

APPROVED BY THE PITTSFIELD SCHOOL BOARD

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

MINUTES

Pittsfield School Board Meeting
March 15, 2018
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Bea Douglas, Vice-Chairperson
Heidi Asdot
Adam Gauthier
Ted Mitchell

Others Present: John Freeman, Superintendent of Schools
Melissa Brown, Director of College and Career Readiness
Derek Hamilton, Dean of Operations
Kathy LeMay, Director of Interventions / Title I Manager
Ross Morse, Community Liaison
Gerard LeDuc, School Moderator
Members of the Public

Superintendent John Freeman called the meeting to order at 5:30 p.m.

II ELECTION OF SCHOOL BOARD OFFICERS

Superintendent Freeman called the meeting to order and called for nominations for School Board Chair. On a nomination by Ms. Douglas and second by Mr. Mitchell, the Board voted to elect Mr. Wolfe Chairperson of the Board by a vote of 4-0-1 (Mr. Wolfe abstaining). No additional nominations were made.

Mr. Wolfe called for nominations for School Board Vice-Chair. On a nomination by Mr. Mitchell and seconded by Mr. Wolfe, the Board voted unanimously to elect Ms. Douglas Vice Chairperson. No additional nominations were made.

Mr. Wolfe called for nominations for School Board Secretary. On a nomination by Mr. Mitchell and seconded by Ms. Douglas, the Board voted to elect Ms. Asdot Secretary of the Board by a vote of 4-0-1 (Ms. Asdot abstaining). No additional nominations were made.

II. AGENDA REVIEW

The following items were added to the agenda:

- A. Baccalaureate Feedback (Mr. Hamilton)
- B. Facility Use Requests (Mr. Hamilton)
- C. Non-Resident Attendance Request (Dr. Freeman)
- D. End-of-Year Calendar (Dr. Freeman)
- E. Legal Consultation (Dr. Freeman)
- F. Budget Recommendations (Dr. Freeman)
- G. School-Wide Email (Mr. Gauthier)

III. ACTION ON AGENDA

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

IV. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Mitchell and seconded by Ms. Douglas to accept the School Board minutes of February 15. The Board voted to approve the minutes as corrected by a vote of 4-0-1 (Mr. Gauthier abstaining).

A motion was made by Mr. Wolfe and seconded by Ms. Douglas to approve minutes of the February 15 non-public session. The Board voted to approve the minutes as presented by a vote of 3-0-2 (Ms. Asdot and Mr. Gauthier abstaining).

V. PUBLIC INPUT

Mr. LeDuc shared with Board members an internal email sent to district staff. Mr. LeDuc voiced concern over the content within the email and the potential harm that could come from it. Mr. LeDuc suggested an apology in response to the email and raised concerns over the use of district email for this purpose.

Mr. Morse commended outgoing member, Ralph Odell, for his service to the school district and his commitment to his position. Mr. Mitchell requested a card of appreciation be sent to Mr. Odell for his service to the school district.

VI. STUDENT REPRESENTATIVE

No report.

VII. DEAN OF INSTRUCTION

A. Film Policy Waiver.

By written request, Ms. Harvey requested a waiver to the Board's policy on film viewing to allow the film *Wonder*, which is rated PG, to be shown to sixth through eighth graders. On a motion by Ms. Douglas and seconded by Ms.

Asdot, the Board voted unanimously approved the waiver and the showing of *Wonder* to students as requested.

B. Plymouth State University Collaboration.

By written report, Ms. Harvey informed the Board about her work to collaborate with officials at Plymouth State University regarding teaching intern placements and, potentially, other initiatives in support of Pittsfield students.

C. Association for Supervision and Curriculum Development.

By written report, Ms. Harvey informed the Board of an upcoming presentation that she and PES Teacher Bernadette Rowley will be making at the annual conference of the national organization, the Association for Supervision and Curriculum Development in Boston in March. Ms. Harvey shared a press release that describes the student-centered approaches to learning utilized at the elementary school.

D. Universal Design for Learning.

By written report, Ms. Harvey informed the Board that the district has been selected to participate in the New Hampshire Universal Design for Learning (NHUDL) Innovation Network. NHUDL is a multi-year professional learning program that is intended to better serve the learning needs of all learners. Ms. Harvey distributed printed information on this initiative.

VIII. DEAN OF OPERATIONS

A. Baccalaureate

Mr. Hamilton reported that feedback was received from the senior class with regard to eliminating the annual Baccalaureate ceremony. Seniors sent home letters requesting feedback of their families. The class received six responses. One responded positively to continuing with Baccalaureate, while five responded that forgoing Baccalaureate was acceptable. On a motion made by Mr. Gauthier and seconded by Ms. Douglas, the Board voted unanimously to remove Baccalaureate from graduation exercises beginning with the Class of 2018.

