

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

PITTSFIELD SCHOOL BOARD
MINUTES

Pittsfield School Board Meeting September 5, 2024
Pittsfield Middle High School

MEMBERS PRESENT: Sandra Adams- Chair Person
Molly Goggin- Vice Chair Person
Adam Gauthier – Arrived 8:41 p.m.
Tim Robinson
Eric Nilsson – Arrived 8:43 p.m.

OTHERS PRESENT: Bryan Lane- Superintendent of Schools
Kristen White- Principal PES
Charlene Vary- Director of Student Support Services
Melissa Brown- PMHS Assistant Principal
Members of the Public

I. Mrs. Adams called the meeting into session at 5:30 p.m. and led the Pledge of Allegiance.

II. ACTION ON AMENDED AGENDA

Mrs. Goggin- Update of Open Enrollment Issue
Mr. Nilsson- Trash at Drake Field

Motion to accept the amended agenda made by Mr. Robinson
Second by Mrs. Goggin

Vote 3-0

III. APPROVAL OF MINUTES FOR AUGUST 15, 2024

- Page six (F) change non-public to public relations
- Page three delete quotation marks and colon from questions and concerns- retention and grade, correct cell phone
- Mrs. Adams asked for clarification on dollar figure for contracted service and whether handbooks should be under school reports or Board reports. Superintendent clarified dollar figure is correct and handbooks are under Board action items.

Motion to accept the amended agenda by Mrs. Goggin
Second by Mr. Robinson

Vote 3-0

- IV. PUBLIC INPUT- None
- V. STUDENT REPRESENTATIVE- Not present
- VI. PES PRINCIPAL- Kristen White

Mrs. White, pointed out the incident that happened on opening day. She thanked the staff and praised the students, Fire Department and Police Department on how wonderful everyone handled the situation.

New Teacher Orientation- A good two days to help new staff to gain a better feeling for their working environment. Math program, Professional Growth Plan, emergency procedures a presentation of building relationships. Mentors met with their mentees to begin creating a positive relationship.

PES Opening Workshop- Significant time working on implementation of HMH curriculum. The staff also worked to understand procedures for student support and new operations from the front office. Big thank you to the custodial staff for getting the building ready.

Community Day- The PTO, staff and friends of the school gathered to beautify the school. Mulch was spread, flowers were planted and the hopscotch boards out front were repainted for our students.

PES Family BBQ and Open House- The back to school BBQ was a great success. Big thanks to Mr. Curtin and Mr. Tanguay as grill masters. The newly configured library was a big hit. This event was well attended and enjoyed by all.

HMH Curriculum- The staff has been working diligently to implement the new reading curriculum. Heather Galley and Nicole Davis are acting as peer coaches and staff is taking advantage of every opportunity to learn. The program is integrated with our NWEA assessment and the staff is looking forward to having data to inform our instruction.

Upcoming Events- Mrs. White went over some of the upcoming events.

Mr. Nilsson added that he's been serving in the cafeteria and the fans do not work properly, suggested to Mrs. White have them looked at for repair or to be replaced. Also, the trash at Drake field needs attention.

- VII. PITTSFIELD MIDDLE HIGH SCHOOL- Melissa Brown

Mrs. Brown praised the PMHS students on doing so well, being where they should be and being on time. As well as the staff for being proactive and efficient throughout the day.

Building Walkthrough- The walk through with the School Board and our facilities staff identified the following priorities:

Replacing main entrance doors
Roof replacement
SAU staircase replacement

Opening Week of School- Opening day a school wide assembly went over new procedures and rules. Honor roll students from the spring were recognized and activities that built Panther Pride were held. It was a good opening week.

Breath New Hampshire Presentation- This was a presentation of the dangers of vaping for the staff. This will be a presentation in the future for students.

Fall Semester Learning Studios- Learning studios will begin on September 5. This is an opportunity for students to focus their learning on areas of interest that are important to them. These activities can be used for credit or community service and will culminate with presentations at the Winter Showcase in January.

VIII. SUPERINTENDENT OF SCHOOLS- Bryan Lane

Opening of School- The opening of school has gone smoothly for the most part with students and staff acclimating to the school environment well.

