

Pittsburg School Board Meeting Minutes

Date	October 11, 2021						
Time	6:00 p.m.						
Location	Pittsburg School Library Computer Lab						
Chairperson	Toby Owen						
Attendance							
Attendance Legend: P – Present A – Absent E – Excused C – Cell Phone							
School Board Members			Principals		SAU Members		
E	Jamie Gray	P	Toby Owen	P	Elaine Sherry	P	Debra Taylor
P	Lindsey Gray	P	Reggie Parker			P	Cheryl Covill
P	Bob Ormsbee						
Clarksville School Board Members							
A	Erin Blanchard	P	Michael Dionne	P	Heather Mitchell		
Public in Attendance: Jennifer Mathieu, Curriculum Director (6:00-6:26)							

Roll Call / Pledge of Allegiance: The meeting was called to order at 6:00 pm by Chairman Toby Owen and opened with the Pledge of Allegiance

Adjustments to the Agenda: None

Hearing of the Public: None

Reading of the Minutes: School Board Meeting of September 27, 2021

Unfinished Business: This generated discussion on what programs could be provided in Pittsburg utilizing Town owned property and bringing licensed people in to educate our students. ~~who are not interested in attending college or who cannot attend.~~ (Lindsey Gray asked to remove this part of the sentence)

L. Gray/R. Parker: To approve the minutes of September 27, 2021, as corrected.

VOTE: MOTION CARRIES

Special Reports: Jen Mathieu was present to answer questions the board had about her program.

L. Gray: Are you deciding what will be taught?

J. Mathieu: No that is decided by standards. Teachers work on units and share them.

They can access all resources.

D. Taylor reported that teachers and administration had compared both New Hampshire and Vermont Standards. It was decided that all schools in SAU 7 & Essex North would follow New Hampshire Standards.

J. Mathieu: With John & Brian, during Professional Development training, teachers worked on competencies.

B. Ormsbee: Asked about evaluations. Who is responsible?

J. Mathieu: New teachers are required to have three evaluations. Elaine does the 1st and 3rd. Jen does the second and completes the Anecdotal Evaluation form. Teachers sign off on all evaluations. Jen also meets with new teachers and their mentors.

M. Dionne: Do other teachers get evaluated.

E. Sherry: Yes, I do one announced and one unannounced.

H. Mitchell: Schools can provide a quality education without this added process. When she was going to teach this year, she was provided with a new teacher booklet describing what she should do. This takes extra time when you're trying to get everything done.

J. Mathieu: Sees lots of things that are good, but there is always improvement you can make. In the past, mentoring hasn't been strong and new teachers have felt overwhelmed without that support. The booklet was designed simply as a guide. Even experienced teachers coming in also need support to familiarize themselves with our ways.

H. Mitchell: Something less formal might be better.

J. Mathieu: This is a pilot. We need feedback from teachers.

D. Taylor: The Curriculum Coordinator is not new to the area. Her guidance is important because many times a teacher is the only one teaching that course. It helps to have this liaison. She also gives support to the principals.

R. Parker: Glad she is a local person.

6:36 pm. Jen left the meeting.

Policy Review: None

Connecticut River Collaborative Committee: Meeting scheduled for October 12.

School Administrator's Report – Elaine Sherry (written report included)

Events:

Early Release is on October 7th. Instructors will have the opportunity to choose between the GCN (Global Compliance Network) training where instructors will engage in PD that is required, for example, bloodborne pathogens, sexual harassment, suicide prevention, and more, CIA (Curriculum, instruction, and assessment), a team of teachers whose purpose is to align what instructors will teach, how they will teach, and how they will assess student learning, or work in their PLC groups (professional learning community), which is an ongoing process in which educators work together during regularly scheduled times to review data collected about student behaviors and academics. The instructors then brainstormed ideas to address student behaviors and academic shortcomings. In the case of our SAU initiative, instructors are working to align standards, assessments, and instruction.

New Business:

2nd-semester schedules have been completed by Dawn Pettit and students have been scheduled into their classes.

Bob asked if Elaine reviewed what teachers are teaching. Elaine responded that she reviews the lesson plans.

Superintendent's Report – Dr. Debra Taylor:

1. ESSER Funds: We are now ready to plan and implement these funds. Grant writing sessions began today.
2. Budget Process: This month initiates the process. Cheryl will have more info on this.
3. Leadership team continues to meet biweekly.
4. COVID cases have been low in September but are on the rise. Three or more cases in the building require temporary face covering until we are free of new cases for 14 days. We had one new case today.
5. Curriculum, Instruction, and Assessment: Our part-time Curriculum Coordinator, Jenn Mathieu has been visiting schools and classrooms, supporting our sixteen new teachers, leading our professional learning community work, and presenting at school board meetings.

