

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

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**MINUTES**

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

**I. CALL TO ORDER**

Members Present: Michael Wolfe, Chairperson  
Bea Douglas (entered meeting at 5:50 p.m.)  
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

Mr. Wolfe called the meeting to order at 5:31 p.m.

**II. AGENDA REVIEW**

The following items were added to the agenda:

- Dumpsters, Catch Basin, Trees at Drake Field (Mr. Gauthier)
- Request for Non-Resident Attendance (Ms. Harvey)
- Resignation (Dr. Freeman)

**III. ACTION ON AGENDA**

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

**IV. APPROVAL OF PREVIOUS MEETING MINUTES**

A motion was made by Mr. Gauthier and seconded by Mr. Mitchell to approve the minutes of March 21, 2019. The following changes were made: on page two, paragraph five, change to “A motion was made by Mr. Gauthier and seconded by Ms. Asdot”; on

page five, change C to B under XII; on page six, paragraph two, change to "...recommended to the Board to finalize"; on page seven, change E to F and F to H; on page eight, paragraph six, change to "...unanimously to exit..." The motion passed unanimously to approve the minutes as amended.

A motion was made by Mr. Mitchell and seconded by Mr. Gauthier to approve the non-public minutes of March 21, 2019. The motion passed unanimously to approve the non-public minutes as written.

V. PUBLIC INPUT - None

VI. STUDENT REPRESENTATIVE

According to Colby Wolfe, Site Council received a new proposal related to Open Campus, which will be considered. Also, Colby noted that the election process for Site Council membership will begin soon.

VII. DEAN OF INSTRUCTION

A. Non-Resident Request

Ms. Harvey introduced PES teacher Elizabeth Erickson. Ms. Erickson requested that the Board allow her daughter to attend first grade at Pittsfield Elementary School as a non-resident of Pittsfield. A motion was made by Mr. Mitchell and seconded by Mr. Wolfe to approve the non-resident attendance request. Mr. Gauthier asked if such an agreement would require paying tuition, to which Mr. Wolfe said no; in the past, School Boards have permitted a teacher's child to attend without paying tuition. The motion passed with Mr. Wolfe and Mr. Mitchell voting in the affirmative and Mr. Gauthier voting in opposition.

B. Fifth Grade

Ms. Harvey provided the Board with an update regarding staffing in a fifth grade classroom. She stated that the new teacher, Ms. Gwen Davis, will begin on April 11.

VIII. DEAN OF OPERATIONS

A. School District Newsletter

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

B. School Security Assessment

Mr. Hamilton provided the Board with a copy of the *2019 School Security Assessment*, completed on March 12, 2019. He said that the Emergency Management Team will be reviewing the recommendations and implementing those that are

feasible at no- or low-cost; other recommendations will be considered when funding allows.

## IX. DIRECTOR OF COLLEGE AND CAREER READINESS

### A. Foss Scholarship

Ms. Brown reported the Foss Scholarship Committee met on March 28, 2019, to review revisions to the 2018-2019 application. The revised scholarship application was released to students and alumni on Friday, March 29, 2019.

### B. Off Pace Report

Ms. Brown provided information regarding the number of students off pace from their grade-level standing.

### C. New Hampshire Higher Education Assistance Foundation (NHHEAF)

On Monday, April 15, 2019, Angela Castonguay of NHHEAF will provide two presentations in Pittsfield. The first is for seniors and their families entitled “Paying for College 101,” and the second one is for juniors and their families entitled “Applying to College 101.”

## X. SUPERINTENDENT

### A. Resignation

Dr. Freeman presented a letter of resignation of Ms. Shannon Fitch, PES special education teacher. On a motion made by Mr. Mitchell and seconded by Mr. Gauthier, the Board voted unanimously to approve the resignation.

### B. Professional Nominations

Dr. Freeman presented a list of professional nominations for the 2019-2020 school year. Three current professionals are not recommended for renewal. On a motion made by Ms. Douglas and seconded by Mr. Mitchell, the Board unanimously approved the nomination list as presented.

### C. Graduation Date

Site Council Representative Colby Wolfe presented the Board with the results of his survey to determine student and parent interest on scheduling the upcoming graduation ceremony. Both students and parents strongly supported a Saturday morning graduation ceremony as opposed to a Friday evening graduation ceremony. On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the Board voted

unanimously to schedule the graduation date for the Class of 2019 on Saturday, June 15.

