

**Merrimack School Board Meeting
Merrimack Town Hall Meeting Room
December 16, 2013
PUBLIC MEETING MINUTES**

PRESENT: Chairman Ortega, Vice Chairman Powell, Board Members Barnes, Markwell and Schneider, Superintendent Chiafery, Assistant Superintendent McLaughlin, Business Administrator Shevenell and Student Representative Crowley.

1. Call To Order

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

Chairman Ortega led the Pledge of Allegiance.

2. Approval of the December 2, 2013 Minutes

Vice Chairman Powell moved (seconded by Board Member Barnes) to approve the minutes of the December 2, 2013 meeting.

Board Member Barnes requested the following changes to the minutes:

- Page 2 of 8, second bullet in Caroline Masterson’s presentation, should be “trivia-based”.
- Page 2 of 8, first bullet in Tammy Lambrou’s presentation should be “dual enrollment” and volleyball is one word.
- Page 3 of 8, paragraph 2, should be “prerequisite coursework”.

The motion to accept the minutes of the December 2, 2013 meeting passed as amended 4-0-1 with Chairman Ortega abstaining.

3. Public Participation

Devon Venne, 8 Birch Street, Merrimack, spoke about the Unified Sports Class at Merrimack High School. Mainstream students work one-on-one with students with special needs. This class is only offered every other year. She believes that this course should be offered every year because many students with special needs cannot participate in regular gym classes.

Hannah Easter, 4 Mary Paul Lane, Merrimack also spoke about the Unified Sports Class. She added that the class is beneficial for the general education students and the special needs students.

Jayne Turkington, 7 Springfield Circle, Merrimack also spoke about the Unified Sports Class. She is a student at University of New Hampshire and feels that taking this class at Merrimack High School inspired her to focus her further education in working with students with special needs.

Madison Freed, 4 Marty Drive, Merrimack, also spoke about the Unified Sports Class. She felt it helped the special needs students feel like they were part of the mainstream student population.

Renee LaFosse, 25 Cassie Lane, Merrimack, also spoke about the Unified Sports Class. Her biggest benefit was the bond she made with the special need students.

4. Orientation to the District: Torchbearer Program

Laurie Allen spoke about The Merrimack Torchbearer Program. This program is for educators to mentor educators. Educators plan and carry out training and support for all newly hired professional staff and those who may have changed buildings or grade levels. It has been designed by teachers for teachers. She read the Mission Statement.

Denise McLaughlin from Thorntons Ferry Elementary School, spoke about the history of the program, which started in 2003. A facilitator from each of the schools met with Debra Roody of the State Department of Education and Deb Woelflein. They crafted a program that would provide support to educators who were newly hired in the district. The program evolved to now support specialists such as nurses, computer teachers, physical education teachers, etc. Usually each mentee is assigned two mentors, one mentor to help them become familiar with the building culture and another mentor in their specialty areas. In the last ten years the program has mentored two hundred teachers.

Nancy Sumski from Merrimack Middle School, spoke about the facilitator's role. Each building has a facilitator who plans and organizes monthly meetings and training for mentees and mentors. Facilitators meet regularly to discuss the needs of each building and how they can support each other.

Cindy Janiak from Reeds Ferry Elementary School, spoke about the Summer Induction. When the school year ends plans are already made for the following year. The binders are modified and updated to meet the needs of the mentees and mentors. The facilitators meet in July to plan for a two-day Summer Induction in August. Professionalism, confidentiality, special education law and expectations of the program are some of the topics for the mentees. The induction includes a bus tour to all the buildings. Superintendent Chiafery and Assistant Superintendent McLaughlin join the mentees for a special luncheon to welcome them to the district. The mentors also have an induction training to prepare them as coaches.

Barbara Lysy from Masticola Elementary School, spoke about how they celebrate their successes. Agreeing to become a mentor involves a huge commitment to the program. Weekly meetings and visitations are required. In December and May the mentees and mentors meet with Administration to celebrate their hard work and successes. A Certificate of Completion is awarded at the completion of the program.

Lindsey DeLorenzo from Merrimack High School, spoke about being a mentee and a mentor. She came to Merrimack from the business world and found the mentoring program played a major role in her success as a teacher. She finds being a mentor is "giving back" to the district.

Board Member Schneider asked how they bring in new mentors. He asked if there is a program to rotate the mentors.

Ms. Allen explained that each of the facilitators meet with the administrators in their buildings. Normally they will talk about the new hires and who may be the best "match" for the mentees. Sometimes it is based on proximity and sometimes on content area. They always try to get new people to mentor.

