

**Merrimack School Board Meeting
December 6, 2010
Merrimack High School – Cafeteria
PUBLIC SESSION MINUTES**

PRESENT: Chairman Vaillancourt, Vice Chairman Thornton, Board Members Barnes, Ortega, and Swonger. 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 7:31 p.m.

2. Approval of November 15, 2010 Minutes

Board Member Barnes moved (seconded by Board Member Swonger) to approve the November 15, 2010 minutes.

Board Member Barnes requested the following corrections.

- Page 16 of 16, third paragraph, third sentence, change the words “State Representatives and” to “District Representatives for the State Convention and”

Board Member Swonger requested the following corrections.

- Page 2 of 16, fourth paragraph, third sentence, change the word “paneled” to “panel”
- Page 3 of 16, fourth paragraph, third sentence, change the word “an” to “and”
- Page 3 of 16, fourth paragraph, fourth sentence, remove the words “or the member”
- Page 4 of 16, second paragraph, first sentence, change the words “gathering” to “gathering session”
- Page 5 of 16, fourth paragraph, first sentence, change the word “full” to “fully”
- Page 6 of 16, fifth paragraph, first sentence, change the word “1231” to “12/31”
- Page 7 of 16, first paragraph, third sentence, change the word “there” to “their”
- Page 7 of 16, first paragraph, fifth sentence, change the words “student’s” to “students”
- Page 7 of 16, first paragraph, seventh sentence, change the words “student’s” to “students”

Board Member Ortega requested the following corrections.

- Page 3 of 16, second paragraph, seventh sentence, change the word “responsibilities” to “responsibility”
- Page 3 of 16, third paragraph, sixth sentence, change the word “wave” to “waive”
- Page 6 of 16, ninth paragraph, first sentence, change the sentence to read “Vice Chairman Thornton asked whether the employee uses the HSA until it runs out and Debie Clayton affirmed that.”
- Page 7 of 16, first paragraph, second sentence, change the words “that some of the academic” to “for example”

- Page 8 of 16, fourth paragraph, first sentence, change the words “the teams plan” to “Administration plans”
- Page 10 of 16, sixth paragraph, first sentence, change the word “perspective” to “prospective”
- Page 11 of 16, sixth paragraph, fourth sentence, change the word “this” to “the China Exchange Program”

Chairman Vaillancourt requested the following corrections.

- Page 6 of 16, seventh paragraph, second sentence, change the word “not” to “no”
- Page 7 of 16, first paragraph, sixth sentence, change the word “not” to “no”
- Page 11 of 16, second paragraph, fifth sentence, change the words “and forward” to “and is forward”
- Page 14 of 16, sixth paragraph, first sentence, insert another sentence “The Board was in agreement in supporting Administration’s request to move forward with their efforts.”

The motion passed as amended 5-0-0.

3. Public Participation

Matthew Publicover, 75 Amherst Road, invited members of the Board and the general public to a forum on Family School Partnerships in Special Education, which will take place on Wednesday, December 8, 2010 from 5:30 p.m. - 7:30 p.m. at the Merrimack Middle School Library. The forum will be conducted by the Parent Information Center and is intended for families, educators, administrators, school staff and community members.

4. Online Payment Plan for School Lunches

Chairman Vaillancourt introduced Food Service Director, David Dziki.

Business Administrator Shevenell stated that a new system would be put in place to allow parents to pay for their student(s) school lunches on-line.

David Dziki stated that System Technology handles the District’s point-of-service systems. He stated that System Technology suggested that the School District use either the pre-payment system while using the current lunchbox system or the easy pay system. He indicated that the only difference is that the easy pay system has more room for expansion and allows quicker access to student accounts. He noted that the cost for either system would be the same. He noted more benefits to using the easy pay system than the pre-payment system. He indicated that System Technology would start implementing the easy pay system in January and would be completed in three to four weeks. He noted that the easy pay system would be up and running around January 20, 2011. The trial tests and focus groups would be set up to make sure the easy pay system is running smoothly before the easy pay system is rolled out to the general public. He noted after the tests are completed the easy pay system would be open to the general public in March 2011. He indicated the benefits to using an easy pay system are to simplify an immediate deposit to student accounts and have the option to handle other activities in the District such as yearbook collections. He stated that parents would log in the system from a computer, go to the student account, and then make a payment to the account using a credit card. He noted that the School District would be a decreased need to handle cash or checks. He indicated that the parents would be able to manage the funds and receive low balance updates via e-mail. He noted that the easy pay system has an 800 number for technical support. He stated that the system would allow the School District to review automated daily and monthly reports.

