

**Merrimack School Board Meeting
October 18, 2010
Merrimack High School–Cafeteria**

PUBLIC SESSION MINUTES

PRESENT: Chairman Vaillancourt, Vice Chairman Thornton, Board Members Barnes, and Ortega. Also present were Superintendent Chiafery, Assistant Superintendent McLaughlin, Business Administrator Shevenell, and Student Representative Jacqueline McLavey.

1. Pledge of Allegiance

Chairman Vaillancourt led the pledge of allegiance.

Chairman Vaillancourt called the meeting to order at 7:30 p.m.

Chairman Vaillancourt announced that Board Member Swonger would not be in attendance and had been excused from the meeting.

2. Approval of October 4, 2010 Minutes

Board Member Barnes moved (seconded by Board Member Ortega) to approve the October 4, 2010 minutes.

Board Member Barnes requested the following corrections.

- Page 3 of 8, paragraph four, sentence one, change the word “over the years” to “over-the-years”
- Page 3 of 8, paragraph four, sentence two, change the word “over the years” to “over-the-years”
- Page 7 of 8, paragraph two, sentence one, change the word “High School” to “high school”

Vice Chairman Thornton requested the following corrections.

- Page 6 of 8, paragraph twelve, sentence one, insert sentence “Thank you for all of your years of service to the students and parents at the school.”

Chairman Vaillancourt requested the following corrections.

- Page 7 of 8, paragraph five, sentence one, change the word “add” to “add in the beginning of the process now.”
- Page 7 of 8, paragraph five, sentence three, change the word “before” to “when”
- Page 7 of 8, paragraph seven, sentence one, change the word “Safe Guard” to “Safeguard”

The motion passed as amended 4-0-0.

3. Public Participation

Kathy Pitten, 8 Rimmon Court, stated that she would like to have Mandarin Chinese added to the high school language program because of the dramatic development and economic growth of China. She noted that the future economies of China and the United States are becoming increasingly interdependent and most industries already have or soon will have considerable trade with China. She stated that employees with Chinese language and cultural skills will be increasingly in demand. She

noted that offering Merrimack students the opportunity to learn Mandarin Chinese will prepare them for the future economic realities they will probably experience. She submitted a Petition to the Board with 72 signatures from Merrimack residents that fully support the addition of Mandarin Chinese to the high school language program.

Ursala Nadeau, 3 Klara Drive, stated that she supports the addition of Mandarin Chinese to the course selection of the Merrimack School District. She noted that she is the Controller of an 8 million dollar electronics business in Nashua, New Hampshire. She stated that it is very important to educate our children about Mandarin Chinese and the Chinese culture. She indicated that ten years ago 0% of manufacturing was done in China and now 50% is being done in China. She noted that 10% of her customers were in China and now 70% are in China. She stated that every function across her business is learning to do business with China, either with other companies or within her company. She noted that her company makes hiring decisions or promotes people with clear differentiation to those who have Mandarin Chinese language skills. She stated that an engineer speaking English and Mandarin is incredibly valuable. She noted that the Chinese are well ahead of the United States because they are learning English in Preschool. She stated that it would be helpful to have students introduced to Mandarin at an early age. She asked if the Board could find room in the budget to offer Mandarin Chinese in the language program throughout the Merrimack School District.

4. Consent Agenda

- Approval to Terminate the Merrimack Public Access Center Agreement

Board Member Barnes moved (seconded by Board Member Ortega) to approve the Consent Agenda.

The motion passed 4-0-0.

5. Report of Trustees of the Trust Funds

Chairman Vaillancourt introduced two of the Trustees of the Trust Funds, Chris Christensen and Jack Balcom.

Chris Christensen indicated that Trustees of the Trust Funds is a town elected position. He noted that the Trustees manage money for the School District, Water District, and the Town. He stated that some of the trust funds were bequeathed or gifted to the Town. He indicated that the Trustees give Business Administrator Shevenell quarterly updates on the Capital Reserve Funds for the School District. He mentioned that in addition to the Capital Reserve Funds, there are four other funds called Fund A, Fund B, Fund C, and Fund D. He noted that the Trustees prepare a state required fund report at the end of every fiscal year. He indicated that the fund report can also be found in the Town Report that is published every March. He reviewed the balances in each of the four trust fund reports.