D. General Assurances

The Board briefly discussed the *General Assurances, Requirements, and Definitions for Participation in Federal Programs*, provided by the New Hampshire Department of Education. A motion was made by Mr. Gauthier and seconded by Mr. Mitchell to accept the *General Assurances* provided by the State regarding the receipt and use of federal funds. The Board authorized Mr. Wolfe to sign off on behalf of the Board.

E. Resignation

Dr. Freeman presented a letter of resignation from Ms. Manuela Bittner-Shuey, PMHS special education teacher. On a motion made by Mr. Mitchell and seconded by Ms. Douglas, the Board accepted the resignation of Ms. Bittner-Shuey.

F. Quarterly Expenditure Report

Dr. Freeman disseminated a copy the quarterly *Expenditure Report*. He pointed out specific items in the report. At this point, the projected fund balance is \$53,614.98.

G. Coming Events

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

XI. COMMITTEE ASSIGNMENTS

A. Budget Committee: Ms. Asdot

B. Drake Field & Facilities: Mr. Wolfe

Mr. Gauthier reported that on a visit to Drake Field he noted the dumpster has been used by neighbors over the winter and was full. Mr. Hamilton stated the dumpster could be locked during the months not used by the school. He agreed to investigate further.

Mr. Gauthier asked if the district will be asking for bids for the dumpster at Drake Field. Dr. Freeman agreed to start the process.

Mr. Gauthier reported four catch basins are in need of being cleaned out. He asked if the Town of Pittsfield is responsible, which Mr. Wolfe answered in the affirmative. Mr. Hamilton agreed to call the Road Agent to arrange for service to the catch basins.

Mr. Gauthier reported on two trees; one needs to be cleared and one taken down, due to beaver activity. Mr. Hamilton will make arrangements for the trees to be removed.

Mr. Gauthier asked if the Board would support clearing brush in the area of Drake Field adjacent to the river. Mr. Wolfe said it is complicated due to laws around wetlands. Mr. Wolfe agreed to call the authorities to ask if any clearing can be done.

C. Negotiations – Ms. Asdot and Ms. Douglas

D. Foss Family Scholarship Foundation – Mr. Mitchell

Mr. Mitchell reported the applications are available and there is a committee meeting scheduled in May for the committee to review applications and determine awards.

## XII. PUBLIC INPUT

Representative Jim Allard was present to inform the Board of upcoming bills. He said he was assigned to the Education Committee this year and stated regret for not coming to a meeting of the Board sooner.

Mr. Allard reviewed HB177, dealing with the stabilization grants; HB586, dealing with a change to the funding model for how the State makes its contribution for education, and HB709 - creating a commission of experts to revamp the model for how the State funds education.

All three of the bills made it through the House Education Committee. The bills then go to the Finance Committee, where they are currently. The intent is to roll all three House Bills into HB 1, which is an overall budget bill. The process has many more steps before becoming a law in June. He explained that the proposal is to roll back to the allocations made in 2016. Mr. Allard stated a tax on capital gains is the mechanism being proposed as the means for funding stabilization grants.

According to Mr. Allard, the House Education Committee was very surprised when three districts sued the State relative to school funding issues. He opined that the legislative process is a better place to address the issue of school funding than the courts.

Mr. Allard stated there was reason to be optimistic. Although there are concerns about rolling back to 2016, rather than 2018, and relying on a capital gains tax, he believes there are reasons to remain optimistic. He is confident progress is being made in the process.

Dr. Freeman stated his appreciation for Mr. Allard's work. He stated he has not been as optimistic as he is currently. Dr. Freeman offered the district's support to Mr. Allard as he continued his work with the House Education Committee. Ms. Douglas reiterated the

Board's appreciation for his work and for attending the Board meeting to provide an update. The Board invited Mr. Allard to come to a meeting anytime.

XIII. NON PUBLIC SESSION - None

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 matter 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 6:38 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 into open session (Ms. Douglas, yes; Mr. Gauthier, yes; Mr. Mitchell, yes; Mr. Wolfe, yes).

XIV. ADJOURNMENT

On a motion made by Mr. Gauthier and seconded by Mr. Mitchell the Board voted unanimously to adjourn the meeting at 6:39 p.m.

Respectfully submitted,

Tobi Chassie  
Recording Secretary