

**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 19, 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  
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  
Harrison Hill, Student Representative  
Members of the Public

Mr. Wolfe called the meeting to order at 5:34 p.m.

**II. AGENDA REVIEW**

The following items were added to the agenda:

- Meeting with Select Board (Dr. Freeman)

**III. ACTION ON AGENDA**

On a motion made by Ms. Asdot and seconded by Mr. Gauthier, 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 Ms. Douglas to approve the minutes of the public meeting on December 5, 2019. The following changes were made: on page one, add Harrison Hill to the list of others present; on page six, paragraph five, change to “accept the resignation”; on page seven, change to “Mr. Cabral”. The motion was approved unanimously to approve the minutes as amended.

## V. PUBLIC INPUT

Dan Schroth opined that the administration should consider taking phones away from students who are engaging in cyber bullying.

Tara Ash presented a document from the eighth grade health teacher. Ms. Harvey accepted the document and said she would contact Ms. Ash to discuss further.

Tracy Huyck called an incident that was addressed on social media to the attention of the Board and asked if there is a protocol regarding “bodily fluids.” She asked why it took twelve days for the situation to come to the attention of the public. Ms. Huyck asked about the credentials of the administration and stated Mr. Hamilton’s credentials are not on file with the New Hampshire Department of Education. Mr. Hamilton stated he has a degree from the University of Southern Maine and Southern New Hampshire University. He has completed requirements for his certification as a school principal and is waiting for the paperwork to process through the New Hampshire Department of Education.

Jodie Cunningham stated she thinks discipline issues should not be handled on an individual basis, but according to a consistent protocol. Mr. Wolfe stated that there are rules and regulations that need to be followed. He explained further discussion was not appropriate as it would be breaching a child’s confidentiality. Ms. Cunningham opined that the student, who is an athlete, should have been consequence through the contract that the students sign when on a team.

Mike Cabral stated he had concerns about the status of athletic cancellations due to inclement weather.

## VI. STUDENT REPRESENTATIVE

Harrison Hill stated there had not been a meeting since the last Board meeting. A meeting is scheduled for the first meeting in January.

## VII. DEAN OF INSTRUCTION

### A. School Reorganization

Ms. Harvey has begun research into the idea of moving sixth grade to the PMHS building. She has had a discussion with the PES faculty, but she has not had the opportunity to consult with PMHS faculty. Ms. Harvey stated that the initial response from the PES faculty was positive.

## VIII. DEAN OF OPERATIONS

### A. Capital Improvement Projects

Mr. Hamilton provided the Board with a cost breakdown for the boiler replacement and automated control system at PES.

### B. District Newsletter

Mr. Hamilton provided the Board with a copy of the latest newsletter.

### C. Fall Athletics Recap

According to Mr. Hamilton, the fall athletic program was successful. He called attention to several highlights of the season.

### D. Ski and Snowboard Club

Mr. Hamilton explained that the Sanderson Trust Fund is sponsoring the ski and snowboard club; forty four students in grades four through twelve are participating.

### E. Student Management Update

Mr. Hamilton provided a copy of a letter recently shared with families regarding behavior management at PES. He stated that a recent data analysis shows a slight drop off in the daily number of referrals and less frequent referrals for out-of-assigned area.

Mr. Hamilton explained that a recent memo that had come under scrutiny by the public did not suggest not sending students to the Pitt Stop. He explained the language used to help faculty to discern what behaviors should be sent to the office and which should be handled in class. Under no circumstances was staff told to not send students out of the room as a way of manipulating data. Ms. Douglas stated that every teacher manages behavior differently; some teachers need more support than others and this kind of clarification is necessary.

### F. Student Council

Mr. Hamilton reviewed activities of the PES and PMHS Student Councils, celebrating their efforts to help raise money for the Children's Hospital at Dartmouth (CHaD) and to conduct a very successful Spirit Week.