Hiring Summary- There are currently three open positions; reading specialist, PES Special Education Teacher and Assistant Principal at PES. Currently, there is a surplus in salaries and benefits of over \$92,000. Applications for Asst. Principal are due by September 13. There are over 12 applicants as of the writing of this report. Mrs. White will be forming an interview committee with staff and a procedure with the expectation to have a candidate to the School Board in September.

Audit- The auditors were working in District on August 28 and 29. The information requested has been provided as requested. They will be returning October 3rd and 4th, making the deadline for full completion by January 1st.

Free and Reduced Lunch- Applications continue to come into the office daily. As of the writing of this report, there are 48% - 55% of the student body who qualify for the National School Lunch Program.

Job Descriptions- At the request of the School Board, job descriptions for SAU staff have been included in the Board packet for the Superintendent, Financial Manager and Admin. Asst. to the Superintendent. The Superintendent will be meeting with Mrs. Vary to complete a job description for the Director of Student Support Services for the Board's consideration.

Open Enrollment- Legal counsel has confirmed that the appeal of the decision of the State School Board had been received by the State Supreme Court. No notification has come from the court as to whether they will hear the appeal. The Epsom School District is appealing the Open Enrollment status of students at Prospect Mountain this fall.

MS25- At the recommendation of the School District Treasurer, the District has requested an extension to submit this report reconciling the 2023-24 budget.

Superintendent, Mr. Lane advised the school board he will reach out to a few firms, gathering some quotes for a forensic audit related to the fund balance issue. He will have this together for the next board meeting after consulting with the District Treasurer.

IX. SCHOOL BOARD

First Reading-

DJG- Vendor Relations

DKC- Expense Reimbursements

DKA- Payroll Procedure

DK Payment Procedures

Second Reading-

EGA- School District Internet Access for Students: Tabled, Mrs. Adams suggested EGA-R and EGA be placed together.

IMGGA- Service Animals: Tabled, to be brought to the next meeting.

JJIFA- Wellness: Tabled, policy to be brought to the wellness Committee to be reviewed

IJOA- Field Trips and Excursions: Tabled, Mr. Robinson suggest including language regarding supervision of students 1:1 with volunteers. Superintendent will look at BSA and Girls on the Run policy.

ACAA-R2- Student sex discrimination/harassment complaint procedure: Tabled, packet as incomplete and will be brought to the next meeting.

JLF- Reporting Suspected Sexual Child Abuse or Neglect: Tabled, Mr. Robinson expressed concern regarding students with diminished capacity being able to report.

JLF-R Reporting Suspected Sexual Child Abuse or Neglect Procedure- Tabled, Mrs. Goggin suggest combining JLF and JLF-R together as one policy.

X. Committee Assignments:

- Budget Committee- Mrs. Adams soon to begin.
- Drake Field and Facilities- Mr. Nilsson trash schedule increased to meet need
- Negotiations- Non-public discussions
- Legislation- Mrs. Adams shared school pronouns
- Foss Family Foundation- Mrs. Brown shared meeting taking place 7:00 a.m. at the Town hall on Sept. 19th
- Public Relations- Mrs. Goggin, nothing to report

XI. PLAN FOR NEXT AGENDA: September 19th

Polices to review
Forensic Audit Quotes
Asst. Principal Applications

XII. BOARD COMMENTS:

Mr. Gauthier request bids for snow blowing and transportation.

XIII. PUBLIC INPUT- None

XIV. NON-PUBLIC SESSION:

Motion to go into a non-public session made by Mr. Gauthier

Seconded by Mrs. Goggin

Roll Call Vote:

Mr. Nilsson- Yes

Mr. Robinson-Yes

Mr. Gauthier- Yes

Ms. Adams- Yes

Mrs. Goggin- Yes

Negations discussed

Motion to accept the resignation of Wendy Holbrook made by Mr. Gauthier

Seconded by Mr. Nilsson

Vote 5-0 to approve the motion

Superintendent evaluation

Motion to exit non-public session made by Mrs. Goggin 8:50 p.m.

Seconded by Mr. Nilsson

Vote 5-0 to approve the motion

XV. ADJOURNMENT

Motion to adjourn made by Mr. Robinson

Seconded by Mrs. Goggin

Vote 5-0 to approve the motion

Time 8:51 p.m.