

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

MINUTES

Pittsfield School Board Meeting
June 4, 2019
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Heidi Asdot, Vice 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
Danielle Harvey, Dean of Instruction
Harrison Hill, Site Council Representative
Members of the Public

Mr. Wolfe called the meeting to order at 5:32 p.m.

II. AGENDA REVIEW

The following items were added to the agenda:

- Hope Squad (Mr. Mitchell)
- Three Dimensional Illusion Sidewalks (Mr. Mitchell)
- Movie Approval (Ms. Harvey)
- Head Start (Ms. Chassie)
- School Lunch Prices (Dr. Freeman)
- Request for Non-Resident Attendance (Dr. Freeman)
- CRTC (Dr. Freeman)
- Policies (Dr. Freeman)

III. ACTION ON AGENDA

On a motion made by Ms. Douglas 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 public minutes of May 16, 2019. The following changes were made: On page one, remove Colby Wolfe's name from others present; on page two, paragraph one, change to "May 3, 2019"; on page three, paragraph three, change to "Mr. Gauthier asked if the public..."; on page four, paragraph two, change to "...monitored due to potential..."; on page five, change lettering of items to B, C, D. The motion passed to approve the minutes as amended with Ms. Asdot, Mr. Gauthier, Mr. Mitchell, and Mr. Wolfe voting in the affirmative, and Ms. Douglas abstaining.

A motion was made by Mr. Gauthier and seconded by Mr. Mitchell to approve the non-public minutes of May 16, 2019. The motion passed to approve the non-public minutes as written with Ms. Asdot, Mr. Gauthier, Mr. Mitchell, and Mr. Wolfe voting in the affirmative, and Ms. Douglas abstaining.

V. PUBLIC INPUT

Ms. Paulette Wolfe announced that the Girls on the Run program finished up its season on June 4, 2019. Ms. Wolfe hand-delivered thank you notes to several people who helped organize the group. Ms. Harvey added that the Girls on the Run program is sponsoring a bake sale to help the Community Impact Project.

Jody Cunningham asked if there are changes in the discipline procedures anticipated for next year. She asked why families are not notified of changes. Dr. Freeman said changes are approved by the Board within the Family/Student Handbook. Students and families are also notified when changes occur in mid-year. He said that he would ask Mr. Hamilton to call her to answer her questions regarding disciplinary procedures. Ms. Cunningham asked if the discipline procedures are aligned with Concord School District, since the district sends students to Concord Regional Technical Center. Dr. Freeman stated that the discipline programs do not need to be identical; students who attend both schools are capable of adapting to different standards in different settings.

VI. STUDENT REPRESENTATIVE

Harrison Hill reported that the Site Council has approved a proposal made by PMHS teacher Alyssa Heppler to exclude cell phones from middle school classrooms. Another proposal made by PMHS teacher Rick Anthony relative to Open Campus was defeated.

VII. DEAN OF INSTRUCTION

A. Choose Love

Ms. Harvey provided information about the Choose Love program. The PK-12 social-emotional curriculum will be initiated in the fall. On a motion made by Ms. Douglas and seconded by Ms. Asdot, the program was approved unanimously.

Dr. Freeman stated that the presenters were very impressed with the openness of the Pittsfield students during the presentation. The school was praised for the open and supportive atmosphere that exists for students to freely express themselves.

B. Movie Approval

Ms. Harvey stated that PES teachers, Ms. Erickson and Ms. Mahanes, would like to show the movie, *Paddington*. On a motion made by Ms. Douglas and seconded by Ms. Asdot, the Board unanimously approved the showing of the movie as an exception to the Board's policy relative to guidance on movie ratings.

VIII. DEAN OF OPERATIONS

A. Graduation Ceremonies

By report, Mr. Hamilton asked the Board to determine who will present awards at the Senior Awards Night. Mr. Wolfe and Ms. Douglas agreed to present awards; Mr. Wolfe committed to speaking at the graduation ceremony.

