

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

MINUTES

Pittsfield School Board Meeting
March 7, 2019
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Bea Douglas, 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
Derek Hamilton, Dean of Operations
Kathy LeMay, Director of Interventions & Title I Manager
Colby Wolfe, Site Council Representative
Members of the Public

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

II. AGENDA REVIEW

The following item was added to the agenda:

- Bloom 365 (Mr. Mitchell)
- Candidates Night (Ms. Douglas)
- Committee Assignments (Mr. Gauthier)
- Non-Public Session (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

Dr. Freeman reported that there was a technical problem with producing the minutes of

the previous meeting; as a result, the minutes were not available in advance of the meeting; he distributed copies for the Board's review.

On a motion made by Mr. Mitchell and seconded by Mr. Gauthier, the Board voted unanimously to table the minutes of the February 21 public meeting.

On a motion made by Mr. Mitchell and seconded by Ms. Douglas, the Board voted unanimously to table the minutes of the February 21 non-public meeting.

V. PUBLIC INPUT

Paulette Wolfe reported that the activity *Girls on the Run* will return to PES and PMHS this spring. Fourteen girls at grades three, four, and five have registered. Nine girls from grades six, seven, and eight have registered to participate. Paulette, who is taking the lead on this program, said that the organization has the resources to help girls who may need financial assistance in order to join. She thanked staff for all of the support she has received in getting the program off the ground.

VI. STUDENT REPRESENTATIVE

According to Colby Wolfe, the Site Council welcomed the seventh and eighth grade representatives to the team. Due to weather cancellations, the Site Council has missed a number of their meetings in recent months. The Site Council will be considering a modification of the athletic eligibility policy and will be making a recommendation to the Board at a later date.

VII. DEAN OF OPERATIONS

A. School District Newsletter

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

B. Student Attendance Reports

Mr. Hamilton summarized the first semester student attendance data at PES and PMHS. At PES, there were eighteen students with five or more unexcused absences. There were thirty-eight students with five or more unexcused absences at PMHS. Mr. Hamilton stated that during the week of February 18, there was an average of twenty-four late arrivals of two hours or less. He will be conducting a focus group with students to investigate reasons for absences / tardiness and possible solutions.

C. Student Behavior Report

Mr. Hamilton summarized student behavior data at PES and PMHS. He reported behavior referrals at recess at PES have reduced from 121 at this point in the school year for last school year to eighty-one during the same time period this year. At

PMHS, referrals were slightly down this quarter, but referrals are up considerably during January and February when compared with last school year.

VIII. DIRECTOR OF COLLEGE AND CAREER READINESS

A. Scholastic Aptitude Test (SAT)

Forty-three juniors will be taking the SAT on Wednesday, March 27, during the school day for statewide assessment.

B. Class of 2019 Update

Thirty-seven students are expected to graduate in June. Two students graduated early at the end of the first semester. Two students will need additional time after graduation to meet diploma requirements. Currently, four students are of extreme concern of not graduating, with an additional eight students who are being closely monitored. It is anticipated that ten students will be receiving the New Hampshire minimum requirement diploma.

C. Eighth Grade Update

Forty-two students are currently in the eighth grade class. Thirteen students (30%) are in danger of not passing multiple classes and four are of slight concern. Progress reports were mailed to inform families of the students' who are of concern for promotion.

D. Concord Regional Technical Center (CRTC)

Twenty freshmen and sophomore students attended the CRTC field trip. Seven CRTC applications for the 2019-2020 school year were submitted. Applications will be reviewed in March, and students will be notified in April.

IX. SUPERINTENDENT OF SCHOOLS

A. *Sun* Insert

Dr. Freeman provided a copy of election information submitted as an insert to the *Suncook Valley Sun* regarding the Annual School District Meeting.

B. Grant Applications

A question was raised at the last meeting regarding Board approval of grant applications. Dr. Freeman stated that he reviewed policies and found no policies indicting the need for grant applications to be approved by the Board. He said that if it was a significant grant, such as the Nellie Mae Education Foundation, the Board would be advised.

C. Provision of Hygiene Products

Dr. Freeman, responding to a question of a Board member, determined the cost of dispensers of personal hygiene products. The Board agreed that the cost was prohibitive at this time so other accommodations will be made until which time dispensers can be purchased.

