



**SCHOOL ADMINISTRATIVE UNIT #51**

23 Oneida Street, Unit 1  
Pittsfield, New Hampshire 03263  
Phone: (603) 435-5526 • Fax (603) 435-5331  
Dr. Sandie MacDonald, Superintendent

**PITTSFIELD SCHOOL BOARD**  
**MEETING MINUTES**

July 31, 2025 5:30 PM  
PMHS Media Center  
Pittsfield Middle High School

1. CALL TO ORDER - Mrs. Adams called the meeting to order at 5:32 p.m.

Members Present: Sandra Adams, Chair  
Adam Gauthier  
Eric Nilsson

Others Present: Sandie MacDonald, Superintendent  
Kristen White, PES Principal  
Erik Anderson, PMHS Principal  
Melissa Brown, PMHS Assistant Principal  
Jerrica Smith, Student Services Administrator  
Members of the Public

2. PLEDGE OF ALLEGIANCE led by Mrs. Adams
3. PUBLIC HEARING – Authorizing the Issuance of a Revenue Anticipation Note (RAN) under RSA 198:20-d. The School Board is authorized to borrow in anticipation of state and local revenue to meet the District's cash flow needs, not to exceed \$1,800,000, for the purpose of providing short-term cash flow support for the 2025-2026 fiscal year. With a motion made by Mr. Gauthier and seconded by Mr. Nilsson, the authorization passed, and was signed off on. Vote 3-0.
4. ACTION ON AMENDED AGENDA – Delete first reading of BEDG Meeting Minutes. Motion was made by Mr. Nilsson, seconded by Mr. Gauthier to approve the amended agenda. Vote 3-0.
5. APPROVAL OF MINUTES – public and nonpublic minutes from July 17, 2025. On a motion made by Mr. Nilsson and seconded by Mr. Gauthier, the July 17<sup>th</sup> public minutes were approved. Vote 2-0-1. Mr. Gauthier abstained. On a motion made by

Mr. Nilsson and seconded by Mr. Gauthier, the July 17<sup>th</sup> nonpublic minutes were approved. Vote 3-0. On a motion made by Mr. Nilsson, seconded by Mr. Gauthier, the nonpublic minutes are sealed. Vote 3-0.

6. PUBLIC INPUT ON AGENDA ITEMS – Debbie Vintinner noted that the word ONLY was omitted from her statement.
7. SUPERINTENDENT OF SCHOOLS- Sandie MacDonald shared the contents of her report, which can be found online.
8. INPUT/UPDATES FROM THE ADMINISTRATION – Mrs. White thanked Mr. Nilsson and Mr. Gauthier for participation at the July 25<sup>th</sup> PTO party. Dr. Anderson commented on the collaborative and flexible nature of the staff in making certain that the students educational experience would be enriching and student-centered
- 9.. SCHOOL BOARD
  - Open Enrollment update – no updates
  - Fair Funding update – reminder of Andru Volinsky speaking on September 9
  - Audit Update – information found in Dr. MacDonald's report
  - First Readings of Policies
  - JLCF – Wellness
  - AB- NH Parental Bill of Rights
  - BEDG – Meeting Minutes - deleted
  - JICJ – Unauthorized Communication Devices
  
  - Work sessions/goal setting/strategic planning for policy committee, facilities, and other planning
  - CIP update and discussion
10. COMMITTEE ASSIGNMENTS
  - Budget Committee – work to begin in September
  - Drake Field and Facilities – Mr. Nilsson to meet with a Pennichuck gentleman Friday at 10 a.m. Mr. Gauthier noted that the stones around the catch basin needed to be looked at. Mr. Nilsson will brief the Selectboard. Mr. Gauthier asked why the swing sets were caution-taped off and could the tape be removed for the weekend's balloon rally. Dr. Anderson said the support posts were coming out of the ground, making it unsafe. It would need to be fixed, then inspected. For now, the swings will be taken off.
  - Negotiations – no updates
  - Legislation – no updates
  - Foss Family Scholarship – next meeting, September 18<sup>th</sup> at 7 a.m.
  - Public Relations – Mrs. Goggin has interviewed Drs. MacDonald and Anderson.
  - Select Board Liaison – not present
11. PARKING LOT – Policy ACAC, Google Drive to house school board documents so they can be uploaded to the website. Google work space; need a more useful website with a high level of student involvement. Look into a Civility policy and when to call a point of order.

12. PLAN AGENDA FOR NEXT MEETING – August 7, 2025, Board Work Session. On August 14<sup>th</sup>, second reading of policies listed plus Policy CE PMHS Site Council

13. BOARD COMMENTS - none

14. PUBLIC INPUT – Debbie Vintinner wanted clarification of where the money was coming from to pay the Retirement deficit. Dr. MacDonald explained that it would come from the operating budget and explained the RAN repayment plan. Vintinner read some of the responsibilities of school board members, including engaging in financial management workshops and wanted to know Drs. MacDonald and Anderson's salaries.

15. NON-PUBLIC SESSION per RSA 91: A3, (II) c Personnel – At 6:10 p.m., Mr. Nilsson made the motion, seconded by Mr. Gauthier to enter nonpublic. Roll call vote – 3-0. At 6:35 p.m., on a motion made by Mr. Gauthier and seconded by Mr. Nilsson, the board exited nonpublic with a roll call vote 3-0.

Public Meeting resumed at 6:40 p.m. 3 motions were made by Mr. Nilsson and seconded by Mr. Gauthier, passing with a 3-0 vote.

Accept the nominations of Tina Gelinas for special education case manager for 2025-2026 and Gabby Champagne for PES teacher for 2025-2026.

Approve the manifest educational hardship with the Concord School District.

Deny the request for release from contract submitted by Melissa Catauro and to assess the \$1,000 penalty for breach of contract in accordance with Article XXIII, Section 23.1 of the Collective Bargaining Agreement.

16. ADJOURNMENT – Mr. Gauthier made the motion to adjourn the meeting at 6:40 p.m., seconded by Mr. Nilsson. Vote 3-0.

Minutes submitted by Sandra Adams, Chair