

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

MINUTES

Pittsfield School Board Meeting
June 28, 2014
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Michael Wolfe, Chairperson
Heidi Asdot
Adam Gauthier
Ted Mitchell

Others Present: Melissa Brown, Director of College and Career Readiness
Derek Hamilton, Dean of Operations
Danielle Harvey, Dean of Instruction
Kathy LeMay, Director of Interventions and Title I
Ross Morse, Community Liaison
Colby Wolfe, Site Council Representative
Member 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 to the agenda:

- Budget Committee Representative (Mr. Mitchell)
- Donation (Ms. Chassie)
- Policy IHCD (Building Leadership Team)
- Trees and Brush (Mr. Gauthier)
- School Board Role (Mr. Wolfe)

III. ACTION ON AGENDA

On a motion made by Mr. Mitchell and seconded by Ms. Asdot, 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 Mr. Gauthier to approve the minutes of the June 14, 2018 meeting. The following changes were made: On page

one, change date of meeting in heading to June 14, 2018; on page three, second paragraph, change to "...was not in favor due to the negative..."; on page eight, paragraph five, change to "2018"; on page nine, paragraph six, change to "June 29 meeting" in two places. The Board unanimously approved the minutes as amended.

A motion was made by Mr. Gauthier and seconded by Ms. Asdot to approve the non-public minutes of the June 14, 2018 meeting. The minutes were unanimously approved as written.

V. PUBLIC INPUT

Students, Julianna Morse, Devon Thompson, and Amber Peterson, read a statement expressing their concern about the decision to combine seventh and eighth graders in multi-age classrooms.

Bob Shiferle stated that the minutes of the meeting of June 14, 2018 were confusing due to reference to Appendix A, which was not attached to the minutes. Also, he mentioned there was a motion made and rescinded, but not included in the minutes. Mr. Wolfe stated we would investigate whether rescinded motions need to be documented in the minutes.

VI. STUDENT REPRESENTATIVE

Colby Wolfe explained that the Site Council would be meeting in July.

VII. DEAN OF INSTRUCTION

A. Policy IHCD

Ms. Harvey explained that a communication was received by the New Hampshire School Board Association, stating that Policy IHCD should be updated in order to ensure students can be reimbursed for tuition for dual enrollment courses. Since Dr. Freeman is not available, the Building Leadership Team (BLT) made a decision to bring a revision to Policy IHCD forward to the Board. This would be a place holder until Dr. Freeman returns and makes further changes, if warranted.

On a motion made by Mr. Mitchell and seconded by Ms. Asdot, the Board unanimously approved Policy IHCD, with the understanding that it will be revisited when Dr. Freeman returns.

B. Scheduling for Middle School

Ms. Harvey presented a timeline of scheduling for middle school, as requested by Dr. Freeman.

Mr. Wolfe stated that the Board made a mistake in their handling of the middle school scheduling issue. He said that the Board overstepped their responsibilities by becoming involved in this decision. Mr. Wolfe explained that the job of the building administrators is to work with the superintendent to make decisions. If the School Board had an issue with a decision made by the superintendent, they would address this with the superintendent.

Mr. Gauthier asked about a scenario in the past with a former teacher who had more than students the room than allowed and an aide was assigned. Ms. Harvey stated a letter was written to the New Hampshire Department of Education to alert them of the situation and an aide was hired to assist with labs. She provided an explanation as to why this would not be an adequate solution in this situation.

Ms. Asdot stated she has researched the topic on multi-age classrooms. Although there were articles to support the pros and cons, the evidence leaned toward being beneficial for students.

Ms. Asdot asked how the decision will be communicated to parents. Ms. Harvey stated a letter will be sent to parents in mid-July.

VIII. DEAN OF OPERATIONS

A. Technology Plan

Mr. Hamilton thanked the Board for their decision to support the purchase of technology with the fund balance.

Mr. Hamilton explained the work of the District Technology Team in gathering information and drafting a technology plan. The plan was written in a logic model format. The goal is to have a draft to present to the School Board in the fall.

Mr. Hamilton explained the status of the iPads. He stated the iPad2 is now obsolete and does not accept upgrades beyond 9.5. Commonly used apps all require version 10 updates.

The conclusion reached by the Technology Team is to pull back the iPads, which will mean the high school will not be a one to one environment. In the meantime, research is being done to consider Apple's buyback program for the iPads2.

Ms. Asdot asked if devices other than the iPad were considered. Mr. Hamilton explained that at the time the decision was made to buy iPads, there were no other viable options.

Mr. Gauthier asked how many working iPads were available, to which Mr. Hamilton responded one hundred fifty. When asked how much they cost, he explained they are purchased in bundles of ten and cost about \$299 each.

