

**Pelham School Board Meeting**  
**April 22, 2020**  
**Pelham Elementary School**  
**6:30 pm**

**In Attendance:**

**School Board Members:** Megan Larson, Chairman, Debbie Ryan, Vice-Chair, Troy Bressette, Darlene Greenwood, and David Wilkerson  
**Superintendent:** Bill Furbush  
**Business Administrator:** Deb Mahoney  
**Student Representative:** Joe Wholey, Student Representative

Chair Megan Larson called the meeting to order at 6:34 pm. Chair Megan Larson stated that due to the State of Emergency declared by the Governor as a result of COVID-19 Pandemic and in accordance with the Governor’s Emergency Order 12 pursuant to Executive Order 202004 the Pelham School Board is authorized to meet electronically. Chair Megan Larson added that the residents of Pelham would have the opportunity to call into the meeting.

Chair Megan Larson mentioned that the School Board must have a roll call for attendance. If someone is in the room with a board member, the board member must include that information during the roll call.

Chair Deb Larson	– Present by herself
Vice-Chair Debbie Ryan	– Present by herself
David Wilkerson	– Present by himself
Troy Bressette	– Present by himself
Darlene Greenwood	– Present by herself

Also in attendance were Jessica Van Vranken, PES Principal, Stacey Maghakian, PMS Principal, Dawn Mead, PHS Principal, Dr. Kimberly Lessard, Dir. of Student Services, Brenda Colameta, Dir. of Technology, Kelly Rambeau, Dir. of Nutrition and Wellness, Sarah Marandos, Dir. of Curriculum

The Pledge of Allegiance followed.

**Public Input:**

None

**Superintendent Opening Remarks:**

Superintendent Bill Furbush thanked the admin team, the principals, and SAU administrators for participating in the meeting. The Superintendent mentioned that most of the conversation, during the meeting, would be around the end-of-year activities and the remote learning updates. The Superintendent commented that Sara-Jean Philips, Counselor, and Brian Kelly, SRO are planning a teacher parade through the town. All three schools will be involved with the teacher’s parade, and the information will be provided soon.

Ms. D. Mead was informed that three PHS Juniors would be recognized by the National Merit Scholarship Program. In PHS sports, Senior John Elie is the defending state champ in the 55m, 110m, and 300m high hurdles. John Elie signed his letter of intent to attend Merrimack College. 27 PHS Senior

48 scholar-athletes will be honored remotely early this May. The students are being named to the NHIAA  
49 Senior Scholar Athletic Class of 2020. At the end of the first semester, the students had a GPA of 3.33 or  
50 higher and played two Varsity sports. Superintendent Bill Furbush listed off all 27 Senior student-athlete.  
51 Superintendent Bill Furbush mentioned Jeanna Wagner, Kathryn Morrison, and Patricia Lamontagne as  
52 Instructional Coaches who have stepped up with the remote learning process.

53  
54 **Student Report:**

55  
56 None

57  
58 **Presentation:**

59  
60 **Grading During Remote Learning:**

61 Sarah Marandos, Director of Curriculum, presented the Remote Learning Grading Proposal for the three  
62 schools in Pelham.

63  
64 **Pelham Elementary School:**

65 The proposal for the Pelham Elementary School is Trimester 1, and 2 on the report card will stay as-is.  
66 The end-of-year progress reports with reduced indicators for Trimester 3. The reduced indicators are  
67 Proficient (P) and Insufficient (I). The teachers will focus on the core areas of reading, writing, and math.  
68 The teachers will include a narrative about the student's overall experience with regards to remote  
69 learning. The teachers will also create a list of subjects that were covered and provide the reports to  
70 next year's teachers. In the end, the proposal will have minimal impact on PowerSchool.