Board Member Schneider asked if there is a stipend for people who mentor.

Ms. Allen responded that it's under "Pay for Performance".

Board Member Barnes asked Ms. DeLorenzo what courses she and her mentee teach.

Ms. DeLorenzo responded that she teaches Robotics Engineering, Architectural Drawing, Engineering Drawing, Mechanical Drawing and a Product Design and Development Class. Her mentee teaches Family Consumer Science, Independent Living and a Child Development class.

Board Member Barnes asked Ms. DeLorenzo what her mentor had taught while she was being mentored.

Ms. DeLorenzo responded that her mentor was a photography teacher.

Board Member Barnes asked Nancy Sumski what she teaches at the middle school.

Ms. Sumski responded that she teaches Language Arts. She is a facilitator and that group is based on content area. So a Language Arts teacher mentors a Language Arts mentee.

Vice Chairmen Powell commented on the mentor program being cross-cultural. He asked if any other districts request information on how the Merrimack program works.

Ms. Allen responded that other districts have inquired about the program.

Chairman Ortega stated the importance of the mentoring program. He asked what the participants see as the future of the program and if the board can help in making any changes.

Ms. Allen responded that it is continuous work. Materials are added and deleted to the binders to meet the needs of the incoming mentees.

5. Formal Hearing on Food Service Budget for 2014-2015

Chairman Ortega introduced David Dziki, Food Service Director. He noted that this is the first of the departmental reviews for the upcoming budget.

Mr. Dziki stated that the budget reflects the costs associated with the six schools in the district. Items included in the Food Service budget are:

- New Steam table for Mastricola Elementary School
- Replacement of equipment at the Mastricola Upper Elementary School.
- This year they joined the NH Buying Group, thus receiving better pricing on food items. In some cases he saves twenty dollars a case by being part of the group. It is generally frozen food and grocery items.

Business Administrator Shevenell added that the Food Service Program is a special revenue fund where the expenditures always equal the estimated revenues. To do otherwise would allow revenues from the program to flow into the General Fund. By statute, any surplus funds must remain in the Food Service Program.

Board Member Schneider asked when Merrimack joined the New Hampshire Buying Group and if joining this program caused any difference in budgeting.

Mr. Dziki responded that Merrimack joined the group this year and no special budgeting took place.

Board Member Schneider stated that in both this year and last year the revenues have been higher than the expenses.

Mr. Dziki responded that there has been a decrease in the student enrollment numbers as well as well as a price increase in lunches which caused a decrease in participation. He added that if there is a trend to have more revenue than expenses, he would revamp the budget in the future.

Board Member Barnes was pleased about joining the New Hampshire Buying Group. She questioned the \$1,200 increase in the amount budgeted for bottled gas.

Mr. Dziki responded that over the course of August 2012 to May of 2013 there were price differences in the cost of gas.

Board Member Barnes asked about the Technology Service contract. In 2012-2013 they were \$17,000 over budget. She asked what would be done to make sure they were not over budget this year.

Mr. Dziki responded that in 2012-2013 the amount expended included \$18,942 for necessary software upgrades and upgrading three servers. The service contract came in under-budget.

Board Member Barnes asked if there were any technology infrastructures that could be at risk.

Mr. Dziki responded that would not be the case since everything is new and under contract.

Board Member Markwell asked if there is a membership/annual fee to join the New Hampshire Buying Group.

Mr. Dziki responded that there is a \$400 membership/annual fee. He added that he already has seen a savings to cover the fee.

Board Member Markwell asked if Mr. Dziki had budgeted for equipment if the Natural Gas Conversion, goes through.

Mr. Dziki responded that he did not budget the change from propane to natural gas.

Business Administrator Shevenell stated that was not specifically discussed with Honeywell, but it will be firmed up.

Chairman Ortega spoke about the question Mr. Dziki received from the Budget Committee. The summary revenue estimates are lower by \$55,400. The Budget Committee asked about the source of the reduction in revenues.

Mr. Dziki responded it comes from a decrease in the amount of a la carte items purchased. He suggested that perhaps it is because of the price increase of the lunches and that students are not purchasing the extras. A reduction in the number of students may have something to do with it. He added that it has nothing to do with the reimbursement from the state.