Superintendent Chiafery stated that the parents completed a survey where they asked the School District to implement some type of new system.

Board Member Swonger asked if a communication plan is being developed and if there were other fees associated with the easy pay system.

David Dziki stated that the initial cost would be between \$2,000 and \$2,500. He indicated that the easy pay contract would include technical support; however, there was an annual fee.

Board Member Swonger stated that the cost to cover the easy pay system would be approximately 10 cents per student.

David Dziki indicated that it would be beneficial for parents to make larger deposits at one time rather than multiple small deposits because of the minor transaction fee that would be incurred.

Board Member Ortega asked if the easy pay system would provide support for the trial tests and focus groups that would need to be set up for a smooth rollout to the general public.

David Dziki stated that a letter would go out to the parents explaining the procedures of the easy pay system, how parents could access technical support, and the frequently asked questions.

Board Member Barnes asked if the easy pay system would include snack and milk or would they continue to remain separate.

David Dziki stated that cash payments for snack and milk would remain separate. He indicated that the easy pay system would only cover pre-paid lunches.

Board Member Barnes asked if the easy pay system would include those students who receive reduced rate and free lunches.

David Dziki stated that students who qualify for the reduced rate and free lunch program would automatically have money applied to their easy pay system account.

Board Member Barnes asked for more information regarding the yearbook fees.

David Dziki stated that easy pay system could track yearbook fees in the future.

Board Member Barnes asked if there would be additional set-up charges for the yearbook fees.

David Dziki stated that there is only one set-up charge to get the easy pay system in place. He indicated that the easy pay system could perform different functions once the easy pay system is put into place.

Board Member Barnes asked if the yearbook staff would need to implement more effort if they wanted to use the easy pay system.

David Dziki stated that no more effort would be needed.

Board Member Barnes asked if separate transactions needed to be completed for those parents with multiple students.

David Dziki stated that the easy pay system uses student identification numbers to track accounts. He explained that he would need to research whether or not one transaction could accommodate multiple student accounts.

Vice Chairman Thornton asked for the cost of the minor transaction fee.

David Dziki stated that a flat fee of \$2.50 would be incurred per transaction. He indicated that a percentage option was also discussed; he did not know the percentage rate.

Vice Chairman Thornton asked if the students would notice a difference using the easy pay system.

David Dziki stated that the students should not notice any difference other than the lines would move faster because checks would not need to be processed.

Vice Chairman Thornton asked if a reminder slip would be sent home to parents indicating when there was a low balance.

David Dziki stated that the reminder slip system would remain the same. He indicated that the easy pay system is set up for deposits only.

5. Homeless Liaison Report

Chairman Vaillancourt introduced Homeless Liaison, Jodi Hanley.

Jodi Hanley stated that the McKinney-Vento Act of 2001 guides her position. She indicated that the McKinney-Vento Act of 2001 is an educational act that protects the educational rights of students in homeless situations. She noted that more students are displaced due to financial reasons and “couch surfing” while living with friends, relatives or in shelters. She is aware of 22 students in the District who are in a homeless situation. She noted that there might be more students who have not been identified as homeless because they do not live in a shelter. She stated that her job is to help school personnel identify a student who is in a homeless situation. She indicated that the school secretaries are usually first to identify a homeless situation. She noted that once a school secretary thinks there might be the possibility of a homeless situation, the school secretary would contact her or the guidance counselor. She stated that it is her job to make sure that the homeless student receives all the supportive services that any other student in the School District would receive. She indicated that a homeless student would receive free lunch because that might be the only meal they receive that day. She stated that it is also her job to coordinate transportation for homeless students that may have attended school in Merrimack, moved to another community, but want to remain a student in Merrimack. She indicated that she is allotted \$100 per homeless student to shop for school clothes and supplies. She noted that several agencies provide school supplies for the homeless students. She stated that the homeless students utilize those school supplies. She indicated that most of the homeless students are high school students. She stated that the high school homeless students “couch surf” and live in cars. She noted that the number of high school homeless students has increased. She indicated that there are a couple of families in homeless shelters. She noted that many students are doubled up with friends and families. She stated that the families in homeless situations are usually displaced for

