

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  
June 1, 2017  
Pittsfield Middle High School

I. CALL TO ORDER

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

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

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

II. AGENDA REVIEW

The following items were deleted:  
Extended Maternity Leave (Ms. Harvey)

The following items were added:  
Budget Balance (Mr. Hamilton)  
Transition Planning (Mr. Hamilton)  
Senior Events Letter (Mr. Hamilton)

III. ACTION ON AGENDA

On a motion made by Ms. Douglas and seconded by Mr. Odell, 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. Freese to approve minutes of the May 18, 2017, meeting. On page 3, C. change date from “May 25” to May 23, and D. change date from “May 25” to May 24. The Board unanimously approved the minutes as amended.

V. PUBLIC INPUT: None

VI. STUDENT REPRESENTATIVE

Site Council voted to extend the terms of current membership through the end of August 2017 to continue to deliberate current proposals on the table that would ease the transition of new membership coming on board. The Site Council is currently undertaking a proposal to move advisories from a four-year to a two-year change of advisor cycle that is proposed to allow advisories to be more supported by way of allowing for a grade level advisor to advise student as they progress toward graduation.

VII. DEAN OF INSTRUCTION

A. Personalization At PES

PES grade one/two teacher Bernadette Rowley shared a presentation on learning of her NG2 (No Grades, No Grades) classroom that she presented at the quarterly New Hampshire Department of Education meeting.

Related to this presentation, a journalist from National Public Radio (NPR) has visited Pittsfield and spoken with a number of individuals associated with the schools to prepare for a report on the topic of student-centered learning for broadcast before the end of the school year.

B. Curriculum Goals

Ms. Harvey is addressing the planned alignment of curriculum goals across grade levels. Although she has been challenged to retrieve the necessary data, she anticipates the opportunity for more data to be collected through the end of year summative evaluation process with members of the faculty.

VIII. DEAN OF OPERATIONS

A. Budget Balance

The Board discussed the prioritization of remaining items to consider for expenditure from the 2017-17 fund balance. On a motion made by Mr. Mitchell and seconded by Mr. Odell the Board voted unanimously to approve the

expenditure of a portion of surplus funds to support: 1<sup>st</sup>/2<sup>nd</sup> Grade iPads, \$7,580 (new equipment); Movie Licensing Fee, \$810; PES Playground Area Fencing, \$2,750; PES Classroom Tables and Alternative Seating, \$3,000; PES/PMHS Weatherstripping, \$2,976 (recommended by Eversource Audit Report); and PES Responsive Classroom Training, \$21,000. Further expenditures may be considered at the next Board meeting.

#### B. Transition Planning

Mr. Hamilton shared the transition plans in place for the end of the year for incoming seventh and ninth grade students. The sixth grade promotional ceremony will be held on June 13 in the PES gymnasium, followed by a family information night; the eighth grade step-up day to be scheduled during a Late Start Wednesday, to be held on either June 7 or 14. Orientation schedules for both groups will remain in place for the fall. Families will be provided information about the transition plans through a letter to be mailed home.

#### C. Senior Events Letter

Mr. Hamilton shared a draft of a Senior Events Letter to be mailed home to families informing them of upcoming senior event dates and times. New this year will be a Senior Processional at PES on Friday, June 16, to share the graduation experience and future graduate plans with younger students in Pittsfield.

### IX. DIRECTOR OF STUDENT SERVICES

#### A. Special Education Enrollment

Ms. Lehman shared enrollment numbers with Board members that showed a decrease of two students to the total number. Ms. Lehman also shared the complexities of special education students being placed out of district and how those decisions are sometimes made at the state level.

#### B. Extended School Year

Ms. Lehman shared criteria used for proposing extended school year placements for students.

### X. DIRECTOR OF COLLEGE AND CAREER READINESS

Ms. Brown informed the Board about two students who have passed AP politics and government online courses. She also updated the Board on the awarding of scholarships from the Foss Family Pittsfield Town Scholarship and other local scholarships.

Ms. Brown alerted the Board that one senior would be unable to achieve the necessary graduation requirements to graduate with the 2017 class, as well as one other student who has been identified as a concern to potentially not graduate this year.

Ms. Brown shared that five eighth grade students would not be participating in the promotional ceremony due to academic deficiencies and that updates with family members are underway.

Ms. Brown spoke to the Board about the success of the New Hampshire Scholars celebration at Northeast Delta Dental Stadium. She also shared the successes of the College & Career Fair and Extended Learning Opportunities Night planned by Anne Banks, ELO Coordinator, as well as the Summer Academy Program that has registered students to full capacity for this summer's offerings.

This year, sixteen new students have been accepted into the Concord Regional Technical Center program, three of which are conditional upon meeting contingencies.

Ms. Brown concluded with presenting the Board with information about the "I Can Save" program offered to second grader students by the New Hampshire Higher Education Assistance Foundation (NHHEAF) and New Hampshire Jump Start to share the importance of saving from an early age.

## XI. SUPERINTENDENT OF SCHOOLS

### A. Teacher Nominations

On a motion by Ms. Douglas and seconded by Mr. Odell, the Board voted unanimously to accept the nomination of Monique Harrington to the position of middle school English Language Arts teacher.

### B. Administrative Re-Organization

The Board discussed the revisions to the organizational structure of the administrative team necessitated by the elimination of an administrative position in the district.

### C. Drake Field Summer Program

The board heard about the summer offerings for the youth of Pittsfield through the Drake Field Summer Program.

### E. 2017-2018 School Calendar

The board was made aware of corrections to the 2017-2018 School Calendar.

XII. SCHOOL BOARD

A. Thank You Recognition

The Board recognized Ms. Lehman for her dedication and excellence in role within the Pittsfield School District as director of student services and wished her well in her next venture.

XIII. PLAN AGENDA FOR NEXT MEETING

The next School Board meeting is scheduled for June 15, 2017 at 5:30 p.m. at the Pittsfield Middle High School.

XIV. PUBLIC INPUT – None.

XV. NON-PUBLIC SESSION

At 6:48 p.m., a motion was made by Mr. Wolfe and seconded by Ms. Freese to enter into non-public session to discuss support staff compensation and negotiations with the Education Association of Pittsfield pursuant to RSA 91-A:3 II(a). The Board was polled and voted unanimously (Ms. Douglas, yes; Ms. Freese, yes; Mr. Mitchell, yes; Mr. Odell, yes; Mr. Wolfe, yes) to enter into non-public session.

No action was taken in non-public session.

At 7:05 p.m., a motion was made by Ms. Douglas and seconded by Ms. Freese to exit the non-public session and re-enter into open session. The Board was polled and voted unanimously (Ms. Douglas, yes; Ms. Freese, yes; Mr. Mitchell, yes; Mr. Odell, yes; Mr. Wolfe, yes) to exit the non-public session and to re-enter into open session.

XVI. ADJOURNMENT

On a motion made by Mr. Mitchell and seconded by Ms. Freese, the Board voted unanimously to adjourn the meeting at 7:06 p.m.

Respectfully submitted,

Ross Morse  
Recording Secretary