

# PITTSFIELD SCHOOL BOARD

## MEETING AGENDA

5:30 p.m., Thursday, March 19, 2020

PMHS Lecture Hall

Pittsfield Middle High School

1. CALL THE MEETING OF THE SCHOOL BOARD TO ORDER
2. REORGANIZATION OF THE SCHOOL BOARD
3. AGENDA REVIEW
4. ACTION ON AMENDED AGENDA
5. APPROVE MINUTES: March 5, 2019
6. PUBLIC INPUT - Comments from community members, guests, and faculty
7. STUDENT REPRESENTATIVE – Oral Report

### 8. DEAN OF INSTRUCTION

#### Action

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#### Information & Discussion

- No Report

### 9. DEAN OF OPERATIONS

#### Action

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#### Information & Discussion

- Dental Clinic
- School District Newsletter

### 10. DIRECTOR OF STUDENT SERVICES

#### Action

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#### Information & Discussion

- Special Education Planning
- Flex
- Accolades

### 11. DIRECTOR OF COLLEGE AND CAREER READINESS

#### Action

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#### Information & Discussion

- No Report

### 12. DIRECTOR OF INTERVENTION

#### Action

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#### Information & Discussion

- No Report

### 13. SUPERINTENDENT OF SCHOOLS

Action

Information & Discussion

- High School Tuition Study
- School Funding Forum
- Upcoming School Board Meeting Schedule
- Coming Events

14. SCHOOL BOARD

Action

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Information & Discussion

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15. COMMITTEE ASSIGNMENTS

- A) Budget Committee Representative:
- B) Drake Field & Facilities:
- C) Negotiating Team:
- D) Foss Foundation:

16. PLAN AGENDA FOR NEXT MEETING: April 9, 2020

17. PUBLIC INPUT - 2<sup>nd</sup> Session

18. NON-PUBLIC SESSION – The Board is requested to enter in non-public session under the authority of RSA 91-A:3 II(c) to discuss a personnel matter.

19. ADJOURNMENT

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

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MINUTES

Pittsfield School Board Meeting  
March 5, 2020  
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Mike Wolfe, Chair  
Heidi Asdot, Vice Chairperson  
Bea Douglas  
Adam Gauthier  
Ted Mitchell

Others Present: John J. Freeman, Superintendent of Schools  
Jessica Bickford, Director of Student Services  
Melissa Brown, Director of Career Readiness  
Danielle Harvey, Dean of Instruction  
Tobi Chassie, Recording Secretary  
Members of the Public

Mr. Wolfe called the meeting to order at 5:30 p.m.

II. AGENDA REVIEW

The following items were added to the agenda:

- Social Media (Mr. Mitchell)
- Memorial Day Parade (Mr. Gauthier)
- Movie Approvals (Ms. Harvey)
- Guest Speaker (Ms. Harvey)
- Leave Request (Dr. Freeman)
- Pandemic Policy (Dr. Freeman)

III. ACTION ON AGENDA

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

IV.

V. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Mitchell and seconded by Mr. Gauthier to approve the minutes of the February 20, 2020, public meeting. The Board voted unanimously to approve the minutes as written.

VI. PUBLIC INPUT - None

VII. STUDENT REPRESENTATIVE - None

VIII. DEAN OF INSTRUCTION

A. Teachers would like to show *The Lorax* and *The Cat and the Hat* to first grade students as part of their literacy study; Ms. Harvey asked for Board approval. On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board unanimously approved to allow the movies to be shown.

B. Guest Speaker

Governor Sununu and Kati Preston will be guests at PMHS. Ms. Preston is a Holocaust survivor and will be speaking to students on tolerance. She has been a speaker here before; her previous presentation was well received.

VIII. DEAN OF OPERATIONS

A. PES Student Attendance Report

Mr. Hamilton, by report, provided the Board with data regarding attendance at PES. At PES, nineteen students, or six percent of the kindergarten through grade six population, have a total of five or more unexcused absences from school.