financial reasons. She indicated that a student must be displaced for financial reasons in order to be eligible for services. She noted that once she makes contact with a family member, the family member tends to utilize her as a resource. She stated that Total Chiropractic supports a backpack drive every year to provide school supplies for the homeless students. Gas cards and grocery cards are important to the families. She indicated that there is a need to increase awareness within the schools and noted that a homeless student might have a sibling in another school.

Superintendent Chiafery stated that Jodi Hanley has about eight years of experience as the homeless liaison. She complimented Jodi Hanley for her work over the years and noted that Merrimack has been one of the homeless liaison leaders in the state. She indicated that the McKinney-Vento Act of 2001 has Superintendents working together when it comes to transportation issues. Each District shares the cost to make sure the homeless student is provided with the necessary support to get back and forth to school.

Board Member Swonger asked if Jodi Hanley had knowledge of various social programs being impacted as a result of state funding reductions.

Jodi Hanley stated that she is not aware of any financial impact.

Board Member Swonger asked if Jodi Hanley has interfaced with the middle school resource officer.

Jodi Hanley stated that she has had contact with the middle school resource officer in the past, but not recently.

Board Member Ortega asked what type of trend she is seeing in the number of students that are being serviced from year to year.

Jodi Hanley stated there are approximately 22 homeless students each year. She noted that the trend over the last two years seems to be that more high school students are living without a parent or guardian.

Chairman Vaillancourt thanked Jodi Hanley for her efforts.

6. New England Association of Schools and Colleges (NEASC) Evaluation Report for Merrimack High School

Chairman Vaillancourt introduced Merrimack High School Principal Ken Johnson.

Principal Johnson stated that the New England Association of Schools and Colleges (NEASC) is the oldest of the existing regional accrediting agencies in the United States. He noted that NEASC is the sole agency that awards initial or continued accreditation to schools in New England only after a school has submitted its policies and procedures to rigorous scrutiny. He indicated that Merrimack High School has been awarded continued accreditation from NEASC. Merrimack High School was issued 12 accommodations and 11 acknowledgements by NEASC.

Principal Johnson summarized four focus areas in NEASC Report.

1. Mission and Expectations of Student Learning

Principal Johnson noted that the NEASC report comes with an improvement process such as revisiting the mission statement and expectations for student learning. He stated that a mission statement has already been implemented to follow the school motto: Believe, Go Forward and Inspire. He noted that several things have been listed under each motto such as: Believe – what the staff believes as a faculty; Go Forward – more realistic academic expectations; and Inspire – what the staff inspires the students to do through civic and social expectations. He indicated that the mission statement only works if each stakeholder is included. He noted that the stakeholders consist of teachers, students, parents, central office and the school board. He stated that a timeline would be established to work with students and parents to engage them in the process of refining the mission. He noted that the high school has taken sufficient steps forward in a short period of time to meet the recommendations of NEASC.

2. Curriculum of Student Learning

Principal Johnson noted that NEASC would like the school to commit sufficient time, financial resources and personnel to the development and evaluation and implementation of curriculum. NEASC recommends that the high school develop and implement a new comprehensive curriculum, revision, and review process on a regular basis. He noted that NEASC would like the high school to develop school wide rubrics to measure student achievement with regards to literacy, numeracy, developing and promoting interdisciplinary classes, and create and implement a complimentary competency-based grading system. He indicated that equipment such as LCD projectors and smart boards would assist teachers to integrate more technology into their curriculum. He stated that the absence of outdated technological equipment and limited student access to computers is compromising. He noted that the School District would need to increase funding to purchase the computer equipment.

