SCHOOL ADMINISTRATIVE UNIT #51

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PITTSFIELD SCHOOL BOARD POLICY COMMITTEE MINUTES
November 12, 2026, 4:15 P.M.
PMHS Conference Room

Members in attendance: Dr. Erik Anderson, PMHS Principal; Melissa Brown, PMHS Assistant Principal; and Sandra Adams, Pittsfield School District Board Chair.

On a motion made by Melissa and seconded by Erik, the minutes from October 8, 2026, were approved. 3-0.

We combined policies DGA – Authorized Signatures and DK – Payments, Checks, and Manifests and added some language relative to payments drawn on activity funds. We reviewed policy DI – Fiscal Accounting and Reporting and are recommending the board receiving financial reports on a monthly basis rather than quarterly and leaving in that the school board may ask for a statement or report at any time. These will go before the board for First Reading at the December 3rd board meeting.

We reviewed JLIF – Use of Sex Offender Registry Information Our intention was to develop a policy covering the requirements of HB 1267/2026 Ch. 340 (the law goes into effect January 1, 2027). Even though we had information from Attorney Barbara Loughman, we opted to see if NHSBA would put together some language and develop the policy.

We looked into developing a policy relative to recording public meetings (RSA 91-A:2) and determined that we could add language to policy ECAF to cover recording our school board meetings and providing minutes within 5 business days of the recorded meeting. We will bring ECAF forward for a Second Reading and adoption on December 3rd.

We reworked the AI policy (EHAG) by adding "Use of generative AI tools that have been reviewed and approved by the school or district may only be utilized by high school students" under F. Guidelines for Student Use of Generative AI. The policy will be on the agenda as a Second Reading for review and adoption on December 3rd.

We reviewed our student attendance policy- JH and the accompanying R (1,2,3) and JH MOU. We added language from Concord's policy relative to attendance-incentive programs at school sites that reward and

celebrate good attendance and significant improvements in attendance. JH will be brought to the Dec. 3rd board meeting as a Second Reading for adoption.

We will continue to keep the Parking Lot items that have not been discussed, which NHSBA will be updating since they have not yet been updated:
GBCD – Background Investigation and Criminal History Record Check due to HB 1051, 1373, 1795, and 1827
IHBG – Home Education Instruction (HB 1268)
JH – Attendance, Absenteeism, and Truancy (HB 1573)
EF – Food Service Management and EFC - Free and Reduced-Priced Lunch (HB 1727)
IMG – Animals in the School; IMGA – Service Animals; and IMGB – Therapy Animals (HB 573)
CB – School Superintendent (SB 575)
DIE – Audits (SB 586)

On a motion made by Melissa and seconded by Erik, the meeting adjourned at 5:56 p.m. with a 3-0 vote.

Minutes prepared by Sandra Adams
November 13, 2026