



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, February 15, 2024
PMHS Media Center
Pittsfield Middle High School
School Board Meeting

Google Meet joining information:
Video call link: meet.google.com/oyc-ivdh-yfq

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ACTION ON AMENDED AGENDA
4. APPROVAL OF MINUTES
 - January 4, 2024
 - February 8, 2024
5. PUBLIC INPUT
6. STUDENT REPRESENTATIVE
7. DIRECTOR OF STUDENT SUPPORT SERVICES
 - Compliance
 - Extended School Year Services
 - Student Referrals
8. SUPERINTENDENT OF SCHOOLS
 - The Deliberative Session
 - Temporary Administrative Support

- Tyler Technologies
- HVAC Final Bill
- Facility Walk - February Break
- Family Services Coordinator
- Food Service
- Enrollment Report

9. SCHOOL BOARD

- Policy Review - First Reading
 - AC-E Contact Information for Human Rights Officer, Title IX Coordinator, Section 504 Coordinator and Civil Rights Agencies
 - ACE - Procedural Safeguards: Nondiscrimination on the basis of handicap/disability
 - ADC Tobacco Products Use and Possession in and on School Facilities and grounds
 - BGF Suspension of Policies
- Second Reading
 - EEAE School Bus Safety Program
 - ICA School Calendar
 - EBCE School Closings
 - DGD School District Credit Cards
- Draft Resolution
- National Standards for Personal Finance Education

10. COMMITTEE ASSIGNMENTS

- Budget Committee - Mrs. Adams
- Drake Field and Facilities - Mr. Gauthier
- Negotiations
- Legislation - Mrs. Adams
- Foss Family Scholarship - Mrs. Adams
- Public Relations - Mrs. Goggin

11. PLAN AGENDA FOR NEXT MEETING

12. BOARD COMMENT

13. PUBLIC INPUT

14. ADJOURNMENT

DRAFT MINUTES OF THE PITTSFIELD SCHOOL BOARD
STATE OF NEW HAMPSHIRE SCHOOL ADMINISTRATIVE UNIT #51
PITTSFIELD SCHOOL BOARD MINUTES

Pittsfield School Board Meeting

January 4, 2024

Pittsfield Middle High School

- I. CALL TO ORDER Members Present: Adam Gauthier, Chairperson
Sandra Adams, Vice Chairperson
Molly Goggin
Adam Cote
Helen Schiff

Others Present: Bryan Lane, Superintendent- remotely
Charlene Vary, Director of Student Services
Melissa Brown Assistant PMHS Assistant Principal
Kristen White, PES Principal
Members of the Public Chairperson

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

- II. PLEDGE OF ALLEGIANCE led by Mr. Gauthier.

Mr. Gauthier moves the fourth grade poetry presentation to this point in the meeting.

Mrs. White introduces the project to the Board. Students read the poetry they have written Mrs. White commends Ms. Critchett, Ms. Galley and Ms. Potaro for the work they have done working with the students.

The Board thanks the students and teachers for their efforts and expresses admiration for the good work that has been presented.

- III. ACTION ON AMMENDED AGENDA
- a. Mrs. Adams notes that the meeting minutes for December 7 are not in the Board packet for the evening.
 - b. Mrs. Schiff requests to add a non-public under RSA 91 A:3 (a)
 - c. The following items were added to the agenda:
 - i. Transportation contract (Mr. Lane)
 - ii. Update on staffing (Mrs. Vary)

IV. ACTION ON AMENDED AGENDA

On a motion made by Mrs. Schiff, and seconded by Mr. Cote, the Board unanimously approved the amended agenda.

V. APPROVAL OF PREVIOUS MEETING MINUTES

The minutes from November 2, 2023 were considered, and changes included:

- a. page 2, VII C. spelling of CURRICULUM; E. staff who want to be involved; F. PG&E is Professional Growth and Evaluation;
- b. page 3 L. Emergency Management Team meeting on October 25th; VIII C. student -led method which the conferences are conducted;
- c. page 4 F. Mrs. Brown stated . . .Homeland Security Assessment, IX. A. bus ridership numbers for the district. D. 4th paragraph, general supplies (no caps);
- d. p. 5 Mrs. Adams asked Mr. Lane where . . .not yet received;
- e. p. 6 B. Mrs. Goggin shared the importance of the Alice training.

Motion to accept the minutes as amended by Mrs. Adams, second by Mrs. Schiff.

Board votes unanimously to approve the motion.

VI. PUBLIC INPUT – None

VII. STUDENT REPRESENTATIVE – No presentation

VIII. PES ADMINISTRATION- Mrs. White

- a. Appreciation- Thanks to the community for support during the Boil Water Order
- b. Grade 4 Poetry Anthology Presentation - Commends students on their poetry reading project.
- c. Winter Holiday Concert- Moved to January 8
- d. Dress Rehearsal; Dates and Schedule notice to families to change in schedule. Thanks to the PMHS Staff.
- e. CariedAway NH Concord Cavity Prevention and Treatment Program- Dental hygiene program. Free screening for children.
- f. Facilities Project—Tiling project done, Thanks to the staff for helping to move the furniture
- g. Testing Coming in January and February- DRA, Dibbles, and NWEA
- h. Calendar of Upcoming Events

Mrs. Schiff inquires as to the interest in the dental screening. Mrs. White indicates that the event is in February and more information goes out to parents.

