

APPROVED BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
June 20, 2019
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Bea Douglas
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
Derek Hamilton, Dean of Operations
Danielle Harvey, Dean of Instruction
Kathy LeMay, Director of Interventions & Title
Member of the Faculty
Members of the Public

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

II. AGENDA REVIEW

The following items were added to the agenda:

- Hope Squad (Mr. Mitchell)
- Program of Studies (Ms. Brown)
- Electricity Rates (Dr. Freeman)

III. ACTION ON AGENDA

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

IV. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Ms. Douglas and seconded by Mr. Gauthier to approve the public minutes of June 4, 2019. The following changes were made: on page 3, paragraph one, change to "...impressed with the openness..." and on page five, paragraph three, change "palace" to "place". The motion passed unanimously to approve the minutes as amended.

A motion was made by Mr. Mitchell and seconded by Ms. Douglas to approve the non-public minutes of June 4, 2019. The spelling of Ms. Asdot's name was corrected. The motion passed unanimously to approve the minutes as amended.

V. PUBLIC INPUT

Bob Schiferle, representative from the Budget Committee spoke in favor of the Board sending as much money back to the Town as possible. He stated that any changes that occur in new legislation will not impact the tax rate. He went on to say that the fund balance discussion that may occur at the meeting, will impact the tax rate. He opined that the Board should return as much money as possible to the town, which will create a more favorable environment in which the next year's budget can be developed.

Mr. Schiferle stated that the Capital Improvement Committee met and that the Board should anticipate hearing from the Committee with a request for input into the process of developing a plan for capital improvements.

VI. STUDENT REPRESENTATIVE

Mr. Hamilton explained that the last meeting of Site Council was devoted to setting the team up for the ensuing year.

VII. DEAN OF OPERATIONS

A. 2018-2019 Budget

Mr. Hamilton provided the Board with a list of three items that have been prioritized by the administration to be funded by remaining funds from the 2018-2019 school district budget: 1) replacement servers (\$20,000); 2) replacement scoreboards for PMHS gym (\$6,700); and 3) replacement desktop computers in the PES learning commons (\$15,000).

A motion was made by Mr. Mitchell and seconded by Ms. Douglas to approve the three prioritized items. Discussion ensued. It was suggested by Mr. Mitchell and reiterated by Ms. Douglas that the first two items should be approved. Mr. Gauthier agreed, as did Mr. Wolfe. The motion was rescinded by Mr. Mitchell.

On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the Board unanimously voted to approve the purchase of the replacement servers and the

balance of the cost of the replacement scoreboards after using the Sanderson Grant funds.

B. Cell Phone Use

Mr. Hamilton reviewed the consequences for cell phone misuse, which was information requested at the last Board meeting by a member of the public.

C. Drake Field Grandstand

Mr. Hamilton has communicated with Primex, our insurance company, and has received initial information that any damage sustained from foul balls during baseball games at Drake Field would be covered. Mr. Hamilton will keep the Board abreast of this item.

D. Prescription Drug Misuse Presentation

According to Mr. Hamilton, on May 30 and 31, 2019, all students in grades seven through twelve attended a program initiated by the CVS Pharmacists teach program, entitled One Choice Changes Everything. The goal of the presentation was to raise awareness of prescription drug misuse and abuse.

VIII. DIRECTOR OF STUDENT SERVICES

A. Gratitude

Ms. Chassie expressed her gratitude to the School Board for the twenty-nine years of employment in the Pittsfield School District.

B. Professional Assignments

Ms. Chassie provided the School Board with a list of professional assignments for the 2019-2020 school year. There remain three vacancies to be filled.

C. Professional Growth and Evaluation

Ms. Chassie reported she will have completed all summative evaluations for professional staff before leaving.

D. Transition

According to Ms. Chassie, she and Jess Bickford have been working diligently to manage a smooth transition.

IX. DIRECTOR OF COLLEGE AND CAREER READINESS

A. Program of Studies

Ms. Brown distributed the 2019-2020 Program of Studies. She pointed out the changes that have been made and asked the Board to be prepared to approve the document at their next meeting.

X. DIRECTOR OF INTERVENTION & TITLE I

A. Kindergarten Registration

At Kindergarten registration, a family survey was added, according to Ms. LeMay, for the purpose of identifying an indicator of student's capacity to learn to read.

B. ParaPro Assessment

Ms. LeMay reported that because PES is a Title I Schoolwide School, paraeducators must have an Associate's degree or pass a standardized test in reading, writing, and math. Ten paraeducators must now pass ParaPro assessment this summer in order to continue working at PES. The cost of the test is \$55 per assessment and will require up to three hours of paid time to take the test.

XI. SUPERINTENDENT OF SCHOOLS

A. Resignation

Dr. Freeman recommended the Board accept the resignation of Mr. Jon Uhouse, PES teacher and Mr. Robert Dudley, PES special education teacher. On a motion made by Ms. Douglas and seconded by Mr. Mitchell, the Board voted unanimously to approve the resignations with regret.

B. Nominations

Dr. Freeman nominated Logan LaRoches for a social studies position and Danielle McMenimen and Joanne Rautio as elementary teachers. On a motion made by Ms. Douglas and seconded by Mr. Gauthier, the Board unanimously approved the hiring of these three individuals.

C. Leave Requests

Dr. Freeman presented a leave request for PES teacher Tessa Mancini. On a motion made by Mr. Mitchell and seconded by Mr. Gauthier, the Board unanimously approved the request, which stated without pay.

D. Policies

Dr. Freeman presented the following policies; Policy EHAB, Data Governance and Security; Policy EHB, Data / Records Retention; Policy EHB-R, Records Retention Schedule; Policy GBEF, School District Internet Access; and Policy KEE, Website Accessibility and Grievance. Mr. Mitchell provided the superintendent with suggestions for improvement. On a motion made by Mr. Mitchell and seconded by Ms. Douglas, the Board voted unanimously to approve the policies as amended.

E. Authorization to Hire

On a motion made by Mr. Gauthier and seconded by Ms. Douglas , the Board voted unanimously to authorize the superintendent to finalize hiring decisions over the summer months due to the reduced Board meeting schedule and the urgency to act on recommendations.

F. Electricity Rates

Dr. Freeman provided the Board with information relative to electricity rates. A company, Constellation, is willing to sell electricity for \$7.49 per kilowatt hour and maintain the rate for five years. On a motion made by Ms. Douglas and seconded by Mr. Mitchell, the Board voted unanimously to approve Constellation at \$7.49 per kilowatt hour.

G. Good to Great Team

Dr. Freeman informed the Board that the Good to Great Team will present its report regarding their audit of the PMHS Advisory Program at the meeting scheduled for August 22, 2019.

H. Coming Events

Dr. Freeman provided the Board with a list of upcoming events in June, July, August, and September.

XII. SCHOOL BOARD

A. Hope Squad

Mr. Mitchell provided further information regarding Hope Squad, as requested at the last meeting.

XIII. 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

XIV. PUBLIC INPUT (Second Session) - None

XV. ADJOURNMENT

On a motion made by Ms. Douglas and seconded by Mr. Gauthier the Board voted unanimously to adjourn the meeting at 6:15 P.M.

Respectfully submitted,

Tobi Chassie
Recording Secretary