71  
72 The School Board was pleased with the proposal and liked the idea of the teachers writing a report  
73 about the student's overall experience. Sarah Marandos commented that they found parents were  
74 overwhelmed by the work given to the students. The administrative team decided to make science and  
75 social studies optional and focused on reading, writing, and mathematics. The administrative team  
76 decided to use the terms Proficient (P) and Insufficient (I) because the terms were used with progress  
77 reports. The decision was made not to use Pass and Fail because the word Fail has a negative stigma  
78 attached to the word. Teachers are in contact with parents with regards to a student's performance  
79 completing or not completing assignments. Teachers are also coming to the school building to call the  
80 parents. The teachers want the parents to recognize the telephone number that is calling.

81  
82 **Pelham Memorial School:**

83 The administrative team looked at two different options for grading. The middle school teachers were  
84 surveyed and were given two options. The first option was to keep things the way they are. The second  
85 option was calculating formative/summative differently or Pass/Fail. 74% of the teachers surveyed  
86 chose calculating formative/summative differently or Pass/Fail. 26% of the teachers surveyed decided to  
87 keep things the way they are.

88 In the proposal for Quarter 4, the teachers would continue to assess summatives. The summatives  
89 would be calculated in the formative category with a double formative weight. Students who struggled  
90 with remote learning would have a plan created for remediation in the weeks following the end of the  
91 school year.

92 Grades 6, 7, and 8 would have their grades calculated using ten formative grades. The ten formative  
93 grades would be made up of six formative grades and two summative grades. Each summative grade  
94 would be counted twice to provide the ten formative grades.

95 Chair Megan Larson was concerned with the way the administrative team wanted to calculate a  
96 student's final grade. She commented that the teachers are working very hard, but did not see how the  
97 calculation could not hurt a student. School Board members were concerned with the weight given to  
98 the summative grades. A School Board member provided an example. If a student receives a 50 on a  
99 summative, then the 50 is counted twice. If a student gets a 50 on a cumulative, then the 50 is only  
100 counted once.

101  
102 Pelham High School:

103 Forty PHS teachers responded to the survey, and 85% believed the grading method should not change.  
104 12% thought the high school should move to a Pass/Fail system for the remainder of the year. The  
105 teachers reported that the students were completing their assignments, and in some cases, the grades  
106 are improving. When this proposal was initially presented, the NCAA standards were that a Pass only  
107 equaled a grade of 65. The impact of using a Pass/Fail system, at the time, could have impacted the  
108 student's ability to get into college.

109 The PHS Fourth Quarter Grading Proposal consisted of the teachers wanting to maintain the current  
110 grade scale and practices. Students that have not passed a competency or are falling behind would  
111 receive an NCY (Not Competent Yet) at the end of the course. The grade would be changed, and the GPA  
112 recalculated after the final grade is updated in PowerSchool.

113 Since the survey was taken, the NCAA has relaxed its standards. As long as the student's final grade is a  
114 numerical grade, the student will not be penalized. New Hampshire Universities have agreed to honor  
115 any school district that uses the Pass/Fail grading system. The college credit courses that are offered by  
116 the high school may change their grading model, as long as the final grade is numerical.

117  
118 Implications for PowerSchool:

119 PES – Report format change

120 PMS – No change. The teachers would use only the formative category

121 PHS – Introduction of the NCY grade. The grades would be recalculated after recovery.

122  
123 School Board Thoughts:

124 The School Board agreed that the elementary school grading proposal could be implemented. The Board  
125 members believed they should hold off supporting the plans from the middle school and the high  
126 school. The belief is that everything, regarding academics, is still fluid. Two weeks ago, when the survey  
127 was taken, the NCAA had different standards than they have today. The School Board will take the two  
128 weeks to review how the grading proposals would impact the students. The administration will go back  
129 to the teachers and update the teachers of the School Boards concerns. A decision will be made whether  
130 to agree on a grading policy for the middle school and high school at the May 6, 2020, meeting.

131  
132 Main Issues / Policy Updates:

133  
134 Remote Learning Update:

135 Superintendent Bill Furbush requested to discuss the Remote Learning after the Grading During Remote  
136 Learning presentation. The school administration still wants to provide fun activities at the end of the  
137 school year, and is making plans for the fifth and eighth graders. The administration is not ready to share  
138 the plans at this time. Superintendent Bill Furbush expects to have more information on the May 6,  
139 2020, meeting.