3. Instruction of Student Learning

Principal Johnson stated that NEASC recommends more data collection about student achievement to drive instruction. He indicated that the high school must ensure that there is adequate technology to support instruction and provide professional development in the use of technology and instruction. He noted that current updated technology is an issue for both students and teachers. He stated that other issues consist of creating an advisory program to ensure that each student has an adult member of the school or community who can personalize each student's high school experience. He noted that NEASC recommends that the high school devise a means to provide greater access to labs, but the labs need to be supervised. He stated that NEASC recommends that the high school provide adequate funding for replacement furniture, access to current technologies, and funding the current technology plan.

4. Assessment of Student Learning

Principal Johnson stated that his follow-up responsibilities include: 1) the submission of a special progress report to NEASC by November 1, 2011 including the work being done around the mission statement and academic expectations; 2) the submission of a two year progress report to NEASC by October 1, 2012 which is a detailed report that includes budgeted items; 3) the submission of a five-year report to NEASC by 2015. He stated that NEASC report expects that the high school will make significant progress.

He stated that the Merrimack High School has completed the first two phases, the self-study and evaluation visit of the accreditation program.

Board Member Ortega congratulated Principal Johnson on receiving the accreditation. He asked if Principal Johnson knew when the evaluation process was going to take place. He asked if Principal Johnson expected this kind of a report from NEASC or did it come as a complete surprise.

Principal Johnson stated that he was not surprised by anything in the report. He noted that he had the opportunity to make a few adjustments before the NEASC visit, but did not want to make adjustments to the document that was submitted. He indicated that when NEASC was writing the report, he informed NEASC of the changes he was going to be implementing at the high school.

Board Member Ortega asked if the report goes beyond the mission statement by determining how the high school is delivering against the mission statement and how the high school evaluates students in terms of the competencies.

Principal Johnson stated that one full year goes into preparation for the NEASC visit. He noted that while the high school was preparing for the visit, the high school was trying to meet the demands of the State while writing the competencies, the competency assessments, and comparing the rubrics.

Board Member Ortega asked Principal Johnson if he felt confident about the two milestones on November 1, 2011 and October 1, 2012.

Principal Johnson stated responded that he is comfortable with the next two milestones.

Board Member Ortega asked what percentage of schools receive a warning status before the school qualifies or is turned down accreditation. He asked if the warning status is a normal condition.

Superintendent Chiafery stated that she has been part of accreditation teams in the past and would say that some schools receive conditional approval. She noted that Merrimack High School should be proud to have received approval right away. She indicated that a warning is used to make the school aware that certain things need to happen in a certain period of time.

Board Member Swonger asked if Principal Johnson could explain the word “rubric,” the value of a rubric and how the high school is using a consistent rubric.

Principal Johnson responded that a rubric is consistent, fair and general measures of student achievement. He indicated that if you had a rubric of 1, 2, 3, and 4 (1 being the lowest and 4 being the highest) within each rubric there would be a criteria that marks student achievement. He noted that the student achievement would range from a base level, to a moderate level, to a high level. He stated that rubrics that did exist were somewhat outdated and when the State mandated competencies and competency-based assessments, the mandates came with a new set of rubrics. He noted that each and every course/class that is taught will have a set of rubrics that needs to be met if a student is going to be successful. He indicated that each of the competency-based assessments will have to have a rubric to determine if a student has met competency. He stated that six general or academic expectations, also known as competencies, are fundamental things that each Merrimack High School student is expected to understand and be able to demonstrate mastery of when the student leaves the high school. He noted that those competencies are: reading, writing, speaking/listening, problem solving, research skills, and technological skills. He noted each of those competencies has to have general rubrics.

Board Member Swonger stated that having a consistent measure across the school and across the grade is valuable to the school and the students.

Principal Johnson stated that he has much work to do between now and the beginning of the next school year. He indicated that he needs to explain to the public the significance of moving from a traditional-based system to a competency-based system.

Board Member Barnes asked where Principal Johnson sees the Program Evaluation Review Committee falling into the curriculum evaluation expectations of the report.

