

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

MINUTES

Pittsfield School Board Meeting
May 18, 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: 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
James Allard, Pittsfield Select Board Chair
Members of the Public

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

II. AGENDA REVIEW

The following items were added:

New Hire (Ms. Harvey)
Resignation (Ms. Harvey)

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 May 4, 2017 meeting. On page 1 "Donna Lehman" was added to "Others present." The Board unanimously approved the minutes as amended.

V. PUBLIC INPUT: None

VI. DEAN OF INSTRUCTION

A. New Hire

Megan Vasconcellos was nominated to fill the position of third grade elementary teacher. A motion was made by Ms. Douglas and seconded by Ms. Freese to accept the recommended nomination. The Board approved the nomination unanimously.

B. Resignation

PMHS Spanish teacher, Warren Billings, submitted a letter of resignation effective June 23, 2017. A motion was made to accept the resignation made by Ms. Douglas with much regret, seconded by Mr. Mitchell. The Board approved the acceptance of Mr. Billings' resignation unanimously.

C. Conference Participation Data

Updated parent/teacher and student led conference data was provided for the board. Participation rates at PES were 86%, and PMHS 70.5%, a decrease of family participation was noted at the middle school level. Ninth grade Advisor, Ms. Howe, is currently rescheduling her conferences at PMHS due to her absence during the student led conference window that should improve the percentage at the high school level. In contrast, fall participation data of the parent/teacher and student led conferences were: PES 86%, PMHS 84%.

D. PACE

Calibration of assessments is underway. A reflection of PACE (Performance Assessment for Competency Education) within the district revealed that some PACE tasks may disrupt current classroom instruction when units are augmented or replaced by pre-determined PACE assessments. This feedback will be shared with NHDOE.

VII. DEAN OF OPERATIONS

A. Budget Requests

The Board discussed prioritization of potential expenditure items, time sensitivity of scheduling of projects/programs, and opportunity for Eversource rebates. On a motion by Mr. Wolfe and seconded by Ms. Freese, the Board voted unanimously to approve expenditures in support of all items under the "regular program bulleted list" that included: PES Great Body Shop (\$2,100), PES General Supply Requests (\$3,000), PMHS General Supply Requests (\$2,100), PMHS Senior Math textbooks (\$5,032), PMHS US History Textbooks (\$2,700), and PMHS Geometry Textbooks (\$8,161). On a motion by Ms.

Douglas, seconded by Mr. Odell, the Board also voted unanimously to include the PES Autoscrubber (\$5,717) and the PES Carpet Extractor (\$6,536.24) from the Building Maintenance list. Additional expenditures will be considered at the next meeting

B. Graduation Ceremonies

The Board was informed of the upcoming graduation ceremonies and determined whom would be responsible for the awarding of the following:

June 16 Awards Ceremony, 7 PM:

1. Salutatorian Award – Mr. Wolfe
2. Valedictorian Award – Mr. Wolfe
3. Moody Kent Award – Mr. Wolfe
4. Richard Brooks Award – Mr. Wolfe

June 17 Graduation Ceremony, 10 AM:

School Board Remarks – Mr. Wolfe
Rotary Club Scholarship – Ms. Douglas

June 15 Baccalaureate, First Congregational Church, 7 PM

C. May District Newsletter

Highlighted Exhibition Night June 8 – PES 5-6 PM, PMHS 5:30-7 PM, Empty Soup Bowl event, PMHS Cafeteria, Tuesday, May 25, 6 PM

D. Site Council

The PMHS Site Council is considering changes to the Advisory Change Procedure. An Administrative Leadership Team proposal to change advisories from a four-year to two-year rotation is to be presented by Ms. Harvey at the next Site Council meeting, May 25.

VIII. DIRECTOR OF INTERVENTION

A. Literacy Event

On Thursday, May 25, a literacy event to include reading activities and resources for incoming kindergarteners to bring home has been planned by the Early Childhood Consortium.

B. Lexia

A presentation was shared with the Board members around the Lexia software program to support literacy at elementary levels. The first grade team, 1 /2 classroom and special educators have been trained. Students participating in the pilot have shown to be engaged with program; faculty have mentioned the potential of the data that has been collected to be used in supporting students.

C. Summer Program

Schoolwide Title 1 funded Summer programs to include: setting academic goals, having the PES learning commons open at two different times on Mondays and Tuesdays to access books and computers, field trips scheduled for Fridays (opposite of Drake Field field trips and extended school year tutoring scheduling, allowing for those students to participate). Programming will include learning packets to enhance the field trip experience. Scheduled field trips include: Dover Children's Museum, Seacoast Science Center, McAuliffe-Shepard Discovery Center, The Flume and Gorge, as well as the Squam Lake Science Center. Summer programming will also include 1:1 tutoring for up to 20 students.

IX. PLAN AGENDA FOR NEXT MEETING

The next School Board meeting is scheduled for June 1, 2017 at 5:30 p.m. at the Pittsfield Middle High School.

X. PUBLIC INPUT – None.

XI. ADJOURNMENT

On a motion made by Ms. Douglas and seconded by Mr. Odell, the Board voted unanimously to adjourn the meeting at 6:19 p.m.

Respectfully submitted,

Ross Morse
Recording Secretary