140  
141  
142

143 Graduation and Prom:

144 Principal Dawn Mead requested the School Board to authorize her to schedule tentative dates for the  
145 graduation and the prom. Principal Dawn requested Sunday, August 2, at Harris Field for the high school  
146 graduation. The backup plan for graduation is using the Air Force graduation model. She then requested  
147 Friday, July 31, for the Junior and Senior Prom. The prom would be held outside, under tents, and with a  
148 large dance floor. The prom would be located at the school's baseball fields. The rental for the chairs  
149 and tables is done by the week. The school would be able to have both events and only pay once.

150 Principal Dawn Mead mentioned that she has heard from parents, businesses, even people who don't  
151 have children in the school offer to help.

152 Principal Dawn Mead commented on the academic award night and the athletic award night. Those two  
153 events will likely occur on Zoom. The school is going to set up times, late May or June, for the students  
154 to stop by and pick up their cap and gown, and their yearbook. The school is going to ask the students to  
155 have their graduation gown ironed, and a parent takes a picture of the student in the cap and gown. The  
156 school will then create a virtual slide show as a backup. The School Board agreed to approve the  
157 tentative date for the graduation.

158

159 Remote Meal Service:

160 Kelly Rambeau discussed how the district is going to have a delivery meal program for children who are  
161 18 years old and younger. The meal service will work along with the school bus company to make sure  
162 the meals are delivered. The cafeteria staff will make the meals, and the school bus personnel will  
163 provide the meals to the houses. A survey was sent out to families with students in the Pelham School  
164 District. The program will start on Wednesday, May 6. 144 of the responses to the survey want to sign  
165 up for the program; only eight responses came back, not interested. Two hundred sixty students are  
166 interested in participating in the remote meal service. One hundred fifty-two students have already  
167 signed up to participate in the program. The school will be offering one breakfast option and one meal  
168 option at this time.

169 The school will have two delivery days. The Monday delivery will have two breakfasts and two lunches  
170 per student. The Wednesday delivery will include three breakfasts and three lunches per student. Once  
171 parents order a meal for Wednesday, May 6, and Monday, May 11, the parents do not need to order  
172 again. The students will keep receiving the meals for the rest of the school year. If one wants to change  
173 the food order, the change needs to happen on Friday before the week one expects to receive the  
174 meals.

175

176 Remote Meal Service Financials:

177 B.A. Deb Mahoney mentioned that the school district would file for reimbursement from the state  
178 eligibility program. The school district filed for a waiver and was approved. The school district will  
179 receive a reimbursement of \$5.35 per meal. B.A. Deb Mahoney requested that the School Board  
180 approve to continue to pay the food staff. By agreeing to pay the food staff, the community will benefit.  
181 Providing PPE equipment to the staff is an additional cost of the program. Superintendent Bill Furbush  
182 commented that the school district was supporting food shelters by donating food.

183

184 Chromebook Update:

185 The school district was able to identify 11 first-graders and 8 kindergarteners whom the school could  
186 provide technological supports. The district does not have any plans to provide all of the first-graders  
187 and kindergarteners with Chromebooks. Superintendent Bill Furbush thanked the IT Department for  
188 their work. The ticket system is working well, and the IT Department is either able to help remotely or in  
189 person. He also thanked the Director of Technology, Brenda Colameta, for quickly acquiring hotspots for  
190 families without internet access.

