

APPROVED BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
September 14, 2017
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Bea Douglas
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
Kathy LeMay, Director of Interventions / Title I Manager
Ross Morse, Community Liaison
Member of the Faculty
Gerard LeDuc, School Moderator, Select Board Member
Kevin Gibson, member of the public

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

II. AGENDA REVIEW

The following items were added:

- Budget Timeline (Dr. Freeman)

III. ACTION ON AGENDA

On a motion made by Mr. Mitchell and seconded by Ms. Freese, 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 August 17, 2017, meeting. On page five, XIII, A: insert a comma after the word "facing." The Board voted unanimously to approve the minutes as corrected.

A motion was made by Ms. Freese and seconded by Mr. Odell to approve minutes of the August 17, 2017, non-public session. Minutes were unanimously approved as written.

A motion was made by Mr. Mitchell and seconded by Ms. Douglas to approve minutes of the August 24, 2017, work session. Minutes were unanimously approved as written.

V. PUBLIC INPUT

Gerard LeDuc, School Moderator, shared that four hundred ninety-four official ballots were counted for the upcoming ballot vote. He also shared that the ballot reading machine has been tested. In the event more ballots are needed, photocopies of the original ballot will be made and those ballots will be hand counted. School Board members will be present voting day as required by Mr. LeDuc. Mr. LeDuc shared expectations regarding signage during voting day.

Mr. LeDuc also shared, as Select Board member, that some views about the upcoming Collective Bargaining Agreement held by individual members of the Select Board were not shared by the Board as a whole.

Mr. Gibson asked if the Board was aware of any “pro” teacher contract movement that might result in a voting day show of support. The Board responded that they were not aware of one.

VI. STUDENT REPRESENTATIVE

- No report.

VII. DEAN OF INSTRUCTION

A. PES Enrollment

The current enrollment figures at the elementary school were shared. Attention was brought to the current kindergarten figures and commented that the three classroom enrollments should benefit all students with a positive learning environment. Due to the withdrawal of four students from the fourth grade, one classroom has been reduced to fourteen students. Current enrollment in the sixth grade is fifty-one students. In comparison to the prior year’s enrollment, the elementary school is seeing a contraction of only five students.

B. Flexible Seating

A video was shared with the Board that showed the current set up of some classrooms within the elementary school. The video included a tour of areas for learning in a transformational setting. Highlights included a video tour of two classrooms utilizing Smart Tables, Smart Boards, flexible seating, whole group, and small group learning areas.

C. New Teachers

New teachers to the district were welcomed at a new teacher reception prior to the start of the Board meeting. New faculty were introduced by Ms. LeMay and Ms. Harvey.

VIII. DEAN OF OPERATIONS

A. NHIAA Recognition

The New Hampshire Interscholastic Athletic Association (NHIAA) has awarded Pittsfield Middle High School (PMHS) with the NHIAA and National Association of State High School Associations Award of Excellence for exhibiting outstanding sportsmanship. PMHS is one of thirty-five schools in NH that did not receive a game disqualification by a player or coach during the 2016-17 school year.

B. Responsive Classroom Training

Twenty-seven staff members of the district, including administrators, teachers, specialists, and paraprofessionals, attended a training on Responsive Classroom to deepen their understanding of its core beliefs and guiding principles.

IX. DIRECTOR OF STUDENT SERVICES

A. Case Management

Information was shared as to the caseloads of special education teachers within the district.

B. Out of District Status

Placements have increased to thirteen, many by court order. It is hopeful that one placement will return to the district shortly.

C. Paraprofessional Hiring

The current number of vacant paraprofessional positions has risen to four. Recently a paraprofessional with experience in excess of twenty years with the elementary school has resigned. The Board requested an acknowledgement of her service to the district as she leaves.

D. Professional Growth & Evaluation Plan

Meetings are being conducted with staff and mini observations are being planned for the school year. The school year will culminate with a summative evaluation of performance.

E. Related Services

Contracted services have been finalized. With an anticipated family leave, another related services candidate has been identified to provide student services for the term. A contract to confirm is in process.