B. Family Information Night

On Thursday, May 30, the Administrative Leadership team hosted an information night for rising sixth graders and their families. Mr. Hamilton's report explained that the purpose of the event is to introduce participants to key components of the middle school program.

C. School Safety Forum

On Thursday, May 23, a Safety Forum was held with the goal of familiarizing participants with the school district's Emergency Operation Plan, as well as Plan updates and future plans for upgrades. The event was attended by five people; Mr. Hamilton's report thanked Board members Mr. Mitchell and Mr. Gauthier for attending.

D. Student Attendance report

Mr. Hamilton's report provided data relative to PES and PMHS student attendance.

E. Student Behavior Report

Mr. Hamilton's report provided data relative to PES an PMHS student discipline.

IX. DIRECTOR OF STUDENT SERVICES

A. Head Start Proposal

Ms. Chassie explained that the director and facilities manager from Merrimack-Belknap County Head Start has approached the district to ascertain the possibility of leasing space from the district to house the program. Ms. Chassie provided them with a tour of the former technical education building (woodshop). They were very pleased with the potential of the space and would like to continue the investigation. The Board unanimously approved moving forward with discussions. Ms. Chassie explained that she would bring Mr. Hamilton up to speed so that he could assume district leadership for the potential project.

X. DIRECTOR OF COLLEGE AND CAREER READINESS

A. Foss Family Donation

Ms. Brown asked the Board to accept a donation of \$7,605 from the Foss Family Foundation to support the PMHS Summer Academies. On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the Board unanimously accepted the gift.

B. New Hampshire Scholars Day

Ms. Brown reported that five seniors earned the distinction of meeting the New Hampshire Scholars requirements and attended the New Hampshire Scholars Day celebration at the Northeast Delta Dental Stadium. The ceremony was concluded by watching a Fisher Cats Game. Ms. Brown provided the Board with additional information about the program.

C. New Hampshire Scholars

Ms. Brown explained that the freshmen and sophomores attended a presentation that provided them with New Hampshire Scholars information. A letter that explained the program in detail was mailed home to families.

D. Foss Family Pittsfield Town Scholarship

Ms. Brown reported that twenty students applied for the Foss Family Scholarship. The Foss Family Scholarship Committee met to distribute \$43,000 to ten former graduates and ten current seniors.

E. Local Scholarships

Ms. Brown reported that sixteen additional scholarships will be provided by organizations in Pittsfield to graduating seniors. A team of faculty met to select recipients for the local scholarships and senior awards.

F. Summer Academies

Ms. Brown distributed a brochure advertising the options for Summer Academies 2019. Three options are available for students. Seven faculty will be leading the academies. An Exhibition of Learning will be held on Friday, July 19, 2019, at 5:00 p.m. in the PMHS Lecture Hall.

G. Concord Regional Technical Center Competition

According to Ms. Brown, Paige Provencal, a PMHS junior, placed fourth in the Health Occupations Students of America (HOSA) competition. HOSA is an international student organization recognized by the United States Department of Education.

H. College Activities and Presentation at PES

Ms. Brown described several activities that have taken place with students at PES using the free curriculum that is available from the New Hampshire Higher Education Assistance Foundation. The activities encourage students to begin thinking about saving money for college.

XI. SUPERINTENDENT OF SCHOOLS

A. Resignation

On a motion made by Ms. Asdot and seconded by Mr. Gauthier, the Board unanimously accepted the resignation of Serena Biemer as special education teacher at PMHS.

B. Sick Bank Request

On a motion made by Mr. Mitchell and seconded by Ms. Asdot, the Board voted unanimously to approve a request from the sick bank by Shannon DeRosa.

C. Lunch Prices

Dr. Freeman explained that a federal government formula is used to determine the accurate price for hot lunch and breakfast. Ms. Blanchette applied the formula and determined a \$.10 increase in the cost of lunch at PES and PMHS is necessary. On a motion made by Ms. Douglas and seconded by Ms. Asdot, the increase was approved unanimously by the Board.