Principal Johnson stated that there is a statement in the recommendations that are introduced in interdisciplinary courses. He noted that there are a number of interdisciplinary courses; however, there is a staffing impact associated with those courses. He noted that the interdisciplinary courses are often team taught.

Chairman Vaillancourt congratulated Principal Johnson on receiving the accreditation. She was hopeful that there was some type of minor review pertaining to curriculum initiatives that could be done on a regular basis to make sure that the high school is staying in touch with things that may come forward.

Principal Johnson noted that when the chairperson of NEASC spoke before the high school staff he highlighted the one thing everyone noticed when entering Merrimack High School was that everything was all about the students and the students make it clear that they want to come to Merrimack High School.

7. Overview of Proposal 2011-2012 School District Budget

Superintendent Chiafery stated that the District Logic Model guided the School District's thinking. The four pillars are concentrated in literacy, numeracy/mathematics, technology integration, and a positive school climate/environment.

Superintendent Chiafery stated that ongoing curriculum development is part of the District Technology Plan.

Superintendent Chiafery noted the ongoing Furniture Replacement Plan.

Superintendent Chiafery stated that Assistant Superintendent McLaughlin and the teaching staff have been revising the art curriculum which is expected to be completed in the fall.

Superintendent Chiafery noted a textbook purchase for high school Spanish II and the purchase of 70 new computers for the three high school computer labs.

Superintendent Chiafery reported a projected decline of approximately 127 students for the school year 2011-2012. She noted an increase of a couple of students in the preschool program, a reduction of 20 students across the four elementary schools, an increase of approximately 15 students at the upper elementary school, a reduction of 65 students at the middle school and a reduction of 59 students at the high school.

Superintendent Chiafery recommended the elimination of three full-time teaching positions, two half-time teaching positions, and the reduction of a position from full-time to half-time. She noted the reasons for the reduction in force were a result of a decline in enrollments, the lessening of student interest in elective courses and the need to offset a significant increase in the employer's share of the cost of retirement.

She explained that one half-time kindergarten teaching position would be eliminated from the James Mastricola Elementary School. One full-time kindergarten teaching position would be reduced to one half-time kindergarten teaching position at Reeds Ferry Elementary School. One second grade teaching position would be eliminated from Reeds Ferry Elementary School. She did not recommend a reduction in staff at the middle school due to the fact that one seventh grade team had been eliminated in 2010-2011. She also recommended the elimination of one full-time high school family and consumer science teacher position, one full-time high school world language teaching position in French and one half-time high school physical education teaching position. She indicated that one food service position would be eliminated from James Mastricola Upper Elementary School.

Superintendent Chiafery reported a Guaranteed Maximum Rate increase of 6.7% for health insurance, which equates to an increase of \$371,830.

Superintendent Chiafery reported that the employer's share of the retirement benefits increased by 21%, which equates to an increase of \$543,903.

Superintendent Chiafery reported 25 teachers submitted a requested for the early retirement incentive. Funding for ten early retirements is included in the budget, per contractual agreement.

Superintendent Chiafery stated that the budget included \$170,000 for asbestos abatement at Thorntons Ferry Elementary School noting that the project has been deferred twice.

Superintendent Chiafery stated that the budget included \$300,000 to secure the school entrances at Thorntons Ferry Elementary School, Reeds Ferry Elementary School, and James Mastricola Upper Elementary School.

Superintendent Chiafery stated that the budget included \$55,000 to repair Lyons Road at Reeds Ferry Elementary School.

Superintendent Chiafery stated that the budget included \$80,000 to replace and install wall unit cafeteria tables at Reeds Ferry Elementary School and Thorntons Ferry Elementary School.

Superintendent Chiafery stated that the budget included approximately \$11,000 to replace the carpet in the library at James Mastricola Elementary School.

Superintendent Chiafery noted that there was a 2.6% increase in the special education budget due to the paraeducators salary increases per the Merrimack Education Support Staff Association Collective Bargaining Agreement.

Superintendent Chiafery reported a 4% increase in transportation cost per contract.

