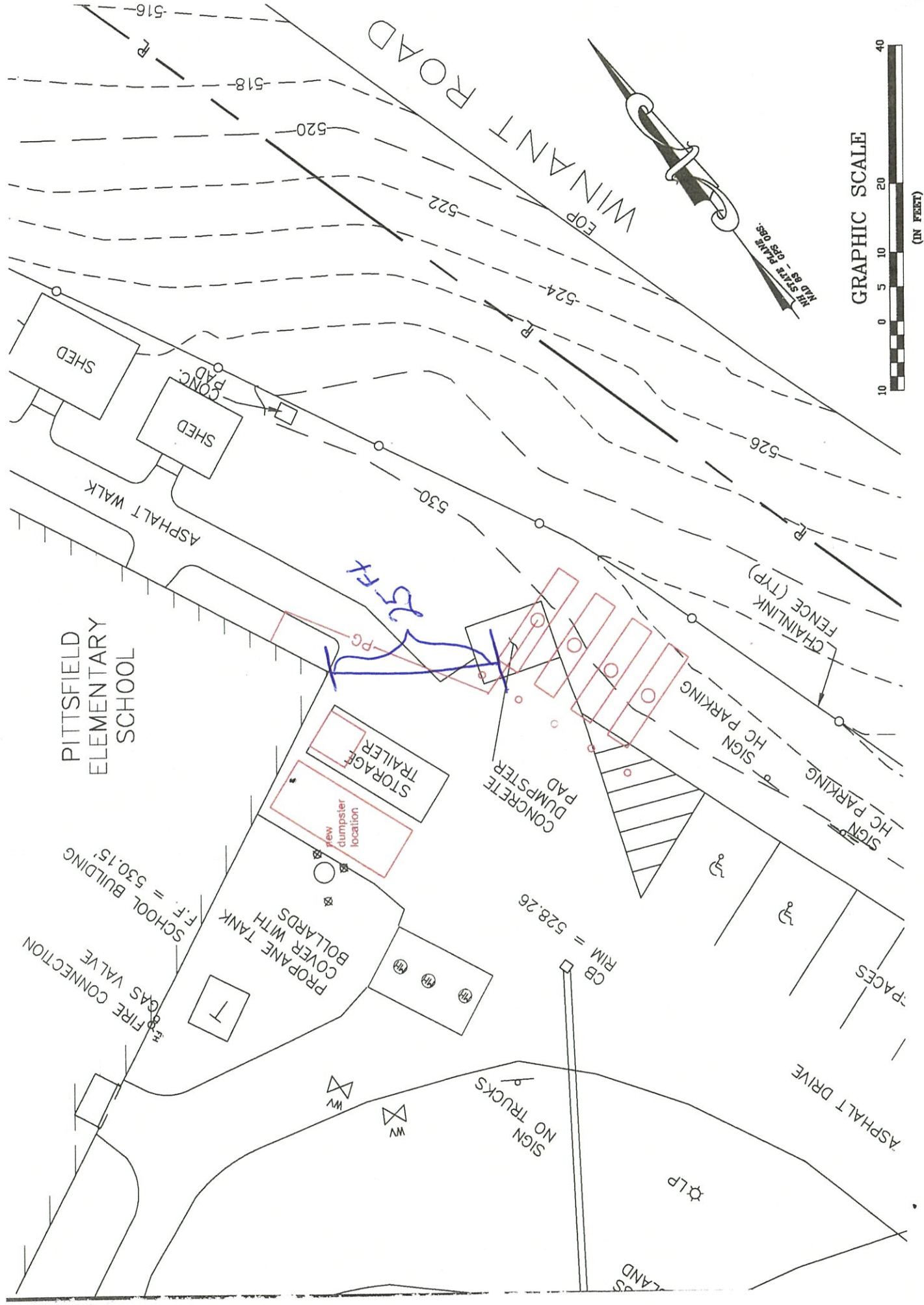
5. Incidents

Monthly Incidents				
September 22	October 22	November 22	December 22	January 23
111	85	66	29	38
February 23	March 23	April 23	May 23	June 23
53	33			

Grade Level	# of Incidents	Location	# of Incidents
Kindergarten	8	Bus	0
1st Grade	2	Classroom	24
2nd Grade	5	Cafeteria	1
3rd Grade	6	Hallway	5
4th Grade	2	Art	1
5th Grade	10	Music	1
Total	33	Playground	1
		Total	33

Infractions	# of	Outcomes	# of I
Abusive and/or Inappropriate Language	5	Administrative Conference w/student	2
Defiance/Non-Compliance	10	Bus Suspension	0
Disrespectful Behavior	4	In School Suspension	3
Disruptive Behavior	0	Loss of Privilege	2
Inappropriate Displays of Affection	1	Other	8
Other	2	Out-of School Suspension	2
Physical Aggression	11	Parent Contact	4
Total	33	Teacher Conference w/student	12
		Total	33

Figure 1.