6. Business Administrator Transition: Cheryl Covill has announced her decision to retire at the end of the school year 2022. Position will be posted in October and interview process will commence in the winter.
7. Board Update: SAU Policy committee will meet on October 12 at 5:30 pm at Stewartstown Community School.

Business Administrator's Report – Cheryl Covill:

1. School Board Payment Frequency: Do the Board members wish to continue being paid quarterly or to change?

T. Owen/L. Gray: To change to one payment annually.

VOTE: MOTION CARRIES

2. Request for Proposals on Technology Equipment: Proposals were due back on October 8. IT person has been out for two days on planned leave, so they have not had the opportunity to review the bids. Do you want to allow the SAU to award the bid or bring it back to the next board meeting?

T. Owen/B. Ormsbee: To wait two weeks for IT to review the bids and bring it back to the next meeting.

VOTE: MOTION CARRIES

3. The air handler control unit in the gym is not working. \$4,265 to repair.

R. Parker/T. Owen: To approve repairing the unit with the \$4,265 to come from the Repair and Maintenance budget line item.

VOTE: MOTION CARRIES

4. Annual District Meeting: We need to determine a date. In the past, the board has held this meeting the first week in March. Cheryl recommended March 2nd. Possible conflict is the girls' basketball semi-finals. Budget timeline was included.

T. Owen/R. Parker: Move the January Board Meeting from the 24th to the 31st. 2022

VOTE: MOTION CARRIES

T. Owen/B. Ormsbee: To hold the Annual District Budget Meeting on March 2, 2022

MOTION CARRIES

5. Transportation: Colebrook is willing to loan Pittsburg the small older bus, if needed. They ask that Pittsburg pick up the cost for routine maintenance. WW Berry does not have any spare drivers to help us. Colebrook's bus is a 14-passenger bus, so driver does not need a CDL. Cheryl met with both Pittsburg and Stewartstown bus drivers last week. Athletic transportation may still be a problem because of the distance to the games.
 - a. Humanities trip will be from Sunday to Wednesday. They will be taking a Trailways bus from Littleton instead of Concord.
 - b. Preliminary games. David may drive, if necessary. He has classes which will need to be covered. Warren is not available until the end of November. David will drive for the morning run for school. Mark Towle will help, but this means that Dennis has to drive for Stewartstown. There are lots of angles that need to be worked out.
 - c. There is a para who may be willing to drive, but she would have to bring her own children on the bus. She usually transports her children in her own vehicle. This generated discussion on what would happen if a nonresident drives. Can he/she bring their own children on the bus?

T. Owen/R. Parker: To allow bus drivers to bring their own children on the bus as long as all height and age requirements are met.

VOTE: MOTION CARRIES

T. Owen/L. Gray: To adjust schedule of bus drivers as needed.

VOTE: MOTION CARRIES

6. Cheryl presented the proposed Support Staff Salary Criteria and proposed salaries. Everyone was moved up \$2.00/hour to compete with local businesses. Beecher Falls Factory starts people at \$16.00/hour. She also proposed offering off-step people \$1.00/hour increase.

T. Owen/R. Parker: To put \$1.00/hour increase in the budget for off-step employees initially.

VOTE: MOTION CARRIES

7. Health Insurance will have a maximum increase of 8.2%
8. She proposed that the district build a roof top only shelter for the buses. Brushing the tops of the buses off before each bus run is very time consuming. She will get prices for this.
9. She presented a Capital Project Schedule for planning purposes.
10. She is getting quotes for paving.

Unfinished Business: None

New Business:

Other Business: Heather Mitchell presented the Board with an informal proposal based on what Bob said at the last meeting. She proposed that the Board inform the staff that they have an Open-Door policy, and all staff are welcome to come to the Board at any time. By consensus, the Board agreed to have Mrs. Sherry send an email to all staff including a "Thank You for your hard work".

Bob spoke about a message from NHSBA that they didn't participate in the National School Board Association stand on Domestic Terrorists in a letter sent to the President of the United States. He felt the Pittsburg School Board should show support to NHSBA.

Meetings:

Next meeting for Pittsburg School Board will be October 25, 2021, at 6:00 pm.

T. Owen/B. Ormsbee: To adjourn at 7:55 pm.

VOTE: MOTION CARRIES

Respectfully submitted,

Patricia E. Grover
Minutes Taker

Adopted 10/11/2021