B. Facilities Use Requests

Mr. Hamilton advised the Board of two facilities use requests:

The Suncook Valley Rotary Club requests the use of Drake Field for the Club's annual Balloon Rally on August 1 – 5, 2018. On a motion by Ms. Douglas and seconded by Ms. Asdot, the Board voted to approve the facility use request by a vote of 4-0-1 (Mr. Gauthier abstaining).

The Pittsfield Parks and Recreation Board requests the use of Drake Field for the Board's annual Easter Egg Hunt on March 31, 2018. On a motion by Mr. Wolfe and seconded by Ms. Douglas, the Board unanimously approved the facility use request.

C. School District Newsletter

Mr. Hamilton distributed the latest issue of the school district newsletter, which includes a focus on school safety.

D. School Safety

Mr. Hamilton reported that the School Safety Forum which was cancelled due to weather this week, has been rescheduled for Wednesday, March 21. Dr. Freeman shared that the three objectives established for the Forum include (1) to hear questions and concerns from community members about school safety, (2) to share with community members the preparations that the district has put into place to ensure school safety, and (3) to hear suggestions regarding school safety from community members.

Dr. Freeman noted that a number of town officials, including the town's emergency management director and police chief, as well as the director of Blueberry Express Childcare are planning to participate. Dr. Freeman also acknowledged the assistance of PES parent Ashley Perron in preparing the presentation for the evening. Ms. Perron participated in a similar event in the Epping School District and shared materials for consideration.

Mr. Hamilton shared a guidance handout from the National Association of School Psychologists that provides guidance to parents and teachers in discussing acts of violence committed within schools with children and youth.

E. School Walkout

Mr. Hamilton referenced the national school walkout planned for March 14. He reported that he had received legal guidance on addressing a potential walkout and informed both students and parents of the consequences of such a disciplinary infraction, which would be consistent with current school rules.

F. PTO Literacy Night

Mr. Hamilton reported that the PES PTO will be conducting a Literacy Night for students and families this Friday, March 16, at PES.

IX. DIRECTOR OF STUDENT SERVICES

A. Collaboration Meetings

By written report, Ms. Chassie reviewed a series of meetings that she and Ms. Harvey have been having with common planning time teams in the district to foster greater collaboration and communication among regular and special education teachers on the teams.

B. Dynamic Learning Maps

By written report, Ms. Chassie informed the Board of an alternative assessment protocol utilized by the New Hampshire Department of Education to measure academic success of students with profound disabilities. She reported that three PMHS students will be administered this assessment.

C. Extended Year Programming

By written report, Ms. Chassie advised the Board that she is working with special educators to determine the needs for staffing to meet the requirements of student educational plans.

D. New Hampshire Association of Special Education Administrators

By written report, Ms. Chassie informed the Board that she will be attending the annual conference of her statewide professional organization.

E. Speech and Language Pathology

By written report, Ms. Chassie provided the Board with an outline of the plan for delivery of speech and language services for the remainder of this school year and next year.

X. DIRECTOR OF COLLEGE AND CAREER READINESS

A. SAT

Ms. Brown reported that juniors at Pittsfield Middle High School are scheduled to take the SAT Wednesday, March 21, 2018.

B. Rehabilitation for Empowerment, Natural Supports, Education, and Work (RENEW)

Ms. Brown shared that the RENEW program is in its third year of offering personal coaching to identified PMHS students to assist them in assessing personal situations and goal setting. Ms. Brown also shared that it has been difficult recruiting RENEW coaches due to the time commitment necessary to assist students. A review of the RENEW program is underway, based on data over the first three years of the program, to assess the impact the program has had on participants. More information about RENEW is available from the Institute of Disabilities at the University of New Hampshire.

XI. DIRECTOR OF INTERVENTION

A. Title I Grant Update

Ms. LeMay described the reallocation of unexpended funds from the last school year. This year, funds are being reallocated to support the third year of Kindergarten Camp, one-to-one summer tutoring of up to twenty hours for identified students, and pre-kindergarten packets to be shared with families to better prepare them for the upcoming school year. Other considerations are being made for a new leveled K-6 book room with teaching materials and various summer learning plans and activities.

XII. SUPERINTENDENT OF SCHOOLS

A. Policies

Dr. Freeman presented policy recommendations within the support section of the policy manual. On a motion made by Ms. Douglas and seconded by Mr. Wolfe, the Board accepted policy recommendations 3-0, with two abstentions (Heidi Asdot and Adam Gauthier abstaining) for the following policies: EB, Safety Program; EBB, School Safety; EBBB, Accident Reports; EBBD, Indoor Air Quality; EBC, Emergency Management; EBCA, Emergency Plans; EBCB, Fire Drills; and EBCC, Bomb Threats.