B. Social Media Protocol

According to Mr. Hamilton, the Emergency Management Team is approaching completion of a draft of the Social Media Response Protocol. The work is based on the New Hampshire Bomb Threat Response Guidance. The draft of the protocol will be finalized in the fall, when the Department of Homeland Security and Emergency Management will be asked to provide feedback before it is brought to the Board for approval.

IX. DIRECTOR OF INTERVENTION

A. Volunteers Recognized

Ms. LeMay reported that on June 22, 2018, volunteers were recognized for the time and services donated to PES. Over forty volunteers were invited to attend; they were presented a certificate and flower.

B. Summer Field Trips

According to Ms. LeMay, summer field trips are completely booked and have a waiting list. Fifty students and an average of fourteen adult family members will be attending. She provided an explanation of the learning packets that will be provided to the students prior to the trip.

X. DIRECTOR OF STUDENT SERVICES

A. Donation

Ms. Chassie reported that she wrote a grant to the Foss Family Foundation for \$20,000 to install a kitchen in the special education classroom at PMHS serving the students with significant disabilities. She explained that teaching students life skills is considered best practice. Difficulty in scheduling time in the FACS classroom limits students' ability to work on life skills. A kitchen will afford the teacher the opportunity to teach many life skills. Ms. Chassie expressed her deep appreciation for the generosity of the Foss family's donation. It was suggested a thank you note be written to Mrs. Foss by the Ms. Asdot.

On a motion made by Ms. Asdot and seconded by Mr. Mitchell, the Board accepted the donation made by the Foss Family Foundation.

XI. SUPERINTENDENT

A. Policies

The following policies were proposed: Policy GBA, Equal Opportunity Employment; Policy GBAA, Sexual Harassment; Policy GBCD, Background Investigation and Criminal Records Check; Policy GBD, Board-Employee Communications; and Policy GEB, Employee Rights and Responsibilities.

On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the Board unanimously approved the proposed policies, as written, with the exception of a typographical error on page five, paragraph three of Policy GBCD.

B. Cyber Bullying

Dr. Freeman, by report, provided clarification on cyber bullying by stating that the policy covering it is Policy JICK, Pupil Safety and Violence Prevention (Bullying).

C. Regular Education Transportation

Dr. Freeman provided clarification, by report, of the cost of regular education transportation. The budgeted amount is \$209,847, while the contract amount is \$211,500, which will give a shortfall of \$1,653 in the account. The shortfall will be made up through the management of other accounts.

D. School Board Policy Binders

Dr. Freeman requested policy binders be brought to the PMHS media center at the time of the meeting. The books will be updated and returned.

E. Superintendent Performance Assessment

Dr. Freeman's report reminded Board members to complete the superintendent performance assessment forms and return to Ms. Douglas.

XII. SCHOOL BOARD - None

XIII. COMMITTEE ASSIGNMENTS

A. Budget Committee

Mr. Mitchell suggested Ms. Asdot become the School Board's representative to the Budget Committee. Ms. Asdot agreed to the assignment.

B. Drake Field & Facilities

Mr. Gauthier said that someone has asked if there are plans to let the trees and brush grow in on the slope across from the skate park. Mr. Hamilton stated the slope is too steep for the mower. Mr. Gauthier said the concern is that the view of the building from the street will be impeded. Mr. Wolfe asked Mr. Hamilton to have the custodians thin it out.

C. Negotiations – None

D. Foss Family Scholarship Foundation – None

XIV. SCHOOL BOARD

A. School Board

Mr. Wolfe reiterated the issue of the Board overstepping their responsibilities.

XV. PUBLIC INPUT (Second Session)

Marissa MacLellan stated she is very upset about the decision to create multi-age classes of seventh and eighth graders.

Cara Peterson asked for clarification regarding the decision. Mr. Wolfe reiterated that the decision will be made by the administration. Ms. Peterson asked what point there would be in having public input. Mr. Wolfe stated the input is considered very seriously by the administration in making decisions. He explained that the Board should not be micromanaging the decisions of the administration. The School Board's responsibility should be limited to supervising the superintendent.

Ross Morse suggested time could have been spent, in advance, working out the details of the options. Mr. Wolfe stated the shortened time was due to the Board delaying the decision about budget cuts.

Tara Ash asked when a smaller class comes up if change will occur again. Ms. Asdot stated Ms. Harvey has explained there are large and small classes coming up. Adjustments will be made as needed.

XVI. PLAN AGENDA FOR NEXT MEETING

The next School Board meeting is scheduled for July 19, 2017 at 5:30 p.m. at the Pittsfield Middle High School.

XVII. ADJOURNMENT

On a motion made by Mr. Mitchell and seconded by Mr. Gauthier the Board voted unanimously to adjourn the meeting at 6:36.

Respectfully submitted,

Tobi Chassie
Recording Secretary