

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

MINUTES

Pittsfield School Board Meeting
April 21, 2022
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Adam Gauthier, Chairperson
Sandra Adams, Vice Chairperson
Molly Goggin

Others Present: Bryan Lane, Interim Superintendent
Jessica Bickford, Director of Student Services
Derek Hamilton, Principal, PMHS
Members of the Public

Chairman Gauthier opened the meeting at 5:30 p.m.

II. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mr. Gauthier.

III. AGENDA REVIEW

The following items were added:

- Retirement celebration (Ms. Adams)
- National Teacher Appreciation Week (Ms. Adams)
- Amber Goodwin (Ms. Adams)
- Student Centered Learning (Ms. Goggin)

IV. ACTION ON AMENDED AGENDA

On a motion made by Ms. Goggin and seconded by Mr. Gauthier, the Board unanimously approved the amended agenda.

V. APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the April 7, 2022 meeting were considered. On page two, paragraph three, change “remuneration” to “renumeration”. On a motion made by Ms. Adams and seconded by Ms. Goggin, the minutes were unanimously approved as amended.

The minutes of the April 7, 2022 non-public meeting were considered. Under the section of action change to “as a student in the...” and change to “Ms. Adams”. On a motion made by Mr. Gauthier and seconded by Ms. Goggin, the minutes were unanimously approved as amended.

VI. PUBLIC INPUT - None

VII. STUDENT REPRESENTATIVE

Matthew Swenson distributed an updated version of the dress code. This item will be put on the agenda for the next meeting.

VIII. DIRECTOR OF STUDENT SERVICES

A. Verrill v. NH DHHS

Ms. Bickford described a recent decision of the NH Supreme Court relative to residential placements. There is an appeal beginning by Attorney Gerald Zelin of the Drummond Woodsum Law Firm. Ms. Bickford asked the Board to consider contributing \$500 to \$1,000 to support the case as the potential impact that it will have on Pittsfield is significant.

On a motion made by Ms. Adams and seconded by Mr. Gauthier, the Board voted unanimously to approve a contribution of \$1,000. In the meantime, the Board directed Mr. Lane to investigate potential available funds to increase this amount at the next meeting.

IX. INTERIM SUPERINTENDENT

A. Pittsfield Fire

Mr. Lane explained the timeline and sequence of events related to the recent fire in Pittsfield which resulted in PES being dismissed early. Ms. Amber Goodwin, PES school nurse, was the person who noticed the fire and called it in; she will be thanked publicly at a Select Board meeting.

B. Administering Federal Funds

According to Mr. Lane, an audit of procedures for administering federal funds has been conducted by the NH Department of Education. The report from the audit cited three areas of concern including 1) lack of policies for procurement, 2) no documented inventory procedure, and 3) lack of documentation for time and

effort. Mr. Lane stated he would address these concerns within the timelines established by the NH Department of Education.

C. Contracts

Mr. Lane explained that contracts for teachers were distributed on April 14, 2022. Contracts for para-educators will be distributed by June 1, all other contracts will be issued by May 15. Three people will not be signing the contracts that were offered: Alicia Griffin, Amber Zachos, and Jessica Bickford. Mr. Lane is asking people who leave a series of questions to better understand their reasons for departure.

D. Drake Field

Mr. Lane stated that he has looked over the conditions of the fencing and grandstand at Drake Field. He is advising a ten-foot high replacement of chain link fencing be installed on Chestnut Street. Mr. Gauthier stated that he was not necessarily in favor of a ten-foot fence.

E. Bids

Mr. Lane stated that bids are in process for field maintenance at Drake Field, copy paper, and snow plowing.

X. SCHOOL BOARD

A. Policies - First Reading

Policy IMBC, Alternative Credit Options; Policy IHBI, Alternative Learning Plans; Policy IL, Analysis and Assessment of Instructional Resources; and Policy DB, Annual Budget were presented by Mr. Lane for the first reading.

B. Policies - Second Reading

Mr. Lane presented Policy KHB, Advertising in the Schools for the second reading. No changes were made.

Policy BCF, Advisory Committees to the Board required no changes.

Policy BFE, Administration in Policy Absence was presented for the second reading. Mr. Gauthier suggested striking this policy in favor of Policy CHD. A motion was made by Mr. Gauthier and seconded by Ms. Adams. The Board voted unanimously to strike Policy BFE, Administration in Policy Absence.

Mr. Lane presented Policy CHD, Administration in Policy Absence. Ms. Goggin and Ms. Adams suggested making some changes in wording to increase clarity. On a motion made by Mr. Gauthier and seconded by Ms. Goggin, the Board unanimously approved Policy CHD as amended.

Policy JEB, Age of Entrance was presented and no changes were suggested.

C. Retiring Teachers

Ms. Adams raised the issue of staff retirements, wishing to set a date for acknowledgement at a Board meeting. The date of June 2, 2022 was considered. Mr. Hamilton explained that the custom in the district was to celebrate retirements at the end of year meeting for staff with School Board members participating when possible. Ms. Adams suggested a catered event for retirees and their families at a Board meeting, to which others agreed. Mr. Lane stated he would have his administrative assistant investigate options.

D. National Teacher Appreciation Week

According to Ms. Adams, the National Teacher Appreciation Week is May 1 - 7, 2022. She suggested putting something in the Pittsfield Post thanking teachers for their work and dedicated service.

E. Amber Goodwin Acknowledgement

Ms. Adams read a statement published by the Pittsfield Board of Selectmen acknowledging the heroic efforts of Amber Goodwin, PES school nurse, associated with her discovering the fire on Depot Street and providing assistance. She will be honored on April 13, 2022 at a Select Board meeting.

F. Student Centered Learning

Ms. Goggin asked that a conversation about student centered learning - how it is defined and implemented in the Pittsfield School District - be added to the upcoming agenda.

XI. COMMITTEE ASSIGNMENTS

- A. Budget Committee Representative
- B. Drake Field and Facilities
- C. Negotiating Team
- D. Foss Family Scholarship

XII. NEXT MEETING

The next meeting of the Board is scheduled for Thursday, May 5, 2022 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XIII. PUBLIC INPUT

Diane Rider stated her appreciation for the Board wanting to further discuss Student Centered Learning.

Ms. Rider asked what happened to the PMHS front door and Mr. Hamilton explained the circumstances around the breaking of the window in the door.

Ms. Rider asked if there was a coach for the Drama Club. Mr. Hamilton stated that Jared and Alicia Griffin are the coaches. She asked if there is a process for determining what material the Drama Club will use; Mr. Hamilton explained the process. Ms. Rider asked if the drama script was sent home for parents to see. Ms. Rider was advised to send a suggestion to the superintendent pertaining to the process used for approving Drama Club material.

Clayton Wood stated that an assessment of student centered learning would be helpful.

Mr. Wood stated that caution should be taken when acknowledging people as they retire.

Ms. Chassie stated that acknowledgement for teachers who are retiring from a career in education is imperative. Although teachers sometimes feel uncomfortable with the attention, they may be offended if allowed to leave unacknowledged.

XIV. ADJOURNMENT

A motion was made by Mr. Gauthier and seconded by Ms. Adams to adjourn the meeting. The Board voted unanimously to adjourn the meeting at 6:29 p.m.

Respectfully submitted,

Tobi Gray Chassie
Recording Secretary