Mr. Gauthier inquires as to whether it has been put up on Facebook or District Website. PES uses other modes of communication and it can be put up on the District Website

Mrs. Goggin inquires as to who is participating in Dibble. Mrs. White indicates that all students will participate. Is it an opt in vs opt out paper work. Administration will look into it.

- IX. 8. PMHS ADMINISTRATION
- a. Information dental program will happen for grades 6-8 at a later date and information has gone out to parents.
 - b. National Honor Society- commends students for food drive
 - c. School Improvement Plans- met last December, proud of the process being made, the book study is underway and feels confident in the plans that are ongoing.
 - d. Spirit Month- Commends students and faculty for the efforts around Spirit Month
 - e. Upcoming School Calendar

Mrs. Adams inquires as to visitation from the Army to the building. Mr. Hamilton indicates that this will be scheduled.

- X. SUPERINTEDEENT OF SCHOOLS Mr. Lane
- a. Boil Water Order- Commends the staff, students and community for their efforts during the Boil Water event
 - b. Enrollment Report- Enrollment has stayed consistent with little change since the fall, unlike the previous school year when the District saw a decline.
 - c. Office of the Inspector General Audit- informed Board of an audit around Medicaid reimbursement. There are no anomalies identified in the District
 - d. Encumbrance Report- the current encumbrance report indicates an unexpended fund balance of approximately \$113,000
 - e. District Treasurer Meetings- Meetings with the Treasurer on going and are leading to new protocols being put into place around finance management. A description of an idea to move the pay for July 5th to July 12th is described in an effort to create a better cash flow during the summer months.

Mrs. Adams states that she does not believe that the CBA would allow for the change in the pay date. The Superintendent indicates that CBA does not

Mrs. Goggin inquires about bringing the issue to the union and feels that this is would be a burden to the staff. The Superintendent indicates bringing the idea to the Board first to see their view was the intimal step.

Mrs. Schiff expresses a concern that staff who are scheduling a vacation may have difficulty.

The Superintendent indicates he is asking permission to speak to the union regarding the issue.

The Board consensus is to seek out other alternative with the Town in adjusting payment schedules from them prior to any further action.

THE LINK TO THE ON LINE LINK IS INTERUPTED at 6:25

LINK RESTABLISHED AT 6:30

The Superintendent will reach out to the Town prior to the next meeting.

Superintendent has the first meeting with Professional Development Committee with a goal of coming to the Board with a plan in June.

The Superintendent presents changes that were made by the Budget Committee to the Default Budget. The Budget Committee felt that two teachers should be taken out of the Default Budget or put into the operating budget.

The Superintendent recommends a motion to amend the Default Budget to \$10,8018,721.05

Motion by Mr. Gauthier, second by Mrs. Adams

Vote 5-0

Motion to modify the warrant article to reflect the new Default budget

Motion by Mr. Gauthier to modify the warrant article as presented, second by Mrs. Adams

Vote 5-0

Mrs. Adams inquires as to voting on the warrant for elections. The Superintendent indicates that there is not vote

Mrs. Adams inquires as to whether teaching positions would be removed from the Operating Budget or Default Budget. The Superintendent indicates the Default Budget.

Thanks from the Superintendent to Leslie Vogt, District Treasurer.

XI. SCHOOL BOARD

a. Information & Discussion

i. Policies – First Read

1. EHB, Records Retention and Disposal Schedule
2. JFA, Residency
3. JFA-R, Residence – Legal Requirements
4. GCQC, Resignation of Instructional Staff Members

ii. Policies – Second Read

1. KH, Public Solicitations- no change
2. EH, Public Use of School Records
Policy Codes on pages

Mr. Gauthier motions to amend policy, second by Mr. Cote.

Vote 5-0

3. JICK, Pupil Safety and Violence Prevention (Bullying)- No change
4. JICK-R, Pupil Safety and Violence Prevention (Bullying) Reporting Form- No change

XII. COMMITTEE ASSIGNMENTS BUDGET COMMITTEE

- a. BUDGET COMMITTEE- Mrs. Adams, Wednesday January 10 is Pubic Hearing at 7PM
- b. DRAKE FIELD & FACILITIES – nothing at this time
- c. NEGOTIATIONS – nothing at this time
- d. FOSS FAMILY SCHOLARSHIP – nothing at this time
- e. PUBLIC RELATIONS – Mrs. Goggin

XIII. PLAN AGENDA FOR NEXT MEETING- Cash flow review from the Town

XIV. XII. BOARD COMMENT –

Mr. Gauthier commends the Board for support given to the Anthony Family.

Mrs. Adams thanks Mrs. White for the anthology presented to the Board from the students.

XV. XIII. PUBLIC INPUT

Dan Schroth distributes a document to the Board regarding climate change. Four articles given to the Board for their consideration. The suggestion from the articles is large policy shifts in regard to climate change. Feels it is important to advocate for kids regarding climate change.

