

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #51
PITTSFIELD SCHOOL BOARD**

MINUTES

Pittsfield School Board Meeting
March 21, 2019
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Bea Douglas, Vice Chairperson (arrived at 5:50 p.m.)
Heidi Asdot
Adam Gauthier

Others Present: John J. Freeman, Superintendent of Schools
Melissa Brown, Director of College and Career Readiness
Tobi Chassie, Director of Student Services
Danielle Harvey, Dean of Instruction
Derek Hamilton, Dean of Operations
Kathy LeMay, Director of Interventions & Title I Manager
Colby Wolfe, Site Council Representative
Members of the Public

Dr. Freeman called the meeting to order at 5:31 p.m.

II. ELECTION OF BOARD OFFICERS

Ms. Asdot nominated Mr. Wolfe for the office of chairperson. On a motion made by Ms. Asdot and seconded by Mr. Gauthier, the Board voted unanimously to accept the nomination of Mr. Wolfe for chairperson of the School Board.

Mr. Wolfe assumed the role chairperson for the meeting.

Mr. Wolfe nominated Ms. Asdot for the office of vice chairperson. On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board voted unanimously to accept the nomination of Ms. Asdot for vice chairperson of the School Board.

Mr. Gauthier nominated Ms. Douglas for the office of secretary. On a motion made by Mr. Wolfe and seconded by Ms. Asdot, the Board voted unanimously to accept the nomination of Ms. Douglas for secretary of the School Board.

III. AGENDA REVIEW

The following item was added to the agenda:

- Suncook Valley Sun (Mr. Gauthier)
- National Honor Society (Ms. Brown)
- Non-Resident Attendance Request (Dr. Freeman)
- Meeting Request (Dr. Freeman)
- Health Insurance Rate (Dr. Freeman)
- Non-Public Session (Dr. Freeman)
- Leave Request (Dr. Freeman)
- PYViiT (Mr. Wolfe)

IV. ACTION ON AGENDA

On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board voted unanimously to approve the agenda as amended.

V. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Wolfe and seconded by Mr. Gauthier to approve the minutes of February 21, 2019. Page numbers shall be added to the final copy. The following changes shall be made: correct open spaces on pages six and eight; on page one, change “the following item was...” to “The following items were...”; on page four, paragraph five, change to “Pittsfield Police Department to...”; on page 9, paragraph four, change to “unanimously to exit...” The motion passed unanimously to approve the minutes as amended.

A motion was made by Mr. Gauthier and seconded by Ms. Asdot to approve the non-public minutes of February 21, 2019. The motion passed unanimously to approve the non-public minutes as written.

A motion was made by Mr. Gauthier and seconded by Ms. Asdot to approve the minutes of the March 7, 2019, meeting. On page three, paragraph seven, change “indicting” to “indicating”; on page four, paragraph six, change to “Mr. Gauthier asked for clarity relative to...”; and on page five, paragraph four, omit the word “meeting.” The motion passed unanimously to approve the minutes as amended.

A motion was made by Mr. Wolfe and seconded by Mr. Gauthier to approve the non-public minutes of March 7, 2019. The motion passed unanimously to approve the non-public minutes as written.

VI. PUBLIC INPUT - None

VII. STUDENT REPRESENTATIVE

According to Colby Wolfe, the Site Council did not approve the proposal relative to athletic eligibility. Reasons for the decision were shared. Colby explained that Ms. Engler, Colton Gaudette, and he attended a New Hampshire House of Representatives Finance Committee meeting with Dr. Freeman. Both Colby and Colton delivered statements to the Committee. Dr. Freeman stated the students did an excellent job in their presentation.

VIII. SCHOOL BOARD

Mr. Wolfe invited the representatives from PYViiT (Pittsfield Youth Voice in it Together) to share their proposal for PYViiT participation on the Board. A handout was provided by Ms. Pawlik, adult advisor. Mr. Gauthier asked if any of the PYViiT members were on Site Council, to which they answered “one or two.” Dr. Freeman asked the representatives if they were aware that there was already a student representative on the Board. Darin Dube stated that he didn’t think students realized there was a student representative and that students do not generally understand the workings of the Board. Dr. Freeman asked if PYViiT was aware that meetings are open to the public. He pointed out that the chairperson, Mr. Wolfe, is very open to hearing public comments. Colby Wolfe asked PYViiT if they thought students outside of PYViiT feel they need representation on the Board. Darin Dube stated that they believe representation from other grades is necessary as the one representative is limited in his access to students in all grades. Ms. Pawlik also spoke to the issue of student representatives.

Paulette Wolfe stated that students have often come to meetings to have their voice heard on specific issues. She stated that Mr. Wolfe is very open to listening to the public.

Mr. Hamilton asked for clarification on the voting process that is being proposed. Stephanie Ricci explained a nomination process, followed by a consensus building process in order to come up with a final decision.

