

**APPROVED BY THE PITTSFIELD SCHOOL BOARD**

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

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**MINUTES**

Pittsfield School Board Meeting  
June 16, 2022  
Pittsfield Middle High School

**I. CALL TO ORDER**

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

Others Present: Bryan Lane, Interim Superintendent  
Derek Hamilton, PMHS Principal  
Melissa Brown, PMHS Assistant Principal  
Michael Wiley, PES Principal  
Jessica Bickford, Director of Student Services  
Members of the Public

Chairperson Gauthier opened the meeting at 5:34 p.m.

**II. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Mr. Gauthier

**III. AGENDA REVIEW**

The following items were added to the agenda:

- Exit Interview (Ms. Adams)
- Facilities Use Request (Mr. Hamilton)
- School Board Vacancy (Mr. Gauthier)
- Student Athlete Participation Criteria (Ms. Adams)
- Movie Request (Mr. Lane)
- Non-public Session (Mr. Lane)

**IV. ACTION ON AMENDED AGENDA**

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

#### V. APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the June 2, 2022 public meeting were considered. Changes include on page two, paragraph two, add Ms. Adams suggested the addition of Drake Field behavior to PMHS handbook; on page four, hyphenate Schroth-Piermarocchi, correct roman numerals sequence, correct Louie to Louis; on page five add "Mr. Gauthier will speak at graduation representing the school board; on page seven correct the second Marston transportation amount to \$29,150.00.

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

#### VI. HARRIMAN TEAM DESIGN

Lisa Sawin, representing Team Harriman Design delivered a presentation of the results of the Programming & Feasibility Study that they conducted. The presentation focused on the existing conditions of the building as well as the renovations needs to accommodate the influx in student base, while remaining within code. The space would not accommodate the needs of the SPED programs that 40% of our student body counts on.

Heather Elliott stated that she is concerned that there are currently three first grade class rooms at the elementary school and transitioning the elementary students to the high school would reduce this to an inefficient. Bryan Lane stated that the class moving on from the first grade this year would reduce the need for three classrooms down to two as they were a large class.

Dan Schroth-Piermarocchi raised the question of how many parking spots the community would lose if they were to move the elementary students to the high school. Ms. Sawin stated that there would be a reduction of thirty available parking spaces. Mr. Gauthier stated that if alternative bus pickup and drop off locations were investigated, that we may be able to gain some of the lost parking spaces back. Louis Houle stated that he was concerned that if student body grew, there wouldn't be ample parking spots for staff and students in the future.

Dawn Mistler asked if there was a current contract for head start in place. Ms. Bickford stated there is a contract between the district and head start.

Tracy Huyck asked if the skate park would remain in regards to the renovation. Ms. Sawin stated it would be removed. Ms. Huyck stated she would like a list of what mandatory spaces a school must supply. Mr. Schroth-Piermarocchi asked if the current cost per square foot included the work that would need to be done on the exterior or if that would add further cost to the renovation. Ms. Sawin stated that the current quoted cost per square foot does not include the hardscape work necessary to make the project work.

Ms. Mistler inquired as to whether or not they would be installing ramps for ADA compliance. Mr. Lane stated the since there is an existing elevator, a ramp installation would not be necessary, but that areas of refuge must be planned out in accordance with the students' disabilities in the event of an emergency.

Mr. Gauthier asked about bathrooms for the first and second grades, and if we could find cost

savings if eliminated. Ms. Sawin stated that there would likely not be enough bathrooms without the addition for these for the first and second grades. Ms. Goggin asked if there was a DOE requirement on bathrooms. Ms. Sawin stated that they are mandatory in the classrooms for grades pre-k through second.

Ms. Goggin asked if there was a plan to add a second assistant principal if the student body was to be integrated. Mr. Lane said that it would be necessary given the difference in age and location throughout the school.

Ms. Goggin asked if the spaces that are lacking in the new building for special education purposes are due to appropriate level and needs separation? Ms. Sawin confirmed this to be the case.