6. Formal Hearing on Maintenance Budget Including Discussion Regarding Gas Conversion Project for 2014-2015

Tom Touseau addressed utility questions in the budget:

- Sewer and water costs are based on three years of expenditures. An additional charge was added in this year for the back-flow preventers. The town will be checking the back-flow preventers twice a year instead of once a year so it will cost twice as much.
- Gas prices are based on three years of expenditures for each of the buildings and then 2.5% was added to that price. That is best guess as to what will be happening with gas prices.
- Electrical costs are also based on three years of expenditures. There are two expenditures for electric. One is the actual content and the other is the delivery charge. We are at a 0% increase in the content because we have a contract. That section will not increase. The delivery charge will increase 4.5% for small users, which are Thorntons Ferry and Reeds Ferry, and 6.5% for large users, which are all the other buildings.
- Oil budget is based on a three-year average of gallons of oil plus a 4.25% increase.

Business Administrator Shevenell spoke about the contracts. We are contracted for electricity with Trans Canada in Vancouver. The price of that contract was lower than PSNH. This contract will expire in 2015 and will have to be renegotiated. We are contracted for gas from Metro Swift and that contract will also expire in 2015.

Chairman Ortega noted that some of the items which are a part of Capital Improvement Plan have already been discussed in detail.

Board Member Schneider asked about the expenditure for the new pick-up truck. He noted that under maintenance there is five hundred dollars (\$500.00) budgeted for maintenance of the old 2000 truck. He asked if that line item would be removed if a new truck is purchased and if the five hundred dollars is a standard figure for maintenance of a vehicle.

Mr. Touseau responded that five hundred dollars is a pretty standard figure. He added that over five thousand dollars (\$5,000.00) has been spent in maintaining the 2000 truck this past year.

Business Administrator Shevenell stated that the 2000 truck is in extremely poor condition and should be replaced.

Board Member Schneider asked if the gas conversion goes through, what would be the budgeted amount for gas.

Business Administrator Shevenell responded that he would get an estimate for the price at this point in time, until the warrant article passes or is defeated.

Board Member Schneider stated that if there is an estimate for each building, it will be a “better sell” to the public for the conversion.

Board Member Barnes asked what services the pick-up truck provides.

Mr. Touseau responded that the truck plows the playgrounds, transports the maintenance workers and plows other items that are not covered by the contracted plowing company.

Board Member Barnes asked about expanding the contracts to include those areas that are covered by the maintenance department.

Mr. Touseau explained that the vehicle is not only used for plowing. It is used for the maintenance workers every day. It is used to pick up and/or move items as well as plowing.

Board Member Barnes asked about the line item for maintenance at Thorntons Ferry. Six thousand dollars was expended in 2012-2013. She wanted to know why the budget for 2014-2015 is only \$4,000.

Mr. Touseau explained that the injector pump at Thorntons Ferry was repaired for \$2,211.68. The budgeted amount is a three year average.

Board Member Barnes questioned the line item for rubbish disposal in the district. \$45,000 was expended in 2012-2013. Next year is budgeted for \$53,000. She asked why there is such a difference in these items.

Mr. Touseau responded that for years the budgeted amount was \$63,000. They decided to lower the amount by \$10,000. It would be for anything out of the normal.

Business Administrator added that his concern was the Environmental Protection Agency's regulations for disposal. Time has passed and there has not been a problem.

Board Member Barnes asked about Building Service and Repair. She asked why the budget is \$14,000 less than the last expenditure and \$26,000 less than the 2012-2013 budget. She added that she wanted to know how many classrooms would be painted and how often they are painted. She also wanted to know why the expenditures are lower this year.

Mr. Touseau responded that this is a "moving account", which means that certain items are added or taken away depending on what is being done in the district in a particular year. A couple of the items that are not in the 2014-2015 budget are the Reeds Ferry Elementary School carpet since it was completed and money for repairs to the Special Services building. Additions would be things like the white-boards. Approximately 18 rooms are in need of painting. The painting could be partial rooms and partial walls.

Board Member Barnes asked if teachers can request their area be painted.

Mr. Touseau replied that he usually asks administrators what projects need to be done.

Business Administrator Shevenell explained that the district purchased AEDs, automatic defibrillators through the American Recovery and Reinvestment (ARRA) funds. The batteries last for a couple of years. Replacement batteries need to be purchased for safety and liability reasons.

Board Member Barnes asked why expenditures were \$10,000 higher than budget and what assurances do we have that it will not go over budget again.

Mr. Touseau responded that it was vehicle problems and large repairs. He would not anticipate a year like last year with a new vehicle.

Board Member Barnes asked about the roofing projects.

