

# Merrimack School District



## *Parents' Guide to the James Mastricola Elementary School*

**2023-2024**

**MERRIMACK SCHOOL DISTRICT**  
**School Administrative Unit #26**  
**36 McElwain Street**  
**Merrimack, New Hampshire 03054**  
**Tel. (603) 424-6200 Fax(603) 424-6229**

**AMANDA S. DOYLE**  
*Assistant Superintendent for Curriculum*

**EVERETT V. OLSEN JR.**  
*Chief Educational Officer*

**MATTHEW D. SHEVENELL**  
*Assistant Superintendent for Business*

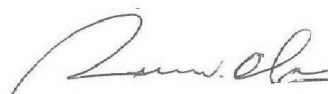
August 31, 2023

Dear Parents/Guardians:

We hope that this booklet provides parents and guardians with information which will be helpful to you. The staff looks forward to working cooperatively with you this year to provide a positive and meaningful learning experience for your child.

This booklet was developed to assist you in becoming more knowledgeable about the day-to-day operations and the policies and procedures that are pertinent to the students' well-being.

Sincerely,



Everett V. Olsen, Jr.  
Chief Educational Officer

**MERRIMACK SCHOOL BOARD**

Ken Martin, Chair .....	ken.martin@sau26.org .....	603-486-7849
Laurie Rothhaus, Vice Chair .....	laurie.rothhaus@sau26.org .....	603-315-8671
Lori Peters .....	lori.peters@sau26.org .....	603-325-0179
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Naomi Halter .....	naomi.halter@sau26.org .....	603-566-3030
Shaun Eviente .....	MHS Student Representative	

**ADMINISTRATIVE PERSONNEL**

<i>Chief Educational Officer</i>	
Everett V. Olsen, Jr .....	424-6200
<i>Assistant Superintendent for Curriculum, Instruction &amp; Assessment</i>	
Amanda Doyle .....	424-6200
<i>Assistant Superintendent for Business</i>	
Matthew Shevenell.....	424-6200
<i>Director of Human Resources</i>	
Melissa Fazlic .....	424-6200
<i>Director of Technology &amp; Library Media Services</i>	
Jason Pelletier .....	424-6203
<i>Director of Student Services</i>	
Sarah Reinhardt.....	424-6211
<i>Director of Student Wellness</i>	
Sara Parrotto.....	424-6204

## **ELEMENTARY SCHOOL ADMINISTRATION**

### **James Matricola Elementary School**

Michelle Romein..... Principal  
Kathleen Ortega ..... Assistant Principal

### **Reeds Ferry School**

Bonnie Painchaud ..... Principal  
Laura Livie..... Assistant Principal

### **Thorntons Ferry School**

Julie DeLuca ..... Principal  
Brooke Ross ..... Assistant Principal

### **Other**

Bus Contractor ..... Student Transportation of America  
Bus Contractor ..... Caring Hands (Special Services)  
Richard Desmond..... Transportation Coordinator  
David Dziki..... Food Services Director

**School District policies can be found online at: *[www.sau26.org/page/5040](http://www.sau26.org/page/5040)***

**Hard copy versions of School District policies are held at the SAU Office,  
36 McElwain Street, Merrimack, NH 03054.**

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## MSD VISION OF LEARNER

The Merrimack School District is embarking on a collaborative process with all stakeholders in the community to create a vision of a learner. Please click on the following link for more information and updates on the vision process for our District.  
<https://sites.google.com/sau26.org/merrimacksvisionofalearner/home>

## EDUCATIONAL SERVICES

### **Student Services**

The District has a duty to ensure that every child who is suspected or known to be a child with a disability is referred for further evaluation. See Ed 1105.02(a). The Department of Student Services provides diagnostic, remedial, and consultative services for students who are identified with a disability. The Referral Review Team initially processes referrals and, if there is a recommendation for evaluation and subsequent identification under the IDEA (Individuals with Disabilities Education Act), a formal team meeting is held to design an Individual Education Plan. The District's disability-related programs are conducted in accordance with federal and state laws, including the provisions of IDEA and Section 504 of the Civil Rights Act. Students and parents interested in special education can refer to the school district's Procedural Safeguards Booklet for parents available from the Special Education Coordinators in each school or from Student Services at 424-6211.

### **School Counseling**

The school counselors and/or social and emotional learning (SEL) specialist in each elementary school assist each student with their academic, behavioral, and social/emotional needs. School Counselors and SEL Specialist collaborate closely with parents/guardians and/or school staff to support their child's success in the school setting. In addition to these responsibilities, the school counselors SEL specialists also coordinate standardized testing, 504 plan development, and classroom lessons, small group counseling and individual counseling as requested by parents/guardians.

### **Literacy Coordinator**

The Literacy Coordinator, along with the Assistant Superintendent of Curriculum, Instruction and Assessment and school administration, is responsible for overseeing the English Language Arts curriculum, instruction and assessment processes for the district and each respective school. This includes developing and refining curriculum, assessments, instructional practices, assessments, and materials. The coordinators also support diagnostic placement testing for new students, review of student, grade level and school-wide data.

### **Title 1 Program**

Title 1 is a federally funded program designed for participating children to improve their knowledge and skills necessary to meet literacy and math standards. Title 1 Tutors provide students with supplemental, small-group instruction in reading and mathematics.

Students are selected for the program based on assessment data and educator recommendation. Please see below for the link to the Parent Involvement Policy (KB) for Title One:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Title%20I%20Parent%20Involvement%20In%20Education%20Policy.pdf>

### **Library Services and Media**

The Merrimack School Library and Media Program offers all students access to the district's entire collection of print and non- print resources to support students' learning needs in all areas. Students will learn how to find and use information, what resources are appropriate for use, how to conduct research and how to select resources for their learning.