F. Special Education Work Day

The special education and related service personnel team met prior to the start of the school year to review expectations and requirements of the upcoming school year.

X. DIRECTOR OF COLLEGE AND CAREER READINESS

A. Dual Enrollment

A new dual enrollment class is being offered this year. College Algebra for grades 11 and 12, taught by Mr. Smith, has been added to the courses currently offered to students. Participation in dual enrollment classes has increased since 2014. A significant savings in relation to the cost of college credit has been realized by those students.

B. Concord Regional Technical Center

Enrollment in the Concord Regional Technical Center's programs includes twenty-six students, fifteen first year and eleven second year students. This represents an increase from eighteen students from the 2016-17 school year.

C. NH Higher Education Assistance Foundation

The foundation will once again provide events this year that will include a financial aid night, college overview for juniors, and a college overview for seniors.

D. New England Association for College Admission Counseling

The annual college fair is set to be held at the University of New Hampshire on Tuesday, October 3, 2017.

XI. SUPERINTENDENT OF SCHOOLS

A. Opening of School

Employees were acknowledged for their role in the opening of the school year.

B. Ballot Vote on Teacher Contract

Board members determined time frames to be present at the polls on voting day, Tuesday, September 19, 2017, to adhere to legal requirements.

C. Mission / Vision Statement Revision

Pittsfield Listens will be providing support as the district revisits and reviews its mission/vision statement this fall.

D. NEC Course

Tobi Chassie was acknowledged for her role in partnering with New England College to offer a course on personalized learning in Pittsfield. This course will be offered to educators within and from outside the district.

E. Community Conversation Series

The series will continue this year with its first meeting Tuesday, September 19, 2017 at 6:00 pm in PMHS media center. The topic of this first conversation is concussions and will be facilitated by Dr. Peter Minnehan, a professional physical therapist with an office in Pittsfield.

F. Administrator Evaluation Process

Work this year will be focused on strengthening the professional growth and evaluation process.

G. Draft Budget Timeline

A timeline of the current year's budgeting process was shared with Board. Attention was brought to the change in deliberative session being set for Wednesday, February 7, 2017, with a snow date of Thursday, February 8, 2017. A copy of the draft will be forwarded to the budget committee chair.

XII. SCHOOL BOARD

XIII. COMMITTEE ASSIGNMENTS

A. Budget - None

B. Drake Field & Facilities - None

C. Negotiations

Ms. Douglas and Ms. Freese will continue with the collective bargaining agreement negotiations during the 2017-18 school year.

D. Foss Foundation - None

XIV. PLAN AGENDA FOR NEXT MEETING

The next School Board meeting is scheduled for September 21, 2017, at 5:30 p.m. at the Pittsfield Middle High School.

XV. PUBLIC INPUT (Second Session)

Mr. LeDuc reminded the Board to include the snow date for the deliberative session in the original notice.

Mr. Gibson asked for clarification as to whom roles were assigned to match titles with names. The Board provided names.

Mr. Gibson shared information about a second opportunity, similar to the one which brought the band Recycled Percussion to Pittsfield. Dr. Freeman will meet with Mr. Gibson to share resources.

Mr. Gibson asked if the contraction of five students at the elementary school was significant. Board members stated that Pittsfield is well below the state average of contraction and not feeling the same effects as most other communities.

Mr. Gibson asked if Smart Boards were installed in every room. Ms. Harvey stated that Smart Boards were present in every elementary classroom, but Smart Tables were not.

XVI. NON PUBLIC SESSION

At 6:22 p.m., a motion was made by Mr. Mitchell and seconded by Mr. Odell to enter into non-public session to discuss employee compensation 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 a non-public session.

No action was taken in non-public session.

At 6:58 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 ((Ms. Douglas, yes; Ms. Freese, yes; Mr. Mitchell, yes; Mr. Odell, yes; Mr. Wolfe, yes) to exit from non-public session.

XVII. ADJOURNMENT

On a motion made by Mr. Mitchell and seconded by Ms. Douglas, the Board voted unanimously to adjourn the meeting at 6:59 p.m.

Respectfully submitted,

Ross Morse
Recording Secretary