Jack Balcom stated that the Gage & Lawrence Fund listed on Fund A of the fund reports was given by Joseph and Jane Gage. He quoted Mr. and Mrs. Gage's bequest as "I believe that the popular education under our common school system is one of the greatest temporal blessings that a community can enjoy, helping to rear-up good citizens and virtuous members of society. Therefore, instead of distributing my estate among my numerous relatives I give, devise and bequeath my entire estate forever to the Town of Merrimack and State of New Hampshire as a permanent fund to be known as the Gage School Fund. The income of which shall be annually appropriated under the supervision of

the proper authorities (Trustees of Trust Funds) to support full common schools in the several school districts in town. This income shall be annually appropriated and expended among the several districts and the proportions of the number of scholars in each district. It is my object in this bequest to open before the youth of the community larger opportunities and facilities for the acquisition of knowledge useful to them in the business and duties of life. This bequest is made in the expectation and confidence that the town will not in consequence make less liberal provisions for public instructions, but that the opportunities hereby afforded will be in addition to those which would otherwise be provided.” He indicated that these funds are available to the School District for any purpose.

Business Administrator Shevenell wanted to clarify that the Gage Lawrence Fund is a non-expendable trust fund meaning that the principal can not be expended, but only the income can be expended.

Chris Christensen indicated that the statement is correct.

Chris Christensen indicated that the reason these trust funds were set up was not only to honor the wishes of those individuals that bequeathed or gifted money, but make sure that specific bequeaths were carried out to their fullest extent.

Vice Chairman Thornton asked if the fund could be used for services or can it be used for a one-time expenditure to enhance the School District such as a roofing issue.

Chris Christensen indicated that the fund could be used in that way.

Jack Balcom stated that the Stockley Fund listed on Fund B of the fund reports can be used for general use.

Jack Balcom stated that the Harry Watkins School Fund listed on Fund C of the fund reports was given by Harry Watkins. He quoted Mr. Watkins’ bequest as “All the rest, residue and remainder of my estate, wherever found and however acquired, I give, devise and bequeath to the Trustee of Trust Funds to be known as the Harry Watkins School Fund. The income to be used, at least annually, for the benefit of the School Districts of the Town of Merrimack for the operation and maintenance of its grade schools, meaning grades 1 through 8 in said Districts. I direct that the stocks forming a part of said Trust when said Trust is created any stocks issued in place thereof.” He indicated that there is some restriction on this fund as indicated in the bequest.

Board Member Ortega asked if the School District had expended the Harry Watkins School Fund annually.

Chris Christensen indicated that the funds were not expended in that particular year. He stated that some years the School District expends two to three years worth of earnings and other years nothing is expended. He noted that the Trustees of Trust Funds are not holding back on any of the income. He indicated that the Trustee practices used on some of the other funds is to expend 90% of the fund.

Board Member Ortega asked what the process is when requesting expenditures. He asked if there was a process for making an application that is reviewed in terms of the constraints of the Trust.

Jack Balcom stated that the Trustees of the Trust Funds need a proposal.

Chris Christensen noted that the Trustees of the Trust Funds receive a written request and if the request fits the appropriateness of the fund then the Trustees of the Trust Funds issues a check.

Superintendent Chiafery indicated that the Principal or Director of the school would submit the request to the Superintendent and Business Administrator of the school's intent to use the fund. She stated that the Administration would help the Principal or Director with a presentation that needed to be given before the Trustees. She noted that the Trustees would determine if the request was appropriate and, at that time, the Principal or Director would move forward and make the purchase. She indicated that the Trustees would then be invited back to the school to see the outcome.

Jack Balcom indicated that the butterfly garden at the Reeds Ferry Elementary School and equipment at Thorntons Ferry Elementary School were examples of proposed projects.

Chris Christensen indicated that the Harry Watkins Prize Speaking Fund and Prize Spelling Fund listed on Fund D of the fund reports are specifically handled at the middle school on an annual basis.

