

APPROVED BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
May 4, 2017
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Bea Douglas, Vice Chairperson
Linda Freese
Ralph Odell

Others Present: John Freeman, Superintendent of Schools
Melissa Brown, Director of College and Career Readiness
Tobi Chassie, District Administrator
Danielle Harvey, Dean of Instruction
Derek Hamilton, Dean of Operations
Kathy LeMay, Director of Interventions
Donna Lehmann, Director of Student Services
Ross Morse, Community Liaison
Members of the Faculty
Members of the Public

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

II. AGENDA REVIEW

The following items were added:

- Preschool reduction (Ms. Lehmann)
- Special education law changes (Ms. Lehmann)
- Request for release from contract (Dr. Freeman)
- Senate Bill 191 (Dr. Freeman)
- Electricity rates (Dr. Freeman)
- Facilities (Mr. Wolfe)

III. ACTION ON AGENDA

On a motion made by Ms. Freese and seconded by Ms. Douglas, the Board voted unanimously to approve the agenda, as amended.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Wolfe and seconded by Mr. Odell to approve minutes of the April 20, 2017 meeting. On page 2, paragraph 3, change "Mr. Ross" to "Mr. Morse". On page 3, paragraph 3, line 2, change "He" to "They." The Board unanimously approved the minutes as amended.

A motion was made by Mr. Wolfe and seconded by Ms. Douglas to approve the minutes of the April 20, 2017 non-public meeting. The Board unanimously approved the minutes as written.

V. PUBLIC INPUT

Ms. Susan Bradley informed the Board that the Education Development Center has completed their annual evaluation, commissioned by Nellie Mae Education Foundation. She thanked Mr. Wolfe and the members of the Administrative Leadership Team for their participation. Ms. Douglas asked when the results would be available, to which Ms. Bradley answered March. She further explained that the result of surveys, administered to both students and faculty, will also be used for the final report.

Ms. Erica Anthony asked a question regarding students' ability to earn credit for taking online courses and courses at a community courses. She provided an example and asked for an explanation for .5 credit for an online course and .3 credit for a community college course. Dr. Freeman provided an explanation of the policy which guides the earning of credit. Ms. Anthony opined that the current policy does not provide an incentive for students to register for community college courses.

VI. DEAN OF OPERATIONS

A. Student Attendance Update

Mr. Hamilton reviewed data relative to student attendance. The average daily attendance for PES was 92.8% for the third quarter, compared to 93.3. % last quarter. The average daily attendance for PMHS was 89.5% for the third quarter, compared to 91.5% last quarter. The middle school exceeded the goal of 90% with a 91.3% average daily attendance rate during third quarter.

B. Upcoming School Events

Mr. Hamilton provided the Board with dates for upcoming school events, including concerts, drama production, and senior events.

VII. DIRECTOR OF STUDENT SERVICES

A. Current Enrollment

Ms. Lehmann presented enrollment statistics for the students identified with a disability. Currently there are 138 identified students, 8 placed out of the district. Of the 8 in out of district placement, 2 are court ordered and 6 are placed by the district.

B. Professional Development

Elementary special education teachers have been provided training in the writing of measurable goals over the course of the school year.

C. Program Revisions

Based on staff reductions, the middle and high school staff will be working on revising caseloads, student supports, and specialized instruction based on staffing changes.

D. Preschool Reduction

Ms. Lehmann explained there was a reduction of one preschool teacher, which means there will be a morning and afternoon classroom for the benefit of students with disabilities. There will be approximately ten identified students, allowing the recruitment of typical peers for each of the two classes.

E. Special Education Legal Changes

Ms. Lehmann informed the Board of changes in special education laws, which will effect Board policy. She will work with Dr. Freeman to revise policies for the Board's approval.

VIII. DIRECTOR OF COLLEGE AND CAREER READINESS

A. Senior Graduation Update

Ms. Brown informed the Board of twenty-two seniors on pace to graduate in June. There are two students being closely monitored and three students who may not meeting graduation requirements in time to graduate in June.

B. Eighth Grade Promotion Update

Ms. Brown stated she is meeting with the middle school team, students, and parents about the risk of several students at risk of not being promoted to grade nine.

IX. SUPERINTENDENT OF SCHOOLS

A. Sick Bank Request

On a motion made by Ms. Douglas and seconded by Mr. Odell, the Board voted to approve a request for sick bank time for PMHS Teacher Katie Howe.

B. Graduation Request

Dr. Freeman explained Policy IKF, Graduation Requirements and stated PMHS Student Josie Genest has requested a waiver of the policy which would permit her to participate in the graduation ceremony. On a motion made by Ms. Douglas and seconded by Mr. Odell, the Board approved the student participating in graduation.

C. 2017-2018 School Calendar

Dr. Freeman provided the Board with a copy of the corrected 2017-2018 calendar.

D. Fund Balance Expenditures

Dr. Freeman provided the Board with an updated expenditure report. He stated Mr. Hamilton has prepared a proposal for the potential expenditure of the fund balance. Mr. Hamilton explained the items on his proposed list, with the assistance of Ms. Harvey. On a motion made by Ms. Douglas and seconded by Mr. Odell, the Board voted unanimously to spend \$14,100 on the Empower annual fee (\$5,800), PES spring clean-up (\$1,800), PMHS school sign enhancement (\$2,500), and PMHS main entrance maintenance (\$4,000). Mr. Hamilton explained the need to provide Responsive Classroom Training for PES faculty for the cost of \$42,000. Additional expenditures will be considered at the next meeting.

E. Contract Release

Dr. Freeman distributed a letter from Ms. Lehmann, requesting a release from her three-year contract after two years. Ms. Lehmann explained her reasons for asking for a release from the contract. A motion was made by Ms. Douglas and seconded by Mr. Odell to approve Ms. Lehmann's request. Dr. Freeman expressed his appreciation for Ms. Lehmann's work and service. The motion was passed unanimously. Dr. Freeman explained that Ms. Chassie will fill the position being vacated by Ms. Lehmann and that Ms. Chassie's position will not be filled.

F. Electricity Rates

Dr. Freeman provided the Board with information relative to the cost of electricity. On a motion made by Ms. Douglas and seconded by Mr. Wolfe, the Board voted unanimously to approve the change of electricity provider according to the recommendation of Sally Blanchette, financial manager, based on the quotes received by three companies.

G. Senate Bill 191

Dr. Freeman advised the Board that SB191 passed the New Hampshire House today and is not being referred to the Finance Committee. SB191 would provide full-day funding for full-day kindergarten programs, including Pittsfield's.

X. SCHOOL BOARD

none

XI. COMMITTEE ASSIGNMENTS

A. Budget – None

B. Drake Field & Facilities

Mr. Wolfe stated the HVAC representative has recommended some cost saving changes be implemented at PMHS. Mr. Hamilton will investigate further.

C. Negotiations – None

D. Foss Foundation – None

XII. PLAN AGENDA FOR NEXT MEETING

The next School Board meeting is scheduled for May 18, 2017, at 5:30 p.m. at the Pittsfield Middle High School.

XIII. PUBLIC INPUT

Ross Morse stated his support of the purchase of Empower. He stated it has the capacity to be useful in the inevitable event of staff turnover.

Mr. Wolfe confirmed with the Board the resignation of Larry Konopka from the Select Board.

XIV. NON-PUBLIC SESSION

XV. ADJOURNMENT

On a motion made by Ms. Douglas and seconded by Mr. Odell, the Board voted unanimously to adjourn the meeting at 7:43 p.m.

Respectfully submitted,

Tobi Gray Chassie
Recording Secretary