Mr. Schroth-Piermarocchi requests that there be an environmental study prior to the decision making in moving the ES into the HS. He is concerned about the carbon footprint in the additional transportation of students and parents.

Ms. Mistler voiced her concern about parents who do not have transportation and the concern about losing transportation in the future and the kids getting to school as this was recently an issue for another district that closed their high school.

Mr. Gauthier stated they would be holding a question and answer forum for these concerns in the future.

Ms. Elliott asked if the economic impact of tuitioning the high school students out in regard to the town has been calculated. Mr. Lane stated that the exact dollar amount was not known as no decisions have been made.

Ms. Sawin suggested doing a comparison of the renovation cost vs. the cost to rebuild.

Ms. Goggin opines that she does not believe that the study as is, is comprehensive enough to make a decision of that magnitude at this time.

Ms. Vogt raised the question about looking into other schools that share space with other businesses or entities to find a cost savings and allow both buildings to remain open. Mr. Wood stated that the new charter school looking to establish themselves in Pittsfield was looking into putting their school into the high school building should the opportunity arise.

Mr. Lane stated that there was a tuition study done and presented to the Board in October of 2021 that showed the kids cost per pupil being bussed out twenty to twenty-five minutes to five various high schools. Mr. Lane continued on to say that whereas tuition rates are stable the quote for the bus cost likely increased will need to be updated due to the inflation over the past few months.

## VII. STUDENT REPRESENTATIVE

Matthew Swenson the current student representative will be graduating this year and a replacement will need to be found.

## VIII. DIRECTOR OF STUDENT SERVICES

A. IDEA Preschool Grants

Ms. Bickford provided updates regarding the distribution schedule of grants.

B. Extended School Year Services

Ms. Bickford stated that the Extended School Year program is set to run from 8:30 a.m. to 11:30 a.m., Monday through Thursday from July 11, 2022 to August 4, 2022.

C. Transitions

Ms. Bickford thanked the Board for their support during her time of employment with the district. The Board thanked Ms. Bickford in return for her years of service.

## IX. INTERIM SUPERINTENDENT

A. The following vacancies exist: Pre K Teacher, Middle School Science Teacher, Director of Student Services, PES Assistant Principal, Reading Specialist, Grade Level Teacher, Music Teacher, Special Education Teacher, Middle School English Teacher, PMHS Math Teacher, and three Special Education Teachers.

B. Team Harriman Design

Mr. Lane stated that the presentation given by Harriman Team Design would need to be expanded on in order to move forward in the decision making process.

C. Drake Field Walkway Repair Estimate

Mr. Lane received an estimate of \$42,500 to repave walkways at Drake Field entirely. He additionally stated that the walkway to the stairs alone would cost \$26,500. Mr. Lane has requested that Summerscape provide an estimate on fixing the stone walkway along the river. Mr. Gauthier stated that repair needs to be made immediately due to citizen safety concerns.

D. Exhibition Day

Mr. Lane paid accolades to the staff and students who worked so hard to put on Exhibition Day. Mr. Lane was thoroughly enjoyed the event as he had never experienced one before. He was impressed with the talent and skillset of many of the student's work. He thanked the students and faculty for the opportunity to appreciate the various works of talent of the students that presented.

## X. SCHOOL BOARD

A. Independent Auditors Report

Mr. Lane states that 80-90% of the deficiencies found during the course of the independent audit should be rectified by the implementation of our new accounting software which is set to launch in January of 2023.

B. Policies – First Reading

- Policy DJE, Bidding Requirements
- GBD, BOARD – Employee Communications
- BDD, BOARD – Superintendent Relationship
- BDD-R – Superintendent Relationship

C. Movie Request

Toy Story – Wiley stated that the movie fosters the social-emotional learning goals and objectives that the district has put in place. Mr. Gauthier motioned to approve the request. Seconded by Ms. Adams.

Inside Out - Mr. Wiley stated that the movie fosters the social-emotional learning goals and objectives that the district has put in place. Mr. Gauthier motioned to approve the request. Seconded by Ms. Adams.