Dr. Freeman noted that the School Board agendas and minutes are posted on the website for people that might be interested but not able to attend meetings.

VIII. DEAN OF INSTRUCTION

A. Title II Grant

Ms. Harvey provided the Board with a list of purchases funded by the 2017-2018 Title II entitlement grant. This grant can only be used for professional development and can be spent over eighteen months. The total of this grant was \$41,081.26. The 2018-2019 Title II grant will start with summer professional development for faculty.

Ms. Harvey explained that there is an opportunity to apply for additional funds through a competitive process. She is applying for funding and reviewed potential expenditures under consideration.

B. Spring Assessment Schedule

Ms. Harvey explained that a schedule has been developed for the administration of the New Hampshire State Assessment. Students in grades three through eight will be assessed in reading, writing, and math. Students in fifth, eighth, and eleventh grade will also be assessed in science. Eleventh graders will also take the SAT in March in the areas of English language arts and math.

C. Trauma Informed Schools

Ms. Harvey shared information relative to trauma informed practices for schools to consider. She has shared this information with PES staff, PMHS unified arts teachers, and paraprofessionals.

IX. DEAN OF OPERATIONS

A. Balloon Rally

Mr. Hamilton updated the Board on communication with the Rotary Club Balloon Rally co-chairs, Fallon Reed and Laura Okrent. Three notable changes for this summer's Rally: equipment and unnecessary vehicles being kept off the baseball infield area and the soccer field to avoid damage to playing surfaces; all vendors coming through the Barnstead Road entrance to minimize travel across the Field; and a representative of the district or Rotary monitoring the entrance to direct vendors and deliveries to the proper location to ensure maximum protection of the field while allowing access to those formally permitted. Further discussion will include designating a parking area for Rotary Club members near the grandstand.

B. Joint Loss Management and Safety Team

Mr. Hamilton explained the purpose of the Joint Loss Management and Safety Team. He explained that the New Hampshire Department of Labor mandates this team to review data relevant to accidents occurring in the district, leading to the production of a safe and healthy work environment. As a result of the team's work, doors and windows have been re-numbered and signs have been added. Security measures are being added to the doors.

C. Technology Team

The District Technology Team vetted its logic model with the faculty and are now in the process of finalizing the document. The goal is to have the plan completed and to the Board for approval ahead of the 2020-2021 budget season.

X. DIRECTOR OF STUDENT SERVICES

A. Indicator 11

Ms. Chassie distributed information about Indicator 11, one way in which the New Hampshire Department of Education monitors the compliance of special education rules. Indicator 11 measures the timeliness of the completion of evaluations, for which the district has been acknowledged for one hundred percent compliance to the legal requirements relative to timeliness.

B. Out of District Placements

Ms. Chassie explained that an out of district placement was made by the Court during the last month, and another one will be made by the district within a week. Budget information is being processed by Financial Manager Sally Blanchette and will be included in the next financial report to the Board.

C. New Hampshire Association of Special Education Administrators (NHASEA) Annual Conference

According to Ms. Chassie, she and PMHS teacher Jess Bickford attended the NHASEA annual conference last week. She reported that the conference provided a wonderful opportunity to engage in conversations that will enhance the transition for special education leadership in the district.

XI. DIRECTOR OF COLLEGE AND CAREER READINESS

A. National Honor Society

Ms. Brown invited the Board to the induction ceremony of the National Honor Society on March 25, 2019, at 6:00 p.m. in the PMHS lecture hall.

XII. DIRECTOR OF INTERVENTIONS AND TITLE I MANAGEMENT

A. Title I Summer Program

Ms. LeMay reviewed plans for the Title I summer program. Plans for extending reading (take home packets from Scholastic, a publisher of educational materials) and math (games) for students in kindergarten through grade six were included. Also, four *Learning Days* will be hosted at PES, which will include thematic presentations for students.

B. February Break Support

Ms. LeMay explained that she made herself available to students and families to provide academic support during the February school vacation. Three students took advantage of the opportunity. She will try this approach again over April vacation.

XIII. SUPERINTENDENT

A. Graduation Date

Dr. Freeman recommended to the Board to finalize the 2018-2019 school calendar, with Friday, June 21 being the proposed last day of school for the current session, and Saturday, June 15 being the proposed graduation date, given the weather cancellations and an error in the original calendar.

Discussion ensued about whether a Friday night ceremony might be considered. Mr. Wolfe asked if there is a way to gather feedback from the families and students; Mr. Hamilton suggested using Facebook.

On a motion made by Mr. Gauthier and seconded by Ms. Douglas, the Board unanimously voted to approve the amended school calendar and tabled the decision on the date of graduation.

B. 2019-2020 School District Calendar

Dr. Freeman provided the Board with a proposed calendar for the 2019-2020 school year. On a motion made by Ms. Douglas and seconded by Ms. Asdot, the Board unanimously approved the calendar.

