

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

MINUTES

Pittsfield School Board Meeting
April 18, 2019
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Bea Douglas, Member
Adam Gauthier, Member
Ted Mitchell, Member

Others Present: John J. Freeman, Superintendent of Schools
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 5:30 p.m.

II. AGENDA REVIEW

The following items were added to the agenda:

- Keeping pressure on the Legislature (Mr. Mitchell)
- Brief non-public session (Dr. Freeman)

III. ACTION ON AGENDA

On a motion made by Ms. Douglas 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 Mr. Gauthier to approve the minutes of April 4, 2019. The following changes were made:

- On Page 5, the 5th paragraph under Public Input, second sentence: “rolling back” should be changed to “the stabilization grant being rolled back”.

The motion passed unanimously to approve the minutes as amended.

A motion was made by Mr. Gauthier and seconded by Mr. Mitchell to approve the non-public minutes of April 4, 2019. The motion passed unanimously to approve the non-public minutes as written.

V. PUBLIC INPUT -

Amanda Pawlik informed the Board that PIVOT took a trip to UNH on Tuesday. She explained what the group did and that they learned a great deal. They are conducting a survey and will get back to the Board with the results. Dr. Freeman noted that the Board has established a policy on conducting surveys.

Paulette Wolfe stated that she attended a New Hampshire Higher Education Assistance Foundation presentation at PMHS, and it is a fantastic resource. She would like to see more families realize what a good resource it is. Any way the district could get out the information would be beneficial; word of mouth seems to be the somewhat effective.

VI. STUDENT REPRESENTATIVE

According to Colby Wolfe, Site Council is looking at three new proposals. Currently the Council is discussing the use of cell phones in the middle school. The proposal would restrict cell phone use in the middle school to transitional times such as lunch and between classes.

VII. DEAN OF INSTRUCTION

A. PES Classes for 2019-2020

The Board was provided with a document noting the cohort sizes for next year and the number of anticipated classrooms. This will be discussed at the next meeting when Ms. Harvey is present.

VIII. DEAN OF OPERATIONS

No Report

IX. DIRECTOR OF STUDENT SERVICES

A. Indicator 12: Early Transitions

The Board was provided with written information on Indicator 12: Early Transitions, noting that the Pittsfield School District has a 100% compliance level relative to the

transition of children from Early Supports and Services to preschool special education.

Dr. Freeman noted that a lot of this outcome is due to years of relationship building and commended Ms. Chassie for her efforts.

X. DIRECTOR OF COLLEGE AND CAREER READINESS

No Report

XI. DIRECTOR OF INTERVENTION

A. Kindergarten Registration

Ms. LeMay noted that Kindergarten Registration will begin on Friday, April 19. During this time families will be able to chat with the school nurse, get a tour of the building, and sign up for Kindergarten Camp. A visit with Mark McLeod, School Psychologist, will also be included.

There are currently twenty-four students to be enrolled. In the past we have had around thirty students at this point in the year. The numbers typically increase during the summer.

B. Student Interview Data

Ms. LeMay informed the Board that she and Ms. Bradley are working with the middle grade level teams to dig into the data received through twenty-four interviews with students in grades 5-8. It was noted that the variability of needs for our students is great, which emphasizes the need to create varied learning opportunities and environments.

Dr. Freeman stated that he appreciates the work Ms. LeMay and Ms. Bradley have put into this.

XII. SUPERINTENDENT

A. Policy Revisions

The Board was provided with copies of policies ADB, Drug-Free Workplace, and JJIFA, Wellness. Dr. Freeman noted that these are required policies that have been revised due to changes in the law.

On a motion made by Mr. Gauthier and seconded by Mr. Mitchell the Board voted unanimously to approve policies ADB, Drug-Free Workplace and JJIFA, Wellness as corrected:

- Mr. Mitchell noted several typos, wording, and grammatical changes that need to be made.