### **Unified Arts**

Each elementary school has full-time specialists in the areas of art, music, physical education, and digital literacy, who meet with children in scheduled classes and/or within their classrooms. The objective of student learning within each of the Unified Arts is to allow students to gain an understanding and knowledge of each specialty standards and curriculum along fostering student skills necessary for 21st Century Learning.



## REPORTING STUDENT PROGRESS

### **Parent/Guardian-Educator Conferences**

There are specified dates set aside for Parent/Guardian-educator conferences. Please see the District's school calendar for a list of dates/school. In addition to providing in-person conferences, educators will also offer parents/guardians conferences via zoom or phone call. Educators will communicate directly with parents/guardians to coordinate times and method for student conferences.

### **Report Cards**

Report cards are sent home three times a year. Please see the District calendar for a listing of trimester dates and when report cards will be sent home to parents/guardians. The standards-based report card reflects the essential learning competencies of all content areas as well as the Characteristics of a Successful Learner.

### **Homework**

Homework is intended to support student learning by providing opportunities for practice based on the varied needs of students. It is designed by the educator to support learning and completion is the responsibility of the student. See link below for full text of the Homework Policy (IKB).

Link: <https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Homework%20Policy.pdf>

## ARRIVAL AND DISMISSAL

To facilitate student safety, parents/guardians are asked to call the school by 8:30 a.m. If students are absent from school. Please call the school office. Parents/guardians will also have children dismissed through the school office. Parents/Guardians will pick up their child/children at the front office after they check in with an office staff member and sign in and out your child at the front door.

A student will be considered tardy after 8:40 a.m. Parents/Guardians are responsible for communicating to the school office the reason for their child's tardiness.

It is important for us to work together and to make every effort to have children be here and on time to take advantage of every aspect of a child's learning day.

### **Early Dismissal**

Parents/Guardians should request dismissal from school only when necessary. As noted above, dismissal will take place only through the school office: It is recommended that students are dismissed before 2:00 if they are going to be dismissed. Dismissal occurs upon:

- . . . a written request of the Parent/Guardian or guardian or notification by school authorities. In case of emergency, a verbal request may be honored.
- . . . when the destination and the person to whom the child is to be dismissed are known by the administration and approved by the Parent/Guardian.
- . . . when suitable transportation to that destination is provided.

### **Transfer to Another School**

If you anticipate moving, please notify the school's Office and the school will have you complete a form withdrawing your child and giving permission to release records to the new school.

### **Tardy**

Students are considered tardy after 8:35 a.m. Parent/guardians are responsible for communicating their attendance to the school office. If your child arrives after 8:35, please walk your child in and sign them in the front office.

## SUPERVISION OF STUDENTS

Educators are available at 8:15 a.m. for student arrival. Students will not be supervised at school if they arrive prior to 8:15 (unless they are enrolled in the Before School Program). At the end of the day, there will be no available school staff members to supervise students after the departure of the last bus.

## HEALTH SERVICES

The goal of school health services is to advance the well-being, academic success, and safety of all students. School nurses will provide support to access to primary health care, provide a system for dealing with crisis medical situations, provide mandated screening and immunization monitoring, and provide a process for identification and resolution of students' health care needs that affect educational achievement.

The school nurse provides acute, chronic, episodic, and emergency health care. The school nurse assumes responsibility for appropriate assessment, planning, intervention, evaluation, management, and referral activities for students within the school. Health screening such as vision and hearing are conducted as necessary and as mandated by state and district policies. Individual Health Plans are formulated and implemented when needed. Immunizations and physical exams are reviewed. The school nurse monitors health and safety issues within the building, district, and community and acts as liaison between the physician, school, community, and home. Please inform the nurse of any special medical needs your child may have.

***Permanent emergency contact information is maintained at each school for every child. Parents/Guardians must notify the nurse of any change of telephone numbers for emergency contacts as well as changes in personal and work numbers. No medication shall be dispensed or administered to any child except by the school nurse, building principal and/or designee.***

**A physician's written order and a written Parent/Guardian release form must be submitted by Parents/Guardians for prescription medication (the prescription label is not a substitute for the written physician's order).**

Please do not send medicine to school with your child and bring all medication directly to the school (Office or Nurse). All medication will be brought directly to school and picked up by the Parent/Guardian. Any Parent/Guardian whose student is required to take medication during school hours will notify the school nurse and obtain information regarding the school policy. Please see District Policy JLCD for more information on the District's medication administration policies (JLCD).

The school nurse or a designated administrator will assist any student needing to take medication during the school day, except for self-administered medications permitted by District Policy and approved by the administration. Please see the following link for the Policy on Administering Medication in schools (JLCD).

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Administering%20Medication%20to%20Students%20Policy.pdf>

Before this can happen, School District officials must have received and filed with the student health record:

- 1) A signed, written statement from the prescribing physician specifying the student's name, the name, route, and dosage of the medication, the frequency and time of medication administration, the date and duration of the order, and a diagnosis, if not a violation of confidentiality. This will be renewed each school year. If a change in medication, dosage, or time schedule is made, the prescribing physician must send another written statement outlining the changes.
- 2) A signed, written request from the Parent/Guardian(s) of the student indicated his/her desire that the school assist the student in the matter set forth in the physician's statement. This statement will be accompanied by a "hold harmless" release signed by the Parent/Guardian(s)/guardian(s), as well as a list of all medications the student is currently receiving, if not a violation of confidentiality or contrary to the request of Parent/Guardian/student that such medication be documented. This request must also contain approval to have the school nurse or designee administer the medication, the student to possess and self-administer and/or the principal or his designee assist the student with taking the medication. Finally, the request must contain the Parents/Guardians home and emergency numbers, as well as the names of persons to be notified in case of a medication emergency, in addition to the Parents/Guardians and licensed prescriber.
- 3) For over-the-counter medication Parents/Guardians will be asked to fill out a form. This form can be accessed through the nurse's office or online at the district website.