B. PMHS Student Attendance Report

Mr. Hamilton, by report, provided the Board with data regarding attendance at PMHS. At PMHS, thirty-nine students, or sixteen percent of the grades seven through twelve population, have a total of five or more unexcused absences from school.

C. PES Student Behavior Report

By report, Mr. Hamilton provided the Board with data regarding behavior at PES. In December there was an average of 9.3 referrals per day, and in January there were an average of 13.2 referrals per day. The most common problem behavior is non-compliance and out of an assigned area. Seventy-one percent of students at PES have not received a referral through the first semester of the school year.

#### D. PMHS Student Behavior Report

By report, Mr. Hamilton provided the Board with data regarding behavior at PMHS. There was an average of 2.8 referrals per day in December and 4.7 referrals per day in January. The most common problem behaviors were out of an assigned area and inappropriate language. Sixty-three percent of PMHS students have not received a referral through the first semester of the school year.

Dr. Freeman reiterated that the behavior data is reasonable and reflects a small number of students for whom interventions are required. Ms. Bickford stated that the PES Flex Program has been a great success and has contributed to positive behavior. Also, Ms. Kim Morganti, the district's behavior specialist, has worked with staff to develop successful plans. The results of the work are notable.

### IX. DIRECTOR OF CAREER READINESS

#### A. PMHS Program of Studies

Ms. Brown asked the Board for approval of the 2020 Program of Studies, which she had provided to them at the last meeting. On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the Board voted unanimously to approve the 2020-2021 Program of Studies.

#### B. Homeschooled Students

Ms. Brown reported that eleven students have withdrawn to be homeschooled since the beginning of the year. This represents one third of the district's withdrawals. Unfortunately, not all home school programs are successful; when students return to school, it is more difficult for the students to be successful.

#### C. National Honor Society

Twenty-two students in grades ten through twelve were notified that they met the grade point average to apply to be accepted into the National Honor Society. Once all applications are reviewed by a five-member faculty council, an induction ceremony for those who meet the criteria will be held.

### X. SUPERINTENDENT

#### A. Nomination

Dr. Freeman nominated Lisa Gauthier as district social worker. Ms. Brown provided information on the candidate. On a motion made by Ms. Asdot and seconded by Ms. Douglas, the Board voted unanimously to approve Ms. Gauthier for the position.

Dr. Freeman explained that the position is funded fifty percent from the Foss Family Foundation and fifty percent from an anonymous donor.

B. Retirement

Dr. Freeman presented a letter of resignation for the purposes of retirement from Lynette Rose. On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the Board approved the resignation with regret. Mr. Gauthier opined that he was concerned that she was “ready to let go of the stress dealing with misbehaving youth.” Dr. Freeman said that she works with about fifteen percent of students who are those with the most challenging behavior, which makes for a very stressful work environment.

C. Firewall Purchase

Dr. Freeman reported on bids received for a firewall purchase. He explained that due to the E-Rate category 2 funds, the E-Rate program will cover eighty percent of the cost. Dr. Freeman recommended that the Board approve Security 7 from Hampton, New Hampshire for \$10,430. On a motion by Mr. Gauthier and seconded by Ms. Asdot, the Board unanimously approved using Security 7 for the firewall purchase.

D. Leave Request

Dr. Freeman presented a request for Rick Anthony to take three days of leave due to winning a raffle for a trip to Manchester, England, to attend a soccer game. On a motion made by Ms. Asdot and seconded by Mr. Mitchell, the Board unanimously approved three days leave with compensation.

E. Youth Risk Behavior Survey

Dr. Freeman provided the Board with the Youth Risk Behavior Survey. A public forum will be offered at a later date.

F. Policy IGDJ and NHIAA Eligibility Requirements

Dr. Freeman provided the Board with a copy of Policy IGDJ, Eligibility Requirements, as well as a copy of the New Hampshire Interscholastic Athletic Association eligibility requirements.