D. Nominations

Mr. Lane recommended Tiana Tzarka for the position of 7/8 English teacher. On a motion made by Ms. Adams and seconded by Ms. Goggin, the Board voted unanimously to approve the hiring of Ms. Tzarka.

E. Policies – Second Reading

The following policies were reviewed for a second reading:

- Policy IGA, Curriculum Development and Review – approved as written.
- Policy EFA, Availability and Distribution of Healthy Foods; approved as written.
- Policy IKG, Awards and Scholarships; approved as written.
- Policy GBCD, Background Investigation and Criminal Records Check-formatting irregularities noted, approved as written.
- Policy JLDBA, Behavior Management and Intervention; - approved as written

F. School Board Vacancy

Mr. Gauthier stated that there has been an advertisement made by the Select Board in the search for a new School Board Member. He stated that the timeline is as follows: July 8, 2022 deadline for letters of interest; July 12, 2022 conduct interviews with the candidates; July 26, 2022 selection day.

G. Student Athlete Participation

Ms. Adams voiced that there are concerns in regard to Student-Athlete athletic participation when they are not meeting the academic criteria to play. Ms. Elliott stated that support for academic success doesn't seem to be uniform, but prioritized by the athletic talent level of the individual student-athletes. Mr. Lane stated there are guidelines passed down by the NHIAA, which are taken into consideration.

## XI. COMMITTEE ASSIGNMENTS

A. Budget Committee Representative

- B. Drake Field and Facilities
- C. Negotiating Team
- D. Foss Family Scholarship – Sarah Duval

XII. NEXT MEETING

The next meeting of the Board is scheduled for Thursday, July 7, 2022 at 5:30 p.m. in the Pittsfield Middle High School Media Center.

XIII. PUBLIC INPUT

Mr. Schroth-Piermarocchi voiced his concern about the carbon footprint impact surrounding the need to bus out kids out to various schools should we transition the elementary student body up to the high school. He would like to have an environmental impact study conducted regarding this matter.

Mr. Wood paid thanks to the Board for allowing Mr. Lane to put together the revised IGA policy. He then inquired as to when the curriculum review process would begin. Mr. Gauthier stated that it could begin immediately. Mr. Lane stated that he would like to create a committee and gain parent involvement to begin the process in September. Ms. Elliott asked if there has been a review, or if this is just a guideline on how to conduct the review. Mr. Lane confirmed that it is a procedural guideline on how to review the curriculum in a manner that would allow it to be kept fresh on a five to six year rotating period.

Ms. Elliott stated she is concerned about bullying at PES and the lack of consequences being observed. Mr. Lane stated he was unaware of the situation and will be in touch with her next week to discuss the matter.

XIV. NON-PUBLIC

At 7:04 p.m. a motion was made by Mr. Gauthier and seconded by Ms. Adams to enter into a non-public session under the authority of RSA 91-A:3 © to discuss personnel. The Board polled and voted unanimously to enter into a non-public session. (Ms. Adams, yes; Ms. Duval, yes; Mr. Gauthier, yes; Ms. Goggin, yes).

Discussed student issues and staff issues. No action taken.

Mr. Gauthier motioned to approve the nomination of Charlene Vary as the Director of Student Support Services at a salary of \$77,500. Second by Mrs. Duval.

Vote 4-0

At 7:59 p.m. a motion was made by Mr. Gauthier and seconded by Ms. Duval to exit from a non-public session. The Board was polled and voted unanimously to exit the non-public session (Ms. Adams, yes; Ms. Duval, yes; Mr. Gauthier, yes; Ms. Goggin, yes).

Vote 4-0

Mr. Gauthier motioned to give the authority to hire new professional staff with a five-day notice to School Board members beginning July 8 through August 2nd. Second by Mrs. Goggin.

Vote 4-0

Mr. Gauthier motioned to cancel the July 21 School Board meeting, second by Mrs. Duval

Vote 4-0

Mr. Gauthier motioned to adjourn, second by Mrs. Adams Vote 4-0

XV. 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 8:04 p.m.

Respectfully submitted,

Sara Zinn  
Recording Secretary