Chris Christensen indicated that the Watkins Town Forest Fund listed on Fund D of the fund reports are two parcels of 50 acres each (one between Mitchell Street and Dean Road and the other is off of Lawrence Road, lying partially in Bedford, NH) that are forested periodically and, in accordance with the Will, the proceeds form its own trust fund. He noted that those proceeds are used for the benefit of the students. He stated that the funds are increased annually if no requests are made.

Jack Balcom indicated that the Watkins Town Forest Fund was used for library requests each year.

Superintendent Chiafery forwarded a thank you from all the fund recipients to the Trustees for helping make the projects successful.

Chairman Vaillancourt asked if a particular event or the size of the funds prompted the Trustees to come before the Board this evening.

Jack Balcom indicated that this was just an awareness informational meeting.

Chris Christensen indicated that there is no official requirement to meet with the School District, but making the public and School Board more aware of the funding could result in more imaginative programs.

Jack Balcom stated that the Masticola Trust Fund listed on Fund D of the fund reports was given by Mr. James Masticola. He explained that Mr. James Masticola owned the land that is currently the Budweiser Brewery. When he died, he gave \$200 to the bank manager to be the executor of his Will. He noted that James Masticola gave \$7,000 to his housekeeper and turned around and gave \$1 to each of his relatives and the remaining part of his estate went to the benefit of the School District. He indicated that the only stipulation was that the school be named after him and that classes be conducted in that school in order to keep the Trust alive.

Business Administrator Shevenell asked that the amounts on the fund reports that need to be looked at are income only for expenditures.

Jack Balcom indicated that this was correct.

Business Administrator Shevenell confirmed that the Harry Watkins School Fund listed on Fund C was to be used for the operation and maintenance of grade schools and could be used for projects for the elementary schools.

Jack Balcom indicated that Harry Watkins specifically stated the fund was to be used for grades one through eight.

Business Administrator Shevenell asked if the Harry Watkins School Fund could be applied toward a large project listed on the Capital Improvement Plan.

Jack Balcom indicated as long as the request indicated grades one through eight.

Chris Christensen indicated that the request would need to be looked at on a case by case basis.

Superintendent Chiafery asked if two funds could be combined for the same project assuming you stay to purpose.

Chris Christensen indicated if the School District had a project that required funding in excess of one fund and another appropriate fund needed to be used, the Trustees could draw down on both accounts and issue two separate checks.

Jack Balcom indicated that it would be perfectly fine and that there are no restrictions.

Chris Christensen indicated that the Trustees of the Trust Fund manage the Tim Gibson Memorial Scholarship Fund, George Greenleaf Scholarship Fund, and Harold Watson Scholarship Fund which also pays for the entrance fees and start-up kits for the Lego program.

Vice Chairman Thornton thanked the Trustees for all the educational information. She asked if anyone could approach the Trustees or does the request get submitted to the Administration.

Chris Christensen noted that Superintendent Chiafery and Business Administrator Shevenell filter the requests before they are submitted to the Trustees. He indicated that the check is made out to the Merrimack School District.

Jack Balcom stated that hidden in all of this are some people that pretty well understood the value of the Merrimack School District. Everyone should remember and respect the names of those people who gave so much like Watkins, Masticola, Stockley, Watson, Gage and Lawrence.

Jack Balcom stated that Trustee John Lyons could not make it to the meeting, but feels the same way as the other Trustees do.

6. Parent Involvement Survey District Summary

Chairman Vaillancourt introduced David St. Jean, Special Education Director.

David St. Jean stated that the Parent Involvement Survey is a requirement of the United States Department of Education, Office of Special Education Programs pursuant to the Individuals with

Disabilities Education Act. He stated that every School District in the State of New Hampshire is required to mail out a survey on the same day to parents of children receiving special education services. He noted that the parents have one month to return the survey where the results are tallied and then returned to each School District to prepare a summary.

David St. Jean stated that the Merrimack School District exceeded the state target. He indicated that the response rate for preschool was 51% (last year was 38%), school age was 39% (last year was 29%) and combined was 40% (last year was 29%). He noted that the average response rate for the State was 19% and the Merrimack School District was 41%. He stated that School District rate indicates that Merrimack has a very active parent support group for special education.

