

## Pittsburg School Board Meeting Minutes

<b>Date</b>	April 09, 2018
<b>Time</b>	6:00 p.m.
<b>Location</b>	Pittsburg School Conference Room
<b>Chairperson</b>	Toby Owen

### Attendance

Attendance Legend: **P** – Present **E** – Excused Absence **A** – Absent

School Board Members				Principals		SAU Members	
P	Lindsey Gray	P	Toby Owen	P	Elaine Sherry	P	Bruce Beasley
P	Bob Ormsbee	P	Reginald Parker			P	Cheryl Covill

### Public in Attendance:

### Minutes

Item	Subject	Action
1.	The meeting was called to order at 6:05pm	
2.	<b>Agenda Adjustments:</b> <ul style="list-style-type: none"> <li>• Under Non-Public session: <ul style="list-style-type: none"> <li>○ RSA 91-A:3 II(a) personnel</li> </ul> </li> <li>• New Business <ul style="list-style-type: none"> <li>○ Staff member resignation</li> </ul> </li> </ul>	
5.	<b>Reading of the Minutes:</b>  <u>B. Ormsbee/T. Owen:</u> Motion to accept the minutes of March 26, 2018 with correction to school board vacancy under New Business.	Vote: Unanimous
6.	<b>Policy Review:</b> First Reading of “C” and “D” policies. <ul style="list-style-type: none"> <li>• CA – Administration Goals – 9/2008</li> <li>• CB – School Superintendent – 2/2006</li> <li>• CB-R – Supplement to CB of the Superintendent</li> <li>• CBB – Appointment of Superintendent – 3/2004</li> <li>• CBG – Superintendent’s Development Opportunities – 3/2004</li> <li>• CBI – Superintendent Evaluation and Goal Setting – 9/2012</li> <li>• CBI-R – Supplement to CBI Evaluation of Superintendent</li> <li>• CCA – Administrative Succession Plan – 9/2013</li> <li>• CCB – Line and Staff Relations – 3/2004</li> <li>• CF – School Building Administration – 2/2006</li> <li>• CFA – Individual School Administrative Personnel – 2/2006</li> <li>• CFA-R – Supplement to CFA Duties of the Principal</li> <li>• CFB – Building Principal(s) Evaluation – 8/2006</li> <li>• CH - Policy Implementation – 3/2004</li> <li>• CHA – Development of Regulations – 3/2004</li> <li>• CHB – Board Review of Regulations – 3/2004</li> <li>• CHCA – Approval of Handbooks and Directives – 3/2004</li> <li>• CHD – Administration in Policy Absence – 3/2004</li> <li>• CLA – Treatment of Outside Reports – 3/2004</li> <li>• CM – School District Annual Report – 3/2004</li> <li>• DA – Fiscal Management Plan – 3/2004</li> </ul>	