The medication will be delivered by a Parent/Guardian to the nurse in a container labeled by the pharmacy or manufacturer with the student's name, the physician's name, the date of the original prescription, name and strength of the medication, and directions for administration. No more than a 30-school day supply of the prescription for a student will be stored at the school. Parents/Guardians are responsible for providing the school nurse with the medication, and for picking up any medication left at the end of the medication time.

Students found in possession of medication and/or prescriptions, except for self-administered medications permitted under the following District Policy JLCD will be addressed in accordance with School Board policy JLCD.

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Administering%20Medication%20to%20Students%20Policy.pdf>

### **Communicable Disease/Injury/Surgery**

For access to the full policy for Communicable Disease (EBCG), please access the following link:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Communicable%20%20Infectious%20Diseases%20Policy.pdf>

The nurse will check on any re-admissions to school following illness, surgery, or injury. In the event of a suspected communicable disease, injury, or surgery, the nurse may request a report from the child's physician for re-admission to school and/or activity limitations. Should there be an outbreak of a communicable disease for which a child has not been immunized due to medical or religious reasons, that child may be excluded according to the recommendations of the New Hampshire Division of Health and Human Services, Bureau of Disease Control. It is the recommendation of district nurses to consider keeping your child at home if he/she presents the following conditions:

- a fever (100 degrees or more) within the last 24 hours
- a persistent, chronic cough,
- an unfamiliar rash,
- has been vomiting or having diarrhea during the night or the morning of school.

A child will be sent home with the above conditions. It is the responsibility of the Parents/Guardians to provide transportation.

***When a medical condition warrants a change in the normal school routine, the parent/guardian, before sending his/her child to school, will submit orders or a note from the treating physician that stipulates the change in school activities (e.g., recess, physical education etc.)*** New Hampshire state law requires our school nurse to maintain current records of immunizations. The District requires proof of all immunizations mandated under State regulations, Ed 311.01 and He-P 301.14, prior to the start of the school year. Exemptions for immunizations will be given consistent with RSA 141-C:20c.

## **GENERAL INFORMATION**

### **School Insurance**

The school does not assume financial responsibility for the expense of medical and/or dental treatment required by students as a result of accidents while at school or going to or from school. Therefore, a voluntary insurance plan is made available to Parents/Guardians who desire such protection.

The adoption of this plan of insurance was made by your school board as a public service. Each child is given an application form to take home in September. Forms are also available in the school office at any time during the school year. All medical and dental insurance applications should be sent directly to the company.

### **School Cancellation**

The decision to cancel school will be made and announced no later than 6:30 a.m. These announcements will be made on local radio and tv stations. In addition, the District's Automated Communication System may be incorporated.

### **Delayed School Opening Policy**

The two-hour delayed school opening policy, if utilized during inclement weather, will be announced on various local tv and radio stations. The district's Automated Calling System may be used to inform Parents/Guardians of delays. A delayed opening will mean that all bus transportation will be delayed for two hours and that the opening of school on that day will also be

delayed by two hours. There will be no morning preschool when there is a delayed opening. The time for the closing of school at the end of the day on which a delayed opening is called will remain the same.

### **Emergency School Closing Procedures**

Parents/Guardians will be notified by the District-Wide Automated Communication System of any emergency school closures. Please make sure your phone numbers and email addresses are kept current in PowerSchool and in other in the district's records. Additionally, all school closings will be announced over local television and radio stations.

It is the policy of the Merrimack School District to reserve the concept of a shortened school day for emergency situations. An emergency may include but is not limited to a loss of water pressure, heat, electricity, or inclement weather during the school day.

When the entire school is dismissed early by authority of the superintendent and/or the school board, all attempts will be made to notify Parents/Guardians through the media, Automated Communication System, and other available sources of public information. Parents/Guardians who work, or are not at home, will decide on the care of their child when school is dismissed early.

### **Lost and Found**

A lost and found box is kept in each school. Please stop by the school to check for lost articles. Identification is facilitated when clothing and other personal belongings are clearly marked with the child's name. Unclaimed lost and found articles are donated to local charities periodically.

### **Lunch Program**

A hot lunch program is available in each elementary school. Lunch prices change from year to year. School lunch prices are announced at the beginning of each school year. Here is a link to the District's Meal Charging Policy:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Meal%20Charging%20Policy%20Approved%20081417.pdf>

### **Celebration Guidelines**

When planning celebrations:

- Focus on non-food ways to celebrate
- Provide store bought healthy food options with ingredients provided
- Limit the amount of food available
- Monitor portion sizes

School celebrations can be an opportunity to reinforce the nutrition knowledge learned in the classroom and be a time where students can practice and learn to make healthy choices. Celebrations are an occasion to consider food as a complement to the event.

### **Parent/Guardian Groups**

Parent/Guardian volunteer groups exist in each school. More volunteers are always needed. Please contact your school and the respective Parent/Guardian/teacher groups for more information on how to volunteer. Please read the District's School Volunteer Policy (IJOC) found at this link:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Volunteer%20Policy%20-%20IJOC.pdf>

### **School Day**

Children in grades K-4 enter school at 8:15 a.m. and are dismissed at 2:45 p.m. Students are considered late if they arrive after 8:35 a.m. During the regular school day, children have snack, lunch, and a recess.

### **Pre-school**

Please contact your child's school for school hours.