David St. Jean stated that one survey is mailed to preschool (ages 3 – 5) parents and another survey is mailed to grade school parents. He reviewed the preschool and school-age survey items and discussed the School District percentages from 2008, 2009, 2010 against the State percentages. He noted that the School District has shown constant improvement through the years.

Chairman Vaillancourt asked what specific measures are being taken to address those responses that were not met or exceeded standard averages.

David St. Jean stated that the School District has leadership meetings to discuss the results of the survey. He noted that a discussion and presentation of the survey results will be given to the entire middle school faculty this week. He indicated that the survey will be given to the Parent Support Group for discussion. He stated that the Parent Support Group is offering a workshop by the National Association for the Mentally Ill on October 19th at 7:00 p.m. in the middle school library to discuss children's mental health. He indicated that a consultant for the State of New Hampshire will provide training to the high school special educators to improve on providing information to parents about options their child will have after high school.

7. Presentation of Capital Improvement Plan

Business Administrator Shevenell explained the Capital Improvement Plan (CIP) is by statute a six year plan for items over \$100,000 of a capital nature. He noted that the plan is not to be used to defray expenses of consumables, but for structure improvements over \$100,000. He indicated that he meets with the Superintendent and Assistant Superintendent to review the prior year CIP. He noted that all three of the Administrators talk to the leadership team, perform site visits to various school and ask the principals if anything is viable over the \$100,000 threshold. He stated that all the information is put together and presented before the School District Planning and Building Committee. He noted that the Administrators then have to present the information before the Town of Merrimack Planning Board.

Business Administrator Shevenell reviewed the balances of the following Capital Expenditures Summary Form:

Roofing

Business Administrator Shevenell stated that the roof at Masticola Elementary School needs approximately 34,000 square feet of roof which is slated for 2012-2013. He noted that a roofing project is scheduled for a different school every year.

Chairman Vaillancourt stated that the CIP will be listed on the November 4th agenda for discussion. She noted that the CIP will be on the consent agenda for the November 15th meeting.

Vice Chairman Thornton asked if bonding was a possibility for roofing issues. She asked if Business Administrator Shevenell could give the Board more information on the possibility of bonding.

Board Member Ortega asked if there was an end in site regarding the School District's roofing issues.

Board Member Barnes asked if the Administration could look at the CIP projects that are eligible and non-eligible for bonding.

Superintendent Chiafery asked if Business Administrator Shevenell could look into the bonding issues before the Administration goes before the Planning Board.

Chairman Vaillancourt stated that she does not object to exploring the possibility of bonding the roofs. She noted that bonding routine maintenance is something that she would not typically support. She indicated that if this project was bonded, the School District would only have a certain amount of time where the money would have to be spent.

Business Administrator Shevenell stated that the bonding money needs to be spent within a five year time period. He noted that the money would need to be spent appropriately and not all at once right before the bond expires.

Chairman Vaillancourt asked how the School District could get through the roofing projects for the next eight years. She noted that it might be better to take the money from the operating budget. When the project is completed then save money in a Capital Reserve Fund.

Board Member Ortega stated that he was under the impression that the roofing projects go on in perpetuity.

Chairman Vaillancourt stated that she is under the impression that the new roofs being put on the schools have a far longer life expectancy than the roofs that are being replaced.

Business Administrator Shevenell stated that in 2023-2024 the School District would not need to do any roofing projects for a six year period. He noted that a new roof put on today has a warranty for 25 years, but in actuality the life of the roof is going to be approximately 35 years. He stated that the School District loses some of the bonded debt in 2012-2013.

Board Member Ortega asked if the Administration compare the cost of bonding the roofs against waiting for that six year period to save money for the next roofing project.

Vice Chairman Thornton stated that she is not a huge proponent of bonding, but she would like to make an informed decision.

Business Administrator Shevenell stated that he would put together a schedule of different scenarios and discuss it with Board Member Ortega.