191 Special Education:  
192 Superintendent Bill Furbush thanked the Special Ed teachers and Instructional Assistants for their help  
193 communicating with Case Managers and checking in with the students. Dr. Kimberly Lessard has done a  
194 great job guiding the department. The district is looking for ways to work with the school nurses, the  
195 staff, and students to make sure the evaluations student are performed.  
196

197 Extended School Year (ESY):  
198 The ESY is for students who were previously identified as needing additional supports during the  
199 summer, so they do not fall behind. The district was looking into whether the ESY will be performed  
200 remotely or with small groups. The school district chose to go with a hybrid model. The students that  
201 can handle remote learning will be taught remotely. The district is also looking into teaching students in  
202 small groups. Dr. Kimberly Lessard is hearing from the Department of Education that Governor C.  
203 Sununu will not decide about the Extended School Year until May 15. She commented that the Pelham  
204 School District starts looking for ESY teachers in early April. The May 15 date will make hiring teachers  
205 very difficult.  
206

207 Counselors:  
208 Students can contact their counselors by telephone or by a virtual meeting. The students are also able to  
209 email their teachers if they believe they are falling behind. Office hours are also available to  
210 communicate with the teachers. The school psychologists are working daily on programs to help  
211 students with anxiety. Two of the school psychologists have 210-day contracts. The third school  
212 psychologist is a part-time employee. She is available a few days a week.  
213

214 Vote to Continue Pay:  
215 B.A. Deb Mahoney mentioned that she is looking for a vote to continue the payment of the hourly staff.  
216 Many of the employees are assigned to work some portion of the week. The other employees are being  
217 paid with offset hours. If an employee regularly works 30 hours a week, and the district is assigning 10  
218 hours of professional development. The remaining 20 hours are considered offset hours. The district is  
219 keeping track of the offset hours.  
220

221 **Troy Bressette made a motion to continue the payments of the hourly employees for the rest of the**  
222 **school year. David Wilkerson seconded the motion.**  
223

224 **Roll Call:**

225 Chair Megan Larson – Yes  
226 Vice-Chair Debbie Ryan – Yes  
227 Troy Bressette – Yes  
228 Darlene Greenwood – Yes  
229 David Wilkerson – Yes  
230

231  
232 Contracted Transportation:  
233 B.A. Deb Mahoney requested the School Board to approve continuing to pay STA, the district's  
234 transportation, and Durham, the special education transportation. This would include a fuel credit.  
235

236 **David Wilkerson made a motion to continue the payments to STA and Durham transportation with a**  
237 **fuel credit through May 29. Troy Bressette seconded the motion.**

238 **Roll Call:**

- 239 Chair Megan Larson – Yes
- 240 Vice-Chair Debbie Ryan – Yes
- 241 Troy Bressette – Yes
- 242 Darlene Greenwood – Yes
- 243 David Wilkerson – Yes

244

245 District Financials:

246 B.A. Deb Mahoney commented on how they had to do some state reporting. The district reported  
247 expenses in the \$35,000 to \$40,000 range. The report showed some costs were coming from the one on  
248 one program, purchasing of additional laptops and Chromebooks, and the insurance for the  
249 Chromebooks. The district has not been charging for the use of their facilities or the tuition for  
250 preschool and kindergarten. The school district lost about \$17,000 in revenue by not charging for  
251 tuition and the use of facilities. The food service is not included in the figure.

252 Not all the bills are in for the facilities, but once the statements are in B.A. Deb Mahoney will be able to  
253 provide the savings figure. Over the next week, all the figures will be looked at, and B.A. Deb Mahoney  
254 will have an update for the School Board at the May 6 meeting.

255 The district was informed that they are eligible for a grant. The grant would cover 85% of the Title One  
256 from last year. \$136,000 would be available to be submitted for reimbursement. The school buildings  
257 will have maintenance and cleaning performed. The district is waiting to hear what the plans are for the  
258 school buildings during the summer.

259

260

261 April Vacation:

262 Superintendent Bill Furbush contacted the Teachers Association and the Admin Team. Almost everyone  
263 was in favor of having April Vacation. The teachers, staff, students, and parents need a break. He  
264 mentioned that Pelham was ready to move into remote learning immediately. Some school districts  
265 required a week to prepare for remote education. Those school districts are considering the week it  
266 took in March as their April Vacation.

267

268

269 PES Preschool Overview:

270 The elementary school has four preschool classrooms for 2021. Three-year-olds will attend preschool  
271 three days a week. Four-year-olds will go to school four days a week. There will be four teachers.