### **Telephone**

When you find it necessary (emergency) to telephone your child at the school, the message will be relayed to him/her. If possible, please provide your child with all instructions before she/he leaves home in the morning. Parents/Guardians are discouraged from communicating with their children via electronic devices during school hours, as this causes disruption to the learning environment. Educators may be reached at 8:00 before school opens or after school is dismissed at 2:45 p.m. A

message may be taken at any time for an educator. Unless there is an emergency, the educator will not be called to the phone during the school day.

### **Student Assessments**

Throughout the year, formative and standardized assessments will be administered to your child. These assessments assist us in planning and evaluating instruction and learning opportunities to meet the needs of our students. Parents/Guardians, please make every effort to have your child attend school during when assessments are administered. Your child's classroom teacher will communicate with you to let you know the time periods for assessments. Pursuant to state law, Parents/Guardians have the right to opt out of standardized testing. If any Parent/Guardian wishes to opt their child out, they must notify the Principal/Assistant Principal in writing prior to the time of testing.

Tutoring is available after 10 consecutive days of absence and can be requested through administration and/or Merrimack's Student Services. For absences of shorter duration, make up work will be sent home after the child returns to school.

### **Visitors to the School**

Any visitor must report to the main entrance of each school's office upon entering the school building. Once you sign in and indicate your reason for visiting, visitor passes will be issued. Passes will be visibly worn throughout the entire time you are on school grounds and return passes to the Office when you are done.

### **Moment of Silence**

The Merrimack School Board has directed the superintendent to establish regulations that make available a moment of silence consisting of 15-20 seconds each school day as part of the opening exercises for each school.

### **Letters/Notices Brought to School by Students**

If a student wants to give an invitation or notice to another student(s), it is required to put the invitation/notice in an envelope with the receiving student's name on the envelope. The classroom teacher will designate a time for when to disburse the envelope(s).

### **Religious Rights and Responsibilities**

Respect for the religious rights and responsibilities of students and educators has been and always will be a part of the Merrimack School District. Please see the Commitment to Religious Neutrality Policy (ACD) via the link below:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/ACD%20-%20Commitment%20to%20Religious%20Neutrality%20%20Policy.pdf>

### **Student Dress**

We request that students not come to school in short shorts, short gym shorts, halter tops, half-tops, tank tops, or flip flops. Additionally, we ask that students not wear clothing which advertises alcohol or tobacco, contains profanity, or promotes the use of illegal substances. Students are asked not to wear sunglasses, and head bandanas inside the school building, except as part of religious observance and/or for medical reasons. Should we have difficulty with respect to a child's attire, we will call the Parent/Guardian and ask them to bring in a change of clothing. A new dress code presently under development in the Merrimack School District. Please continue to check the district website for updated school policies.

### **Play Items/Cell Phones/Electronic Devices Brought to School**

We request that students not bring play items (e.g., electronic games, trading cards, wireless devices, stuffed animals/dolls, cell phones, and smart watches) to school. This also pertains to cameras unless authorized by an educator for a field trip or class project. Cell phones and other electronic devices including watches, will only be allowed with written permission to the administration and will need to be in the student's backpack, shut off for the time they are in school.

### **Homeless Situations**

Students who are considered homeless are when the student is lacking a fixed, regular, and adequate nighttime residence, including:

1. Sharing the housing of other persons due to loss of housing or economic hardship.
2. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations.

3. Living in emergency or transitional shelters;
4. Are abandoned in hospitals;
5. Living in public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings;
6. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings;
7. Are migratory children living in the conditions described above.

Children awaiting foster care placement may also fall within this definition if they meet other criteria as set forth above.

If your family is living in any of the aforementioned situations, all PK-12 students have certain rights or protections under the McKinney-Vento Homeless Education Assistance Act. Please contact the Merrimack School District Homeless Coordinator, Jodi Hanley at (603) 365-7111 or (603) 424-6200 for further information. Please click on the following link for the full policy for homelessness (JFABD):

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Admission%20of%20Homeless%20Students%20Policy.pdf>

### **Educator Qualifications**

The Merrimack School District adheres to New Hampshire's Educator Certification Requirements under Every Student Succeeds Act (ESSA) of 2015. Parents/Guardians have the right to know the qualifications of their child's educator. This includes the state certification and degrees held. Information may be obtained from the Superintendent's office by calling (603) 424- 6200.

## **ANNUAL NOTIFICATION OF RIGHTS CONCERNING STUDENT RECORDS AND DIRECTORY INFORMATION**

The Family Educational Rights and Privacy Act (FERPA) affords Parents/Guardians and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

- 1) The right to inspect and review the student's education records within 45 days after the day the District receives a request for access.

Parents/Guardians or eligible students, who wish to inspect their child's or their education records, will submit to the school principal/designee. Please specify in the written request the records they wish to inspect. The school official will decide for access and notify the Parent/Guardian or eligible student of the time and place where the records may be inspected.

- 2) The right to request the amendment of the student's education records that the Parent/Guardian or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents/Guardians or eligible students who wish to ask the District to amend their child's or their education record will write the school principal/designee and will clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the Parent/Guardian or eligible student, the school will notify the Parent/Guardian or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the Parent/Guardian or eligible student when notified of the right to a hearing.

- 3) The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII (Personal Identifiable Information) from education records, such as an attorney, auditor, medical consultant, or therapist; a Parent/Guardian or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a Parent/Guardian, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

- 1) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Student Privacy Policy Office - U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202

See the list below of the disclosures that elementary and secondary schools may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the Parent/Guardian or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the Parent/Guardian or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents/Guardians and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the Parents/Guardians or the eligible student:

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the Parent/Guardian or eligible student's State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State- supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a state statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) Improve instruction, if applicable requirements are met. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To Parents/Guardians of an eligible student if the student is dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§99.31(a)(10))

- Information the school has designated as “directory information” if applicable requirements under §99.37 are met. (§ 99.31(a)(11))
- To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student’s case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20U.S.C. § 1232g(b)(1)(L))
- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20U.S.C. § 1232g(b)(1)(K))

### **Directory Information/Publication of Student Information**

The Merrimack School District (MSD) maintains educational records and may provide information designated as Directory Information consistent with the Family Educational Rights and Privacy Act (FERPA). Each year, the District will give Parents/Guardians public notice of the types of information designated as Directory Information and will release such Directory Information, at its discretion, to external sources upon receipt of a request for such information. Information will be withheld upon parental or guardian written request.