D. Non-Resident Attendance

Dr. Freeman distributed a request from a parent asking for a non-resident student to continue to attend school in Pittsfield. A motion was made by Mr. Gauthier and seconded by Ms. Asdot to allow the student to attend with the provision that the parents will remain responsible for transportation. Discussion ensued. The motion passed unanimously.

E. Expenditure Report

Dr. Freeman distributed an expenditure report for the Board's information. He explained that the report represents an up-to-date estimate, but is not the final version of the report. Dr. Freeman asked if the Board would be willing to entertain a list of expenditures that could be made with the fund balance; the list would focus on items that were originally budgeted for but were not purchased due to austerity measures imposed during the winter.

Mr. Gauthier suggested the Board return some of the fund balance to the Town to thank the taxpayers for their support of the budget last spring. Mr. Wolfe explained that the fund balance was, in part, the result of the administration not purchasing some items that were budgeted. It was agreed that the Board will entertain the possibility of a list of items that might be purchased with fund balance at their next meeting.

F. Program Request from Boy Scouts

Dr. Freeman explained that New Hampshire's Daniel Webster Council of the Boy Scouts of America contacted the district to invite the district to become a partner in the establishment of a Cub Scout pack at PES during the after-school hours beginning in the fall with the help of a grant. Mr. Wolfe and Dr. Freeman met with the Scout representatives last week and agreed to join the Scouts in the application process for a grant that would support the endeavor.

G. PYViiT Request

Dr. Freeman reminded the Board that the PYViiT requested that the Board expand its student representation to include three students elected by peers to join the Site Council representative. It was agreed that PYViiT was directed to engage in more research to bring back to the Board before a decision was made by the Board.

H. Concord Regional Technical Center (CRTC)

Dr. Freeman reported he had attended the graduation exercise for the CRTC. He provided the names of the ten PMHS students who completed their programs.

I. Policies

Dr. Freeman provided the Board several updated policies. Dr. Freeman stated that in the past, the policy books held by the Board are returned during the summer for updating. He asked that the members of the Board return their books to the SAU the next time they go to sign documents.

J. Playground Slide Vandalism

Dr. Freeman explained that a previous incident of vandalism at Drake Field has resulted in identification of the perpetrator and disciplinary action.

K. Coming Events

Dr. Freeman provided the Board with a list of events occurring in June.

XII. SCHOOL BOARD

A. Student Representative

Mr. Wolfe assured Harrison Hill that he is welcome to add information to the Board's discussions.

B. Hope Squad

Mr. Mitchell shared information about a suicide prevention program called Hope Squad. He volunteered to gather more information. Ms. Douglas pointed out that Choose Love also addresses suicide prevention.

C. Three Dimensional Sidewalks

Mr. Mitchell explained that there is a possibility of using three dimensional illusions to help control traffic patterns in school districts. They are being used as an effective deterrent of speeding in school zones.

D. Awards Night

Mr. Hamilton's report identified three awards that will be given on Awards Night and asked that Board members volunteer to give the awards. Ms. Douglas volunteered to give the Richard Brooks Award and Mr. Wolfe volunteered to give the Moody Kent and Lindhan Sheehan awards. Mr. Wolfe will be giving the remarks at graduation.

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)

Ms. Cunningham asked if tuition is charged for non-resident students. Mr. Wolfe explained that the Board can charge tuition, but when there is a good reason offered for the student's attendance, the Board does not require tuition to be paid.

XV. NON-PUBLIC SESSION

At 6:40 p.m. a motion was made by Ms. Asdot and seconded by Mr. Mitchell to enter into non-public session under the authority of RSA 91-A:3 (c) to discuss action taken on a request made of the Board. The Board was polled and voted unanimously (Ms. Asdot, yes; Ms. Douglas, 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 7:56 p.m. a motion was made by Mr. Mitchell 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 (Ms. Asdot, yes; Ms. Douglas, 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 Ms. Asdot and seconded by Mr. Mitchell, the Board voted unanimously to adjourn the meeting at 6:57 p.m.

Respectfully submitted,

Tobi Chassie
Recording Secretary