D. PMHS Emergency Exit Sidewalk Status

By request of the Board, an investigation of the responsibility for damages caused by the company plowing the premises led to the conclusion that the snow removal provider is fully responsible. Arrangements will be made with the company to make the necessary repairs.

E. Coming Events

Dr. Freeman provided the Board with a list of upcoming events in March.

X. SCHOOL BOARD

A. Bloom 365

Mr. Mitchell explained that he has seen information on a potential program designed to teach students about healthy relationships, attempting to break the cycle of domestic violence. Dr. Freeman said that it could be considered as the vision, mission, and logic model being developed.

B. Candidates Night

Ms. Douglas reported that there were very few questions about the district's budget and a high level of conversation around the issue of bullying. People expressed the perception that there is more bullying in the schools than is discussed at the Board level. Ms. Douglas explained to them that the Board is not shielded from information, especially about bullying. She provided information to dispel the thought that the Board and administration are not adequately addressing issues. Ms. Douglas also stated that there were questions about joining with a neighboring district. Dr. Freeman provided information about the work a group of community members are doing with him to research and find a potential program to be used to address bullying. So far, the group has identified a program, LEAD, and continues to investigate further.

XI. COMMITTEE ASSIGNMENTS

Mr. Gauthier asked for clarity relative the responsibilities of members on the committees. Mr. Wolfe stated that there has not been much business for the Drake

Field & Facilities to address due to lack of funds. If the town votes to improve the tennis court, work would commence. Mr. Gauthier asked specifically about the balloon rally; Dr. Freeman suggested he talk with Mr. Hamilton, who takes the lead for the district in working with the Rotary Club for their annual event.

The Board is represented on the Budget Committee by Ms. Asdot.

The Board's Negotiations Committee only has to meet during negotiations.

Mr. Mitchell explained that the Foss Family Scholarship Foundation meeting meets three times per year.

- 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

Members of *Pittsfield Youth Voice in it Together* (PYViiT) were present at the meeting. They said that they were present to listen to the Board's deliberations.

Mr. Schroth asked if there were people not present at the last meeting when he did a presentation. He asked specifically if he could talk with Ms. Harvey, as dean of instruction. She stated that Mr. Hamilton has informed her of the content of the presentation. Mr. Schroth is still very interested in providing a presentation for students in grades nine through twelve.

Ms. Babcock stated that she has heard parents talk about the letters they have received when students are excessively absent. She asked for clarification about the parents' response to these reports, which Mr. Hamilton provided.

Ms. Babcock reported the message she provides to parents who she hears expressing concerns about bullying. She suggested the more opportunities we use to inform the public of the strategies in place, the better.

Ms. Babcock shared the plans for a PTO event coming up on March 15 and 16 on literacy. She said there a many people from the school community working on the event. She invited everyone to attend. Ms. Douglas thanked Ms. Babcock for the work involved in the event. Dr. Freeman stated his appreciation for the PTO for supporting literacy development.

Dr. Freeman explained the name change for the hot lunch program. He stated that when changes to the program are made during congressional re-authorizations, the name of the school lunch program may also change. A second school lunch program does not exist; the example given was the 2010 iteration of the same law that has been in effect since the late 1940's.

Dr. Freeman distributed copies of the Annual Report of the Pittsfield School District.

Ms. Pawlik, adult advisor from the PYViiT team, thanked Mike Wolfe for attending a recent meeting. She asked if there was any consideration of the request they have made to become part of the School Board. Dr. Freeman suggested the item be added to the agenda for the next meeting. Ms. Douglas asked for extra copies of notes taken at a previous PYViiT meeting, which Ms. Pawlik shared.

XIII. NON PUBLIC SESSION

At 6:20 p.m. a motion was made by Ms. Douglas and seconded by Mr. Gauthier to enter into non-public session to discuss a personnel issue under the authority of RSA 91-A:3, II (c). The Board was polled and voted unanimously (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 6:34 p.m. a motion was made by Ms. Douglas 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 exit the non-public session and to re-enter open session (Ms. Douglas, yes; Mr. Gauthier, yes; Mr. Mitchell, yes; Mr. Wolfe, yes).

XIV. ADJOURNMENT

On a motion made by Mr. Mitchell and seconded by Mr. Gauthier, the Board voted unanimously to adjourn the meeting at 6:35 p.m.

Respectfully submitted,

Tobi Chassie
Recording Secretary