Calendar of Events - Pittsfield Elementary School

(dates are subject to change)

April

1	PTO Easter Bunny Breakfast(8am-9:30am)/Vendor Fair(9am-2pm)	
5	Parenting Workshop	5:30-7:30
5	Kindergarten Registration	2:00-6:00
10-13	Parent Conferences and Book Fair	
12	Parenting Workshop	5:30-7:30
13	Title I Literacy Night	4:00-6:00
18	PTO Meeting	6:00-7:00
19	Parenting Workshop	5:30-7:30
24-28	April Vacation	

May

2	Art/Lego Night K-3	5:30-7:00
9	Art/Lego Night 4-5	5:30-7:00
9	Grade 1 Field Trip	8:45-1:15
12	Author's Visit	TBD
15	Muffins With Mom(PTO)	7:15-7:50
19	Grade 2 Field Trip - Winnepesaukee Railroad	9:15-2:00
19	Preschool Screening	
25	Exhibition Night	5:00-6:00
29	Memorial Day - No School	

June

3	Grade 3 Field Trip	4:00-6:00
3	Daddy Daughter Dance(PTO)	4:00-6:00
6	Grade 5 Step Up Day	TBD
7	K-2 Field Day	9:00-1100
8	5th Grade Celebration - PES Gym	5:00-6:00
9	5th grade Drake Celebration	School Day
12	Kindergarten Celebration	5:30-6:15
14	3-5 Field Day	9:00-1100
15	Donuts With Dad(PTO)	7:15-7:50
16	4th Quarter Ends	

Pittsfield School District

To: Pittsfield School Board
From: Derek Hamilton & Melissa Brown, PMHS Administration
Subject: Board Meeting – April 6, 2023
Date: March 30, 2023

ACTION

1. Facility Usage Request. The Pittsfield Old Home Day Committee is requesting the use of Drake Field on Saturday, July 22, from approximately 7:30-10:00 p.m. with the setup of fireworks beginning at 5:00 p.m. The Pittsfield Police Department and Fire Department will be present at this event. Per the guidelines of the school district's facility usage form, an event at Drake Field requires School Board approval.
2. Senior Class Trip. The Class of 2023 is planning to travel to Hershey, Pennsylvania, for their class trip on Thursday, May 4, with a return date of Saturday, May 6. The class plans to go to Hershey Park on May 5-6. The trip will be chaperoned by class advisers and teachers. There will be 20 students traveling by vans with 4 chaperones. The cost per student is \$250.00, which was offset considerably by individual and class fundraising. Ben's Beans, our school store, did fund the cost of the trip for one student in need. Per School Board policy IJOA, this excursion (overnight trip) requires School Board approval.

INFORMATION

1. NEASC Decennial Visit. The culmination of our ten-year accreditation cycle through the New England Association of Schools and Colleges (NEASC) was a visiting team of five educators observing teaching and learning, meeting with students, teachers, and school administrators, and validating the findings of our self-reflection between March 27-29. At the conclusion of their three-day visit, the visiting team met with our Steering Committee and staff members to report the following conclusions:
 - PMHS will be recommended for re-accreditation (PMHS has been accredited by NEASC since 1955).
 - PMHS met all of the NEASC foundational elements (PMHS was meeting four of the six foundational elements at the Collaborative Conference in 2021).
 - PMHS has made progress on all four of the priority areas established at the Collaborative Conference (those priority areas include our school improvement plan, Vision of the Learner, curriculum articulation, and the establishment of a capital improvement plan).
 - PMHS was given high praise in each of the student learning standards and its conceptual understanding, commitment, capacity, and competence (more details will be provided at the Board meeting).

The visiting team also shared several commendations, which centered on the appearance of our school and classrooms, the resiliency of the school staff, the student appreciation for staff members caring about them as individuals, the willingness of teachers to meet students where they are at, and taking the theory of Universal Design for Learning (UDL) and putting it into action. The visiting team recommended that PES, PMHS, and the SAU continue its efforts to re-connect with each other and the community. The full report of the NEASC visiting team is expected to be available in late May or early June.



**SCHOOL ADMINISTRATIVE
UNIT #51**

23 Oneida Street, Unit 1
Pittsfield, New Hampshire
03263

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

SUPERINTENDENT'S REPORT
April 6, 2023

The selection process for the Principal's position at Pittsfield Elementary School will come to its' conclusion on April 6 when the school board interviews two finalist candidates. The process began with the announcement of the position on February 20 allowing time for applications to be received and for the interview process to follow three stages over 18 days. Nine applicants were reviewed and four candidates were interviewed in the first round. There were 27 people involved in the first stage if the process including parents, students and staff. Feedback from parents and staff was gathered to see what these constituencies were looking for in their Principal and what questions they would like asked. The second round had three candidates invited to attend meeting with the PES Counselor, Director of Student Support Services, PMHS administration and the Superintendent of Schools. Thank you to all who took part in the process.

