

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

Pittsfield School Board Meeting
February 15, 2024
Pittsfield Middle High School

1. 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
Charlene Vary, Director of Student Services
Members of the Public

Chairperson Gauthier opened the meeting at 5:32 pm.

2. PLEDGE OF ALLEGIANCE was led by Mr. Gauthier.

3. AGENDA REVIEW:

The following items were added to the agenda:

Miss Vary would like to speak about donation information.
Mrs. White would like to share an invitation from the 5th graders

ACTION ON AMENDED AGENDA:

Motion was made by Mrs. Adams and was seconded by Mrs. Goggin
Vote 5 - 0 to approve the motion.

Public did not provide input.

4. APPROVAL OF PREVIOUS MINUTES:

January 4, 2024 Minutes:

Mrs. Goggin

Page 2

- CarriedAway misspelled.
- DIBILS should be capitalized.
- Question about the opt in or out program is related to the Dental Program and is separate from the Carried Away comments.
- Should say “rescheduled” not schedule.

Page 3

- First paragraph is incomplete. It should read “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 is state and does not prohibit the change.”
- Initial instead of intimal.

Mrs. Adams:

Page 1

- Comma needed after Melissa Brown in Call To Order.

Page 2

- Motion made by Mrs. Adams and seconded by Mrs. Goggin.

Page 3

- Correct grammatical error.
- “The Superintendent will reach out to the Town” should add Administrator after Town.
- There is no reference to the food service warrant, recovery and expend grant funds. Is the motion to 2nd required here as there was none listed. Mr. Gauthier made a motion to vote on the proposed budget and default budget and the warrant articles. It was seconded by Mrs. Adams.

Page 4

- Mrs. Adams inquired as to voting of board positions and school moderator position on warrant for elections. Superintendent indicates there is no vote required.

Page 5

- Correct grammatical errors

Motion on minutes: Motion made by Mr. Cote and seconded by Mrs. Schiff

Vote: 5 - 0

February 1, 2024 Minutes:

Mrs. Adams:

Page 1

- Change date from February 8 to Feb 1, 2024 .

Page 2

- Name should be changed to Mrs. Schiff.
- Correct grammatical errors.
- Correct name should be Christa McAuliffe-Shephard Discovery Center.
- Date of the Winter Concert was January 8th.
- 100th day Elementary School Day was February 6th.
- Change test results to Mid Year Assessment Data.
- 36% come from unexcused absences.
- Winter Showcase should be highlighted.
- MS-27 not NS27.
- DOE should be capitalized.

Page 3

- Deliberative session on February 8th at 7:00 pm.
- W2's were sent Friday Jan 26, 2024 .
- Capitalize the word March.
- June 12, 2024 is last day of school.

Mrs. Goggin:

Page 3

- Win should be changed to WIN (What I Need).
- Correction: name is Derek .
- Correction: name is Delaney Carrier.
- Grammatical corrections were noted.

Motion was made by Mrs. Schiff and seconded by Mrs. Goggin

Vote: 5 - 0

6. PUBLIC INPUT ON AGENDA ITEMS:

No public input at this time.

7. STUDENT REPRESENTATIVES:

No Student Representatives were present at the meeting.

8. DIRECTOR OF STUDENT SUPPORT SERVICES - Mrs. Vary

- Compliance: The reports were received for race and ethnicity. We are not out of compliance therefore no changes need to be made.
- Extended School Year: The dates are July 8, 2024 through July 25, 2024. Special Education students are invited and we are thinking of inviting other students to make sure everyone has what they need to move to the next grade.
- Student Referrals: PreK has heavy referral volume from Headstart and Community Bridges as well as from parents.

- Kindergarten teacher ,Jerrica Smith, applied for a grant from the Foss Family Foundation for sit-to-stand equipment. There is a student in a wheelchair and this device will be able to provide her with more freedom of movement in the classroom. Amount of the grant is \$6,374.
- Mr. Lane inquired about taking a vote for the donation and it was determined that no vote was needed.

Mr. Cote inquired about the name of the charter school. Mrs. Vary advised that it is Strong Foundations and it still will be Pittsfield Schools' responsibility to provide services for special needs students..

Mr. Gauthier inquired if a student potentially needs special services, could the charter school bounce that student back to Pittsfield? Mrs. Vary replied that has not happened in the past. The charter school is responsible for services and Pittsfield is responsible to pay them.

Mr. Lane advised if a student within the Pittsfield school system needs a paraeducator, then part of the problem is that if the other school district has a higher pay scale we have to pay that as well.

Mr. Cote inquired if the student goes to Ben Franklin Charter School do they get adequacy funds and we have to pay on top of that correct? Mr. Lane replied yes because it is a public charter school. If it was a private charter school it would be different.

Mrs White extended an invitation to the School Board from the 5th grade elementary class. The School Board is invited to an exhibition showing what they are learning. The event takes place Thursday, February 22, 2024 at 1:30 pm in the gymnasium.