The Merrimack School District defines directory information as the student’s name, address, telephone number, date of birth, participation in officially recognized activities and sports, weight, and height of members of athletic teams, photograph, dates of attendance, awards, and most recent educational institution attended. Effective September 15, 1983, the Merrimack School District will continue to release such directory information at its discretion to external sources upon receipt of a request for such information unless a Parent/Guardian or student eighteen years of age requests such information be withheld.

Parents/Guardians or students eighteen years of age may refuse designation of any or all the directory information for a specific student provided that a written request to that effect is received by the Superintendent of Schools, 36 McElwain Street, Merrimack, NH (New Hampshire,) 03054, by September 15 of each school year.

## **CRITERIA FOR PUBLICATION OF SCHOOL-RELATED MATERIAL ON THE INTERNET**

**Purpose:** The purpose of Merrimack School District website is to provide Parents/Guardians, students, and community members with efficient access to information relevant to the Merrimack School District. This purpose is undertaken with full attention to compliance with the Children’s Online Privacy Protection Act of 1998 and the Family Educational Rights and Privacy Act.

### **Definitions**

1. “Student or staff-generated work” means stories, essays, reports, poems, artwork, photographs of artwork or projects, audio-visual performances or presentations, or other compositions of tangible content created by students or staff members of the Merrimack School District.
2. “Staff-created website” means any ancillary website or web page created by a staff member of the Merrimack School District, which has been approved by the superintendent or his/her designee. All approved staff-created websites must be linked from a Merrimack School District website.
3. “Merrimack School District website” means the district website or any Merrimack school website.

### **Criteria**

Only material which is determined by the superintendent or his/her designee to be consistent with the purpose stated above shall be made available on a Merrimack School District website or on any staff-created website.

All Merrimack School District websites or staff-created websites must contain an email link to the webmaster or responsible party. If the website is created by a student, the name and an email link to the adult supervisor must be used.



1. Full names of students or staff members and other personally identifying searchable text may be posted on a Merrimack School District website or an approved staff- created website unless the student's Parents/Guardians or the staff members have notified the school in writing that they do not grant consent for this information to be made available.
2. Student or staff-generated work may be posted on a Merrimack School District website or a staff-created website. Such postings may include the student's name, grade level and educator, but no other identifying information. Students or staff members must be consulted before posting any of their original work.
3. Photographs of students or staff members participating in activities, sports or other school-related events may be posted on a Merrimack School District website or a staff- created website. Such postings shall identify only the activity or event depicted and where appropriate, the grade level and/or educator. No other identifying information about the students depicted in the photographs may be included without explicit written consent. Names shall not be included in the image file name on the server.

**Any posting of work, photographs, or recognitions will be removed upon request of the Parent/Guardian, or the individual involved.**

## STUDENT BEHAVIOR, CONDUCT, DISCIPLINE AND DUE PROCESS

Revised Statutes Annotated, Chapter 189:9-a and Revised Statutes Annotated, Chapter 193:13 refer to the authorization of the superintendent, or his/her representative, to suspend and/or dismiss students from school or school transportation reasons. It is recognized that both educators and administrators need discretionary power to invoke disciplinary actions and procedures, and to maintain a climate conducive to learning and the protection of life and property. For the complete text of the Student Behavior, Conduct Discipline and Due Process policy (JICD), please click on the link below:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/Domain/1103/JICD%20%20Student%20Behavior%20Conduct%20Discipline%20and%20Due%20Process.pdf>

The purpose of the elementary discipline code is to provide clear and consistent guidelines for a safe, respectful, and responsible learning environment for all. To achieve this purpose, the school will work closely with staff, families, and students to clearly articulate the school's behavioral expectations and to provide instruction on social and emotional learning skills and competencies.

It is the educator's responsibility to ensure that students are safe in the classroom and throughout all school settings. The school will follow the Merrimack School District policies on behavior and discipline. Please access this link for the Behavior Management policy (JLDBA) of Merrimack and the link (again) for the student behavior, conduct, discipline, and due process policy (JICD).

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Behavior%20Management%20and%20Intervention%20Policy.pdf>

<https://www.sau26.org/cms/lib/NH02217442/Centricity/Domain/1103/JICD%20%20Student%20Behavior%20Conduct%20Discipline%20and%20Due%20Process.pdf>

Referrals to administration for disciplinary action could result in but are not limited to the following:

... **vandalism** up to three days loss of recess, after-school detention, complete restitution, in-school/out-of-school suspension up to three/five days, and/or legal action when appropriate (*including Swiss Army and Boy Scout knives, slingshot, laser pointers and other objects viewed and/or used as weapons*)

Parent/Guardian contact, after-school detention, in-school/out- of-school suspension up to five days

... **possession of firearms** any student who brings or possesses a firearm as defined in section 921 of Title 18 of the US code in a safe school zone as defined in 312 193-D:1 without written authorization from the superintendent or designee shall be expelled from school by the local school board for a period of not less than 12 months. Any expulsion shall be subject to review by the local school board if requested by a Parent/Guardian prior to the start of each school year, and further, any Parent/Guardian will have the right to appeal any such expulsion by the local school board to the state board of education.