The enrollment report is included in the Board packet. Since January, the District has remained relatively stable with our student population. Looking at the decrease in January, the following are the reasons for withdrawals:

- Four students went to other school districts in New Hampshire, Concord, Pembroke, Franklin, Kennett
- Two students withdrew to go to Job Corp
- Five students who turned 18 chose to drop out, three students in grade 11 and one in both grade 9 and 10

I have tasked the administration in both schools to begin the budget process for the 2024-25 school year. I have asked that the requests from the staff be gathered and completed by mid- June. My goal is to have all requests for books, equipment and supplies specified by June 30 and to create the budget over the summer

The nomination list is included in the Board packet. The staff on the list are those professional staff that are certified by the Department of Education. It is a legal requirement that any staff person who has been working for at least one year be informed by April 15 if they will not be offered a contract for the upcoming school year. Contracts will be distributed by April 15 and the expectation is to have them returned by Wednesday May 3. Contracts for para-educators and other staff will go out by June 1.

The visitation from the New England Association of Schools and Colleges ended on March 29. Special commendations need to go to Derek Hamilton, Melissa Brown and the entire school community of Pittsfield Middle High School for their efforts. In speaking with the chair of the visiting committee, they were most impressed with the staff's commitment to effective student centered learning for all students. It was noted that the staff is truly invested in the process and so are the students of PMHS.

	September	October	November	December	January	February	March	April	May	June
Pres School	9	10	11	11	11	11	11			
Kindergarten	32	32	32	30	29	30	30			
First Grade	27	28	28	28	28	29	29			
Second Grade	41	40	40	39	39	40	42			
Third Grade	33	32	32	31	31	33	33			
Fourth Grade	45	45	45	46	46	46	45			
Fifth Grade	33	32	32	32	32	32	33			
Sixth grade	45	41	42	42	41	41	41			
Seventh Grade	47	43	42	42	41	41	42			
Eighth Grade	61	55	55	54	53	51	51			
Ninth Grade	60	53	52	52	51	49	43			
Tenth Grade	43	53	49	49	48	48	47			
Eleventh Grade	42	37	38	38	36	34	36			
Twelfth Grade	24	20	20	20	20	20	23			
Total	542	521	518	514	506	505	506			
PES	220	219	220	217	216	221	223			
MS	153	139	139	138	135	133	134			
HS	169	163	159	159	155	151	149			
Total	542	521	518	514	506	505	506			



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Pittsfield, New Hampshire 03263
Phone: (603) 435-5526 • Fax (603) 435-5331
Bryan Lane – Superintendent of Schools

TO: The Pittsfield School Board
FROM: Bryan Lane
DATE: 4/6/23
RE: NOMINATIONS FOR CONTRACT APPROVAL

I recommend a motion for the Pittsfield School Board to approve the nomination of the following professional staff for contract renewal for the 2022-23 school year.

PITTSFIELD ELEMENTARY SCHOOL

Teachers

Lindsey Bickford	Mary Beth Burgess	Nicole Calautti	Anna Collins
Kim Corronatti	Krista Critchett	Abbey Farias	Heather Galley
Bailey Hildreth	Wendy Holbrook	MacKenzie Lavoy	Kristopher Marineau
Maryann McNeil	Jackie Malley	Monique Medeiros	Sarah Nault
Bonnie Perry	Taylor Santi	Jamie Severance	Leslie Schuster
Kaitlyn Simpson	Jerrica Smith	Lisa Stevens	
	Jason Tanguay	Lynne Tiede	

Counselor- Michael Curtin
Library/Media Spec.- Melissa O'Leary

School Nurse- Melanie Ferraro
Assistant Principal- Jaclyn Rohr

PITTSFIELD MIDDLE/HIGH SCHOOL

Teachers

Richard Anthony	Kiza Armour	Donald Belanger	Ajang Bjor	Quinn Boyce
Martha Carnes	Sarah Carson	Nicolette Clark	Kevin Cleary	James Cobern
Mary Cote	Amy Guimond	Alissa Heppler	Nora Jones	Logan LaRoche
Theresa Marshall	Jennifer Massey	Louisa Meehan	Joanne Rautio	Todd Rudis
	Stanley Smith	Tianna Szarka	Rebecca Thompson	

Counselor- Jeffrey Martel

School Nurse- Cynthia Caravaella

Principal- Derek Hamilton

Assistant Principal- Melissa Brown

SAU Professional Staff

Dir. of Student Support Services- Charlene Vary

Board Certified Behavioral Analyst- Kim Morganti

School District Social Worker- Victoria Marcotte

School Psychologist- Amy Philbrick

District Reading Specialist- Nicole Davis

Speech Pathologist- Gina England



SCHOOL ADMINISTRATIVE UNIT #51

23 Oneida Street, Unit 1

Pittsfield, New Hampshire 03263

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

Bryan Lane – Superintendent of Schools

TO: The Pittsfield School Board
FROM: Bryan Lane
DATE: 3/31/23
RE: Nomination for Special Education Teacher for 2023-24

Please accept this as the nomination of Cindy Harmon to fill an open position for a Special Education teacher at Pittsfield Elementary School for the 2023-24 school year. Ms. Harmon has a Bachelor's degree from Southern New Hampshire University in Special Education and a Master's Degree from Grand Canyon University in Special Education with a concentration in Autism. She also has training in Orton Gillingham Reading as well as CPI. She has been a special education teacher in the Manchester School District for the past five years.