Jerrica Smith, request the Board look at other options to moving the pay period in July. She feels that it would be a burden to the staff.

XVI. MOTION TO GO INTO NON-PUBLIC RSA 91A:3 II (a)(b)

Motion by Mr. Gauthier, second by Mrs. Adams

Vote 5-0 at 7:04

Staff issue is discussed

Superintendent leaves the meeting at 7:20

Motion made by Mr. Gauthier to offer a one-year contract for 2024-25 to the Superintendent, second by Mrs. Schiff.

Vote 5-0

XVII. MOTION TO EXIT NON-PUBLIC

Motion to exit non-public session by Mrs. Adams, second by Mrs. Goggin

Vote 5-0, exit non-public at 7:44

XVIII. ADJOURNMENT

Motion to adjourn by Mr. Cote, second by Mrs. Goggin

Vote 5-0

Meeting adjourned at 7:45

DRAFT MINUTES OF THE PITTSFIELD SCHOOL BOARD
STATE OF NEW HAMPSHIRE SCHOOL ADMINISTRATIVE UNIT #51
PITTSFIELD SCHOOL BOARD MINUTES

Pittsfield School Board Meeting
February 8, 2024
Pittsfield Middle High School

CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Sandra Adams, Vice Chairperson
Molly Goggin
Adam Cote
Helen Schiff

Others Present: Bryan Lane, Superintendent
Derek Hamilton, PMHS Principal
Melissa Brown, PMHS Assistant Principal
Kristen White, PES Principal
Members of the Public

Chairperson Gauthier opened the meeting at 5:30 pm.

II PLEDGE OF ALLEGIANCE

III. AGENDA REVIEW:

The following items were added to the agenda:

Dan Schroth the agenda for 15 minutes.

Mrs. Adams: Approved November 16, 2023 minutes need to be taken off. We need January 4, 2024 minutes as they are not included.

Franklin school funding resolution draft. Idea for committee assignment for board members to be responsible for following legislation.

I ACTION ON AMENDED AGENDA:

On a motion made by Mrs., Goggin and seconded by Schiff
Vote 5 - 0 to approve the motion.

Public did not provide input.

IV. APPROVAL OF PREVIOUS MINUTES:

Mr. Gauthier: Are there: any questions, concerns or comments? None made

Mrs. Adams

Page 1

- No Minutes for January 4
What is the Mr. there for?

Page 2

- Student representative- Mrs. Adams inquires as to whether or not it was Mrs. Marcotte? Mr. Hamilton clarifies that should be Annalissa Marcotte.
- VI A- correct:" age of 10"
- Third Paragraph "Students"
- Complete sentence

Page 3

- Correct AA in time

Page 4

- Mr. Cote made motion to accept amendments to the policy, second by Mrs. Schiff

Page 5

- Adjournment Mr. Cote made motion, 2nd by Mrs. Schiff

Non-public

- Motion made by Mr. Gauthier, 2nd by Mr. Cote

Page 6

- Correct grammatical errors
- Motion to Adjourn at 6:56 PM

Motion to approve: Mr. Cote and seconded by Mrs. Schiff

Vote: 1 abstain 4 ayes and 0 oppose- Mrs. Goggin Abstains

V. PUBLIC INPUT

No public opposition or comments.

VI. STUDENT REPRESENTATIVES:

Addison Parker and Madison Clark presented a proposal for upcoming seniors.

- Students with Senior Status will be eligible to apply for a designated parking spot.

- Seniors will be able to paint their own parking spots.
There would be restrictions on other people parking in those spots.
- There will be a designated day over the summer to paint their spots and there will be a lottery for the parking spots.
- Pre-approval of what is to be painted and rules about that will be established.
- Identify of car as part of the PMHS

Mr Gauthier: This is a very good proposal and well put together. If students become eligible during the school year can students paint their spot at that time?

Answer: it would only be during the summer when they can paint.

Mr Gauthier: What if a junior becomes eligible for senior status, will they be able to participate in this also?

Answer. No, only seniors would be eligible.

Mrs. Goggin supports the project

VII. PES ADMINISTRATION: Kristen White

- Last week 4th graders were supposed to go to the state house but it was postponed due to weather. They are going this Friday January 9, 2024.
- The 3rd graders went to Christa McAuliffe science center.
- Winter holiday concert held in January.
- Working on professional development teaming and taking mandated training.
- Testing in January was a focus. Staff did a great job with kids to focus on goals instead of a score and to use their strategies. 59% of students from kindergarten through grade 5 students met their projected yearly goals in math. 52% achieved this in reading.
- Feb 8 and next Wednesday (Feb 14) doing data dives looking at win groups and what I need to make sure students have what they need in math and reading.
- 100th day elementary school day coming up next Tuesday.
- Heart challenge goal is to raise \$7,000. If the goal met, the PES Principal will get slimed.
- Dental program February 19th free dental for students and getting the word out about this free resource.

Mr. Gauthier asks Mrs. White to speak to Valentines Project. Through social media, the school is reaching out to people on line to send positive messages to the students of PES. The School will post hearts with the positive messages.

