

**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

August 14, 2025, P.M.

PMHS Media Center

Pittsfield Middle High School

Board Members Present: Sandra Adams, Chairperson

Molly Goggin, Vice Chair

Adam Gauthier

Timothy Robinson

Others Present: Dr. Sandie MacDonald, Superintendent

Dr. Erik Anderson, PMHS Principal

Kristen White, PES Principal

Melissa Brown, PMHS Assistant Principal

Jerrica Smith, Student Services Administrator

Arthur St. Laurent, Select board Liaison

1. CALL TO ORDER – Sandra called the meeting to order at 5:32 p.m.

2. PLEDGE OF ALLEGIANCE led by Sandra

3. ACTION ON AMENDED AGENDA – Add work session minutes from August 7, 2025, to be approved. Sandie has 3 nominations. PMHS and PES Handbooks are ready for review and approval after adoption of Policies by the Board. Add first reading of JFAB Admission of Non-Resident Students and JFABR- Admission of Non-Resident Students: Tuition Agreement to the School Board Agenda. Add first reading of GD Support Staff. Add McKinney-Vento and Family Services (grant-funded) Coordinator to the Parking Lot, which will in the future be entitled Old Business. Adam asked to speak about the website. Sandie mentioned the need for nonpublic per RSA 91: A3, c. Nominated Personnel. Adam made the motion and seconded by Molly to accept the amended agenda. Vote 4-0.

4. APPROVAL OF MINUTES – public and nonpublic minutes from July 31, 2025, and August 7, 2025. On a motion made by Adam and seconded by Tim, the minutes from July 31, 2025, were approved with a suggestion to paginate the minutes and add the date submitted. Vote 2-0-2. On a motion made by Adams and seconded by Sandra, the nonpublic minutes for July 31, 2025, were approved 2-0-2. On a motion made by Sandra and seconded by Adam, the nonpublic minutes for July 31, 2025, are sealed. Vote 3-0-1. On a motion made by Tim and seconded by Molly the work session meeting minutes from August 7, 2025, were approved. Vote 4-0. Sandra would add that the NH School Board Association handout provided some very helpful information.

5. PUBLIC INPUT (removing the words ON AGENDA ITEMS) leaving item open to any public input

6. SUPERINTENDENT OF SCHOOLS- Sandie MacDonald - highlights include the staff nominations, removing GD Support Staff as a policy – it is a practice, not a policy. Sandie included policy revisions for JFAB - Admission of Non-Resident Students, and JFAB-R Non-Resident Tuition Agreement. Sandi gave a shout out to Dusty Durant for all she is doing above and beyond this summer. Jerrica is saving the district thousands of dollars by working on out-of-district transportation costs. There is a September 8, 2025, CIP meeting. The Back-to-School Barbecue is a joint venture for PES and PMHS students and families to support a more unified K-12 culture. There is a need to work out after-school transportation for students wishing to go to PYW. Sandie attended the August 12 Select board meeting to meet more community members and strengthen our communication and collaboration between the district and the town.

7. INPUT/UPDATES FROM THE ADMINISTRATION – Erik Anderson shared a list of the substantive changes made in the 2025-2026 PMHS Student and Parent/Guardian Handbook and a list of classes and the number of students in each class being offered as of Tuesday, August 12, 2025. He mentioned the school bus driver Monday, August 11th meeting and said there was progress in eliminating confusion having standardized the student-centered procedures on the buses. Kristen spoke about the school beautification project on Saturday, with many families participating. She gave a shout-out to the custodial staff with such positive energy and collaboration with the PMHS custodians. As of July 7, 2025, there is a full custodial staff. Kristen shared the enrollment numbers which are in flux.

Under 4 yr. old - 8; Pre-K-year olds – 10; K-35 to 37, of which 24 attended kindergarten camp; gr.1- 32; gr. 2-30; gr. 3-29 to 31; gr. 4 – 33; grade 5 – 50 (with 2 moving). Jerrica talked about EIP’s and how they are not permanent for each child, they are for transition. Families and the students themselves are becoming more involved. Our goal is to keep students in our school and community if possible. It costs $500 a day each for out-of-district transportation. We are looking to share transportation costs with Barnstead and Gilmanton for cost savings for our district and make sure students are placed where they would benefit the most. Sandie said that though we are understaffed, we need to continue to build community trust, so they are aware of the need for more staffing though this year, due to budget cuts, we are trying to make it work. We need to emphasize the need for additional staff to provide the best possible education for our students.

