

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

MINUTES

Pittsfield School Board Meeting
May 16, 2019
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Heidi Asdot, Vice Chairperson
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 (excused at 5:55
p.m.)
Derek Hamilton, Dean of Operations
Kathy LeMay, Director of Interventions & Title I Manager
Member of the Public

Mr. Wolfe called the meeting to order at 5:33 p.m.

II. AGENDA REVIEW

The following items were added to the agenda:

- PMHS Exhibition Schedule (Ms. Harvey)
- Choose Love (Ms. Harvey)
- Leave Request (Dr. Freeman)
- Evaluation of Superintendent (Dr. Freeman)
- Non-Public Personnel Issue (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 agenda as amended.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Mitchell and seconded by Mr. Gauthier to approve the minutes of May 3, 2019. The following changes were made: on page three, paragraph three, change to “On a motion made by Ms. Asdot and seconded by Mr. Gauthier, the Board voted unanimously to approve the request for the three students to remain at PES until the end of the school year, without district-provided transportation.”; on page four, paragraph four, change to “On a motion made by ...” and “approved the use...” On pages four, five, six and seven, change the Roman numerals to be sequential. The motion passed unanimously to approve the minutes as amended.

V. PUBLIC INPUT - None

VI. STUDENT REPRESENTATIVE

In the absence of Colby Wolfe, Mr. Hamilton informed the Board of a proposed change in the cell phone policy for seventh and eighth grade students, limiting use compared with the current policy. The next step will be for Mr. Hamilton to bring the change to the Board for its approval.

Mr. Hamilton explained that Colby Wolfe’s responsibility as Site Council representative will end on May 31. Harrison Hill is the newly appointed representative; he will begin service at the first meeting in June.

VII. DEAN OF INSTRUCTION

A. PMHS Exhibition Schedule

Ms. Harvey distributed a copy of the draft PMHS Exhibition Schedule for June 6, 2019. She informed the Board of some of the projects that students are becoming excited to present.

B. *Choose Love*

Ms. Harvey distributed a letter that will be sent home to families explaining a visit from Scarlett Lewis from *Choose Love* Social / Emotional Learning Program endorsed by Governor Sununu. She will be making a presentation to grades five through twelve on Tuesday, May 21, 2019, at 9:00 a.m.

VIII. DEAN OF OPERATIONS

A. Clear Hallways Protocol

Mr. Hamilton explained that a new protocol has been recommended by the New Hampshire Department of Homeland Security and Emergency Management, a *clear hallways protocol*. He distributed a copy and explained the protocol and asked the Board to approve a change in the Emergency Management Plan to include the recommended protocol. On a motion made by Mr. Mitchell and

seconded by Ms. Asdot, the Board unanimously approved the clear hallways protocol.

B. District Newsletter

Mr. Hamilton reviewed upcoming events and provided a copy of the May district newsletter.

Mr. Gauthier asked if the public has been notified about the safety forum. Mr. Hamilton provided examples of the ways in which the event has been publicized. Dr. Freeman explained the weekly routine of the administrative team to preview coming events for the ensuing month to ensure that events are appropriately publicized.

C. School Visitors

Mr. Hamilton informed the Board of a visit from Bentonville School District in Arkansas. The feedback from the visiting team regarding PMHS students' behavior was very positive.

IX. DIRECTOR OF STUDENT SERVICES

A. Indicator Report

Ms. Chassie provided the Board with various documents explaining the Department of Education's method of measuring the success of the district's special education programs. On all measures, the district's data was found to be compliant, timely, and accurate.

B. Middle School Flex

Ms. Chassie explained a decision to create a middle school Flex Program. One special educator in middle school will be assigned to help students needing academic support and one special educator assigned to help students with behavioral challenges.

C. Preschool Screenings

Ms. Chassie reported that the preschool screening that was held on May 8, 2019, was a success. Six students were screened for possible inclusion in the district preschool special education program.