Ms. Harmon has been working in the Manchester School District since 2008. She has served as a long term and short term substitute as well as a para-educator. Our current reading specialist has worked with this individual and has high praise for her work with children with special needs. Her case load has been as high as 25 students. Her background with children on the Autistic scale along with the Orton Gillingham training, gives her a strong skills set to meet the needs of our students.

Ms. Harmon interviewed with Mr. Wiley, Mrs. Rohr and Mrs. Vary. Her references are strong and she will be offered a contract for the 2023-24 school year in Manchester. It is early in the process and we are still looking for candidate for another open position in Special Education for PES. The budgeted salary for this position is \$39,541. I am recommending a motion to accept the nomination of Cindy Harmon as a Special Education teacher at Master's step 7, a salary of \$45,389. There are health benefits attached to this budgeted salary that the candidate will not need.

CINDY HARMON

5 Nottingham Road Northwood Nh 03260 (603) 486-5866

CindyRHarmon@gmail.com

Professional Statement

I am an enthusiastic elementary educator with a special education certification. I am motivated by the belief that all children can be successful learners. My approach is to make learning exciting and enjoyable for all of my students. I believe that maintaining a positive attitude while interacting with students, staff and parents is key to a positive, healthy learning environment.

Skills

- Collaborative
- Kind and empathetic educator
- Creative and purposeful lesson planning
- Excellent classroom management skills
- Self-motivated, flexible, accurate and detailed
- Trained in first aid and basic medical care
- Trained in Trauma Informed Instruction

Work History

Case Manager for Special Education, Manchester School District, Manchester, NH Oct. 2018 to Present

- Create and Implement Individual Education Plans (IEP).
- Evaluate students for possible learning disabilities.
- Interact with grade level teams for co-planning of services for students.
- Collaborate with other team members for services for students.
- Create and implement lesson plans during remote learning in Spring, 2020.
- Coordinate and participate in virtual meetings with students, parents and coworkers during remote learning in March 2020- May 2021.
- Small group instruction for students during remote learning in Spring, 2020.
- Preserve the confidentiality of student records and information at all times.
- Observe and evaluate student's performance, behavior, social development and physical health.

Paraeducator, Manchester School District, Manchester, NH

Sept. 2016 to Oct. 2018

- Gave assistance to students that needed extra help with classroom material.
- Modified classroom material for students with IEPs to help them be successful.
- Gave students emotional support when they felt overwhelmed.
- Worked collaboratively to develop learning goals and tracked progress by monitoring students.

Club Teacher, 21st Century CLC Afterschool and Before School Program, Manchester, NH

Dec. 2013 to June 2022

- Teach classes that incorporate math, literacy, sports and the arts.
- Facilitate homework help/tutoring for those students that need extra help with school work.
- Facilitate enrichment programs to keep students excited about learning.
- Assisted the Site Coordinator with snack time, transitions and program dismissal.

Long Term Substitute Teacher, Manchester School District, Manchester, NH Oct. 2008 to Aug. 2016

- Set up lesson plans and materials to help students be successful.
- Worked collaboratively with grade level team teachers to work on projects and school improvement ideas.
- Encouraged interactive learning by incorporating technology.
- Observed and evaluated student's performance, behavior, social development and physical health.
- Planned and implemented creative lessons in accordance with district and state guidelines.
- Encouraged students with special academic interests to fully pursue those subjects.
- Fostered team collaboration between students through group projects.
- Preserved the confidentiality of student records and information at all times.
- Took part in professional organizations and continuing education courses.
- Created a classroom environment in which children could learn respect for themselves and others.
- Boosted cultural awareness by incorporating children's literature from cultures around the world.

Medical Corpsman, United States Navy, Bremerton, WA Nov. 1993 to Nov. 1997

- Quality assurance on over 5,000 medical records for completeness of physicals.
- Assisted patients both before and after surgery on a medical/surgical floor.
- Trained in minor surgery.
- First aid field training skills.

Education

- Masters in Special Education Autism Specialist, Grand Canyon University Sept 2022
- Bachelor of Arts: Elementary Education with Special Education, Southern New Hampshire University, Manchester, NH May 2016
- Associate of Science: Medical Assistant, Manchester Community College, Manchester, New Hampshire May 2006

Certifications

- Orton Gillingham trained June 2021
- CPI trained Oct. 2022
- NH Certification in Elementary and Special Education June 2017



SCHOOL ADMINISTRATIVE UNIT #51

23 Oneida Street, Unit 1
Pittsfield, New Hampshire 03263
Phone: (603) 435-5526 • Fax (603) 435-5331
Bryan Lane – Superintendent of Schools

TO: The Pittsfield School Board
FROM: Bryan Lane
DATE: 3/23/23
RE: PMHS Library Media Specialist

Currently, Aubrey Carr has been serving as a long term substitute in the PMHS Library. The administration is pleased with her performance.

