

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

MINUTES

Pittsfield School Board Meeting
September 6, 2018
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Bea Douglas, Vice Chairperson
Heidi Asdot
Adam Gauthier
Ted Mitchell

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
Kathy LeMay, Director of Interventions & Title I Manager
Members of the Public

Chairperson Wolfe called the meeting to order at 5:30 p.m.

II. AGENDA REVIEW

The following items were added to the agenda:

- Berry Avenue and Oneida Street (Mr. Gauthier)
- Policy IHCD (Dr. Freeman)
- Budget Development (Dr. Freeman)
- Negotiations (Dr. Freeman)

III. ACTION ON AGENDA

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

IV. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Mitchell and seconded by Ms. Douglas to approve the minutes of the August 23, 2018, meeting. On page 1, add Colby Wolfe, Student Representative to others present; on page 2, third paragraph, change to “unanimously to exit”; on page 3, paragraph 6, omit “to ensure”; on page 6, add Mr.

Gauthier to Drake Field & Facilities; and change date in footer to August 23, 2018. The Board unanimously approved the minutes as amended.

On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board unanimously approved non-public session minutes from August 23, 2018 (first session).

On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the Board unanimously approved non-public session minutes from August 23, 2018 (second session).

V. PUBLIC INPUT - None

VI. STUDENT REPRESENTATIVE – None

VII. DEAN OF INSTRUCTION

A. PES Enrollment

Ms. Harvey provided the Board with enrollment statistics for the 2018-2019 school year. She explained the New Hampshire Department of Education includes special educators when calculating student to staff ratio, which can be misrepresenting of actual ratios in the district's classrooms.

VIII. DEAN OF OPERATIONS

A. Lead Poisoning Testing

Mr. Hamilton provided a letter from Department of Environmental Services explaining the law that requires the district to test drinking fountains for lead. The required sampling will take place on October 5, 2018.

B. School Security Assessment

The district's Emergency Operations Plan was sent to the Department of Education as required by RSA 189:64. Security assessments will be conducted by the New Hampshire Department of Homeland Security and Emergency Management on October 23, 2018, at PMHS and on November 6, 2018, at PES.

C. PlayWorks

Mr. Hamilton informed the Board, by report, of the plans that are being implemented by the PlayWorks Team at PES. A manual has been provided to staff outlining four systems: equipment storage and management, transitions, visuals, and rules and consequences.

IX. DIRECTOR OF COLLEGE AND CAREER READINESS

A. Drop Out Rate

Ms. Brown updated information regarding drop out statistics. Six students from the 2018 cohort dropped out. Three moved out of the district after turning eighteen and did not register in another district, and three planned to complete HiSet but did not follow through before turning eighteen years of age.

B. Registrations and Withdrawals

Ms. Brown reported twenty-seven withdrawals and ten enrollments at PMHS. She reported eighteen withdrawals and twenty enrollments at PES.

X. SUPERINTENDENT OF SCHOOLS

A. Policies

Dr. Freeman distributed Policy IHCD, Advanced Course Work / Advanced Placement Courses. This policy was approved by the Board at a previous meeting, but modifications have been proposed.

Dr. Freeman proposed the following policies: Policy GBEA, Staff Ethics; Policy GBEB, Staff Conduct; Policy GBGA, Staff Health; Policy GBJ, Personnel Records; Policy GCB, Professional Staff Contracts; Policy GCG, Substitute Teachers; Policy GCI, Professional Development; Policy GCO, Teacher Performance and Evaluation Systems; Policy GCQ, Non-Renewal, Termination, and Dismissal of Certified Staff; Policy GCQC, Resignation of Instructional Staff Member; Policy GCR, Non-School Employment by Professional Staff Members; and Policy GD, Support Staff.

A motion was made by Mr. Gauthier and seconded by Ms. Asdot to approve the proposed policies. Discussion ensued. The motion passed unanimously.

B. Opening Days of School

Dr. Freeman highlighted positive attitudes and enthusiasm for teaching and learning which contributed to a very upbeat and well-organized start to the new school year.

Ms. Harvey provided further details relative to opening days. Ms. Asdot provided positive feedback based on the experience of her daughter. Ms. LeMay stated surveys will be distributed to parents to gain their feedback to assist in planning for next year's opening days.

C. Budget Development

Dr. Freeman informed the Board the work of budget development has been initiated by the administrative team. He suggested two approaches for the Board to consider: 1) provide a budget with the needs of the district clearly articulated, or 2) provide a budget that already reflects the inevitable cuts that will be made by the Board, Budget Committee, and voting members of the community. It was the consensus of the Board that the initial budget should be reflective of the actual needs of the district. Members felt it was their responsibility to demonstrate legitimate need to the community.

D. Negotiations

Dr. Freeman stated dates will be selected to begin the negotiation process with the Education Association of Pittsfield. He asked the Board if they wanted to discuss the scope of the negotiations, and it was decided to have that discussion in a non-public session at the next meeting of the Board.

XI. SCHOOL BOARD

A. Berry Avenue and Oneida Street

According to Mr. Gauthier, the Town is considering proposing Berry Avenue and Oneida Street become one-way streets at all times rather than during specific hours as is the current approach. The Select Board may be putting the decision on the ballot for the voters to decide.

XII. COMMITTEE ASSIGNMENTS

A. Budget Committee: Ms. Asdot

B. Drake Field & Facilities: Mr. Wolfe and Mr. Gauthier

C. Negotiations – Ms. Asdot and Ms. Douglas

D. Foss Family Scholarship Foundation – Mr. Mitchell

XIII. PUBLIC INPUT

Melissa Babcock asked when Footwork Friday will begin. Ms. Harvey stated a start date has not yet been determined.

Ms. Babcock asked if the budget proposal includes a list of the items that have been previously cut from the budget. Dr. Freeman answered that this information is not provided on the budget forms, but agreed to talk to Sally Blanchette, financial manager, about possible options.

Tracy Huyck informed the Board of a personal situation when a family member committed suicide as a result of bullying in another district. Ms. Huyck volunteered to help by organizing or fundraising. Dr. Freeman reported several strategies, which are being implemented in the district to address bullying concerns. Ms. Huyck informed the audience of the fund raising efforts that are being made to promote the implementation of programs to help students and families with this issue. Dr. Freeman and Ms. Douglas thanked Ms. Huyck for raising the issue.

XIV. PLAN AGENDA FOR NEXT MEETING

The next School Board meeting is scheduled for September 20, 2018, at 5:30 p.m. at the Pittsfield Middle High School.

XV. ADJOURNMENT

On a motion made by Ms. Douglas and seconded by Ms. Asdot the Board voted unanimously to adjourn the meeting at 6:20 p.m.

Respectfully submitted,

Tobi Chassie
Recording Secretary