Mrs. Goggin asks what methods are being used to communicate to families about results? Is there a packet that will be sent home to explain what the scores mean and what their individual students' growth means?

Once all testing is back in and a more complete picture is acquired that data will be sent out.

VIII. PMHS ADMINISTRATION: Dereck Hamilton

First Semester Report Cards:

- 8th graders On track to be promoted 37 students
At risk - most likely to be failing - 6 students
- High school: 40 students in the 2024 co work
- 43 students in the senior standing 3 of which are in the 2023 co work and 31 students on track/watch status and 2 students in alternative programs.
- Graduation rate expected to be 78% this year.

Student Management Report:

- During the 2nd quarter we processed approximately 245 behavior referrals or 5.5 referrals per day. 35% come from unexcused absences and 20% noncompliance. 60% of noncompliance come from skipping after school detentions. 64 of the referrals were for major offenses.

Mrs. Goggin inquires as to what plans and supports are put into place for students going beyond 4 years to graduate. Notes the rigidity of the state in counting graduates does not follow the idea of competency based learning.

Mr. Hamilton describes the story of a student who struggled but has found success.

Mr. Gauthier inquires are there instances of in school multiple suspensions and how they relayed to parents?

Answer: Parent teacher and student conferences are being held.

Mr. Gauthier inquires How many in school suspensions result in an out of school suspension action?

Answer: We have never had to go that route.

IX. SUPERINTENDENT REPORT:

- NS27 document required completed on time. Thanks to those involved for assisting in completing the document timely.
- Audited by DOE for the school lunch program. We cannot find some documents. Doe stated we have a problem. I followed up with several parents to have paperwork completed and have about 25 to 30% back now. Fresh picks also provided some data for this situation. Corrective action plans including backup

copies being made and now a two-step process in place to ensure that the level of documentation is in place.

- Deliberative Session next week at 7 o'clock will have a script tomorrow. Presenting budget documents Mr. Gauthier presenting the operating budget, Mrs. Schiff presenting the food budget, warrant article Mrs. Adams grant and funds article Mrs. Goggin dumpster article.
- W2's sent on time last Friday February 2, 2024.
- Went through grants to ensure reimbursement is appropriate for activities. Process is working and confident when we should get reimbursed happening quicker than before.
- New security cameras will be installed in February and paying for them this month. Reimbursed in march and cash flow is as it should be.
- Weather has been challenging in the last few weeks. Thanks to Noel from the road crew for his advice and paying attention to other school districts to make determinations. Last day of school on track.

Mrs. Goggin inquires If there are students affected by the food program issue will they be reimbursed? The Superintendent confirms they will be reimbursed.

X.. SCHOOL BOARD POLICIES:

First Reading

- EEAE- School Bus Safety Program
- ICA- School Calendar
- EBCE- School Closing
- DGD- School District Credit Cards
- KEB Resolution of Disputes Between Individuals and the School Board
 - Mrs. Adams
 - Page 2 paragraph 4 in accord change to accordance.
 - Supt. Clarifies in accordance.
 - Page 1 number 3- hyphen needs to be removed

Motion to approve by Mr. Gauthier: 2nd motion Mrs. Adams
Vote 5 to 0

- EBC- Safety Program:
 - Mr. Cote-Change Dean of Operations to Principal
 - Mrs. Adams- Change to establish or create a superintendent will establish a district safety.

Motion to accept the policy with modifications by Mrs. Adams, second by Mr. Gauthier
vote 5 0

- BBAA School Board Member Authority
No changes
- BHE_ School Board Member Use of Email
No Changes

Mrs. Adams inquired as to which policies the Board reviewed, The Superintendent clarifies that the Board can choose the policies.

- Mrs. Adams- The Board received an email from Delay Carrier, Vice Chair of the Franklin School Board. Do we want to follow up with her and support their initiative for supporting their resolution?

Mrs. Goggin I feels this is a good opportunity for us and other school districts to send a message and adopt the same resolution.

Mr. Gauthier Will help push elected reps to work for us and with us. Would you mock up a draft for us?

Mrs. Goggin will create a draft to bring back to the next Board meeting.

- Mrs. Adams suggests creating a committee assignment to keep up on legislation that affects the District.

Mr Gauthier makes a motion to create a Board Legislative Committee and second by Mrs. Goggin

Vote 5-0

Mr. Gauthier nominates Mrs. Adams to be the Legislative Committee Represtatiave to the Board, second by Mrs. Schiff

Vote: 4-0-1, Mrs. Adams abstains

Mr Schroth Climate change a path forward and 5 articles and speaks to climate change inquiring the Boards perception of the articles that were given to the Board previously.

Mrs. Goggin responds that there are things that can be done as private citizens but the primary function of the Board is to deal with the needs and the operations of the District.

Mrs. Adams indicates that if there are projects that the District can do, the Board would support those.

Mrs. Goggin states that doing too many things at once does not allow us to do them well.

COMMITTEE ASSIGNMENTS

- Public Relations- Mrs. Goggin commends CRTC presentation
- Negotiations- None
- Facilities- None
- Drake Field- None
- Legislation- None

Xii. PLANNED AGENDA FOR FEBRUARY 15 MEETING:

- Resolution for funding and January 4th minutes
- National standards for personal financial education website.