B. Request for Non-Resident Attendance

The Board heard a request for non-resident attendance of her eighth grade daughter from Sheryl Suchomski. On a motion by Ms. Douglas, seconded by Mr. Gauthier, the Board voted unanimously to approve the request for non-resident attendance at Pittsfield Middle High School for the remainder of the school year with no transportation outside of Pittsfield to be provided.

C. Resignation

On a motion by Mr. Wolfe, seconded by Ms. Douglas, the Board voted unanimously to accept the resignation, with regret, of PMHS teacher Jenny Wellington of the Pittsfield Middle High School, effective at the end of the school year.

D. End of Year Calendar

Dr. Freeman shared information about the 2017-18 school calendar. With nine days of unscheduled closings so far this year, the last day of school has been pushed from June 14 to June 27. Consensus of the Board was to communicate to the Education Association of Pittsfield (teacher's union) the Board's desire to move from calculating the school year by hours as opposed to days. The date for the end of the school year was proposed as June 22, 2018. With acceptance, high school graduation will be scheduled for June 16, 2018.

E. Legal Consultation:

Dr. Freeman updated the Board as to the request of consultation with Attorney Andru Volinsky, attorney representing the Claremont Coalition in the Claremont School District vs. Governor of New Hampshire case, which challenged the state's education funding formula. Mr. Volinsky accepted the Board's invitation to speak at the April 5, 2018, meeting in non-public session. Mr. Volinsky also stated that he would not represent clients in a case against the State while he sits on the Executive Council.

F. Budget Recommendations:

Dr. Freeman asked the Board for recommendations as the administrative team looks to restructure its 2018-19 operating budget in response to the adoption of the default budget by Pittsfield voters. The default budget leaves a shortfall from the proposed budget of \$328,204. The Board requested recommendations from the administrative team, including potential impact, of the cuts proposed to fall within the parameters of the approved default budget. Adjustment recommendations, including updated out of district placement data, will be brought forward at the April 5, 2018, School Board meeting, as well as a professional nomination list for the 2018-19 school year. Non-renewal notifications will be delivered by April 15, 2018. Ms. Douglas requested the opportunity to attend the April 5 meeting by electronic conference.

G. SAU Administrator Salaries:

The agreed-upon salaries for the superintendent and financial manager were reviewed. On a motion by Ms. Douglas, seconded by Mr. Mitchell, the Board voted unanimously to approve the SAU administrative salaries as presented.

XIII. SCHOOL BOARD

A. School-wide Email:

Mr. Gauthier raised concern over an internal staff email with regard to the most recent school district elections. Mr. Gauthier voiced his displeasure and concern over the use of a public school email account for this purpose. Mr. Gauthier also submitted a Right To Know request to all Board members in relation to the email(s) and suggested a future discussion should take place in non-public session.

XIV. COMMITTEE ASSIGNMENTS

A. Budget - None

B. Drake Field & Facilities - None

C. Negotiations - None

D. Foss Foundation - None

XV. PLAN AGENDA FOR NEXT MEETING

The next School Board meeting is scheduled for April 5, 2018, at 5:30 p.m. at the Pittsfield Middle High School.

XVI. PUBLIC INPUT (Second Session)

Jillian Gauthier asked if students would first be reading *Wonder* prior to viewing the film. It was mentioned that students had read the book the year before. Ms. Gauthier also asked if there would be a difference in school days for PMHS versus PES, given the start, end, early release, and late start scenarios. Dr. Freeman reported that the hours calculated in the past have shown no discernible difference in school day hours between buildings.

Mr. LeDuc offered ballot results from this week's voting be entered into the minutes:

SCHOOL BOARD:

Ralph Odell	221
Heidi Ann Asdot	311
Adam Gauthier	287
Blank	209

SCHOOL DISTRICT MODERATOR:

Gerard A. LeDuc	361
Write-In	21
Blank	133

ARTICLE 02 SCHOOL LUNCH PROGRAM:

Yes	432
No	78
Blank	5

ARTICLE 03 RECEIVE AND EXPEND GRANT FUNDS:

Yes	394
No	112
Blank	9

ARTICLE 04 OPERATING BUDGET

Yes	232
No	278
Blank	5

ARTICLE 05 1 YEAR COLLECTIVE BARGAINING AGREEMENT:

Yes	266
No	242
Blank	7

School Board representatives: Heidi Ann Asdot and Adam Gauthier

School District Moderator: Gerard LeDuc

School Lunch Program: Passes

Receive and Expend Grant Funds: Passes

Operating Budget: Fails, Default Budget = \$10,202,520

1 Year Collective Bargaining Agreement: Passes

XVII. ADJOURNMENT

On a motion made by Mr. Wolfe and seconded by Ms. Douglas, the Board voted unanimously to adjourn the meeting at 6:42 p.m.

Respectfully submitted,

Ross Morse
Recording Secretary