	<ul style="list-style-type: none"> <li>• DB – Annual Budget – 3/2004</li> <li>• DBB – Fiscal Year</li> <li>• DBC – Budget Preparation – 3/2004</li> <li>• DBI – Budget Implementation – 3/2004</li> <li>• DBJ – Transfer of Appropriation – 9/2013</li> <li>• DC – Taxing and Borrowing Authority/Limitations – 3/2004</li> <li>• DD – Funding Proposals and Applications – 3/2004</li> <li>• DEA – Revenues From Local Tax Sources – 3/2004</li> <li>• DFA – Investment – 2/2008</li> <li>• DFA-R – Supplement to DFA Investment of School District Funds</li> <li>• DG – Depository of Funds – 3/2004</li> <li>• DGA – Authorized Signatures – 3/2004 Previously titled “Payment Procedures”</li> <li>• DGD – School District Credit Cards – 9/2011</li> <li>• DH- Bonded Employees – 5/2006</li> <li>• DI – fiscal Accounting and Reporting – 3/2004</li> <li>• DI-R – Supplement to DI fiscal Accounting and Reporting Regulations</li> <li>• DIA – fund Balances – 9/2012</li> <li>• DIA-R – Supplement – Fund Balance (no model)</li> <li>• DID – Fixed Assets (Inventories) – 3/2004</li> <li>• DIE – Audits – 3/2004</li> <li>• DIH – Fraud Prevention and Fiscal Management – 9/2017 (Formerly Policy: AF)</li> <li>• DJ – Purchasing – 3/2004</li> <li>• DJB – Purchasing Procedures – 3/2004</li> <li>• DJC – Petty Cash Account – 9/2009</li> <li>• DJC-R – Supplement to DJC – Petty Cash Accounts</li> <li>• DJD – Cooperative Purchasing – 3/2004</li> <li>• DJE – Bidding Requirements – 3/2004</li> <li>• DJE-1 – Food Service Procurement Policy (no model)</li> <li>• DJF – Local Purchasing – 3/2004</li> <li>• DJG – Vendor Relations – 3/2004</li> <li>• DK – Payment Procedures – 3/2004</li> <li>• DKA – Payroll Procedures – 9/2017</li> <li>• DKC – Expense Reimbursement – 3/2004</li> <li>• DM – Cash in School Buildings – 3/2004</li> <li>• DN – Equipment and Supplies Sales – 3/2004</li> </ul> <p><u>T. Owen/R. Parker</u>: Motion to accept “C” and “D” policies for first reading.</p>	Vote Unanimous
7.	<p><b>Special Reports:</b></p> <ul style="list-style-type: none"> <li>• Bruce discussed an email from the NH School Board Association that lists webinars that are available for School Board members. If anyone is interested talk to Bruce.</li> </ul>	
8.	<p><b>School Administrator’s Report:</b> Elaine Sherry</p> <ul style="list-style-type: none"> <li>• John Daley, Emily Smith and April Wallace have agreed to teach running start classes next year.</li> <li>• Students ages 12 and up may sign up to work for the town to clean up during April Vacation. The work consists of raking, sweeping and roadside clean up along with other various cleanup projects.</li> <li>• Emily Bernhardt held her annual Jump Rope for Heart. The students were promised if they raised more than \$1,500, they would be allowed to watch</li> </ul>	

	<p>a movie. The students raised \$2,815 with the second grade raising the most. The date for the movie has been set for April 20<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>• Mrs. Wallace has started a STEM program for the After School Program. In this program she will be covering stop motion, animation, robotics, computer games design and coding.</li> <li>• Tammy Jeralds and her team of students won the New Hampshire State Cook-off again this year. The team consists of Pierre Allard, Jada Fysh, Alyssa Galatis, and alternate Nora Gray and photographer.</li> <li>• Dawn Pettit is conducting testing with grades 3 through 8<sup>th</sup> and 11<sup>th</sup> grade.</li> <li>• Grades for the 3<sup>rd</sup> quarter closed on April 6<sup>th</sup>. The report cards will go home on Wednesday, April 11<sup>th</sup>.</li> <li>• Baylee Dewitt and Patrick Carlson won the scholarship from the Tillotson North Country Foundation for the Junior World Ocean School.</li> <li>• On Monday, April 2<sup>nd</sup> the students attended the Recycled Percussion assembly that was held in Colebrook.</li> <li>• There was a request brought up regarding changing rooms. The Board decided that this decision should be left up to Mrs. Sherry and the Superintendent.</li> <li>• The school secretary has been out and everyone has been pitching in to help out.</li> </ul>	
9.	<p><b>Superintendent's Report:</b> Bruce Beasley</p> <ul style="list-style-type: none"> <li>• The Collaboration Team will be meeting on Wednesday. The agenda for this meeting will include a discussion on the completed surveys from the students and staff. These are the surveys that I have shared with each of the school boards. This will begin identifying the needs and looking for ways that the schools can be of support to each other.</li> <li>• All of the Pittsburg School attended the Recycled Percussion assembly on Monday April 2<sup>nd</sup> in Colebrook. Students from Stewartstown, Canaan and Colebrook were in attendance as well. The event not only covered terrific percussions but it also carried a strong message about having goals regardless of your economic situation.</li> <li>• The NH SAS testing for Math, Science and ELA continues at Pittsburg School. Mrs. Pettit is responsible for the organizing and monitoring of these tests.</li> <li>• The athletic teams are scheduled to begin this week. The weather is making things seem a little bleak although the players are really looking forward to the season.</li> <li>• The woodworking class is doing amazing things at Pittsburg School. The students are respectful of the tools, most projects are of high quality and the students are always engaged. This program brings real pride to the students and Mrs. Sweatt.</li> <li>• Remember that this meeting will be the only school board meeting for the month of April.</li> <li>• Mrs. Sherry stated she spoke to Mrs. Sweatt about holding classes that teach electrical and she was on board.</li> </ul>	
10.	<p><b>Business Administrator's Report:</b> Cheryl Covill</p> <ul style="list-style-type: none"> <li>• The dust collection system may need to be replaced.</li> <li>• Bus 14 will not pass inspection. Found a rental from Berry's Transport for \$95.00 a day.</li> </ul> <p><u>R. Parker/L. Gray:</u> Motion to move forward with bus rental</p> <ul style="list-style-type: none"> <li>• Zix Corp. has notified the SAU that they will no longer support older web</li> </ul>	Vote: Unanimous

