

APPROVED BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
April 16, 2020
Emergency Meeting

I. CALL TO ORDER

Members Present: Bea Douglas, Chair
 Heidi Asdot, Vice Chair
 Ted Mitchell, Secretary
 Jessica Drouin
 Adam Gauthier

Others Present: John J. Freeman, Superintendent of Schools
 Jessica Bickford, Director of Student Services
 Melissa Brown, Director of Career Readiness
 Derek Hamilton, Dean of Operations
 Danielle Harvey, Dean of Instruction
 Kathy LeMay, Director of Interventions and Title I
 Tobi Chassie, Recording Secretary
 Members of the Public - via Zoom

Ms. Douglas called the meeting to order at 5:30 p.m.

Roll Call: Ms. Asdot, present with no one in the room; Ms. Douglas, present with no one in the room; Ms. Drouin, present, with no one in the room; Mr. Gauthier, present with no one in the room; Mr. Mitchell, present with no one in the room.

II. DECLARATION OF EMERGENCY MEETING

Ms. Douglas asked that speakers conduct themselves in a civil manner. Obscene, libelous, defamatory, or violent statements will be considered out of order and will not be tolerated. She said she may terminate the speaker's privilege to address the Board if the speaker does not follow this rule of order (Pittsfield School Board Policy BEDH).

Ms. Douglas declared the meeting as an emergency: As Chair of the Pittsfield School Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12

pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

The district is utilizing Zoom for this electronic meeting.¹ All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing one of the following phone #'s: 1(929)205-6099 or 1(301)715-8592 and using meeting ID: 458 628 723; password: 029859.

b) Providing public notice of the necessary information for accessing the meeting:

The district previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Pittsfield School District at: <https://www.pittsfieldnhschools.org/board/agenda/>.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem, please call Danielle Harvey at (603)410-9559 or email at dharvey@pittsfieldnhschools.org.

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

III. AGENDA REVIEW

The following items were added to the agenda:

- Drake Field, Playgrounds, and Skate Park (Dr. Freeman)
- Graduation Date (Dr. Freeman)
- Facilities Use Request (Mr. Hamilton)

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 (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

V. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Gauthier and seconded by Mr. Mitchell to approve the minutes of March 5, 2020. The Roman numerals were in need of proper sequencing. The minutes of the March 5, 2020, meeting were unanimously approved as amended (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

A motion was made by Mr. Gauthier and seconded Ms. Asdot to approve the minutes of the April 2, 2020, public meeting. Changes include: Page 6, paragraph 1, change to "...he would communicate that to Attorney Tobin."; page 7, paragraph 2, change to "...Ms. Dupere alternating days..."; page 7, paragraph 7, change to "Mr. Gauthier". The minutes of the April 2, 2020, meeting were unanimously approved as amended (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

VI. PUBLIC ACCESS

DIAL IN INFORMATION:

1(929)205-6099 or 1 (301)715-8592

Meeting ID: 458 628 723

Password: 029859

No participant ID required (# to skip if requested)

If any member of the public has trouble accessing the meeting using the above information, please call Danielle Harvey at (603)410-9559, or email at dkharvey@pittsfieldnhschools.org.

VII. DEAN OF OPERATIONS

A. PMHS Cooler and Freezer Repairs

Mr. Hamilton provided details for a warranty included from Alpha Tech Refrigeration and Laconia Refrigeration. He did not receive information from Thermal-Stor. Mr. Hamilton recommended Laconia Refrigeration. On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board voted unanimously to approve the bid from Laconia Refrigeration (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

B. Facility Use Request

Mr. Hamilton stated that the Old Home Day Committee is requesting use of Drake Field on Saturday, July 11, 2020. On a motion made by Ms. Asdot and seconded by Mr. Gauthier, the Board voted unanimously to approve the facility use request for

Drake Field for Old Home Day activities (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

VIII. DEAN OF INSTRUCTION - No report.

IX. DIRECTOR OF STUDENT SERVICES - No report.

X. DIRECTOR OF CAREER READINESS - No report.

XI. DIRECTOR OF INTERVENTION - No report.

XII. SUPERINTENDENT

A. Graduation Requirements

Dr. Freeman reviewed the requirement for community service and stated that five students have not met the requirement. Dr. Freeman recommended the Board waive the requirement for full completion of community service and provide the school administration the authority to work with each of the five students involved to complete some sort of community service to respond to the spirit of community service rather than comply with the precise hours needed due to limitations related to the coronavirus pandemic. On a motion made by Ms. Douglas and seconded by Ms. Asdot, the Board voted unanimously to waive the hours requirement and authorize the administration to work individually with the five students (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

B. Anticipated Fund Balance

Dr. Freeman provided the Board with a March 30, 2020 expenditure report. The current anticipated fund balance is \$485,000. Dr. Freeman stated that historically the Board considers utilizing the fund balance for special projects. However, given the current financial circumstances, he recommended special projects be put on hold at this time.

Mr. Mitchell asked for clarification regarding funds anticipated from the federal government due to the Coronavirus. Dr. Freeman stated that Ms. LeMay has worked on planning a summer school program and has purchased 60 Chromebooks with carts. Mr. Hamilton has purchased hotspots necessary to connect students to the Internet during remote learning and laptops for teachers working from home.