I am proposing to continue her employment with the District for the coming school year. She would be hired as a Library Media Assistant with Melissa O'Leary acting as her mentor. Mrs. O'Leary who is the Library Media Specialist would act as the required person certified in this positions for the District. This would meet the requirements of the DOE.

Ms. Carr has a Bachelor's Degree in International Relations and French from Florida International University and a Master's Degree in Cultural Heritage from the American University of Rome, Italy. She has served in the Peace Corp and is excited about the opportunity to continue her employment in our school district. The budgeted salary for this position is \$42,454. I am recommending a motion to hire Aubrey Carr to be the Library Media Assistant at a salary of \$36,025 for the 2023-24 school year.

IHAM

Pittsfield School District

HEALTH EDUCATION AND EXEMPTION FROM INSTRUCTION

Consistent with Department of Education requirements, health and physical education, including instruction about parts of the body, reproduction, and related topics will be included in the instructional program.

Instruction must be appropriate to the grade level, course of study, and development of students and must occur in a systematic manner. The superintendent will require that faculty members who present this instruction receive continuing in-service training, which includes appropriate teaching strategies and techniques.

Parents/guardians will have the right to inspect and review health and physical instruction materials which will be made reasonably accessible to parents/guardians and others to the extent practicable.

Parents and legal guardians shall be notified by e-mail, other written means, website / social media postings or phone call, not less than two weeks in advance of the use of curriculum course material to be used for instruction of human sexuality or human sexual education, that the material is available for inspection at the school. The notice will identify and provide contact information for the staff member or faculty that the parents or guardians should contact to arrange for an opportunity to inspect the curriculum course material.

Parents/guardians who wish to review or inspect health and physical education materials may arrange a meeting with the dean of instruction to review the materials.

Parents/guardians, or students over eighteen years of age, who do not want their child to participate in a particular unit of health or sex education instruction for religious reasons or religious objections are allowed to have their child opt-out of such instruction.

Parents/guardians who wish to have their child opt-out of such instruction are required to make their request in writing to the dean of instruction and state the particular unit of curriculum or lesson of instruction in which the student is not to participate. Any student who is exempted by request of the parent/guardian under this policy may be given an alternative assignment sufficient to meet state requirements for health education. The alternative assignment will be provided by the health or physical education teacher in consultation with the dean of instruction.

Opt-out requests must be submitted annually and are valid only for the school year in which they are submitted.

In accordance with the federal Protection of Pupil Rights statute, as a school district that receives federal Department of Education funds, the district makes available for inspection any instructional material used as part of the educational curriculum for the student. The procedures established by the district provide reasonable access to instructional materials within a reasonable period of time after such a request is received.

Reading: September 17, 2009
Adopted: October 1, 2009
Amended: October 16, 2014
Amended: October 5, 2017
Reviewed: September 20, 2018

IMBD

Pittsfield School District

HIGH SCHOOL CREDIT FOR SEVENTH AND EIGHTH GRADE COURSEWORK

Students in seventh and eighth grade may take advanced courses and apply the credit of those courses toward high school graduation, provided the courses demonstrate content requirements consistent with related high school courses and the student achieves satisfactory standards of performance. School Board policies relative to assessment, mastery, and competency shall apply.

The director of college and career readiness shall approve such courses and credit prior to the student enrolling in the class in order for such credit to be applied toward high school graduation.

Adopted: December 4, 2014
Amended: December 17, 2015
Reviewed: October 18, 2018

ILBAA

Pittsfield School District

HIGH SCHOOL GRADUATION COMPETENCIES

For the purposes of assessment of high school course work through the demonstration of student mastery of course competencies, the following definitions are established:

- **Competencies:** student learning targets that represent key content-specific concepts, skills, and knowledge applied within or across content domains. Specific and required types of competencies include district competencies and graduation competencies.
- **District Competencies:** specific types of competencies that are common across the district and organized in developmental progressions that led to achievement of graduation competencies.
- **Graduation Competencies:** specific types of competencies that are common across the district and define learning expectations for each student for graduation from high school.
- **Mastery:** a high level of demonstrated proficiency with regard to a competency.

Course credit will be awarded through the demonstration of a student's mastery of the competencies of the course. Course credit granted through demonstration of mastery will be counted through traditional methods. Grades and credit granted through demonstration of mastery will be included in the student's grade point average. Students must be enrolled in the particular course in order to receive course credit.

Students who are involved in an approved extended learning opportunity to satisfy course requirements in whole or in part shall demonstrate mastery through a method or methods as approved by the course instructor, as specified in Policy IHBH.