272 This year, the preschool has 36 three-year-olds. The preschool has 38 four-year-olds. The tuition for  
273 three-year-olds is \$130 a month. The tuition for four-year-olds is \$150 a month. Speech only students  
274 are students who come into PES only for speech services. The classroom teachers are doing the case  
275 management of the speech only students.

276 Next year, the preschool program is looking at a decrease in enrollment. The PES Administration is  
277 requesting to keep the position for the 2020-2021 school year. This position would turn into the special  
278 education teacher position to assist in the case management of preschool speech only students. If  
279 enrollment increases next year, the preschool will not request an additional teacher from the School  
280 Board. The School Board agreed to keep the position and turn the job into a special education teacher.

281

282

283

284

285 **FY20 Audit Engagement Letter:**

286 B.A. Deb Mahoney commented that she received an engagement letter from Plodzick & Sanderson, P.A.  
287 The letter authorizes her to schedule a summer audit with Plodzick & Sanderson, P.A. The review would  
288 be for the prior school year. She requested the School Boards provide a consensus and have the School  
289 Board Chair sign the letter. The estimate for the cost of the audit is within budget. The School Board  
290 provided a consensus for B.A. Deb Mahoney to schedule the summer audit. The audit will occur during  
291 the week of July 20, 2020.

292

293 **Policy Review:**

294

295 A. Second Reading:

296 a. IHAM – Health Education and Exemption from Instruction

297 There was no feedback from the School Board on this policy. The district already follows  
298 the plan.

299

300 b. IHAM R – Education and Exemption from Instruction: Opt-Out Form

301 The district has made sure the opt-out is apparent.

302

303 c. IMAH – Daily Physical Activity

304 At the First Reading, the School Board asked how the district would be able to track the  
305 student's daily physical activity. Superintendent Bill Furbush has spoken to other  
306 Superintendents, and the agreement was to remove monitoring the student's daily  
307 activity. Superintendent Bill Furbush received legal support to remove the practice.

308

309 **Vice-Chair Debbie Ryan made a motion to approve policies IHAM, IHAM-R, and IMAH. David  
310 Wilkerson seconded the motion.**

311

312 **Roll Call:**

313 Chair Megan Larson – Yes

314 Vice-Chair Debbie Ryan – Yes

315 Troy Bressette – Yes

316 Darlene Greenwood – Yes

317 David Wilkerson – Yes

318

319 B. First Reading:

320 a. DAF – Administration of Federal Grants

321 The district had an audit from the food service group in January. The food service group  
322 is recommending the district have a policy that covers all grant-related matters. B.A.  
323 Deb Mahoney asked the School Board to review the policy and approve it.  
324 Superintendent Bill Furbush and B.A. Deb Mahoney will make changes to the policy if  
325 recommended by the School Board.

326

327 b. JEB – Entrance Age Requirements

328 The policy covers the age a student may enter kindergarten and first grade. The district  
329 changed the date a student may enter kindergarten. The student must be age five  
330 before September 30 of the year of entering school.

331

332 c. IHCA – Summer Activities  
333 When the district had its policy audit, this policy did not exist. The district is required by  
334 law to have this policy.  
335

336

337 **Old Business:**

338 A. Board Member Reports:

339 1. Darlene Greenwood – Darlene Greenwood reached out to Debbie Bourque and  
340 Sarah Marandos about the PCM Committee. The PCM Committee will have a Zoom  
341 meeting soon.  
342

343

343 **Housekeeping:**

344 **Consent Agenda:**

345

346 **Adoption of Meeting Minutes:**

347 April 1, 2020 – **Vice-Chair Debbie Ryan made a motion to approve the April 1, 2020, Meeting Minutes.**  
348 **David Wilkerson seconded the motion.**

349 **Roll Call:**

350 Chair Megan Larson – Yes  
351 Vice-Chair Debbie Ryan – Yes  
352 Troy Bressette – Yes  
353 Darlene Greenwood – Yes  
354 David Wilkerson – Yes  
355