Mr. Gauthier stated that although he would like to save money on taxes, he is concerned about the impact on taxpayers next year. He is in favor of funding capital improvement projects that have previously been identified. Ms. Douglas asked the administration to provide the Board with a list of priorities for the use of the fund balance.

Dr. Freeman stated that details have been received relative to the actual insurance rates for next year. He stated that health insurance has risen by 2.1% and dental insurance has risen by 3.9%, which reflect the estimated numbers utilized in the district's budget.

C. Resignation

Dr. Freeman explained that Ms. Shannon DeRosa has tendered her resignation after working in the district for twelve years. She has accepted a position closer to home and a higher compensation package. On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board voted unanimously to accept the resignation with regret (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

D. Drake Field Playground

Dr. Freeman suggested the Board discuss potential closing of Drake Field, the PES playground, and the PMHS skate park. Mr. Hamilton shared the information that has been discussed in weekly Department of Education meetings with facilities managers. He stated communities are considering the closing of playgrounds and/or parks due to concerns about Coronavirus.

Ms. Douglas stated she doesn't have a problem with closing the playground, but thinks Drake Field should be open for community use. Ms. Asdot stated she has used the park and has not seen a problem with there being too many people or people congregating. Mr. Mitchell and Ms. Drouin agreed. Mr. Gauthier agreed and suggested taking down some swings to manage social distancing. Mr. Hamilton will investigate the safe use of swings, lock the basketball and tennis courts, and will keep Drake Field open. Ms. Asdot asked if the security cameras were working, to which he affirmed.

E. Graduation

Dr. Freeman reminded the Board that changes are being discussed regarding graduation. Mr. Hamilton shared survey results received from 27 out of 37 students. Seniors were in favor of having a face-to-face graduation in mid-July or August; three students would not be able to attend a postponed ceremony.

According to Mr. Hamilton, the administrative team is in favor of postponing the date to a later date. Mr. Hamilton explained that on Friday, June 5, 2020, a virtual Awards Ceremony will be held. Scholarships would be announced in order for families to have this information in a timely manner. He suggested allowing families to make appointments to come on June 6, 2020 (the established graduation date), to have pictures taken on school grounds in their graduation regalia. A town parade is also being considered for June 6, 2020. Depending on the circumstances of the coronavirus, the formal graduation ceremony would either be later in the summer or fall.

Ms. Douglas thanked the administrative team for the work that has been done to determine alternatives for the seniors. She stated her heartfelt sorrow regarding the

seniors losing the opportunity for this significant lifetime experience. Ms. Asdot stated the parade is a good idea but is concerned about social distancing.

Dr. Freeman thanked the Board for their flexibility and thanked the administration for their creative approach to the challenge of providing a memorable experience to seniors and their families. On a motion made by Ms. Asdot and seconded by Mr. Gauthier, the Board unanimously approved the plans for graduation as proposed by the administration (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

XIII. PUBLIC INPUT

Chris Smith asked if the public input needs to be only in regards to the agenda items. Dr. Freeman stated that the input can be about any topic relative to the business of the School Board. Mr. Smith stated his concern about the sixth grade being moved up to PMHS. He stated that as a parent of a fourth grader, he is concerned that more parents were not contacted for input. Mr. Smith stated he is not comfortable with this decision and wanted to know why there wasn't a town vote. Ms. Douglas stated there has been ample Board discussion at meetings. Ms. Harvey clarified that the decision was made to move sixth graders to PMHS due to shortage of space. She said that if the move does not work, the decision will be adjusted. Mr. Smith asked if parents will be included when information is gathered regarding the success of the move. Mr. Smith stated he is concerned that this decision was not made as a result of a town vote; he feels too few people were involved in the decision. Mr. Mitchell stated that the elected School Board is responsible for making such decisions. Mr. Gauthier stated he had been in favor of a public forum before the decision was made. Mr. Smith asked what was the impetus for the decision. Ms. Douglas stated it was due to a shortage of space at PES. Ms. Douglas asked Mr. Smith to call Ms. Harvey to schedule an appointment so she can share more background information relative to this decision.

Cara Peterson stated, via text, that teachers have been amazing in their delivery of remote education. She praised teachers for their hard work in creating a meaningful educational experience for the students of Pittsfield.

XIV. SCHOOL BOARD

XV. COMMITTEE ASSIGNMENTS

- A. Budget Committee
- B. Drake Field and Facilities
- C. Negotiating Team
- D. Foss Foundation

XVI. NEXT MEETING

The next meeting of the Board is scheduled for May 7, 2020, at 5:30 p.m. in the Pittsfield Middle High School media center or by Zoom, depending on circumstances relative to Covid-19.

XVII. ADJOURNMENT

On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the meeting was adjourned at 6:27 p.m. (Ms. Asdot, yes; Ms. Douglas, yes; Ms. Drouin, yes; Mr. Gauthier, yes; Mr. Mitchell, yes).

Respectfully submitted,

Tobi Chassie
Recording Secretary