Credit may be used to fulfill prerequisites for other courses and/or subject area credit requirements for graduation. Credit will not be granted, however, for a course in a subject area lower in course sequence than one for which the student has already earned credit.

The superintendent shall establish rules for implementing this policy in cooperation with the dean of instruction, and shall be responsible for ensuring that all high school courses include appropriate competency assessments. Competency assessments will be selected, conducted, and reviewed in conjunction with the provisions of Policy ILBA.

Assessments shall be aligned with clearly defined educational standards that specify what students should know and be able to do. The assessment items and tasks shall be valid

ILBAA

and appropriate representations of the standards students are expected to achieve. Assessment standards, tasks, procedures, and uses shall be fair to all students.

Reading: July 16, 2009
Adopted: August 20, 2009
Amended: December 4, 2014
Reviewed: October 18, 2018

Pittsfield School District

HIV / AIDS

Human Immunodeficiency Virus (HIV) progressively destroys the body's ability to fight infections and certain cancers. The term acquired immunodeficiency syndrome (AIDS) is used to mean the later stages of an HIV infection. To assist the District and infected persons, the District adopts the following policy.

General Principles:

- A. HIV is not spread by casual, everyday contact. Therefore, absent a serious secondary infection that may be transmitted to others or a significant health problem that restricts the infected person's ability to attend school, a student who is infected with HIV or AIDS shall attend the school and classroom to which he/she would be assigned, and shall receive the rights, privileges, and services to which he/she would be entitled if not infected, free of physical and verbal harassment.
- B. There shall be no discrimination in employment against a person infected with HIV or AIDS based solely upon said infection. No district employee shall be terminated, non-renewed, demoted, suspended, transferred, or subjected to adverse action based solely upon his/her infection with HIV or AIDS, or the perception that he or she is so infected. However, the district may take whatever action is appropriate as to an employee who, despite reasonable accommodation, is unable to perform his/her duties due to an illness, including an illness related to HIV or AIDS.
- C. The district shall provide a sanitary environment and shall establish procedures for handling bodily fluids.
- D. The district shall administer a program of education about HIV and AIDS for students, their families, and district employees to ensure that they are informed about the following:
 - a. The nature and effects of HIV, including current information about how it is transmitted and prevented in ways that are scientifically, legally, and educationally sound;
 - b. District policies and procedures relating to employees and students with diseases such as HIV or AIDS;
 - c. Resources within the district and elsewhere for obtaining additional information or assistance; and

- d. Procedures to prevent the spread of communicable diseases at school.

Evaluation of Infected Students and Staff:

- A. HIV is not transmitted casually. Accordingly, infection with HIV or AIDS is not, by itself, sufficient reason to remove a student or staff members from the school. When the superintendent has been notified that a student or staff member is infected with HIV or AIDS, the superintendent shall act appropriately to ensure the safety of persons in the school setting and to plan to support the infected person.
- B. When the district learns that a student is infected with HIV or AIDS, the appropriate procedures under state and federal law with regard to evaluation and educational programming shall be followed if the student is or may be educationally handicapped.
- C. When notified that an employee is infected with HIV or AIDS, the superintendent shall determine whether the infected person has a significant health problem that will restrict his/her ability to work and shall determine whether the infected person has a secondary infection that poses a medically recognized risk of transmission of the disease. The superintendent shall make this determination by consulting with the infected person and his/her physician.

The superintendent may also consult with public health officials and other persons, subject to the confidentiality provisions in this policy. The superintendent shall consider methods in which the district may anticipate and meet the needs of persons infected with HIV or AIDS.

Absent a secondary infection which creates a medically recognized risk of transmission of disease or a significant health problem that restricts the infected person's ability to work, the superintendent shall not alter the job assignment of the infected person. However, the superintendent shall periodically review the case with the persons identified above.

If the superintendent determines that a secondary infection poses a medically recognized risk of transmission of disease in the school setting or that a significant health problem restricts the infected person's ability to work, the superintendent shall consult with the persons identified above. After said consultation, the superintendent shall, if necessary, develop an individually tailored plan to accommodate the staff member, if possible. Additional persons may be consulted if necessary for gaining additional information, but the infected person must approve of the notification of any additional persons who are informed of the infected person's identity. The superintendent may consult with legal counsel to ensure that any official action is consistent with state and federal

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law. If an individually tailored plan is necessary, said plan should be medically, legally, educationally, and ethically sound.

- D. Infected students who are aggrieved by the education plan determinations may appeal said determinations pursuant to state and federal special education law if the infected student is eligible for or claims that he/she is eligible for special education or special education and related services. Infected persons who do not claim that they are eligible for special education or special education and related services, but who are aggrieved by the superintendent's determination, may appeal said determinations to the Board.
- E. Confidentiality shall be observed throughout the foregoing process.