	<p>browsers due to implementation of security upgrades. Everyone should be ok but if you experience any problems let Cheryl know.</p> <ul style="list-style-type: none"> <li>• As of right now it appears that Pittsburg will be losing 4 tuition students next year due to family moves.</li> <li>• Some of the chemicals in the science lab need to be disposed of. Cheryl will schedule a pick-up jointly with Colebrook.</li> <li>• Pittsburg School has received the tentative approval from Homeland Security for the Improvement Security Application which is funded by the DOE. There are two more steps before final approval.</li> <li>• The ad for the school board vacancy went in the paper last week. Will update the ad to say letters should be mailed to Board Chair and put in correct address.</li> </ul>	
11.	<b>Unfinished Business: None</b>	
12.	<p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>• Board Chair Meeting – Toby met with the Board Chairs last Thursday in Stewartstown to discuss the formation of a committee for exploring options for the schools. It was decided that that the committee would be an exploratory committee made up of one School Board member and two members from the general public for each town. There will be an ad in the paper to advertise for the town members. Each Board will make their own decision to continue or not. The committee is looking for a neutral facilitator for the meetings.</li> </ul> <p><u>L. Gray/T. Owen</u>: motion for Bob to be alternate on this committee.</p> <p><u>B. Ormsbee/T. Owen</u>: Motion to accept nomination for support staff rate increase of \$0.55.</p> <ul style="list-style-type: none"> <li>• Para-Educator Resignation: Bruce read a resignation of a para educator as her family will be moving at the end of the school year.</li> </ul> <p><u>T. Owen/R. Parker</u>: Motion to accept para-educator resignation.</p>	<p>Vote: Unanimous</p> <p>Vote: Unanimous</p> <p>Vote: Unanimous</p>
13.	<b>Information:</b>	
14.	<p><b>Non-Public:</b></p> <p><u>T. Owen/R. Parker</u>: Motion to go into non-public session per RSA 91 – A: 3, II (a) personnel at 7:28 pm. Invited Elaine Sherry into non-public session.</p>	Vote: Unanimous
15.	<b>Other Business: None</b>	
16.	<p><b>Meeting Date:</b></p> <ul style="list-style-type: none"> <li>• Pittsburg School Board Meeting: May 14, 2018 – 6:00 pm</li> <li>• SAU #7 Spring Meeting: April 18, 2018 – 6:00 pm in Columbia.</li> </ul>	
17.	Motion to adjourn	
Respectfully Submitted: Billie Paquette		