C. Policy Update

Dr. Freeman distributed Policy KDA, Public Information Program. He explained that after a recent incident at PES, parents suggested a policy that would guide the issuing of communication between the district, the Board, and the administration. In response, Dr. Freeman researched the Board's policies and provided suggestions for changes to existing Policy KDA. On a motion made by Ms. Asdot and seconded by Ms. Douglas, the Board voted unanimously to amend Policy KDA as recommended.

Dr. Freeman proposed Policy IKF, Graduation Requirements with one recommended modification. The amendment is intended to correct an oversight relative to participating in the annual graduation ceremony. On a motion made by Ms. Asdot and seconded by Ms. Douglas, the Board unanimously amended Policy IKF as recommended.

D. Non-Resident Attendance Request

Dr. Freeman distributed a request from a parent to have their daughter complete first grade at PES even though they have their house on the market and are in the process

of selling. On a motion made by Ms. Douglas and seconded by Ms. Asdot, the Board unanimously approved the request for non-resident attendance.

E. *Bloom365*

Dr. Freeman explained that he has continued to research *Bloom365*, a program mentioned at the last meeting as a possible program for our students. The program is aimed at “preventing teen dating abuse before it starts, which will help to assure the prevention of domestic abuse and sexual violence for this generation of youth and the next.” Additional information has been requested by Dr. Freeman and will be shared with the Board at a future meeting.

F. Meeting Request

Dr. Freeman stated that Fred Bramante has asked to meet with the Board to discuss school funding issues and a proposal for a tax to further fund education. Discussion ensued regarding the recent events relative to school funding. Timing of this request was seen as an issue given the movement in the State around school funding, so the request was denied at this time.

Dr. Freeman informed the Board that a five-part series has started on New Hampshire Public Radio (NHPR). Dr. Freeman gave an interview in the first segment, and Pittsfield will be featured further in a segment airing in two weeks.

G. Health Insurance

Dr. Freeman reported that the health insurance increase for 2019-2020 has been provided to the district; the increase will be 7.2% over the current rates.

H. Coming Events

Dr. Freeman provided the Board with a list of upcoming events in March and April.

XIV. SCHOOL BOARD (Continued)

A. *Suncook Valley Sun*

Mr. Gauthier asked if the School District should write a letter of appreciation for the *Suncook Valley Sun's* last publication. The Board asked Dr. Freeman to draft a letter of appreciation from the Board to the *Sun*.

XV. COMMITTEE ASSIGNMENTS

A. Budget Committee: Ms. Asdot

B. Drake Field & Facilities: Mr. Wolfe

- C. Negotiations – Ms. Asdot and Ms. Douglas
- D. Foss Family Scholarship Foundation – Mr. Mitchell

XVI. PUBLIC INPUT – Second Session

Paulette Wolfe stated she attended the hearing at the New Hampshire House Finance Committee and said it was very educational and informative. She also commented on the proficient delivery of the messages delivered by Colby Wolfe and Colton Gaudette.

Mike Cabral asked if there was follow-up on the recent incident at PES in Mr. Murray’s classroom. Dr. Freeman stated a follow-up has taken place.

Tara Ash commented on the inappropriate language witnessed in the school. Dr. Freeman asked Ms. Ash to talk to an administrator when inappropriate language is observed.

XVII. NON PUBLIC SESSION

At 6:40 p.m. a motion was made by Ms. Douglas and seconded by Mr. Gauthier to enter into non-public session to discuss a personnel issue under the authority of RSA 91-A:3, II (c). The Board was polled and voted unanimously (Ms. Asdot, yes; Ms. Douglas, yes; Mr. Gauthier, yes; Mr. Wolfe, yes) to enter into non-public session.

No action was taken in non-public session.

At 6:54 p.m. a motion was made by Mr. Gauthier and seconded by Ms. Asdot to exit from non-public session and to re-enter into open session. The Board was polled and voted unanimously to exit the non-public session (Ms. Asdot, yes; Ms. Douglas, yes; Mr. Gauthier, yes; Mr. Wolfe, yes) and to re-enter into open session.

XVIII. OPEN SESSION

A. Leave Request

The Board received and reviewed a teacher leave request. On a motion by Ms. Douglas and seconded by Mr. Gauthier, the Board unanimously voted not to grant the leave requested.

B. School Board Secretary

Ms. Douglas advised the Board that she is not able to accept her appointment by the Board to serve as Board secretary for the upcoming year. Mr. Wolfe nominated Mr. Mitchell for the office of Board secretary. On a motion made by Mr. Gauthier and

seconded by Ms. Asdot, the Board unanimously voted to accept the nomination of Mr. Mitchell for secretary of the School Board.

XIX. ADJOURNMENT

On a motion made by Mr. Gauthier and seconded by Ms. Douglas, the Board voted unanimously to adjourn the meeting at 6:57 p.m.

Respectfully submitted,

Tobi Chassie
Recording Secretary