Mr. Mitchell stated that he is willing to serve on the Wellness Committee. Dr. Freeman thanked him and stated that he will let Mr. Hamilton, who chairs the committee, know of Mr. Mitchell's willingness to serve.

There was a discussion about the requirement for sixty minutes of physical activity per day, and it was noted that all of that does not take place at school.

There was a discussion about healthy foods at school and the fact that there is a different standard for school meals and foods offered at after school activities.

There was no discussion on policy ADB, Drug-Free Workplace.

B. Federal Grants Anticipated

Dr. Freeman informed the Board that he is required to advise the Board of federal grant funds available, according to new guidance in the *General Assurances*, approved by the Board at the previous meeting. He provided a list of current year allocations and noted that the district can expect about the same allocations next year.

C. Drake Field Dumpster

Dr. Freeman informed the Board about the history of the Drake Field dumpster contract. The current contract was signed in 2010 and had a provision for automatic renewal which included annual price increases without notification. Dr. Freeman thanked Mr. Gauthier for uncovering this issue.

To remedy this situation we have received 3 quotes that would provide the District with more favorable pricing:

- Casella
 - Dumpster Delivery Fee: \$50.00
 - Monthly service charge for weekly service: \$220.00
- Pinard
 - Dumpster Delivery Fee: No charge
 - Monthly service charge for weekly service: \$208.00
- Waste Management
 - Dumpster Delivery Fee: \$150.00
 - Monthly service charge for weekly service: \$199.41

There was a discussion about Board members experience with the vendors. Dr. Freeman stated that he would recommend that Pinard receive the contract.

On a motion made by Mr. Gauthier and seconded by Ms. Douglas the Board voted unanimously to approve the bid of Pinard for a six-yard dumpster with a two-week pickup interval at this time.

D. E-Rate Contract

Dr. Freeman informed the Board that he signed a contract for our E-Rate services last week due to an internal issue that the bids were presented to him the day before they were due to be filed. The internal issue has been resolved.

The Board was provided with a written explanation of E-Rate. Bids were sought for four specific projects:

- Purchase of 45 access points
- Firewall management
- Switch management
- Access point management

No bids were received for Firewall management and Switch management, however Security 7 was willing to pick up these areas as it is the current service provider.

E-Rate bids received:

- Purchase of 45 access points
 - CDW-G: \$13,793.42
 - RTM: \$15,762.00
 - Security 7: \$14,355.00
- Firewall management
 - No bid received
 - Security 7: \$2,592.00
- Switch management
 - No bid received
 - Security 7: \$13,440.00
- Access point management
 - CDW-G: \$1,164.51
 - RTM: \$1,172.00
 - Security 7: \$2,970.00

Dr. Freeman stated that he approved Security 7 because they are New Hampshire-based and would pick up Firewall and Switch management. The low bidder was from out of state.

E. Non-Resident Attendance

Dr. Freeman noted that there could be potential liabilities for the district associated with non-resident attendance and offered to develop a policy that restricts district liability. He gave Ms. Chassie credit for noting this potential issue.

The Board agrees that developing a policy is a good idea and directed Dr. Freeman to do so.

F. Summer School Board Meeting Schedule

The Board was provided with the summer schedule for School Board meetings. Board members agreed to schedule summer meetings on Thursday, July 11, and Thursday, August 22.

G. Coming Events

The Board was provided with a list of coming events for the next month.

XI. COMMITTEE ASSIGNMENTS

No Reports

XII. PUBLIC INPUT

None

XIII. NON PUBLIC SESSION

At 6:12 p.m. a motion was made by Ms. Douglas and seconded by Mr. Gauthier to enter into non-public session to discuss student issues 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 6:20 p.m. a motion was made by Ms. Douglas and seconded by Mr. Mitchell 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).

ADJOURNMENT

On a motion made by Mr. Mitchell and seconded by Mr. Gauthier the Board voted unanimously to adjourn the meeting at 6:21 p.m.

Respectfully submitted,

Lynette Rose
Recording Secretary