XIII. BOARD COMMENTS:

Mr. Gauthier: Derek mentions vaping in his report. Is vaping still an issue? Would it be beneficial to have vaping sensors put into bathrooms?

Discussion follows regarding the effective implementation of using sensors, no action taken.

XIV.: Public input: Citizen spoke to student counseling services for mental health and substance abuse.

Motion to adjourn Mr. Cote and 2nd by Mrs. Goggin.
Meeting adjourned at 7:22 pm.



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

To: Pittsfield School Board
From: Charlene Vary
Subject: Board Meeting – February 15, 2024
Date: February 7, 2021

INFORMATION

1. Compliance:

Every year the special education department is evaluated for a variety of different compliance checks. Most recently we received our data on Significant Disproportionality.

Pursuant to IDEA, states must collect and examine data to determine if significant disproportionality based on race and ethnicity is occurring in the state and the local education agencies with respect to the identification of children with disabilities, the placement of these students, and discipline.

In review of Pittsfield’s three-year analysis, no determination of significant disproportionality has been made. Therefore, we are in good standing with this review.

2. Extended School Year Services (ESY):

The special education department is beginning to plan what ESY will look like for students this year. We are providing ESY for three weeks this summer in order to help students maintain progress and avoid regression for the start of next school year. The dates we are planning to meet will be July 8th through July 25th.

3. Student Referrals

This school year we have had twenty-nine students referred for special education. Parents, teachers or outside agencies can refer a child for special education. The following is a breakdown by grade:

Pre-K	8 students	4 th grade	2 students
Kindergarten	2 students	5 th grade	0 students
1st grade	2 students	6 th - 8 th grades	1 student
2nd grade	3 students	9 th –12 th grades	6 students
3rd grade	4 students	Charter School	1 student



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SUPERINTENDENT'S REPORT February 15, 2024

The Deliberative Session was held on February 8 in the PMHS Media Center. There were about 30 people there including the Board. Exclusive of some Public Input that was not directly related to the Budget the meeting took less than 20 minutes. I want to thank the Administrative Team, the Board and the Budget Committee for working together a strong budget that was fully supported with no modifications suggested by the public. I will be working with Erica Anthony to finalize the ballot for the vote on March 12.

Alison Coleman has begun working at the SAU office while other staff is out on leave. She is here five days per week from 8:30 to 3:30. She has begun with answering phones, transcribing minutes from the recordings and putting together the Board Packet. Our next project will be putting together the Annual Report.

I am reaching out to Tyler Technologies who is the software provider for our financial activities. I want to find out what the capabilities are of the software to ensure that we are getting the most out of the system. In my meetings with Leslie Vogt to see what aspects of the software would be beneficial to her.

I have received the final bill for the HVAC project at the elementary school. I have reached to Kristen White and Randy Kelley, head custodian, to determine if there are any outstanding issues prior to making the final payment.

Over the February break, I will be doing a facility walk through at PES with Mrs. White and Mr. Kelley to look at the needs of the facility. That same day, both Principals along with the Head Custodians of both buildings will meet with me to look at how we can better coordinate facility costs and coverage for the District.

After a long search, we have found a Family Services Coordinator. Kate Price will begin working on Monday March 4 to serve in this position that does a lot to support the needs of students and families in the community.

I continue to work with the DOE to find a resolution to our issues around Food Service. I have provided all of the information that they have requested and am waiting for guidance on how to move forward. I have taken over the administrative responsibilities for Food Service and continue to learn more on how to resolve the issues at hand.

	Aug. 1	Aug. 15	Sept. 7	Sept. 15	Oct. 15	Nov. 15	Dec. 7	Jan. 15	15-Feb	March	April	May	June
Pres School	5	6	17	16	16	16	16	17	17				
Kindergarten	29	30	29	28	28	28	28	29	30				
First Grade	31	33	32	32	32	32	33	33	33				
Second Grade	30	29	27	27	27	27	27	27	28				
Third Grade	43	44	43	43	43	43	43	43	43				
Fourth Grade	35	35	34	33	33	33	33	33	33				
Fifth Grade	46	46	43	43	45	45	45	46	46				
Sixth grade	34	36	33	32	32	32	32	32	32				
Seventh Grade	41	41	38	37	37	37	37	37	36				
Eighth Grade	58	56	43	43	43	43	43	43	43				
Ninth Grade	51	53	61	64	64	63	62	64	66				
Tenth Grade	44	44	43	42	42	42	39	38	34				
Eleventh Grade	35	36	29	29	30	30	33	34	36				
Twelfth Grade	27	27	26	27	26	26	27	28	30				
Total	509	516	498	496	498	497	498	504	507				
PES	219	223	225	222	224	224	225	228	230				
MS	133	133	114	112	112	112	112	112	111				
HS	157	160	159	162	162	161	161	164	166				
Total	509	516	498	496	498	497	498	504	507				

Pittsfield School District

**CONTACT INFORMATION FOR HUMAN RIGHTS OFFICER, TITLE IX
COORDINATOR, SECTION 504 COORDINATOR, AND CIVIL RIGHTS
AGENCIES**