Mr. Gauthier stated that eligibility should be consistent between clubs and athletics and should be increased from passing four courses to passing five courses. Mr. Mitchell explained the process for the Site Council to consider the change; he will send Mr. Gauthier the form used by Site Council to start the

process. Ms. Douglas agreed that the Site Council should have the opportunity to investigate this change further.

#### G. Communication Regarding Learning at PMHS

Dr. Freeman presented the Board with a copy of an email from Concord resident Mary Wilke, who sang the district's praises regarding student centered learning efforts at PMHS.

#### H. Fair Funding

Dr. Freeman stated that Doug Hall has asked if the Board would be interested in hosting an open forum on the funding issues in New Hampshire. The Board agreed that it was a good time to offer this to the citizens. Dr. Freeman will schedule the forum.

#### I. Pandemic Policy

Dr. Freeman distributed a copy of Policy EBCF, Pandemic / Epidemic Emergencies. He said that the State of New Hampshire has been very helpful with providing schools with information through webinars. The custodians will be taking extra precautions by sanitizing drinking fountains and door handles. Mr. Hamilton, with the Emergency Management Team, is considering further actions. The administrative team is considering options in the event that school needs to be closed. Since there are only five days in the calendar left to be used, adding extra time to days or time over April vacation will be considered and presented to the Board.

#### J. Public Hearing

Dr. Freeman explained that he erroneously has been asking for the Board's action on grants coming from foundations. He further explained that gifts from groups must be approved, but grants from foundations do not need Board approval, having been previously approved at the annual School District Meeting. Therefore, a public hearing for several grants was found to be unnecessary.

#### K. Coming Events

Dr. Freeman provided the Board with upcoming events in March and April.

### XI. SCHOOL BOARD

#### A. Social Media

Mr. Mitchell asked if the district provides students with skill building around the responsible use of social media and the ability to determine appropriate sources.

Ms. Harvey stated that work is being done to update the current curriculum; she will update the Board with this work at an upcoming meeting.

B. Memorial Day Parade

According to Mr. Gauthier, the Town is trying to revive the annual Memorial Day Parade. He asked Ms. Harvey to check with the music program to see if there was interest in having the band march. The parade is scheduled for May 30, 2020, at 11:00 a.m.

XII. PUBLIC SESSION (Second Session)

Mike Cabral asked if there would be a public forum to hear about tuitioning students to Prospect Mountain High School. Dr. Freeman stated that there would not be a public forum at this time, but that representatives from Prospect Mountain High School will be at a school board meeting on April 16, 2020.

Ms. Asdot asked Dr. Freeman to provide the Board with the data that was collected previously regarding the cost for tuitioning students to another school.

Mr. Cabral stated that he agreed with Mr. Gauthier about his concern for the reasons stated in Lynette Rose's letter of resignation.

XIII. COMMITTEE ASSIGNMENTS

- A. Budget Committee - Ms. Asdot
- B. Drake Field & Facilities - Mr. Wolfe and Mr. Gauthier
- C. Negotiations – Ms. Asdot and Ms. Douglas
- D. Foss Family Scholarship Foundation – Mr. Mitchell

XIV. NEXT MEETING

The next meeting of the Board is scheduled for March 19, 2020, at 5:30 p.m. in the Pittsfield Middle High School media center.

XV. ADJOURNMENT

On a motion made by Mr. Gauthier and seconded by Mr. Mitchell, the meeting was adjourned at 6:20 p.m.