Mr. Touseau stated that section B of the high school roof would be put off for another year. He explained that there are some items that are out of warranty and may have to be replaced; however, not all items out of warranty need repair. They could last another five years. There are seventy-three sections of roof. Thirty-nine sections are out of warranty. It is important to continue with a roofing plan. He added that if they do section C, C1 and G will be a step in the right direction for the coming year.

Board Member Barnes asked about the cost for the roofing. For roofing projects put off last year, the budget committee had included the cost of \$325,000 in our operating budget. She wanted to know if we can budget the \$325,000 for doing section B of the roof this summer instead of 2015-2016.

Business Administrator Shevenell stated that the entire section of the roof could not be completed for that amount of money. He would ask Mr. Touseau to send it out to bid and then he would sign a legally binding contract dated before June 30th. It would become an encumbrance and could be taken from the 2013-2014 operating budget. This is perfectly legal.

Board Member Barnes stated that there would be a \$58,000 difference between the amount the Budget Committee allocated and the increase amount.

Board Member Barnes asked how the heat wheel in section B of the roof would affect the roofing project.

Mr. Touseau responded that they have tried to make it a joint project. It could be done separately or at another time.

Board Member Barnes asked why the money is so varied from year-to-year.

Mr. Touseau explained that he took the actual figures for three years and then added 2.5% to that. The same calculation is performed for the electricity.

Vice Chairman Powell if asked if the American Disabilities Act suggested guidelines for electric door openers were new guidelines.

Business Administrator Shevenell responded that they were existing guidelines that had to be followed if new construction was being done. He stated that when the secure entrances to Reeds Ferry and Thorntons Ferry were done, there were new guidelines in order to be in compliance with code. He added that it was not done in the middle school because it was not code back in 2004.

Vice Chairman Powell asked about the plowing contracts for the parking lots. The maintenance department plows the playgrounds and the sidewalks, etc. He asked if we are responsible for plowing O'Gara Drive and the property that we own but lease out (the skate park and the basketball and tennis courts).

Mr. Touseau stated that the town is responsible for plowing the leased properties.

Board Member Schneider stated that he wanted to include the adjusted propane costs.

Chairman Ortega asked how many acres constitute the total roofing projects.

Mr. Touseau responded eleven and one quarter acres of roof.

Chairman Ortega asked about the maintenance fleet. There are several vehicles. He asked if expenditures to maintain the fleet have been discussed.

Mr. Touseau responded that this is an item that has been on his radar. He anticipates replacing some of those vehicles in the years to come.

Business Administrator Shevenell stated that the Special Education van is used to transport students in the Get Set program to job sites. This vehicle will have to be replaced in a couple of years. He added that this vehicle is not part of the maintenance department fleet.

Board Member Schneider asked if there would be a discussion on the warrant article for the Natural Gas conversion.

Superintendent Chiafery stated that if questions about the Natural Gas wanted to be raised, that would be fine. The final rendering, if they are so inclined, would be a warrant article.

Board Member Schneider stated that he had a question about conversion costs. Previously they spoke about the burners and boilers. He wanted to know if Honeywell had taken into account all the other items that would have to be replaced if the conversion goes through.

Mr. Touseau stated that he thought that would be part of determining exactly what would be done.

Business Administrator Shevenell stated that when Honeywell made their presentation, they wanted to know if the district was going to go through with the project. He added the scope still needs to be defined.

Board Member Schneider stated that there a lot of costs involved. He wants to make sure all the data is in place, especially for the voters.

7. Reconsideration of the Development of a Trust Fund for Future Health Premiums

Business Administrator Shevenell explained that he and Attorney Peahl have discussed the proposed trust fund. The rationale behind creating an Expendable Trust is the money does not go to the trustees. It gives the board empowerment on how and when to spend the money, as opposed to a Trust Fund which requires a public hearing, taking input from the public, and going through the trustees. He read the beginning of the warrant article which stated that a Trust Fund would be established, called the Health Insurance Stabilization Fund, "for the purpose of lessening the budgetary tax impact for the residents of Merrimack as a direct result of increases in the cost of health insurance premiums." The funds will be generated from the surplus of the Health Insurance Trust.

Chairman Ortega clarified the intent for a warrant article this year would be to take the monies from the Local Government Center as seed money to establish this fund. It would continue into future years in which future monies would be designated for the fund.

Business Administrator Shevenell reported after he pays the necessary reimbursements there is one million six hundred and ten thousand, one hundred and four dollars (\$1,610,104) available to put into this fund.

Vice Chairman Powell asked if each year there would be a refund from the Local Government Center.