9. SUPERINTENDENT - Bryan Lane

- Deliberative Session went smoothly and voting will take place March 12, 2024.
- The Annual Report is on track to be finished shortly. We will print 65 copies and will be checking in at the post office and town hall to replenish copies as needed. We will also have some on hand at the meeting.
- Alison Coleman is working in the SAU office. She is working on transcribing minutes and agendas. Mr. Carr will be working with her the week of February vacation to train her on uploading information to the website.
- Tyler Technologies - our financial software company. We want to see how it can assist us to make sure we have accurate information and have a good understanding of all the financial issues.
- HVAC - The last bill came in. It was all grant funded at the amount of \$1.5 million dollars. We were within the budget. Mr. Kelly was consulted to make sure everything is complete. That check will be cut the last week of February, 2024 so we can be reimbursed in March from the DOE.

- There was an issue with the air conditioner for the District server room. It went out twice and needs to be replaced. Two years ago the Board approved Control Technologies as the provider. The replacement cost is \$16,000.00. Do we still want to use Control Technologies or place out for bidding? If we go with Control Technologies it will take 2 weeks to complete. If we place out to bid it will take weeks longer.

Mr. Gauthier stated he would be willing to waive the policy of getting bids.

Mrs. Goggin stated she believed it is a pressing issue and should be done now.

Mr. Lane stated there seems to be consensus to do it now and use Control Technologies so he will move forward with them.

- Facility Walkthrough - I will be doing a walkthrough with Mrs. White and Mr. Kelley of the Elementary School to determine school needs. We will create a list of projects to use from the Building Capital Reserve Fund.
 - Fire compression system issues are among the issues that need to be addressed.
 - Roof repairs also need to be reviewed.
 - Facilities committee can look at what we are doing and come talk to us about concerns then come back to the Board on how to plan to use the funds.
 - I will be meeting with the Head Custodian and Principals - The goal is to make sure when spring comes and we order chemicals that we do so in bulk.
 - We will be looking at upcoming summer vacation time for the Custodians as well as best efficient use of summer break to complete projects.
 - We are hiring a Family Services Coordinator, Ms. Price. Her start date is March 4, 2024.
- Food Service - We received a letter from the DOE. They are coming next Thursday, February 22, 2024 and we will get more information then. We have just under \$12,000 to refund through the food service accounts which means no money goes directly to parents. About 25-30% of families have done their paperwork so far. Foster children receiving food stamps automatically qualify and don't need to fill out paperwork. I will have full information about this at the next meeting.
- Enrollment - There has been an increase in enrollment since September.

Mr. Lane shared the national standards for Personal Finance Education.

Mr. Gauthier asked that Drake Field be included in the plans for repairs. He states the gazebo, concrete brick and some carpentry to rails needs attention as well as some drainage issues with the sidewalk.

Mrs. Goggin stated she received night locks which allow doors to be barricaded. She stated there may be grant money available for more.

Mr. Cote inquired if the facilities maintenance plans are categorized by immediate, 1 year, 2 year, etc.

Mr. Lane stated the capital improvement plan is over a 10- year period but will add items to the immediate category as needed.

Mr. Cote asked about funding for improvements.

Mr. Lane advised there is a \$350,000 facilities capital reserve fund. Additional insurance may help to cover the cost of some items.

10. 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.

Policy Review: SECOND READING

- EEAE School Bus Safety Program- No changes
- EBCE School Closing- No changes
- DGD School District Credit Cards - Financial Manager is Dawn Lemieux.

- Draft resolution from Mrs. Goggin. What are the next steps? We will be sharing with the School Board Association so they can get more School Boards to draft similar resolutions, NH Fair Funding to get the right legislature bodies involved and then to the public of Pittsfield and local representatives.

11. COMMITTEE ASSIGNMENTS:

- Budget Committee - On the Warrant, the voting ballot DRA would like us to use MS-27 should be used.
- Drake Field and Facilities - None
- Negotiations - None
- Legislation:
 - House Bill 396 Permitting classification of individuals based on biological sex under certain circumstances- failed to pass. This bill was for allowing lavatory and locker room designation for those students.
 - House Bill 1473 prohibits social and emotional education in public schools. If passed, this bill would limit teachers to teach basic social skills like standing in line, effective communication, respect for others and emotional and social self control.

- The Education Freedom Account passed 190 to 189. This raises the income level cap for a family of 4 from \$109,000 under the current law to \$156,000.
- Bill 340 pertains to communication between parents and the school district regarding special education. The USPS is the method of communication for IEP's. Miss Vary stated that some parents have signed a release to use email but USPS is still used.
- Foss Family Scholarship - None.
- Public Relations - There was a PTO fundraiser where you can receive a snowflake and then have to pay to pass it along to someone else.

12. PLANNED AGENDA FOR NEXT (March 7, 2024):

- Update on Resolution
- Legislative reviews

13. BOARD COMMENTS:

Mr. Gauthier requests that going forward the first public input should say "Public Input on Agenda Items" .

Mrs. Schiff offered her kudos to Jeff Martel. She had a friend reach out to say her son is graduating from medical school from St. George University in Grenada and couldn't have done it without Mr. Martel.

Mrs. Schiff offered her resignation and is moving on March 1, 2024.

Foss Family Foundation has done a great service to this community and would like to sincerely thank them.

14. PUBLIC INPUT:

There was no input from members of the public.

Motion to adjourn was brought by Mr. Cote and 2nd by Mrs. Goggin.

Vote: 5 - 0

Meeting adjourned at 6:52 pm.