Confidentiality:

- A. The identify of a student or staff member who is infected with HIV or AIDS may be disclosed to those persons who determine whether the infected person has a secondary infection that poses a medically recognized risk of transmission of disease in the school setting or whether a significant health problem will restrict the infected person's ability to work or attend class. These persons include:
 - a. The superintendent or a person designated by the superintendent to be responsible for the determination, or, in the case of a student who is identified as educationally handicapped or who is claimed or believed to be educationally handicapped, the special services team.
 - b. The physician of the infected person.
 - c. Public health officials, to the extent that their knowledge of the infected person's identify is necessary.
- B. The persons listed above and the infected person, or his/her parents/guardians, shall determine whether additional persons may know the identity of an infected person. The identity of an infected person shall not be disclosed to persons who are not listed above without the consent of the infected person or the infected person's parents/guardians. The persons to whom the infected person's identity may be disclosed with the aforementioned consent include the school nurse, the dean of operations, or other persons necessary to protect the health of the infected person or to evaluate and monitor the case.
- C. All staff members who know the identity of persons infected with HIV or AIDS shall treat said information as confidential. No information will be divulged directly or indirectly to any individuals or groups, except as noted above. All medical information and written documentation of discussions, telephone

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conversations, proceedings, and meetings concerning the HIV or AIDS infection shall be maintained in a locked file. Access to said file shall be granted only to those persons who have the written consent of the infected person or his/her parents/guardians. The names of infected persons shall not be used in documents, except when essential. No document containing the name or other information that reveals the identity of an infected person may be shared with any person for any purposes without the consent of the infected person or his/her parents/guardians. Any school staff member who violates the confidentiality provisions of this policy shall be subject to discipline. Test results and medical records shall be disclosed only with the consent of the infected person or his/her parents/guardians, pursuant to a subpoena or order of a court of administrative agency or otherwise in accordance with law.

Testing:

Mandatory testing for communicable diseases that are not spread by casual, everyday contact shall not be a condition for school entry or attendance, or for employment or continued employment.

Control of Infections:

- A. HIV cannot penetrate unbroken skin, and there is no evidence that HIV has been transmitted through contact with vomit, nasal discharge, saliva, urine, or feces. However, said body fluids commonly transmit infections such as hepatitis, colds, and flu. Accordingly, direct skin contact with body fluids should be avoided whenever possible.
- B. Staff members shall follow the universal precautions in handling body fluids in the schools.
- C. The district shall cooperate with local, state, and federal health agencies in controlling infections.
- D. If a person in a school setting has been exposed to blood-to-blood contact, the district should counsel the person to seek medical testing and attention.

Health Education:

The Board recognizes that HIV/AIDS education should be integrated into the health and family life curriculum, but may also be applied to other curriculum areas.

The district's HIV/AIDS education program must address, at a minimum, the nature, transmission, prevention, and effects of the disease. The program shall be provided in a

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sequential manner, taking into consideration the age and maturity of the students and subject matter of the course.

Development of the program should take into account the instructional needs of all students in the district and be scientifically, legally, and educationally sound.

The superintendent shall ensure that the information presented as a part of the HIV/AIDS program is articulated in such a way that transition from grade to grade in the elementary school and from elementary to middle high school approaches to the material will be appropriate for all students.

The superintendent shall ensure that all staff involved in teaching the HIV/AIDS education program are properly certified and adequately prepared to teach the material. As necessary, appropriate staff training shall be provided. All employees shall have training in universal precautions.

Proposed: December 17, 1992
Adopted: February 18, 1993
Amended: May 7, 2015
Reviewed: December 20, 2018

EFC

Pittsfield School District

FREE AND REDUCED-PRICE LUNCH

In accordance with federal regulations, the District shall make available to all children of low economic means and children of moderate income families experiencing financial difficulties free or reduced-priced lunches through the School Lunch Program in each school.

The dean of operations is responsible for making information about free and reduced-price lunches and application forms available to parents and guardians.

Parents who believe their children are eligible may contact the dean of operations and a determination will be made relative to their eligibility. Parents may appeal a negative determination to the superintendent and the School Board.

Reading: February 18, 2010
Adopted: April 22, 2010
Amended: April 10, 2014
Reviewed: April 19, 2018

DD

Pittsfield School District

FUNDING PROPOSALS AND APPLICATIONS

The Superintendent will inform the Board of all possible sources of state, federal, and other funds for the support of the schools and/or for the enhancement of educational opportunities. The Superintendent is to apprise the Board of its eligibility for general or program funds and to make recommendations for Board action.

Reading: August 20, 2009
Adopted: September 3, 2009
Reviewed: February 1, 2018

Pittsfield School District

GRADUATION REQUIREMENTS

Pittsfield High School Diploma. A Pittsfield High School Diploma will be awarded to a student who has met all conditions of the Pittsfield School District, including the achievement of 21.25 credits as specified below and has been fully enrolled in accordance to the New Hampshire Department of Education standards as specified in Ed 306.27, High School Curriculum, Credits, Graduation Requirements, and C-Curricular Program or its successor.