In future add SITE COUNCIL REPRESENTATIVE PEPORT to our agenda

8. SCHOOL BOARD

Open Enrollment update – Reading of the brief Sept 16th

Fair Funding update – Andru Volinsky presentation Sept. 9

Audit Update legal letter to Barbara Loughman in a couple of weeks; file an extension until September 30th to submit DOE 25

Rescind current Wellness Policy JJIFA - On a motion made by Adam and seconded by Molly, JJIFA was rescinded. Vote 4-0.

Second Readings and Adoption of Policies:

JLCF – Wellness. On a motion made by Adam, seconded by Molly, the board approved Wellness policy JLCF – Vote 4-0.

AB- NH Parental Bill of Rights. On a motion made by Adam seconded by Molly, approved AB NH Parental Bill of Rights. Vote 4-0.

CE - PMHS Site Council. On a motion made by Adam, seconded by Molly, the board approved the revised policy CE. Vote 4-0.

JICJ – Unauthorized Communication Devices – With the correction of the word UNAUTHORIZED, Adam made the motion, seconded by Molly, to approved policy JICJ. Vote 4-0.

On a motion made by Molly and seconded by Adam, the board voted to rescind GD Support Staff, as it is practice/procedure, not policy. Vote 4-0. The support staff salary schedule needs to be updated for budgetary and

planning purposes.

First Reading of JFAB and JFABR

A motion was made by Molly and seconded by Tim to accept the PES and PMHS Handbooks. Vote 4-0.

Adam suggested creating a position to upload documents to the website. Motion made by Adam, seconded by Molly, to approve Sandie MacDonald to create a new website owned by the school district – it is currently under Clayton Wood’s name. Vote 4-0.

9. COMMITTEE ASSIGNMENTS

* Budget Committee: seasonal Sandra with Eric as alternate
* Drake Field and Facilities: rename as CIP and FACILITIES – Eric and Adam
* Negotiations: seasonal Tim and Molly
* Legislation: Remove as committee. Sandi will keep us updated on legislative activity
* Foss Family Scholarship: seasonal – not a committee
* Public Relations – remove. Use improved webpages
* Select Board Liaison – separate agenda item in the future, not a committee
* Strategic Planning: Adam and Molly with Tim as backup
* Policy Committee: Sandra and Admin Staff – First meeting 4 p.m. on September 4th. Attendance Policy; policies JFAB, JFABR, and BEDH

10. OLD BUSINESS: Policy ACAC, Google Drive to house school board documents so they can be uploaded to the website; required McKinney-Vento and Family Services Coordinator

11. PLAN AGENDA FOR NEXT MEETING – September 4, 2025

12. BOARD COMMENTS: Drake Field water issue update; park swings at Drake; signage from Correctional Industries for park regarding no skateboarding or biking on tennis court and basketball court; water issue update at Drake field; swing set issue – Erik to discuss with Jimmy/Primex. Need for rubberized woodchips to be in compliance? Kristen mentioned a self-inspection sheet.

13. PUBLIC INPUT ON AGENDA ITEMS – Art mentioned the Safe School Act - what is open to the public there should be no expectation of privacy.

14. NON-PUBLIC SESSION per RSA 91: A3, ll c Personnel. At 7:12 p.m., Sandra made the motion to enter into nonpublic, seconded by Adam. Roll call vote by members. 4-0.

At 7:25 p.m., Molly made the motion, Adam seconded to exit non-public. Roll call vote 4-0.

On a motion made by Molly, seconded by Adam, the board approved the request for a special education teacher for sick leave from August 20-September 26th to serve as temporary care giver for her brother in South Carolina, pending documentation from the physician. Vote 4-0.

On a motion made by Adam, seconded by Molly, the board approved the nominations of Cara Lynn Torey for .6 Social Studies; to move Chris Dzengelewski from .7 to full-time, and to hire William Greenwell for 6th and 7th grade seminar, and social studies. He is also certified in K-8 reading. Vote 4-0.

15. ADJOURNMENT: on a motion made by Tim, seconded by Molly, the meeting adjourned at 7:28 p.m.

Respectfully submitted by

Sandra Adams, Chair

August 16, 2025