X. DIRECTOR OF COLLEGE AND CAREER READINESS

A. Local Scholarships

According to Ms. Brown, applications for fifteen different local scholarships have been distributed to seniors.

B. Senior Graduation Update

Ms. Brown reported that forty-one students are expected to be graduating in June. However, ten students are being closely monitored due to potential issues with course completion.

XI. DIRECTOR OF INTERVENTIONS

A. *Literacy Education for the Teachers of Reading and Spelling (LETRS)*

During the first week of June, Ms. LeMay will be participating in a facilitator's training for the Early Literacy Segment of the LETRS training. She shared information relative to the value of the program for young students.

B. Outside Reading Tutoring

Ms. LeMay explained that she and Ms. Chassie are in the process of identifying students who are in the need of reading tutoring.

C. April Break Support

During April break, PMHS students participated in the open library times offered by Ms. LeMay to provide academic support.

XII. SUPERINTENDENT OF SCHOOLS

A. Law Enforcement Against Drugs (LEAD)

Dr. Freeman reported on the result of the work of an ad hoc group that has been meeting for much of the school year to consider additional ways to positively impact the substance misuse and bullying behavior of our students. The program includes ten lessons, which will be led by teachers in grades 1, 2, 3, 4, 7, and 8. The cost of the training, materials, and implementation is in the range of \$5,000 to \$6,000. Granite United Way has committed to \$4,000. Dr. Freeman anticipates that more grant money will be identified.

On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board approved the LEAD program.

B. Leave Request

Shannon Fitch, PES special education teacher, is requesting three days of unpaid leave at the end of the school year due to child care issues. On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the Board unanimously approved the leave without pay.

B. Abusive Parents

Dr. Freeman informed the Board of the issue of staff and administrators being subjected to abusive treatment from parents and guardians.

Discussion ensued regarding the use of text messaging between parents and teachers.

C. Superintendent Evaluation

Dr. Freeman distributed a survey for the School Board to complete relative to the performance evaluation of the superintendent. Mr. Wolfe asked if the administrators would be willing to provide feedback to the Board relative to the superintendent's evaluation. The administrators indicated their willingness to provide information to the Board.

D. Coming Events

Dr. Freeman provided the Board with a list of coming events.

XIII. SCHOOL BOARD

A. Class Meetings

Mr. Gauthier asked about class meetings at PMHS. Mr. Hamilton explained that class meetings are held periodically.

B. *Footwork Friday*

Mr. Gauthier asked about Footwork Friday. He wanted to know how many staff and students participate. Mr. Hamilton stated three adults and a consistent group of students participate. Mr. Gauthier asked about liability to the district. It was explained that the program was organized a number of years ago as part of the Safe Routes to Schools program and is intended to increase the physical activity of students.

XIV. 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

XV. PUBLIC INPUT (Second Session) - None

XVI. NON-PUBLIC SESSION

At 6:25 p.m. a motion was made by Ms. Asdot and seconded by Mr. Mitchell to enter into non-public session to discuss a personnel issue under the authority of RSA 91-A:3, II (a) and (b). The Board was polled and voted unanimously (Ms. Asdot, yes; Mr. Gauthier, yes; Mr. Mitchell, yes; Mr. Wolfe, yes) to enter into non-public session.

No action was taken in non-public session.

At 6:46 p.m. a motion was made by Mr. Mitchell and seconded by Mr. Gauthier to exit from non-public session and to re-enter into open session. The Board was polled and voted unanimously (Ms. Asdot, yes; Mr. Gauthier, yes; Mr. Mitchell, yes; Mr. Wolfe, yes) to exit the non-public session and to re-enter into open session.

XVI. ADJOURNMENT

On a motion made by Mr. Gauthier and seconded by Ms. Asdot the Board voted unanimously to adjourn the meeting at 6:47 p.m.

Respectfully submitted,

Tobi Chassie
Recording Secretary