<u>Credit Requirement</u>	<u>Credits</u>
Arts Education	0.5
Community Service	0.25
English Language Arts	4.0
Health Education	0.5
Information and Communication Technologies	0.5
Mathematics	3.0
Open Electives	5.5
Physical Education	1.0
Science	3.0
Social Studies	3.0

Pittsfield School District Diploma. A Pittsfield School District Diploma will be awarded to a student who has met all the conditions of the New Hampshire Department of Education standards as specified in Ed 306.27, High School Curriculum, Credits, Graduation Requirements, and Co-Curricular Program or its successor. This option is available through review and consideration by the dean of instruction or his / her designee, in collaboration with the student and the student’s parent or guardian, if it is evident that the student is not likely to attain criteria established for a Pittsfield High School Diploma and may be at risk of not completing his / her high school education.

<u>Credit Requirement</u>	<u>Credits</u>
Arts Education	0.5
English	4.0
Health Education	0.5
Information and Communication Technologies	0.5
Mathematics	3.0
Open Electives	6.0
Physical Education	1.0
Science	2.0
Social Studies	2.5

IKF

Pittsfield Middle High School Certificate of Attendance. A Pittsfield High School Certificate of Attendance will be awarded to a student who has an Individual Education Plan that does not meet the requirements of either a Pittsfield High School Diploma or a Pittsfield School District Diploma. This option is only available through review and consideration of the dean of instruction or his / her designee and the student services director or his / her designee, in collaboration with the student and /or his / her parent or guardian and the student's Individual Education Plan Team.

Repeating Courses. Credit will be awarded for high school courses based on the demonstration of mastery of all course competencies. Credit recovery will be based on demonstrating mastery of those competencies not demonstrated by the end of the course.

Alternative Credit Options. Credit may be earned through alternative methods outside of regular classroom-based instruction in accordance with Board policies. Such alternative methods of instruction may include extended learning opportunities, distance learning, alternative learning plans, or others approved by the superintendent or his / her designee. Awarding of credits to be applied toward high school graduation requirements will be determined by the dean of instruction on a case-by-case basis.

Graduation Ceremony. Only those students who qualify for a Pittsfield High School Diploma, the Pittsfield School District Diploma, or Pittsfield High School Certificate of Attendance will participate in the annual graduation ceremony.

Exceptions. The Board reserves the right to grant exceptions to this policy upon recommendation of the superintendent of schools.

Adopted:	March 1, 1980
Amended:	April 16, 1992
Amended:	January 21, 1993
Reviewed:	March 16, 2006
Amended:	April 6, 2006
Amended:	June 15, 2006
Reading:	January 13, 2011
Amended:	January 27, 2011
Amended:	November 20, 2014
Reviewed:	October 18, 2018
Amended:	March 21, 2019

JICFA

Pittsfield School District

HAZING

It is the policy of the district that no student or employee of the district shall participate in or be members of any secret organization, either formal or informal, that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned by the Board shall engage or participate in hazing. The district does not permit or condone student hazing.

For the purposes of this policy, hazing is defined as any act directed toward a student, or any coercion or intimidation of a student to act or to participate in or submit to any act, when: (1) such act is likely or would be perceived by a reasonable person as likely to cause physical or psychological injury to any person, and (2) such act is a condition of initiation into, admission into, continued membership in, or association with any organization. Hazing includes but is not limited to an activity which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization that is sanctioned or authorized by the Board.

“Endanger the physical health” shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or any forced physical activity which could adversely affect the physical health or safety of the individual.

“Endanger the mental health” shall include but is not limited to any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the Board is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participated in such activity.

This policy is not intended to deprive district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.

The superintendent shall take reasonable measures within the scope of the district’s authority to prevent student hazing. All hazing reported to the district or which any

JICFA

district staff member has knowledge of shall be promptly reported to law enforcement as required by RSA 631:7, Student Hazing.

A copy of this policy will be furnished to each student and teacher in the district, including being printed in the student handbook.

Reading: October 2, 2008
Adoption: October 16, 2008
Reviewed: January 15, 2015
Amended: December 6, 2018

Pittsfield School District

FIRE DRILLS
EMERGENCY PREPAREDNESS DRILLS

~~Fire~~ Emergency preparedness drills will be scheduled by the ~~dean of operations~~ each school's administration. ~~Fire drills~~ Drills should be conducted at least once per month while school is in session. Exceptions to the frequency of such drills may be granted pursuant to state law. These drills can include but are not limited to:

- Fire drills
- Reverse evacuation drills
- Shelter in place drills
- Lock down drills
- Offsite evacuation drills

The purpose of a ~~fire drill~~ emergency preparedness drills is to train students, under staff direction, to move safely, quickly, and quietly from any location within ~~the building~~ school property to an assigned evacuation area ~~outside~~. The ~~dean of instruction~~ school administration is responsible for creating ~~fire drill~~ evacuation routes and procedures, and for maintaining all documentation relative to ~~fire~~ emergency preparedness drills.

The District will work in coordination with state and local agencies to develop procedures and post an emergency operations place with the Department of Education as required.

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