

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

PITTSFIELD SCHOOL BOARD
MINUTES

Pittsfield School Board Meeting September 19, 2024
Pittsfield Middle High School

MEMBERS PRESENT: Sandra Adams- Chairperson
Molly Goggin- Vice Chairperson
Adam Gauthier
Tim Robinson
Eric Nilsson

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

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

II. Interviews with Assistant Principals for Pittsfield Elementary School

- Jennifer Mone
- Kyle Hodsdon

III. ACTION ON AMENDED AGENDA

Mr. Nilsson-Emergency Operation Plans for Schools

Mr. Robinson- Request how PDF's are created and distributed from District Office

Mrs. Adams- Gear Up Week

Mrs. Goggin- Update of Open Enrollment Issue

Motion to accept the Amended Agenda made by Mr. Gauthier

Second by Mr. Robinson

Vote 5-0

IV. APPROVAL OF MINUTES FOR SEPTEMBER 5, 2024

- Page two (2/3 down) change the "inform" to "guide"
- Page three, second paragraph change Breath to Breathe
- Page five (Board Comments) correct spelling for plowing
- Submitted by -Krystal Santos and Date

Motion to accept September 5th minutes made by Mr. Gauthier
Second by Mr. Robinson
Vote 5-0

Roll Call Vote:

Mr. Nilsson- Yes
Mr. Robinson-Yes
Mr. Gauthier- Yes
Ms. Adams- Yes
Mrs. Goggin- Yes

V. PUBLIC INPUT- NONE

VI. STUDENT REPRESENTATIVE- NONE

VII. DIRECTOR OF STUDENT SUPPORT SERVICES- Charlene Vary

Flex Program- This program has been available for over a decade for students from 6th-12th grade. It is a dropout prevention, behavior management and credit recovery program.

Staffing- We currently have one position at PES open for Special Education, and two at the PMHS for paraprofessional. This includes the maternity leave of an employee. We are actively working with Boothby Therapy Services, and Sunbelt Staffing.

Email Communication- Pittsfield School District will be emailing all correspondence regarding Special Education meetings. Those who do not have access to email will receive notices through the U.S. Postal Services.

VIII. SUPERINTENDENT OF SCHOOLS- Bryan Lane

Staffing- Mr. Lane confirmed that the District has three unfilled positions. Mrs. Vary is working closely with outside agencies. Interviews were held on September 17th, the District has a surplus of \$92,151 in salary and benefits from the professional positions we have filled this school year.

Snow Plowing and Transportation Bids- Bids for snow plowing for the current year and transportation for the coming school year were sent out Friday, September 13th. The bid package asked for a multi-year contract for up to five years, we expect to hear back by October 15th. The transportation bid was pulled back, since there is one more year left on the current contract.

Grants- Mr. Lane confirmed that over the past two weeks he has spent time reorganizing grants that will expire on September 30th. He was happy to share that the District has been able to secure funding for afterschool programs for both the PES and PMHS. He is awaiting confirmation of staff being able to go to a National Conference in Washington D.C for the HMH reading program.

Enrollment- The student enrollment as of September 13th is 487 students. There is a decrease of 14 students at PES and 5 students at the Middle High School. Part of the decrease at the PES is caused by the large class of fifth graders moving into sixth grade.

IX. SCHOOL BOARD-

Mr. Nilsson- Inquired of the October 15th deadline for the Emergency Operation Plans, Mr. Lane confirmed he's actively working on this.

Mr. Robinson- requested documents be sent and uploaded directly (without being printed, scanned etc.) and in PDF format.

Mrs. Adams- questioned Gear Up Program information she received. Mr. Lane confirmed he has forwarded the information to Mrs. Brown and Mr. Martell.

Policy Second Reading:

DJG- Vendor Relations: No change

DKC- Expense Reimbursements: Change the language in the first paragraph to "Any purchase made with personal funds or credit cards should be authorized by a member of District administration to allow for appropriate record keeping". Also, delete (unless a different rate is established by vote of the Board) in the third paragraph.

Motion to accept DKC as amended made by Mr. Gauthier

Second by Mr. Nilsson

Vote 5-0

Roll Call Vote:

Mr. Nilsson- Yes

Mr. Robinson-Yes

Mr. Gauthier- Yes

Ms. Adams- Yes

Mrs. Goggin- Yes

DKA- Payroll Procedure: Mr. Robinson suggested under Salary Deductions adding (5. Court-Ordered Deductions)

Motion to accept DKA as amended made by Mrs. Goggin

Second by Mrs. Adams

Vote 5-0

Roll Call Vote:

Mr. Nilsson- Yes

Mr. Robinson-Yes

Mr. Gauthier- Yes

Ms. Adams- Yes

Mrs. Goggin- Yes

DK - Payment Procedures: No Change

EGA- School District Internet Access for Students: Mrs. Adams pointed out that Policy JICL shows as School District Internet Access for Students on the website Mr. Lane advised we can eliminate EGA Policy and update the website.