356 April 7, 2020 – **Vice-Chair Debbie Ryan made a motion to approve the April 7, 2020, Non-Public**  
357 **Meeting Minutes. David Wilkerson seconded the motion.**

358 **Roll Call:**

359 Chair Megan Larson – Yes  
360 Vice-Chair Debbie Ryan – Yes  
361 Troy Bressette – Yes  
362 Darlene Greenwood – Yes  
363 David Wilkerson – Yes  
364

365 **Vendor and Payroll Manifests:**

366 1. 022 \$550,307.82  
367 2. PAY022P \$17,885.86  
368 3. AP042220 \$407,614.04  
369 4. 023 \$555,661.30  
370 5. PAY023P \$245,102.86  
371

372 **Vice-Chair Debbie Ryan made a motion to approve the Vendor and Payroll Manifests as written. David**  
373 **Wilkerson seconded the motion.**  
374

375



376 **Roll Call:**

377 Chair Megan Larson – Yes  
378 Vice-Chair Debbie Ryan – Yes  
379 Troy Bressette – Yes  
380 Darlene Greenwood – Yes  
381 David Wilkerson – Yes

382

383 B.A. Deb Mahoney asked for School Board to identify three members to sign the approval of the Vendor  
384 and Payroll Manifests electronically. B.A. Deb Mahoney will email the document to the three members  
385 to sign; she will then forward the signed document to the Treasurer for approval.

386 The three members who volunteered to electronically sign the document were Chair Megan Larson,  
387 Vice-Chair Debbie Ryan, and David Wilkerson.

388

389 **Staffing Updates:**

390

391 **Nominations** –

392 Superintendent Bill Furbush nominated three teachers for employment at the Pelham High School.

393

- 394 1. Joel Bergstedt – PHS – Spanish Teacher  
395 2. Brandon Hannon – PHS – Chemistry Teacher  
396 3. Audra Nolin – PHS – PT French Teacher

397

398 **Vice-Chair Debbie Ryan made a motion to accept the nominations, as stated. David Wilkerson**  
399 **seconded the motion.**

400 **Roll Call:**

401 Chair Megan Larson – Yes  
402 Vice-Chair Debbie Ryan – Yes  
403 Troy Bressette – Yes  
404 Darlene Greenwood – Yes  
405 David Wilkerson – Yes

406

407 Chair Megan Larson mentioned that she was pleased to see Brandon Hannon, a former Pelham School  
408 graduate, come back to teach.

409

410 **Resignations** –

- 411 1. Patricia Ascanio – Teacher - PMS  
412 2. Stephanie Varela – Teacher - PES  
413 3. Morgan Ryan – Teacher – PES

414

415 Superintendent Bill Furbush thanked Patricia Ascanio, Molly Bond, and Laurie Brody for their time spent  
416 in Pelham, their excellent work, and wished them well with their future endeavors. He recommended  
417 the School Board accept their resignations.

418

419 **Vice-Chair Troy Bressette made a motion to accept the resignations, as stated. David Wilkerson**  
420 **seconded the motion.**

421

422 **Roll Call:**

- 423 Chair Megan Larson – Yes
- 424 Vice-Chair Debbie Ryan – Yes
- 425 Troy Bressette – Yes
- 426 Darlene Greenwood – Yes
- 427 David Wilkerson – Yes

428

429 **Future Meetings:**

- 430 1. 05/06/2020 – 6:30 pm School Board Meeting at Pelham Elementary School
- 431 2. 05/20/2020 – 6:30 pm School Board Meeting at Pelham Elementary School

432

433 **Meeting Adjournment:**

434

435 **David Wilkerson made a motion to adjourn the meeting at 9:32 pm. Troy Bressette seconded the**  
436 **motion.**

437

438 **Roll Call:**

- 439 Chair Megan Larson – Yes
- 440 Vice-Chair Debbie Ryan – Yes
- 441 Troy Bressette – Yes
- 442 Darlene Greenwood – Yes
- 443 David Wilkerson – Yes

444

445

446 Submitted by Matthew Sullivan