IX. DIRECTOR OF INTERVENTIONS AND TITLE I

A. Credit Audits

According to Ms. LeMay, audits for current juniors will be conducted during the holiday break. Meetings will be held with each student to help them understand their status relative to graduation requirements. Credit audits for freshman and sophomores will be completed by the end of the summer.

B. Title I Budget

Ms. LeMay explained some updates in Title I grant requirements.

X. SUPERINTENDENT OF SCHOOL

A. Default Budget

On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board voted unanimously to approve the default budget.

B. Warrant Articles and Public Information Actions

Dr. Freeman presented the proposed warrant articles. Discussion ensued regarding the draft articles. Ms. Asdot asked why the dumpster article is necessary and why it wouldn't be included in the operating budget. Mr. Wolfe explained that in the past the district did not incur a cost for the dumpsters and this article is a way to maintain transparency with the public about a newly identified cost.

A motion was made by Ms. Asdot and seconded by Mr. Mitchell to approve the draft of warrant articles. Mr. Wolfe suggested that the amount in the special education capital reserve fund is insufficient, in his opinion. The Board agreed to keep it at \$50,000. The motion carried with the Board voting unanimously to accept the proposed warrant articles.

Dr. Freeman distributed two drafts of handouts that could be used to inform the public on the warrant articles. The longer version will be included in the annual report; the shorter one will be made available around town.

C. District Social Worker Update

Dr. Freeman stated that one candidate is pursuing certification and will be considered once she receives the credentials.

D. ConVal School Funding Lawsuit

Dr. Freeman reported an update on the school funding lawsuit. A sixty-day extension was granted, which will provide an opportunity for additional districts to be added to the action.

E. New Hampshire School Board Delegate Assembly

The New Hampshire School Boards Association will hold their annual Delegate Assembly on January 25, 2020. Board members are invited to attend.

F. Policy Updates

Dr. Freeman provided Board members with policy updates that have recently been adopted.

G. Meeting with Select Board

Dr. Freeman will provide the Board with potential dates for the Board to meet with the Select Board about a school resource officer position.

H. Coming Events

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

XI. COMMITTEE ASSIGNMENTS

- A. Budget Committee - Ms. Asdot
- B. Drake Field & Facilities - Mr. Wolfe and Mr. Gauthier
- C. Negotiations – Ms. Asdot and Ms. Douglas
- D. Foss Family Scholarship Foundation – Mr. Mitchell

XII. PUBLIC INPUT (Second Session)

Robert Schiferly stated he attended a meeting where it was noted the schools, in general, do not participate in recycling. He wanted to know if the school could consider a

recycling program. Ms. Harvey stated that the schools do recycle paper. Mr. Schiferly stated he would like consideration of the waste generated from the cafeteria being recycled. Mr. Wofle agreed to research the topic further with BCEP.

Mr. Schiferly asked if there was a final disciplinary action relative to the incident involving bodily fluids and if the Board could intervene. Mr. Wolfe stated that due to issues of student confidentiality, the Board does not have details.

Mike Cabral asked if the Board was aware of the number of behavioral incidents. The Board stated they are aware of the general statistics, but not necessarily the specific details of the incidents.

Jodie Cunningham asked if there was a check and balance for the management of discipline. Ms. Douglas stated that the administration is responsible for actions and that the superintendent has final authority. Ms. Cunningham stated concern about the long-term effect of lack of discipline for our students.

Mr. Cabral asked for clarification relative to dumpsters. Mr. Wolfe stated that recently BCEP previously provided the dumpsters, but now will no longer replace them when needed.

### XIII. NEXT MEETING

The next meeting of the Board is scheduled for January 16, 2020 at 5:30 in the Pittsfield Middle High School media center.

### XIV. ADJOURNMENT

On a motion made by Mr. Mitchell and seconded by Mr. Gauthier, the meeting was adjourned at 7:28 P.M.

Respectfully submitted,

Tobi Chassie  
Recording Secretary