Human Rights Officer: Jaclyn Rohr, Assistant Principal
Pittsfield Elementary School
34 Bow St.
Pittsfield, NH 03263
435-8432
jrohr@pittsfieldnhschools.org

Title IX Coordinator: Jaclyn Rohr, Assistant Principal
Pittsfield Elementary School
34 Bow St.
Pittsfield, NH 03263
435-8432
jrohr@pittsfieldnhschools.org

Section 504 Coordinator: Charlene Vary, Director of Student Services
Pittsfield Middle High School
23 Oneida St.
Pittsfield, NH 03263
435-6701
cvary@pittsfieldnhschools.org

U.S. Department of Education, Office of Civil Rights
5 Post Office Square, 8th Floor
Boston, MA 02109-3921
617-289-0111
OCR.Boston@ed.gov

U.S. Department of Agriculture, Office of Civil Rights
FAS Civil Rights Staff
1400 Independence Avenue, SW, Room 4069-S
Washington, DC 20250-1008
Phone: (202) 720-7233

New Hampshire Human Rights Commission
2 Industrial Park Dr.
Concord, NH 03301
271-2767

humanrights@nh.gov

New Hampshire Department of Justice, Civil Rights Unit
Department of Justice
33 Capitol St.
Concord, NH 03301
271-1181
attorneygeneral@doj.nh.gov

New Hampshire Department of Education, Commissioner of Education
Office of the Commissioner
101 Pleasant St.
Concord, NH 03301
271-3144
Frank.Edelblut@edu.nh.gov

Adopted: February 20, 2020
Revised: October 20, 2022

ACE

Pittsfield School District

**PROCEDURAL SAFEGUARDS: NONDISCRIMINATION ON THE BASIS OF
HANDICAP / DISABILITY**

The district will ensure that all students with a handicap or disability are provided all necessary procedural safeguards as are required by law. Such procedural safeguards are found in pertinent federal state laws and regulations. In addition, all staff, students, parents, and other interested persons are directed to the New Hampshire Department of Education Procedural Safeguards Handbook.

Adopted: June 1, 1995 (incorporated in Policy AC)
Reviewed: June 17, 1996
January 8, 2009
Amended: January 22, 2009
October 19, 2017

Pittsfield School District

**TOBACCO PRODUCTS USE AND POSSESSION IN AND ON SCHOOL
FACILITIES AND GROUNDS**

No person shall use any tobacco product, E-cigarette, or liquid nicotine in any facility maintained by the Pittsfield School District, nor on any of the grounds of the district. Students and minors are further prohibited from possessing such items in or upon any school facility, school vehicle, or school grounds owned or maintained by the district.

A. Definitions.

1. "Tobacco products" means any product containing tobacco, including but not limited to cigarettes, cigars, chewing tobacco, snuff, pipe tobacco, smokeless tobacco, smokeless cigarettes, as well as any other product or item included in RSA 126-K:2, XI as the same may be amended or replaced from time to time.
2. "E-Cigarette" means any electronic smoking device composed of a mouthpiece, a heating element, a battery, and electronic circuits that provides a vapor of pure nicotine mixed with propylene glycol to the user as the user simulates smoking. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, or e-pipes, or under any other product name as well as any other product or item included in RSA 126-K:2, II-a as the same may be amended or replaced from time to time.
3. "Liquid nicotine" means any liquid product composed either in whole or in part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes, as well as any other product or items included in RSA 126-K:2, III-a as the same may be amended or replaced from time to time.
4. "Facility" is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the district. This definition shall include all administrative buildings and offices within facilities supportive of instruction and subject to educational administration, including but limited to lounge areas, passageways, restrooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, libraries, and storage areas.

- B. Students. No student shall purchase, or attempt to purchase, possess, or use any tobacco product E-cigarette, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the district.

Enforcement of this prohibition shall initially rest with the dean of operations or designee who may report any violation to law enforcement for possible juvenile,

criminal, or other proceedings as provided under state law. Additional consequences may be administered pursuant to printed student conduct rules.

- C. Employees. No employee shall use any tobacco product, E-cigarette, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the Pittsfield School District.

Initial responsibility for enforcement of this prohibition shall rest with the dean of operations or his/her designees. Any employee who violates this policy is subject to disciplinary action which may include warning, suspension, or dismissal. Violations may also be referred to appropriate law enforcement and/or other appropriate agencies for criminal or other proceedings as provided under state law.

- D. All Other Persons. No visitor, contractor, vendor, or other member of the public shall use any tobacco products, E-cigarette, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the Pittsfield School District.

The dean of operations, and where appropriate other site supervisors (athletic director, activity leader, etc.) or their designees shall have the initial responsibility to enforce this section by requesting that any person who is violating this policy to immediately cease the use of tobacco products, E-cigarette, or liquid nicotine. After this request is made, if any person refuses to refrain from using such products in violation of this policy, the dean of operations, site supervisor, or designee may contact law enforcement agencies for possible criminal or other proceedings as provided under state law.