Superintendent Chiafery stated that the bonded debt decreased \$72,205.

Superintendent Chiafery stated that the School District is in negotiations for Collective Bargaining Agreement with the Merrimack Teachers Association.

Superintendent Chiafery suggested that the Board consider a Capital Reserve Fund to begin to save for the consolidation of the School Administration Unit and Special Education Offices.

Superintendent Chiafery concluded by stating that the proposed 2011-2012 administrative budget is \$65,728,466 which is an increase of 2.38%.

Board Member Swonger highlighted the difference between placing a capital expenditure in the operating budget versus having it listed as a warrant article. He explained that the Board cannot expend funds from the operating budget for warrant articles that are voted down by the voters.

Board Member Barnes asked for an overview of the District's Logic Model relationship to the budget plan.

Superintendent Chiafery explained that the Logic Model is a continual ongoing document. The principals reference the literacy efforts to make sure that the District is able to follow through with the collaborative assessment project.

Chairman Vaillancourt asked the public to get the budget facts accurate before passing information to others. She asked the public to contact a school board member or the superintendent's office with questions.

8. Dates for Board Meetings in January/February

The Board agreed to adjust its meeting schedule to accommodate a January holiday and February vacation week. The following is the modified school board meeting schedule for January and February.

- Monday, January 3, 2011
- Tuesday, January 18, 2011
- Monday, February 7, 2011
- Monday, February 28, 2011

Board Member Swonger stated that the modified School Board meeting scheduled did not conflict with proposed Budget Committee meeting dates.

9. Information Regarding Education Jobs Fund

Business Administrator Shevenell stated that the School District received a letter dated November 24, 2010 from the New Hampshire Department of Education indicating that the School District has an additional \$370,000 coming from the Ed Jobs Grant. He noted that the School District could use the grant money for 2010-2011 or wait until 2011-2012. He stated that the School District received an Adequate Education Grant in 2010-2011 in the amount of \$10,445,000 and \$360,000 of that money is included in the Ed Jobs Grant. He indicated that in 2011-2012 the School District will receive an Adequate Education Grant in the amount of \$10,000,000. He explained that \$370,000 of that "new" money will come from the Ed Jobs Grant. He asked the School Board to look at which year they would like to apply the Ed Jobs Grant. His recommendation would be to apply the money in

2011-2012 to make up for the short fall in the grant money that year. He indicated that the Ed Jobs Grant would be for the teaching staff only. He stated that the School District submitted to the New Hampshire Department of Education a listing of all the teaching salaries which totaled more than \$360,000.

Board Member Swonger asked if the School District was sure to receive the Ed Job Grant money if the Board were to hold off on applying for that money until 2011-2012.

Business Administrator Shevenell stated that the School District received a preliminary schedule and he was informed by the New Hampshire Department of Education that the amount of grant money would not be less, but could be more.

Board Member Swonger asked if the School District waited to use the grant money would there be a possibility that the money would disappear as the State and/or Federal Government revise their plans.

Business Administrator Shevenell stated that was not the case.

Vice Chairman Thornton stated that the School District is not going to receive an abundance of grant money. She asked if the grant money is being taken from one fund then shifted into another fund while the fund is being called something else.

Business Administrator Shevenell stated that the State of New Hampshire received \$41,000,000 in 2010-2011 from the Federal Government for the State Fiscal Stabilization Fund. He noted that the \$41,000,000 in 2010-2011 is being used to fund adequacy. He indicated that another \$41,000,000 would be used in 2011-2012. He stated that \$20,000,000 is going to be used to fund adequacy and \$21,000,000 will be used to create the Ed Jobs Grant.

Vice Chairman Thornton asked if the Ed Jobs Grant is only to be used to hire teachers.

Business Administrator Shevenell stated that the Ed Jobs Grant can only to be used for teachers' salaries.

Chairman Vaillancourt indicated that the Ed Jobs Grant money cannot be used to create positions.

Business Administrator Shevenell stated that the Board could take the grant money in 2010-2011 to offset current expenditures of teachers. He indicated that the Board would then increase the fund balance for 2011-2012 to reduce taxes. He noted that unused grant money in 2010-2011 would become a surplus in the 2011-2012 fund balance to reduce taxes.