Respectfully submitted,



Tobi Chassie  
Recording Secretary

**Pittsfield School District**

**To:** Pittsfield School Board  
**From:** Derek Hamilton, Dean of Operations  
**Subject:** Board Meeting – March 19, 2020  
**Date:** March 13, 2020

**INFORMATION**

1. Dental Clinic. The Concord Dental Sealant Coalition completed its second round of dental screenings and cavity prevention at PES this past week. The program was open to all students in PK-6. All participants received a dental screening, cavity prevention, guided tooth brush instruction, a toothbrush and toothpaste, and a dental report. Participation in the dental clinic this past month increased by 3.6%. Our overall participation rate for the year was 11.6% of students.
2. School District Newsletter. The March edition of our school district newsletter is enclosed. This month's newsletter highlights Kati Preston's presentation at PMHS, the Family Literacy Night at PES, and the third grade artist in residence project.



# DISTRICT NEWSLETTER



## Kati Preston Presentation at PMHS

On Friday, March 13, Kati Preston, a Holocaust survivor and activist for tolerance and anti-bullying, will be visiting PMHS to share a presentation with the student body at 10:00 a.m. in the gymnasium. Amidst the recent rise of hate, bullying, racism, and antisemitism around the world, Kati believes her story of survival is more relevant than ever and seeks to spread it urgently by speaking at several New Hampshire schools. On Friday morning Kati will be joined by Governor Sununu, who will be introducing her. Family, friends, and community members are welcome to attend the presentation.



## PES Literacy Night

On Thursday, March 12, author Aaron Jones, known as “Mr. Aaron,” and designer Lindy Borden, will be at PES to speak about their writing and illustrating process for their new book, *All of My Friends Are Giants!* Free pizza and drinks are available at 5:00 p.m. The presentation of the story will begin at 5:30 p.m. and a book giveaway will follow. Every family in attendance will receive a free autographed copy of the book, provided by the PES Title I grant. Please RSVP to attend this event by returning the bottom section of the event flyer to your child’s teacher.

### IMPORTANT DATES

**Good to Great Team Meeting**  
Room 226  
March 10, 2020, 4:30 PM

**CRTC Parent/Guardian Night**  
Concord High School  
March 10, 2020, 5:30 PM

**PES PTO Meeting**  
PES Library  
March 11, 2020, 6:00 PM

**PES Literacy Night**  
*A Night With All My Friends Are Giants*  
March 12, 2020, 5:00 PM

**PMHS School Assembly**  
*Kati Preston Presentation*  
March 13, 2020, 10:00 AM

**Whole School Morning Meeting**  
PES Gym  
March 18, 2020, 8:15 AM

**School Board Meeting**  
PMHS Library  
March 19, 2020, 5:30 PM

**NHS Induction Ceremony**  
PMHS Lecture Hall  
April 1, 2020, 6:00 PM

**School Board Meeting**  
PMHS Library  
April 2, 2020 5:30 PM

The district calendar is available at:  
[www.pittsfieldnhschools.org](http://www.pittsfieldnhschools.org)

## Meet Mrs. Soucy

Kate Soucy grew up in Laconia, NH. She graduated from Laconia High School and Denison University, where she received her Bachelor's degree in Environmental Studies. Ms. Soucy worked as a paraeducator in special education at Pittsfield Elementary, and later as an ESOL teacher in Dover and Somersworth. She attended the University of Alaska Southeast for post-baccalaureate certification in Elementary Education and taught kindergarten, second and third grade in Fairbanks, Alaska. When she is not teaching, Ms. Soucy enjoys canoeing, knitting and writing. She looks forward to a joyful year in second grade!

### Artist in Residence

Artist Beth Olshansky, the creator of Image Making Within the Writing Process, will be working with third graders the week of March 9 to create research-based animal guessing trifolds on an arctic animal of their choice. Throughout the project, text and image will be treated as complementary, parallel, and equal languages for gathering and conveying information. The "Who Am I?" guessing trifolds provide students with the opportunity to embed fact-based clues into both image and text. The residency will run from March 9-March 13, with a presentation and celebration date to be determined.