- E. Implementation and Notice – Administrative Rules and Procedures

The superintendent shall establish administrative rules and procedures to implement this policy. Rules and procedures relating to student violations and resulting disciplinary consequences shall be developed in consultation with the dean of operations.

The superintendent, working with the dean of operations, shall provide annual notice to employees, students, and parents of the pertinent provisions of this policy (e.g., student or staff handbook) along with applicable administrative regulations and procedures, which may include prescribed consequences for violations of this policy. Such notice should include information that violation of this policy could lead to criminal or other such proceedings.

ADC

Signs shall be placed by the district in all buildings, facilities, and school vehicles stating that the use of tobacco products, E-cigarettes, and liquid nicotine is prohibited.

Adopted: March 1, 1980
Amended: September 2, 2004
Reviewed: January 22, 2009
Amended: October 19, 2017
Amended: October 4, 2018
Amended: December 6, 2018

BGF

Pittsfield School District

SUSPENSION OF POLICIES

The policies of the Board are subject to suspension only upon a majority vote of the entire Board membership at a meeting for which the proposed suspension has been described in writing, or upon a unanimous vote of the entire Board membership when no such written notice has been given.

Adopted: November 2, 2017

Pittsfield School District

SCHOOL BUS SAFETY PROGRAM

The safety and welfare of student riders will be the first consideration in all matters pertaining to transportation. Safety precautions will include the following:

1. Children will be instructed as to the proper procedure for boarding and exiting from a school bus and in proper and safe conduct while aboard.
2. Emergency evacuation drills will be conducted at least two times a year to acquaint student riders with procedures in emergency situation.
3. All vehicles used to transport children will be inspected on a regular schedule to see that they meet applicable safety regulations.
4. All drivers will be screened before employment for physical condition, proper license, and experience. The prior driving record of each driver will be checked for drug and alcohol or other convictions and a criminal records check must also be completed.
5. The Board authorized use of video and/or audio surveillance on school buses to ensure the health, welfare, and safety of all students while riding on school buses. Use of such surveillance will be in accordance with the spirit and provisions of Policy ECAF, as applied to school buses.
6. In the event an audio or video recording is used as part of a student discipline proceeding, such video may become part of a student's educational record. If an audio or video recording does become a part of a student's educational record, the provisions of Policy JR shall apply. The superintendent is authorized to contact the district's attorney for a full legal opinion in the event of such an occurrence.
7. The school district or independent contractor will comply with all state and federal laws and regulations pertaining to the operation of school buses and will make these requirements known to bus drivers. It will also cooperate with local safety officials in formulating and accomplishing its school bus safety program.

Reading: February 4, 2010
Adopted: February 18, 2010
Amended: March 27, 2014
Reviewed: April 19, 2018

Pittsfield School District

SCHOOL CLOSINGS

No school, office, or system event cancellation or delay will be made without the direct authorization of the superintendent of schools. In the event the superintendent is unavailable, such decisions will be made by the principal or School Board chairperson for district-level situations and activities or the principal for school-level situations and activities.

Announcements: When the superintendent or designee determines it is necessary to delay opening or close any facility or school or cancel any school event, he/she will initiate all related communications to the public by radio, television, website, voicemail, email, or other available means.

Delayed Opening of Schools: The superintendent may delay the opening of schools upon determining that weather conditions appear extremely hazardous to operate school buses at the regular early morning hours, but that travel conditions will appreciably improve later in the morning. The public announcement will report the delayed opening, including the cancellation of preschool and morning kindergarten, if necessary. Schools and offices shall close on the regular schedules. After-school activities and events will not be affected by a delayed opening.

Closing of Schools Only for the Entire Day: When the superintendent determines that weather or other conditions exist or will develop that would make it unwise to open one or more schools any time during the day, the announcement communicated via the media specified above shall state that the school district is closed. If school is closed for the entire day, all evening programs will be cancelled.

Early Closing of Schools: The superintendent may determine that weather conditions or other significant event makes it prudent to close school earlier than the scheduled dismissal time. The public announcement will report the early closing, including the cancellation of after-school and evening programs.

Afternoon and Evening Program Cancellations: When schools are open to the end of the school day, but weather or other conditions deteriorate in the late afternoon, the superintendent may determine to cancel afternoon and evening programs. Schools and offices should plan and communicate alternate dates and times to hold programs or events.

Weekend Closings: When weather or other conditions are predicted or develop that would make it hazardous to operate weekend programs or events, the superintendent is responsible for decisions regarding cancellations and for notifying the appropriate media.

Students, parents, and staff shall be informed early in each school year of the procedures which will be used to notify them in case of emergency closings, whether action is taken before or during school hours. When schools are closed for emergency reasons, staff members shall comply with district policy in reporting for work.

Reading: October 15, 2009
Adopted: November 5, 2009
Amended: February 13, 2014
Amended: April 5, 2018
Amended: March 17, 2022

DGD

Pittsfield School District

SCHOOL DISTRICT CREDIT CARDS

The superintendent or his/her designee is authorized to procure a credit card or cards in the school district's name. Any district credit card will be under the supervision of the financial manager.

Use of a district credit card shall be used only for the purchase of school district equipment, supplies, and materials as well as authorized district travel. Purchase shall be for items authorized by the adopted school district budget or authorized grant funds. Use of a district credit card for personal or private purchase is strictly prohibited.

