

**APPROVED BY THE PITTSFIELD SCHOOL BOARD**

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

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**MINUTES**

Pittsfield School Board Meeting  
December 3, 2020  
Pittsfield Middle High School

**I. PUBLIC HEARING**

Dr. Graziano explained COVID-19 funds have been expended appropriately to support the district in providing educational services safely through the pandemic. According to Ms. Harvey, the CARES Act money that was not spent from the first round has been transferred into the second CARES Act grant. There will be approximately \$100,000 available for this year. The money thus far has been spent on technology, internet hot spots, and transportation for students with disabilities, among other things.

Public hearing was closed at 5:35 p.m.

**II. CALL TO ORDER**

Members Present:           Bea Douglas, Chairperson  
                                      Jessica Drouin  
                                      Adam Gauthier  
                                      Ted Mitchell (by Zoom)

Others Present:             John Graziano, Interim Superintendent of Schools  
                                      Jessica Bickford, Director of Student Services  
                                      Derek Hamilton, PMHS Principal  
                                      Danielle Harvey, PES Principal  
                                      Members of the Public

Ms. Douglas called the meeting to order at 5:35 p.m.

**III. AGENDA REVIEW**

The following items was added to the agenda:

- Heating Plant (action) (Ms. Harvey)
- Heating Plan (Part 2) (Ms. Harvey)
- Playground Equipment (Ms. Harvey)
- Orange Status Details (Mr. Hamilton)

- Pandemic Report (Mr. Hamilton)
- Winter Athletics (Mr. Hamilton)
- School Calendar (Dr. Graziano)

#### IV. ACTION ON AMENDED AGENDA

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

#### V. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Mitchell and seconded by Mr. Gauthier to approve the minutes of the public meeting on November 19, 2020. Changes include: on page five, first paragraph, change to read "...two positive cases of COVID-19 at PMHS"; on page seven, paragraph seven, change to "Superintendent"; on page eight, change letters to B, C, and D; and on page eight, change to "Elisha Griffin praised the administration for their work as they navigate COVID-19". The motion was passed unanimously to approve the minutes as amended.

#### VI. PUBLIC INPUT

Robert Schiferle stated his appreciation for the administration's participation at the Budget Committee meeting last night.

Justin Clough opined that if Pittsfield does not offer sports, people will go to other locations to play. He provided examples of places that could be accessed for students to play sports.

#### VII. STUDENT REPRESENTATIVE

Mr. Hamilton stated that the community service proposal is in the process of being considered by the Site Council.

#### VIII. PES PRINCIPAL

##### A. Heating Plant

Ms. Harvey reminded the Board that last spring when the administration was considering capital improvement projects, the Board was interested in receiving an estimate for the PES heating plant. The current provider, Control Tech, can do the work. However, the Board did not conduct a sealed bid notification so Ms. Harvey suggested waiving Policy DJE and going with Control Tech. The contract is a long-term contract and the work done by Control Tech has been satisfactory.

Discussion ensued and the Board members agreed with the plan to do the work, excluding the gym and including the Kindergarten wing. However, Mr. Gauthier

stated he is uncomfortable with not going out to bid. Dr. Graziano stated it would take about three to four weeks to secure sealed bids. Ms. Harvey stated it would take at least that amount of time, if not longer, based on previous experience. She pointed out that Control Tech is the company that is currently being used and their performance is satisfactory.

On a motion made by Mr. Mitchell and seconded by Ms. Douglas, the Board voted to suspend Policy DJE for the heating system with Ms. Douglas, Ms. Drouin, and Mr. Mitchell voting in the affirmative and Mr. Gauthier voting in opposition.

On a motion made by Mr. Mitchell and seconded by Ms. Drouin, the Board voted unanimously to approve the request for Control Tech to complete the heating system excluding the gym and air handler #5 and including the kindergarten wing for the cost of \$148,100.

#### B. Heating Plan (Part 2)

Ms Harvey ensured the Board's understanding by stating that the quote reviewed this spring didn't include the Kindergarten Wing, at a cost of \$17,600. Control Tech recommends that we do the Kindergarten wing first, instead of the gym, since it has some of the most irregularities with heat. Completing the gym and air handler #5 is the same cost. The board can approve the gym and air handler #5 for an additional \$17,600 now, or at a later date.

#### C. Playground Equipment

There are two pieces of the playground at PES which need replacing this year. The web climbing net has holes which create large gaps. one of the bridges has a hole. Ms. Harvey is including two options to replace the web, which they no longer make. The Pod Hopper is preferred since it will be something younger students can climb and it's not like another piece of equipment presently on the playground. The second choice is the Fossil Bluff Climber. It is slightly different from the other rock wall climber that we have, but is rated for older children than the pod climber.

Mr. Gauthier asked if the students attending school now are using the equipment, to which Ms. Harvey answered in the affirmative. Ms. Drouin and Mr. Mitchell indicated their desire to hold off on replacing equipment until a further date. The Board agreed to table the decision until January.