### PMHS Pitt Shop



*The PMHS Pitt Shop, a student-run school store, has new sweatshirts available for purchase. Stop by Ben's Beans to pick one up.*

## PARENTS CORNER

### Dental Clinic

The Concord Dental Sealant Coalition is visiting PES the week of March 9. All children are eligible for this in-school dental care, at no cost. Information and consent forms are coming home on Monday, or you can see the school nurse for a consent form.

### Whole School Morning Meeting

The second grade will be leading this month's whole school morning on Wednesday, March 18, at 8:15 a.m. in the PES gym. A student from each class will be recognized as the Citizen of the Month and second grade will lead a fun activity!

### Class of 2020 Fundraiser

On Saturday, April 4, a portion of profits made at Main Street Bar and Grill will go towards the Class of 2020. The class is raising money for their class trip. We hope you can stop in!

Pittsfield School District

To: Pittsfield School Board

From: Jess Bickford

Subject: Board Meeting – March 19, 2020

Date: March 13, 2020

INFORMATION

1. Special Ed. Planning: I have met with multiple other special education directors across the state this past week in order to determine the best way to continue to meet our students with special needs services and accommodations if we have to close for an extended period of time. The majority of special education services should be able to be provided via technology and preplanning with general education teachers if necessary. Some services may be a bit more complicated to deliver through technology or preplanning, such as physical therapy for one example. If services need to be compensated because of the complex nature of a particular service, then a plan will be made to meet those required hours at a later date.
2. Flex: The Flex Advisory Board met last week to begin to align practices and philosophy for transitioning students out of the Flex program when they are ready, what that can look like, and pathways of communication.
3. Accolades: I would like to acknowledge a handful of our special education teachers for their tireless efforts, unwavering work ethic and positive attitudes. These special education teachers are an incredible asset to our students and district. These educators have demonstrated a supportive team mentality by helping each other out in a variety of ways, carrying out their professional responsibilities without fail, and portraying a growth mindset. I am so glad they are a part of our team.

## Pittsfield School District

**To:** Pittsfield School Board  
**From:** John  
**Subject:** Board Meeting – March 19, 2020  
**Date:** March 12, 2020

The meeting will begin with the Board's reorganization. As has been tradition, I will plan to open the meeting and conduct the election of a Board chair. At that point, the new chair will conduct election of other Board officers and, potential, Board committee members.

### ACTION

None

(Several policy issues remain open; I had planned to bring them to the Board at your upcoming meeting, but simply have not had the time to properly prepare due to the COVID-19 planning and response activities; will plan to bring forward at subsequent meeting.)

### INFORMATION

1. High School Tuition Study. Enclosed you will find the slides from our high school tuition study, which was conducted nearly four years ago, per the Board's request.
2. School Funding Forum. I met with Doug Hall this week, and we've scheduled our upcoming School Funding Forum for 6:30 p.m. on Tuesday, April 21. We'll get publicity out in advance of this opportunity.
3. Upcoming School Board Meeting Schedule. Wondering about possibly abbreviating the Board's schedule for the remainder of the year due to health concerns; the Board may want to consider the following:
  - Thurs Apr 2: will need to meet to consider nomination list for 2020-2021
  - Thurs Apr 16: visit with Prospect Mountain Board members; this could be rescheduled, and this meeting could be cancelled
  - Thurs May 7, May 21, June 4, June 18: nothing specific has been recommended for agendas, so a once per month meeting would likely be fine as this is generally a relatively quiet time of the yearly cycle for Board action
4. Coming Events. Looking ahead:
  - Wed Apr 1: National Honor Society Induction Ceremony, PMHS Lecture Hall, 6:00 p.m.
  - Thurs Apr 2: School Board Meeting, 5:30 p.m.
  - Sat Apr 4: Community Pottery Workshop, PMHS Art Room, 8:30 a.m. to 12:00 noon
  - Sat Apr 4: Senior Class Fundraiser, Main St. Grill
  - Tue Apr 14: Good to Great Team Meeting, PMHS Rm 126, 4:30 p.m.
  - Tue Apr 14: Meeting with Select Board regarding a School Resource Officer, Town Hall, 6:00 p.m.