The Board authorized the superintendent to develop administrative regulations to govern the use of district credit cards as needed.

All charges must be verified with receipts.

Adopted: January 18, 2018

Pittsfield School Funding Resolution DRAFT

WHEREAS the Town of Pittsfield must spend significantly more money to educate its students than the State of New Hampshire provides for that purpose, and;

WHEREAS the New Hampshire Supreme Court has ruled on multiple occasions that the State of New Hampshire has a constitutional responsibility to pay for the cost of an adequate education for all K-12 public school students, and;

WHEREAS this constitutional responsibility was recently upheld and reaffirmed by a NH Superior Court, which ruled that the current base adequacy amount of \$4,100 is unconstitutionally low, and that the legislature must increase base adequacy to at least \$7,356.01, plus the cost of transportation, and;

WHEREAS the Town of Pittsfield and its students and taxpayers have been harmed by New Hampshire's school funding model, relative to students and taxpayers in other communities, and;

WHEREAS increasing base adequacy and shifting a larger portion of the cost of education from local property tax payers to the State will help alleviate these harms in Pittsfield and for the vast majority of communities around New Hampshire, and;

WHEREAS the New Hampshire General Court has the ability to change how education is funded in New Hampshire, and has been charged once again by the Courts with the task of bringing statute in line with 30 years of Court precedent;

NOW THEREFORE BE IT RESOLVED that the Pittsfield School Board calls upon all of the Town of Pittsfield's elected representatives serving in the State Legislature to work toward and support a school funding solution in the best interest of students and taxpayers, that complies with the recent court rulings and increases the amount of State education funding received by Pittsfield Schools and reduces the property tax burden on the taxpayers of Pittsfield.

Topic Summary of the Standards

I. Earning Income

Most people earn wage and salary income in return for working, and they can also earn income from interest, dividends, rents, entrepreneurship, business profits, or increases in the value of investments. Employee compensation may also include access to employee benefits such as retirement plans and health insurance. Employers generally pay higher wages and salaries to more educated, skilled, and productive workers. The decision to invest in additional education or training can be made by weighing the benefit of increased income-earning and career potential against the opportunity costs in the form of time, effort, and money. Spendable income is lower than gross income due to taxes assessed on income by federal, state, and local governments.

II. Spending

A budget is a plan for allocating a person's spendable income to necessary and desired goods and services. When there is sufficient money in their budget, people may decide to give money to others, save, or invest to achieve future goals. People can often improve their financial well-being by making well-informed spending decisions, which includes critical evaluation of price, quality, product information, and method of payment. Individual spending decisions may be influenced by financial constraints, personal preferences, unique needs, peers, and advertising.

III. Saving

People who have sufficient income can choose to save some of it for future uses such as emergencies or later purchases. Savings decisions depend on individual preferences and circumstances. Funds needed for transactions, bill-paying, or purchases, are commonly held in federally insured checking or savings accounts at financial institutions because these accounts offer easy access to their money and low risk. Interest rates, fees, and other account features vary by type of account and among financial institutions, with higher rates resulting in greater compound interest earned by savers.

IV. Investing

People can choose to invest some of their money in financial assets to achieve long-term financial goals, such as buying a house, funding future education, or securing retirement income. Investors receive a return on their investment in the form of income and/or growth in value of their investment over time. People can more easily achieve their financial goals by investing steadily over many years, reinvesting dividends, and capital gains to compound their returns. Investors have many choices of investments that differ in expected rates of return and risk. Riskier investments tend to earn higher long-run rates of return than lower-risk investments. Investors select investments that are consistent with their risk tolerance, and they diversify across a number of different investment choices to reduce investment risk.

V. Managing Credit

Credit allows people to purchase and enjoy goods and services today, while agreeing to pay for them in the future, usually with interest. There are many choices for borrowing money, and lenders charge higher interest and fees for riskier loans or riskier borrowers. Lenders evaluate creditworthiness of a borrower based on the type of credit, past credit history, and expected ability to repay the loan in the future. Credit reports compile information on a person's credit history, and lenders use credit scores to assess a potential borrower's creditworthiness. A low credit score can result in a lender denying credit to someone they perceive as having a low level of creditworthiness. Common types of credit include credit cards, auto loans, home mortgage loans, and student loans. The cost of post-secondary education can be financed through a combination of grants, scholarships, work-study, savings, and federal or private student loans.

VI. Managing Risk

People are exposed to personal risks that can result in lost income, assets, health, life, or identity. They can choose to manage those risks by accepting, reducing, or transferring them to others. When people transfer risk by buying insurance, they pay money now in return for the insurer covering some or all financial losses that may occur in the future. Common types of insurance include health insurance, life insurance, and homeowner's or renter's insurance. The cost of insurance is related to the size of the potential loss, the likelihood that the loss event will happen, and the risk characteristics of the asset or person being insured. Identity theft is a growing concern for consumers and businesses. Stolen personal information can result in financial losses and fraudulent credit charges. The risk of identity theft can be minimized by carefully guarding personal financial information.