Asbestos Removal

Business Administrator Shevenell stated that asbestos removal at Thorntons Ferry Elementary School is slated for 2011-2012. He indicated that 20,000 square feet of asbestos floor tiles are planned to be removed from each school until its completion in 2017-2018. He noted that every three years an outside agency performs an asbestos inspection and reports its findings to the State of New Hampshire.

Vice Chairman Thornton stated that she supports keeping the asbestos removal at Thorntons Ferry Elementary School in 2011-2012. She asked if the time-line had been changed due to the wear and tear on floor tiles.

Business Administrator Shevenell responded that the Merrimack High School asbestos removal had been moved up a year and the Masticola Elementary School asbestos removal had been moved back a year.

Chairman Vaillancourt asked what changes the School Planning and Building Committee made to the CIP.

Superintendent Chiafery stated that the Planning Board changed the priority listing. She indicated that the School Planning and Building Committee moved the Merrimack High School paving project from 2012-2013 to 2013-2014. She noted that the Consolidated Special Services/SAU Offices were moved from 2013-2014 to 2012-2013. She stated that the Masticola Upper Elementary School Entrance/Office Upgrade was moved from 2015-2016 to 2014-2015. She noted that the Merrimack High School Track Resurfacing item was added, but after conferring with the School Planning and Building Committee the item was listed as a note on the form to have the track and field projects looked at together.

Paving

Business Administrator Shevenell stated that paving at Thorntons Ferry Elementary School and Reeds Ferry Elementary School is slated for 2011-2012. He noted that the School District owns Lyons Road, which is the entrance to Reeds Ferry Elementary School, and O'Gara Drive. He indicated that the School District does not own School Street. He stated that if this line item is passed, the School District will combine with the Town's road resurfacing bid to obtain the same price as the town.

Business Administrator Shevenell stated that the Merrimack High School bus loop and front of school is slated for 2013-2014. He noted that the Masticola Upper Elementary School entrance to the parking lot has poor drainage and that is slated for 2015-2016. He stated that the Reeds Ferry Elementary School parking lot reconfiguration and addition is slated for 2016-2017.

Consolidate Special Services/SAU Offices

Business Administrator Shevenell stated that the offices are slated for 2012-2013. He indicated that a notation to start the capital reserve account is slated for 2011-2012. He noted that the School Planning and Building Committee will come before the Board in November to present a full report.

Board Member Ortega thought it might be helpful if the School District could start earlier at building the Capital Reserve fund for projects this large.

Superintendent Chiafery stated that this is an important item to get out before the public to let them know about this project. She noted that the Administration proposed to the School Planning and Building Committee that two years would be needed to raise Capital Reserve Funds.

Chairman Vaillancourt stated that this project is appropriate for bonding and asked if the Board could get a copy of the School Planning and Building Committee Report as soon as possible.

Board Member Barnes also agreed that this project is appropriate for bonding. She noted that this project should be slated for the 2012-2013 time-frame and not moved out any further.

Board Member Ortega stated that this project is not an either or decision. He indicated that the School District should put away some money in cash reserve for a period of time and then bond the rest of the project.

Board Member Barnes stated that projects like entrances should be moved up and then focus solely on a big project such as the SAU Offices.

Reeds Ferry Elementary School/Thorntons Ferry Elementary School Entrances

Business Administrator Shevenell stated that the entrances are slated for 2016-2017. He indicated this project is to create vestibules with a window and a person sitting inside that can let people into the secure office area. He noted that the Merrimack High School, Masticola Elementary School, and Merrimack Middle School all have this type of vestibule.

Board Member Ortega asked why the years that the School District is looking to do this project is so far out when the rationale is safety of the facility and the students.

Business Administrator Shevenell stated that this project was deemed desirable by the Town of Merrimack Planning Board. He noted that the Planning and Building Committee changed this project back to necessary. He indicated that it would be nice to have all the schools done at the same time.

Board Member Barnes stated that the safety improvements that would be made in doing these changes will benefit the staff, students and everyone. She noted that this coming year will be the lightest year for the CIP for the next six years. She asked if Business Administrator Shevenell talked with Tom Touseau about the feasibility of doing all the entrances and the drainage in the same fiscal year over one summer.