Board Member Barnes asked about the delta amount.

Business Administrator Shevenell stated that the School District would receive approximately \$100,000 less in Ed Job Funding in 2011-2012.

10. Other

a) Correspondence

There was no correspondence.

b) *Comments*

Superintendent Chiafery announced that the School Board budget workshop meetings would be held at James Mastricola Elementary School in the All Purpose room on Thursday, December 9, 2010 and Tuesday, December 14, 2010. Both meetings would begin at 7:00 p.m.

Chairman Vaillancourt stated that there was a proposed reduction in staff at the Merrimack Police Department. She stated that the Merrimack Chief of Police has indicated that the proposed cuts would affect the services of the school resource officer at the high school and the community liaison at the James Mastricola Upper Elementary School. She encouraged individuals to attend the Town Council Budget Meeting.

11. New Business

Chairman Vaillancourt stated that Board Member Barnes will be attending the 2011 New Hampshire School Board Association Delegate Assembly. She noted that the Delegate Assembly provides an opportunity for School Boards to weigh in on proposed resolutions. She asked the Board Members to review the proposed resolutions for discussion at the December 20th meeting.

12. Committee Reports

Board Member Swonger stated that he attended the Technology Steering Committee meeting on November 18th to discuss last year's accomplishments and the six-year plan.

Board Member Swonger stated that he attended the Budget Committee meeting, as an alternate, on December 2nd. He reported that the Committee discussed replacing Budget Committee Member Coburn who resigned. It was the consensus of the Budget Committee not to place anyone in the position because the resignation came late in the year.

Vice Chairman Thornton stated that she attended the District Parent Group meeting on November 29th. The pros and cons of each school parking lot were discussed and Rich Hendricks addressed the Planning and Building Committee's proposal to consolidate the School Administration Unit and Special Education Offices. The next District Parent Group meetings will be held on January 31, March 31, and May 31, 2011.

Vice Chairman Thornton stated that the Merrimack Safeguard met on December 2nd to discuss the adoption of the bylaws, considered other organizations and how they might assist with the grant and reviewed a new logo.

Assistant Superintendent McLaughlin added that Merrimack Safeguard has some great ideas for community participation on behalf of students.

Board Member Ortega stated that he was unable to attend the Healthcare Cost Containment Committee meeting on December 1st, but wanted to share the agenda with the Board. He indicated that Local Government Center Account Executive Debie Clayton reviewed the Health Saving Account options from Lumenos. He stated that the Committee received walking program kits and that nurses from the Merrimack Medical Center agreed to help with a future wellness effort.

Board Member Ortega stated he attended the Professional Development Committee meeting on November 18th to discuss and share the reflections that teachers have after attending a course of study and ways to share that information in terms of both what was available to them and what the teacher took away with the course so others could benefit from the experience.

13. Public Comments on Agenda Items

Andy Schneider, 34 Woodward Road, spoke as the Chairman of the Budget Committee. He asked Business Administrator Shevenell if the School District's budget review schedule that was sent to him on December 3rd had changed.

Business Administrator Shevenell responded that the scheduled had changed.

Andy Schneider asked Business Administrator Shevenell for an updated schedule.

Andy Schneider asked if the School Board was going to start discussing deliberations on the School Board's budget on December 20th. He asked if the School Board could provide him with a schedule of any follow-up meetings that may need to take place if the School Board does not attain the budget discussions on December 20th.

Chairman Vaillancourt responded that School Board meetings and hearings are posted. She indicated that she does not anticipate adding any meetings and that any carry-over would be taken care of at the December 20th meeting.

14. Manifest

The Board signed the manifest.

At 9:40 p.m. Board Member Barnes moved (seconded by Vice Chairman Thornton) to enter a non-public session per RSA 91-A:3, II (a)(b)(c).

The motion passes 5-0-0 by a roll call vote.

At 10:44 p.m. Vice Chairman Thornton moved (seconded by Board Member Barnes) to adjourn the meeting.

The motion passed 5-0-0.