... ***theft of school or private property***

Parent/Guardian contact, up to five days loss of recess, after-school detention, complete restitution, in-school/out-of-school suspension from school up to five days, legal action when appropriate

... ***possession of narcotics, alcoholic beverages, and drugs***

Parent/Guardian contact, confiscation of materials, in- school/out-of-school suspension up to five days

... ***smoking or possession of smoking materials***

Parent/Guardian contact, confiscation of materials, after- school detention, in-school/out-of-school suspension up to five days

Other violations as identified in School Board Policy and Administrative Procedure.

... ***teasing/taunting of others***

verbal warning, Parent/Guardian contact, up to three/five days of recess, after-school detention, in-school/out-of school suspension up to five days

... ***harassment/bullying***

Parent/Guardian contact, up to three/five days loss of recess, in-school/out-of-school suspension up to five days, notification to superintendent

... ***argumentative or disrespectful actions***

verbal warning, up to three/five days loss of recess, Parent/Guardian contact, after school detention and/or in or out of school suspension up to five days.

... ***profane language or actions***

verbal warning, Parent/Guardian contact, up to five days loss of recess, after-school detention in-school/ out-of school suspension up to five days

... ***failure to follow rules or directions***

verbal warning, Parent/Guardian contact, up to five days loss of recess, after-school detention, in-school/ out-of school suspension up to five days

... ***disruption of instruction***

verbal warning, Parent/Guardian contact, up to five days loss of recess, after-school detention

... ***unsafe physical actions*** (e.g., throwing objects, pushing, tripping)

verbal warning, Parent/Guardian contact, up to five days loss of recess, after-school detention, in-school/ out-of school suspension up to five days

... ***rough play*** (e.g., playing a game too aggressively, retaliating)

verbal warning, Parent/Guardian contact, up to five days loss of recess, after-school detention

... ***threatening or endangering others either physically or emotionally***

Parent/Guardian contact, up to five days loss of recess, after-school detention, in-school/ out-of-school suspension up to five days

... ***fighting***

Parent/Guardian contact, up to five days loss of recess, after-school detention, in-school/out-of-school suspension up to five days

... ***possession of dangerous items weapons*** (e.g., all knives including possession of dangerous items/weapons including Swiss Army and Boy Scout Knives, sling shots, laser pointers and other objects viewed and/or used as weapons). Parental contact, after-school detention, in-school/out-of-school suspension up to three/five days, legal action when appropriate.

The above list is not intended to be exhaustive and are examples of potential consequences for student conduct and behavior. The District reserves the right to refer a disciplinary matter to law enforcement or other third parties if appropriate given the conduct and the circumstances involved.

## **ELEMENTARY SCHOOLS, MERRIMACK POLICE DEPARTMENT, AND MERRIMACK YOUTH ASSOCIATION**

### **Statement of Common Purpose**

The partnership between the Merrimack Elementary Schools, Merrimack Youth Association (MYA), and the Merrimack Police Department creates cooperative opportunities for interaction and support to enhance the educational and social growth of Merrimack youth. The purpose of this partnership is to provide clear and consistent guidelines for a safe environment for the youth of Merrimack. We believe this alignment creates a spirit of involvement and concern for youth in the development of respect, cooperation as well as good sportsmanship and citizenship. An important goal of the partnership is to offer opportunities for youth to grow physically, socially, and emotionally as well as build bridges to develop a sense of unity and pride in our community.

The purpose of this statement is to guide our youth toward becoming resourceful, confident community members who can adapt and contribute to an ever-changing society. The Merrimack Elementary Schools, MYA (Merrimack Youth Association), and the Merrimack Police Department share the following goals and expectations:

### **Youth are expected to:**

1. Take responsibility for their behavior and be accountable for their decisions at school and community events.
2. Learn social skills as well as respect and fair play through interaction with team members, coaches, and officials while engaged in formal and informal recreation programs.
3. Understand that competition is healthy, but participation and good sportsmanship are equally important goals.
4. Make decisions that will lead to positive outcomes.
5. Develop the ability to work cooperatively in group settings.

### **Adults (school personnel, police officers, coaches, Parents/Guardians, volunteers, and others) are expected to:**

1. Teach and model respect for self and others.
2. Provide a safe and positive environment for youth to grow physically, socially, and emotionally.
3. Provide opportunities for youth to develop and master basic skills that include sharing, working with others, and accepting success as well as disappointment.
4. Take responsibility to maintain discipline and model good sportsmanship.
5. Foster life skills such as leadership, organization, and time management.

The following behaviors are examples of actions that will not be tolerated and will result in corrective action by the appropriate organization(s):

- Harassment and bullying
- Teasing and taunting
- Profane language and actions
- Unsafe physical action
- Fighting
- Threatening or endangering others
- Destruction of property

## ADDITIONAL SCHOOL DISTRICT POLICIES

Please note that the District is in the process of reviewing and/or updating many of its policies; therefore, the below may be subject to change throughout the year.

Parents/Guardians and students are encouraged to visit the District's website at <https://www.sau26.org/Page/5040> for all up-to-date versions of the District's policies.

### **DAILY PHYSICAL ACTIVITY (IMAH)**

Full text: <https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Attendance%20Policy.pdf>

### **DISTRIBUTION AND DISPLAY OF INFORMATION AT SCHOOLS (KHC)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Distribution%20and%20Display%20of%20Information%20At%20Schools%20Policy.pdf>

### **EXCEPTIONS TO USE OF SPECIFIC COURSE MATERIALS (IGE)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Exceptions%20to%20use%20of%20Specific%20Course%20Materials%20Policy.pdf> (Please also see Policy IHAM.)