Business Administrator Shevenell stated that two fiscal years would be needed to complete those projects.

Chairman Vaillancourt stated that safety is very important at the schools. She requested that the Administration should look at getting all the school entrances secure in 2011-2012.

Superintendent Chiafery questioned how much construction could realistically be pulled off over the summer when the School District has various summer programs going on at the same time.

Chairman Vaillancourt asked if the Administration could look at the information prior to any discussions taking place to move the various projects around.

Vice Chairman Thornton agreed with moving up the entrance project, but felt the School District needs to stay as lean as possible for the big projects that are coming up.

Chairman Vaillancourt stated that if we do not include this project now, it will be included when another larger project is listed.

Board Member Barnes stated that she would like to bond the Special Services/SAU Offices to keep the bottom line over the next six years at an even keel.

Vice Chairman Thornton agrees with keeping the bottom line fairly level.

Board Member Barnes stated that with a bond you are paying in a temperate volume over a ten year period.

Chairman Vaillancourt stated that if the School Board decided to do what Board Member Barnes is suggesting, that dollar amount would no longer be listed on the CIP, but would be added to the operating budget.

Business Administrator Shevenell stated that the bonding rate is at 4%.

Board Member Barnes indicated that the bond is something that you can pay over a long period of time.

Mastricola Upper Elementary School Drainage

Business Administrator Shevenell stated that the current entrances need to be reconstructed and deconstructed. He noted that dry wells need to be put in the courtyard to take some of the roof drains off of the sewer system because all that water is going to the wastewater treatment plant.

Chairman Vaillancourt stated that doing the drainage and paving in the same year makes sense.

Mastricola Upper Elementary School Entrance/Office Upgrade

Business Administrator Shevenell stated that this project is a relocation of the current office to a different location in the same building. He indicated this project is to create vestibules with a window and a person sitting inside that can let people into the secure office area. He noted that this project would help make the office area look like the entrance to a school.

Chairman Vaillancourt suggested that if the Board had any questions or concerns to contact Administration. She asked the Board Members to let her know if they had any questions of Administrators so she could streamline the process.

Superintendent Chiafery suggested that Business Administrator Shevenell include in the next meeting packet a copy of the architectural rendering to the elementary school entrances.

Business Administrator Shevenell stated that he would add that information to the next meeting packet.

8. Guaranteed Maximum Health Insurance Rate for 2011-2012

Business Administrator Shevenell explained the guaranteed maximum health insurance rate. He announced that the guaranteed maximum health insurance rate increase for 2010-2011 was 19.8% and 2011-2012 is 6.7%. He stated that the trend for the entire state of New Hampshire is approximately 11.5% and the Merrimack School District came in at 6.7%. He noted that the Indemnity Plan/JY Plan went up to 13%, the Point of Service Plan (Blue Choice) went up to 7.7% and HMO (Matthew Thornton Plan) went up to 4.9%.

Chairman Vaillancourt indicated that Business Administrator Shevenell takes the guaranteed maximum health insurance rate into account when preparing the budget.

9. Other

a) Correspondence

Assistant Superintendent McLaughlin stated that Board Member Ortega asked if the School Board could be provided with specifics about the NECAP science scores at the October 4, 2010 meeting. He provided each Board Member with a detailed summary of student performance in grades 4, 8, and 11.

Board Member Ortega thanked Assistant Superintendent McLaughlin for the information.

Superintendent Chiafery stated that she received a letter from the New Hampshire School Boards Association listing several Regional Legislative Workshops. She noted that the closest workshop would be held on Tuesday, November 9, 2010 between 6:00 p.m. – 8:00 p.m. at the Local Government Center in Concord, NH. She stated that this workshop is designed to update School Districts about current legislative issues for 2011 and how to become an effective advocate.

Chairman Vaillancourt asked who needs to be contacted if someone is interested in attending the workshop.

Superintendent Chiafery stated that the interested party should contact Sandy Swanson at the School District Administrative Office.