### IX. PMHS PRINCIPAL

#### A. Orange Status Details

Mr. Hamilton shared with the Board a letter that was sent to parents on November 24, 2020, detailing the shift to orange status. He reported that attendance is improving and engagement of students in their learning is good at both the high school and the middle school.

Mr. Hamilton reported that meals are being delivered to 52 families, which represents a total of 103 children.

#### B. Pandemic Report

Mr. Hamilton stated that new recommendations have been made by the NH Department of Health and Human Services, which he reviewed. He provided statistics, which included an overall increase in the State of NH of 17% in the last seven days, one to four active cases in Pittsfield, a total of twenty-four cases in Pittsfield, and that two students, as of December 3, 2020, are in isolation due to symptoms but with no confirmation of COVID-19.

#### C. Winter Athletics

According to Mr. Hamilton, a revised staged approach to winter athletics has been created. The first stage (skills and drills) has been eliminated and the phased approach condensed to three, rather than four, stages. We have also broken up the phased approach into two levels; one for high school and another for middle school. Jay Darrah, athletic director, was present to provide further details regarding the revisions made. He asked the Board to approve stage one for the high school under the new definition of the stages. Ms. Drouin asked for and received clarification relative to the difference between the stages at high school and middle school.

The Board agreed to maintain their decision on stage one for the high school. On a motion made by Ms. Douglas and seconded by Ms. Drouin, the Board approved the middle school moving to stage one, as newly defined.

X. PMHS ASSISTANT PRINCIPAL REPORT - No Report

XI. DIRECTOR OF STUDENT SERVICES - No Report

Ms. Douglas commended Ms. Bickford and her staff for providing services for students with special needs.

XII. INTERIM SUPERINTENDENT OF SCHOOLS

A. High School Tuition Study

Dr. Graziano stated two new community members have volunteered to join the High School Tuition Study Committee.

B. Good to Great Team

The Good to Great Team will meet on December 8, 2020. They will reconsider the audit, given the circumstances of COVID-19.

C. 2021-2022 School District Budget

Dr. Graziano reported that he and the administrative team joined the Budget Committee meeting on December 2, 2020. Some participants were in person and some were remote. The presentation went well, according to Dr. Graziano. Details of the proposed budget were shared with the Budget Committee members.

Dr. Graziano stated that the default budget is \$97,000 less than the proposed budget. The proposed budget is a conservative budget. The difficulty is the decrease in revenue to the school district and the school funding mechanism utilized in New Hampshire. The next step in the process will be the Deliberative Session on January 14, 2020.

Mr. Mitchell requested a summary of the school funding report be placed on the district's website. Ms. Douglas stated she has read the summary. She asked that the summary be posted to the website.

D. Remote Learning Request

Dr. Graziano stated a parent has requested having a student continue remote learning in spite of the fact that they have purchased a house outside the district. On a motion made by Ms. Drouin and seconded by Mr. Gauthier to the Board unanimously agreed to allow remote learning for the remainder of the school year.

E. School Calendar

Dr. Graziano provided the Board with a copy of the Concord School District proposed calendar for 2020-2021. He explained that a Pittsfield calendar will be proposed at a later date.

XIII. SCHOOL BOARD - None

XIV. COMMITTEE ASSIGNMENTS

A. Budget Committee - Mr. Mitchell

Mr. Gauthier asked for further details relative to the Budget Committee presentation. Dr. Graziano explained an issue related to the provision of hot lunch during COVID-19. He stated that the overall budget has increased by 1.2%. The problem is that revenue has decreased considerably.

Ms. Douglas reiterated that the proposed budget is conservative and responsible and that the issue is school funding. She invited any Board member to make an appointment with Sally Blanchette if they would like to review the budget and ask questions of her.

Dr. Graziano stated that there are no new positions and no new programs being proposed. He said that no cost of living increases have been included in the proposed budget.

Mr. Mitchell reminded the Board that there was a warning last year that the district would lose money in the Adequacy Grant this year and unfortunately, this has come to fruition.

- B. Drake Field and Facilities - Mr. Gauthier
- C. Negotiating Team - Ms. Douglas and Ms. Asdot
- D. Foss Foundation - Ms. Drouin

#### XV. PUBLIC INPUT

Robert Schiferle asked where the money would come from to repair the heating system at PES. Ms. Douglas stated the funds were encumbered from the fund balance at the end of the 2019-2020 school year.

Jillian Gauthier asked, via Zoom, how many students have unenrolled from PES and PMHS in order to be homeschooled. Mr. Hamilton stated he would provide those data at the next meeting.

#### XVI. NEXT MEETING

The next meeting of the Board is scheduled for December 17, 2020 at 5:30 in the Pittsfield Middle High School Lecture Hall.

#### XVII. ADJOURNMENT

On a motion made by Mr. Mitchell and seconded by Mr. Gauthier, the meeting was adjourned at 6:33 p.m.

Respectfully submitted,

Tobi Gray Chassie  
Recording Secretary