### **NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT and DISTRICT ANTI-DISCRIMINATION PLAN (AC)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/AC%20Non%20Discrimination%20Equal%20Opportunity.pdf>

### **PROCEDURAL SAFEGUARDS NON-DISCRIMINATION ON THE BASIS OF DISABILITY (ACE)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/ACE%20Procedural%20Safeguards%20Nondiscrimination%20Disability%20Policy.pdf>

### **PUBLIC COMPLAINTS (KE)**

Full Text: <https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Public%20Complaints%20Policy.pdf>

### **PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL, EMPLOYEES, STUDENTS OR ADMINISTRATION (KEB)**

Full Text:

[https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Public%20Complaints%20About%20School%20Personnel\\_%20Employees\\_%20Policy.pdf](https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Public%20Complaints%20About%20School%20Personnel_%20Employees_%20Policy.pdf)

### **NON-EDUCATIONAL SURVEYS AND QUESTIONNAIRES (ILD)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Non-Educational%20Surveys%20and%20Questionnaires%20Policy.pdf>

### **PUPIL SAFETY AND VIOLENCE PREVENTION - BULLYING (JICK)**

Full Text:

[https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Pupil%20Safety%20Violence%20Prevention%20\\_Bullying\\_%20Policy.pdf](https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Pupil%20Safety%20Violence%20Prevention%20_Bullying_%20Policy.pdf)

## **STUDENT TRANSPORTATION (EEA)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/TransportPolicy.pdf>

&

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Student%20Transportation%20Services%20Policy.pdf>

## **STUDENT USE OF INFORMATION TECHNOLOGY (JICL)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Student%20Use%20of%20Information%20Technology%20Policy.pdf>

## **SUICIDE PREVENTION AND RESPONSE PLAN (JLDBB)**

The Merrimack Suicide Prevention and Response Plan was implemented in 2020 in response to the Suicide Prevention Education statute RSA 193:J mandating that school districts provide evidence-based suicide prevention education and training to staff and students to “reduce suicides in our school population.” The Merrimack School District seeks to join with families and the community in the important work of suicide prevention, understanding that this is an integral component of the trauma-informed System of Care and Learning Supports that promotes student social-emotional health and wellbeing and equitable access to education. The District recognizes that physical and mental health are integral to student success, both in school and beyond graduation and believes that only through a proactive and collaborative approach between the school, families, and the community, can the problem of youth suicide be addressed. You can read the full text of the policy and plan at

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/JLDBB%20-%20Suicide%20Prevention%20and%20Response.pdf>

## **TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS (ACAC)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/Domain/1103/Title%20IX%20Sexual%20Harassment%20Policy%20and%20Grievance%20Process%20ACAC.pdf>

See also District Policy GBAA.

## **ATTENDANCE POLICY (JH)**

Full Text: <https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Attendance%20Policy.pdf>

## **STUDENT ATTENDANCE AND MONITORING (JHBB)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Student%20Attendance%20Monitoring%20Policy.pdf>

## **USE OF PHYSICAL RESTRAINT/SECLUSION (JKAA)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Use%20of%20Physical%20Restraint%20and%20Seclusion%20Policy.pdf>

## **MEMORANDUM WITH POLICE (JICD)**

Full Text: <https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/MOU.pdf>

## **SEXUAL HARASSMENT AND SEXUAL VIOLENCE (GBAA)**

Full Text: <https://www.sau26.org/cms/lib/NH02217442/>

## **STUDENT BEHAVIOR, CONDUCT, DISCIPLINE AND DUE PROCESS (JICD)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/Domain/1103/JICD%20%20Student%20Behavior%20Conduct%20Discipline%20and%20Due%20Process.pdf>

## **VIDEO SURVEILLANCE ON SCHOOL PROPERTY POLICY (EEAA)**

Full Text:

<https://www.sau26.org/cms/lib/NH02217442/Centricity/domain/8/msd%20policies/Video%20Surveillance%20on%20School%20Property%20Policy.pdf>

*A full list of the District's policies is available at <https://www.sau26.org/Page/5040>.*



## CHILDHOOD DISEASES

Note: Not all communicable diseases are listed. If your child is diagnosed with a disease that is not noted, please call the health office for school admission criteria. Please notify the school nurse when your child is diagnosed with any communicable disease.

Disease	Incubation Period	School Re-admission Criteria
Chicken Pox (Varicella) & Shingles	11-20 weeks (usually 14-16 days). Contagious from 2 days before the rash appears to no more than 6 days after the appearance of the first crop of vesicles	Exclude for 1 week after the rash appears or until all vesicles have dried. Individuals with Shingles should be excluded if open blisters cannot be covered.
Conjunctivitis (Pink Eye)	Bacterial: 24-72 hours Viral: 12 hours - 12 days	Children with purulent conjunctivitis should be excluded until examined by a physician and approved for readmission.
Fifth Disease	4-20 days	Excluding fever. Immunosuppressed students, those with chronic blood disorders (i.e., sickle cell anemia), and/or pregnant contacts should contact their medical provider for advice.
Giardiasis	5-25 days or longer (Usually 7-10 days)	Exclude affected students and staff while they are having diarrhea.
German Measles (Rubella)	14-21 days (average 16-18 days)	Exclude for 7 days after rash onset.
Hepatitis A	15-50 days (average 28-30 days)	Excluding for 1 week after jaundice appears.
Hepatitis B (Serum Hepatitis)	45-180 days (average 60-90 days)	Hepatitis-B carrier children with risk factors (i.e., biting, frequent scratching, generalized dermatitis) should be assessed for exclusion on an individual basis.
Measles (Rubeola)	7-18 days (commonly 10 days)	Exclude for 4 days after appearance of rash.
Mumps	12-26 days	Exclude for 9 days from onset of (infectious Parotitis) swelling; less if swelling has completely subsided.
Pertussis (Whooping Cough)	7-14 days (no more than 21 days)	Confirmed or probable cases are excluded for 5 days after the start of an appropriate antibiotic. Untreated probable or confirmed cases are excluded from school for 3 weeks after the onset of paroxysmal cough.
Strep Throat & Scarlet Fever	2-5 days (average 1-3 days)	Exclude until 24 hours after antibiotic treatment has been started and until there is no fever present.