Chairman Vaillancourt stated that she received a letter dated October 6, 2010 addressed to the School Board from Chairman Andrew Powell of the Merrimack Conservation Commission. She noted that the Commission extended an invitation for a member of the School Board to attend an upcoming meeting next month regarding the School Board's concerns, goals and objectives pertaining to the Grater Woods parcel. She stated that Board Member Swonger has offered to attend the meeting as a School Board representative. She noted that the Commission has changed their meetings to the first and third Mondays of every month. She stated that the Commission meets on the same date that the School Board meets. She asked Superintendent Chiafery to prepare a letter to Mr. Powell informing him that Board Member Swonger would be able to attend the November 15th meeting, ask if the meeting could start at 6:30 p.m. and if Board Member Swonger could be listed as the first presenter on the agenda.

b) *Comments*

Chairman Vaillancourt thanked Student Representative Jacqueline McLavey for attending and absorbing the process at tonight's meeting.

10. New Business

There was no new business.

11. Committee Reports

Board Member Barnes stated that the Program Evaluation and Review Committee (PERC) met on the October 12 to discuss the new jewelry making course. She noted that this course would afford the students an opportunity to learn a craft while cross learning economics. She stated that students would learn how to build a business, put together a business model, and how to cost evaluate the materials being used. She indicated that this course would focus back to the subject of RIGOR (Raising expectations of quality learning, Individual growth along with the continuum, Guarantees meeting the needs of all learners, Optimizes learning with ongoing assessments, Real world applications).

Assistant Superintendent McLaughlin stated that RIGOR was an idea born through PERC last year. He noted that the high school art department is creating practical/visual posters that explain what RIGOR is all about.

Board Member Barnes stated that the Fields Needs Committee met on October 13 to finalize the retirement plan of this Committee. She noted that the retirement plan would be presented at the Town Council meeting on October 28th. She stated that Committee Chairman Tim Tenhave asked if the Board and the Administration would attend the October 28th meeting. The committee wants to understand what the School District's role over the next 10 to 20 years will be in providing playing fields for the students and the public.

Chairman Vaillancourt stated that Board Member Barnes and Business Administrator Shevenell would attend the October 28th meeting.

Board Member Barnes stated that the Grater Woods Subcommittee met on October 14th to discuss the plan. She noted that she met with School Resource Officer Prentice, before the meeting to discuss his concerns with the activities of the Subcommittee. She stated that a Subcommittee member came up with the idea to create an ATV loop on town property so the ATVs would not need to access School District property to exit the trail.

Board Member Barnes stated that the Parks and Recreation Committee will be meeting on October 20th to discuss budgets and the tennis courts and skate parks on O'Gara Drive. She asked if the Board or Administration had any questions or concerns about budgeting on improvements and expansions.

Board Member Ortega stated that the Budget Committee met on October 5th to unanimously elect Rick Barnes to replace Chip Underhill. He stated that the Committee formed a Subcommittee to establish rules of order to govern the Budget Committee meetings and processes. He noted that liaison assignments were distributed.

Chairman Vaillancourt asked if the Budget Committee discussed a date when Business Administrator Shevenell would be meeting with the Committee to go over the year end report.

Business Administrator Shevenell stated that he would need to double check the date, but he believes it is the first week in November.

Board Member Ortega stated that all meeting dates were not discussed in lieu of understanding the full schedule.

Chairman Vaillancourt asked if someone could provide her with the date of the meeting.

Board Member Ortega stated that the Health Care Cost Containment Committee met on October 6th to discuss a presentation given at the Local Government Center on the impact of the new healthcare law.

Board Member Ortega stated that the Professional Development Committee met on October 14th to discuss special projects, credit hours and the approval processes.

12. Public Comments on Agenda Items

There were no public comments on agenda items.

13. Manifest

The Board signed the manifest.

At 9:54 p.m. Board Member Ortega moved (seconded by Board Member Barnes) to enter a non-public session per RSA 91-A:3, II (a)(b)(c).

The motion passes 4-0-0 by a roll call vote.

At 10:11 p.m. Board Member Ortega moved (seconded by Vice Chairman Thornton) to adjourn the meeting.

The motion passed 4-0-0.