- Thurs Apr 16: School Board Meeting, 5:30 p.m.
- Fri Apr 17: School Closed - Conferences

**NON-PUBLIC SESSION**

The Board is requested to enter into non-public session under the authority of RSA 91-A:3 II(c) to discuss a personnel matter.

# Pittsfield School District

## High School Costs

Thursday, May 19, 2016

## State-Reported Per Pupil Cost

- 2014-2015 School Year: Pittsfield / State
- Elementary School: \$14,134.22 / \$14,581.48
- Middle School: \$17,224.89 / \$13,698.36
- High School: \$22,397.13 / \$14,466.37
- District – All Grades: \$17,083.13 / \$14,374.93
  - Difference – All Grades: \$2,708.20



## State Calculation of Per Pupil Cost

- Average daily membership *in attendance, not enrolled*
- Students enrolled (2014-2015): 638 students
- Attendance rate: 90.9% (high school: 87.0%)
- Average daily membership: 580 students
- Excluded from state calculation: 58 students

## State Calculation of Per Pupil Cost

- Includes:
  - Foundation grant funds: approx. \$4100 / \$4500 per high school pupil for 2014-2015
- Excludes (2016-2017):
  - Tuition paid to other school districts (budgeted): \$241,013.31
  - Transportation: \$568,425.00
  - Capital: \$0
  - Debt service: \$325,287.50

## Actual Pittsfield High School Per Pupil Cost

- High school (2015-2016) total cost: \$3,059,137
- High school enrollment: 163 students
- Actual per pupil cost (est): \$18,767.71
- Cost to Pittsfield taxpayers (about 47%): \$8,820.82

## High Schools Included in Study

- Coe-Brown Northwood Academy
- Concord High School
- Gilford High School
- Kingswood Regional High School
- Pembroke Academy
- Prospect Mountain High School

## School Cost Comparisons

- Included:
  - Out of district placements (high school): \$203,269.00
- Excluded:
  - Additional special services
    - Example: paraprofessionals, 10 @ Pittsfield rate: \$108,780 to \$180,260
  - Transportation from and to Pittsfield

## Cost Estimates

- A
  - 2016-2017 tuition rate: \$15,123 reg ed / \$21,396 spec ed
  - Total cost for current enrollment (est): \$2,975,695
  - Difference from Pittsfield: -\$83,442
  - Add transportation, some special services (ex: para's)
- B
  - 2015-2016 tuition rate: \$13,506 reg ed / add \$8,300 - \$20,500 spec ed
  - Total cost for current enrollment (est based on current year cost): \$2,951,947
  - Difference from Pittsfield: -\$107,190
  - Add transportation, some special services (ex: para's)

## Cost Estimates

- C
  - 2015-2016 tuition rate: \$17,354 reg ed
  - Total cost for current enrollment (est): \$3,031,971
  - Difference from Pittsfield: -\$27,166
  - Add transportation, special education and special services
- D
  - Has not established a tuition rate
  - Would negotiate based on current district (Pittsfield) cost

## Cost Estimates

- E
  - 2015-2016 tuition rate: \$12,107 reg ed / up to \$19,197 spec ed
  - Total cost for current enrollment (est): \$2,311,420
  - Difference from Pittsfield: -\$747,717
  - Add transportation, some special services (ex: para's @ \$436,186)
- F
  - Not open to considering tuitioned students from outside district

## Tuition Cost Volatility

- Variance in student enrollment = variance in total cost
  - E tuition rate for next two years, assuming:
    - Rate remains constant
    - Student enrollment in grades 7-11 remains constant
    - Number (not percentage) of special needs students remains constant
  - 2016-2017 high school enrollment: 204 total students
    - or + 41 students over current year (+ \$496,387)
  - 2017-2018 high school enrollment: 221 total students
    - or + 58 students over current year (+ \$702,206)