**MERRIMACK SCHOOL DISTRICT**  
School Administrative Unit #26  
36 McElwain Street  
Merrimack, New Hampshire 03054  
Tel. (603) 424-6200 Fax (603) 424-6229

**AMANDA S. DOYLE**  
*Assistant Superintendent for Curriculum*

**EVERETT V. OLSEN, Jr.**  
Chief Educational Officer

**MATTHEW D. SHEVENELL**  
*Assistant Superintendent for Business*

August 31, 2023

**ASBESTOS MANAGEMENT PLAN  
ANNUAL NOTICE OF AVAILABILITY**

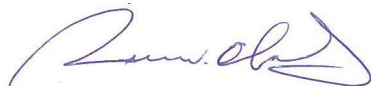
To Staff, Parents/Guardians, and Students:

This notice serves to fulfill annual notification requirements in accordance with Section 763.93 of the *Asbestos Emergency Response Act* (AHERA). AHERA requires that all school buildings be visually inspected by accredited inspectors to identify all asbestos-containing building materials (ACBM) that may be present in the school environment. As required under AHERA, the Merrimack School District must maintain an Asbestos Management Plan (AMP) and keep the AMP on file at the school, and the School Administrative Unit Office. The AMP is available for review during school hours, Monday through Friday.

Periodic surveillance of known asbestos in the Merrimack School District is performed every six months by a designated person to assess the condition of the ACBM. Six-month Assessment Results are maintained and are also available for review in the AMP.

For additional information, please contact our Local Educational Agency Designee, Thomas Touseau at 603-235-2472, or [thomas.touseau@sau26.org](mailto:thomas.touseau@sau26.org)

Sincerely,



Everett V. Olsen, Jr.  
Chief Educational Officer

cc: Faculty  
Staff  
Parent/Guardians  
School Website

# MerrimackSchool District - SAU 26

## School Calendar 2023-2024

Approved 3-20-2023

Students: 1 day Aug 28 - Classroom Set Up Aug 29- PD/Building Meetings Aug 30- PD/District Meetings Aug 31- First Day of School Transition Day* *Gr.K,5,7,9 Regular Arrival Time *All other grades: 2hr delay	August 2023						
	S	M	T	W	T	F	S
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		

January 2024							Students: 19 days  Jan 1 - No School Jan 9- Tentative Election/No School Jan 15 - No School/MLK Jr Day Jan 26- Teacher Workshop- No School
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

Students: 20 days  Sept 4 - No School - Labor Day Sept 22 - Early Release	September 2023						
	S	M	T	W	T	F	S
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30

February 2024							Students: 17 days  Feb 26 to 29 - No School/February Break
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29			

Students: 20 days  Oct 6- Teacher Workshop - No School Oct 9 - Columbus/Indigenous people Day	October 2023						
	S	M	T	W	T	F	S
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				

March 2024							Students: 20 days  Mar 1 - No School/February Break Mar 29- Early Release
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

Students: 18 days  Nov 9- Early Release Nov 10 -No School/Veterans Day Observed Nov 22-24 - No School/Thanksgiving Break  *conferences	November 2023						
	S	M	T	W	T	F	S
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		

April 2024							Students: 16 days  Apr 9 - Town Elections Apr 22 - 26 - No School/Spring Break  *conferences
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					

Students: 16 days  Dec 22- Early Release Dec 25 - 29 - No School/Winter Break	December 2023						
	S	M	T	W	T	F	S
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31						

May 2024							Students: 22 days  May 17- Early Release May 27 - No School/Memorial Day
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

KEY	
	Teacher Workshop, No School for Students
	First/Last Day of School for Students
	No School, Observed Holiday/Vacation
	Early Release
	Summer Break/Weekends (no school)

June 2024							Students: 11 days  June 15 - Graduation Date June 17 -Tentative last day of school-ER
S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							

School Start/End Times			
School	Start	End	ER Dismissal
Merrimack Middle School	7:30	2:05	11:00
Merrimack High School	7:30	2:15	11:15
Mastricola Elementary	8:30	2:45	12:15
Reeds Ferry Elementary	8:30	2:45	12:15
Thorntons Ferry Elementary	8:30	2:45	12:15
Mastricola Upper Elementary	8:40	2:55	12:25

Important Dates*						
Event	MES	RFS	TFS	MUES	MMS	MHS
Parent Information Night	October 4	September 27	September 28	September 21	9/13 (7th), 9/14 (8th)	TBD
Fall Parent Teacher Conferences	November 16 & 20	November 16 & 20	November 16 & 20	November 2 & 8	November 16 & 20	TBD
Kindergarten Registration	January 8	January 8	January 8	N/A	N/A	N/A
Kindergarten Registration Night	March 18	March 18	March 18	N/A	N/A	N/A
Spring Parent Teacher Conferences	April 4 & 8	April 4 & 8	April 4 & 8	April 3 & 11	March 14	TBD
Term/Marking Period End Dates	12/8, 3/15, 6/7	12/8, 3/15, 6/7	12/8, 3/15, 6/7	12/8, 3/15, 6/7	November 3, January 25, April 5, June 17	
Report Cards	12/22, 3/29, 6/17	12/22, 3/29, 6/17	12/22, 3/29, 6/17	12/22, 3/29, 6/17	November 17, February 9, April 19, June 17	
Election Dates	Presidential Primary January 2024, Town Elections April 9, 2024					

\*Dates above are subject to change with notice