Motion to accept JICL and remove EGA as amended made by Mr. Nilsson

Second by Mr. Robinson

Vote 5-0

Roll Call Vote:

Mr. Nilsson- Yes

Mr. Robinson-Yes

Mr. Gauthier- Yes

Ms. Adams- Yes

Mrs. Goggin- Yes

IMGA- Service Animals: Mr. Lane confirmed the following changes

1. Removal of 3rd paragraph relative to miniature horses
2. Page three dean of operations - change to Principal
3. Remove material letter C
4. Re-lettering on page three

Motion to accept IMGA as amended made by Mr. Gauthier

Second by Mr. Nilsson

Vote 5-0

Roll Call Vote:

Mr. Nilsson- Yes

Mr. Robinson-Yes

Mr. Gauthier- Yes

Ms. Adams- Yes

Mrs. Goggin- Yes

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

ACAA-R2- Student Sex Discrimination/Harassment Complaint procedure:

Motion to accept ACAA-R2 as amended for 60 days made by Mr. Nilsson

Second by Mr. Robinson

Vote 5-0

Roll Call Vote:

Mr. Nilsson- Yes

Mr. Robinson-Yes

Mr. Gauthier- Yes

Ms. Adams- Yes

Mrs. Goggin- Yes

JLF- Reporting Suspected Sexual Child Abuse or Neglect: Mr. Gauthier requested having “Anonymous” added to page two, second paragraph

JLF-R Reporting Suspected Sexual Child Abuse or Neglect Procedure:
Motion to accept JLF/JLF-R as amended made by Mr. Robinson
Second by Mr. Nilsson
Vote 5-0

Roll Call Vote:

Mr. Nilsson- Yes
Mr. Robinson-Yes
Mr. Gauthier- Yes
Ms. Adams- Yes
Mrs. Goggin- Yes

X. Committee Assignments:

- Budget Committee- Mr. Gauthier requested Board field trip at Drake Field
- Negotiations- Meeting Sept 23rd
- Legislation- None
- Foss Family Foundation- Next meeting March 13, 2025
- Public Relations- None

XI. PLAN FOR NEXT AGENDA: October 3rd

Walk through at Drake Field
Policies to Review
Open Enrollment
Fire Inspections

XII. BOARD COMMENTS: None

XIII. PUBLIC INPUT- None

XIV. NON-PUBLIC SESSION:

Motion to go into a non-public session made by Mr. Gauthier at 7:30 p.m.
Seconded by Mrs. Adams

Roll Call Vote:

Mr. Nilsson- Yes
Mr. Robinson-Yes
Mr. Gauthier- Yes
Ms. Adams- Yes
Mrs. Goggin- Yes

Hiring of the Assistant Principal at PES discussed

Motion to exit Non-Public Session made by Mrs. Goggin at 8:15 p.m.
Second by Mrs. Adams

Roll Call Vote

Mr. Nilsson- Yes
Mr. Robinson- Yes
Mrs. Goggin- Yes
Mr. Gauthier- Yes
Mrs. Adams- Yes

Motion to nominate Kyle Hodsdon as the Assistant Principal giving permission for the Superintendent to negotiate a salary within advertised limits made by Mr. Gauthier
Second by Mr. Nilsson

Roll Call Vote

Mr. Nilsson- Yes
Mr. Robinson- Yes
Mrs. Goggin- Yes
Mr. Gauthier- Yes
Mrs. Adams- Yes

Motion to allow the Superintendent to negotiate with Jennifer Mone should Mr. Hodsdon not take the position made by Mr. Robinson
Second by Mrs. Goggin

Roll Call Vote-

Mr. Nilsson- Yes
Mr. Robinson- Yes
Mrs. Goggin- Yes
Mr. Gauthier - Yes
Mrs. Adams- Yes

XV. ADJOURNMENT

Motion to adjourn made by Mr. Robinson at 8:20 p.m.
Seconded by Mr. Gauthier

Roll Call Vote

Mr. Nilsson- Yes
Mr. Robinson- Yes
Mrs. Goggin- Yes
Mr. Gauthier- Yes
Mrs. Adams- Yes

Submitted by: Krystal Santos 9/23/24