Business Administrator Shevenell responded that next year there will be a refund from the Local Government Center in September. He added that the guaranteed maximum rate is 11.4% but there is talk about another refund which may bring it down to 8.4%. The legislation does not want that to happen. The Legislature wants the Local Government Center to show the gross rate without any refund, and have the refund come back to the district in the form of a check to be distributed to the employees by the employer. The reason would be to have it be more transparent.

Vice Chairman Powell stated that he has a problem with collecting more than they need to create a refund. He asked if a cap would be set on the fund. He also asked if it would have to be voted on each year.

Business Administrator Shevenell stated that it would have to come to the voters each year with a specific range of funds.

Board Member Schneider asked if the intent to take the remaining amount that is available to seed the Trust Fund.

Business Administrator Shevenell responded that was up to the board's discretion.

Board Member Schneider asked Business Administrator Shevenell what his opinion is on establishing this fund.

Business Administrator Shevenell explained that his intent is to look at the volatility of these rates over decades when you go from a minus 1% decrease to a 27% increase. He would recommend that the \$1.6 million dollars be available be put in that fund.

Board Member Schneider stated that, as a board member, he would want to be sure there is no other expectation for that money. He asked if it would be prudent for all of the money to be put into the account.

Chairman Ortega stated that if we do not consider the creation of the Trust Fund the money would have to go back to the taxpayers. If a need comes up for extra money, the board would have to ask the taxpayers for the money back.

Board Member Schneider stated instead of using all the money as seed money, perhaps a portion of it could be used as the seed money and the rest set aside in case it is needed.

Vice Chairman Powell stated that if some of the money is held back, it has to be returned to the tax payers. We cannot keep it. So if there are extra bills, he asked where the money would come from. He assumed that if money is needed from the Trust Fund it can be drawn out of the account.

Board Member Schneider stated that if you pick a dollar amount in April based on what the excess from that refund, and some other expense comes in that falls under healthcare, that money is available if it is not allocated to Trust Fund to pay for it from April to June.

Chairman Ortega stated that the warrant article starts with the new fiscal calendar of July first. By definition the surplus cannot be derived until the year is ended. There is no concern for the time period from April to June.

Vice Chairman Powell asked Board Member Schneider if he would be comfortable if the warrant article had “an amount up to “X” number of dollars.

Business Administrator Shevenell explained that usually an amount “up to” is written into a warrant article.

Board Member Schneider added that he just wanted to make sure that if an amount is decided upon, the board does not regret putting it all into that account.

Board Member Barnes stated that the money came back for health insurance reasons, but we have a lot of expenses to run the district. The public is concerned with how this affects their tax bills. The taxpayer expects the board to be fiscally responsible to minimize their impact in what they have to pay to cover the district’s expenses. It is important to them that we spend it responsibly and honestly. We want to avoid spikes and dips. If the taxpayers do not agree to this Health Care Trust Fund, the money is going back to the general fund and given back to the taxpayer. We need to talk about the bottom line of what the taxpayer pays for their school district budget.

Business Administrator stated that there are two things that give a spike or dip. They are special education and healthcare. What we are really doing is tax rate stabilization without getting into the retainage of surplus. This fund would be real specific, just as the Special Education Fund was real specific.

Board Member Barnes stated there are some very expensive bills coming up and we still have a bonded debt with Honeywell. She added that we need to look at the big picture and what 1.6 million dollar can do to get some of the job done.

Business Administrator Shevenell stated that there is a 2.76% increase in this budget. If you take out the cost of the health insurance increase, you are looking at 1.7% which is a big dip. That is why this is potentially needed in the future.

Vice Chairman Powell asked if we do not put a warrant out there to put this money into a Trust Fund, at the end of the fiscal year on June 30th, does it go back to the general fund.

Business Administrator Shevenell responded that was correct. He is required to complete the Estimated Revenues form. The board could have a meeting prior to the completion of this form to give him an idea of how much money they would like to apply towards the revenue drawn from this fund to decrease the tax rate for the bills that will be coming out in the fall for next year (October, 2015).

Vice Chairman Powell asked if the warrant article does not pass and the money goes into the general fund, how that money would be used.

Board Member Barnes responded if a warrant article is put up and it fails, there would be 1.6 million dollars for 2013-2014 and perhaps could be used for items such as the roofing projects.

Business Administrator Shevenell stated that that could absolutely not be done. There is no appropriation and you cannot do anything without an appropriation. If there was an emergency, Superintendent Chiafery would have to write a letter to Department of Education to use the money for a specific purpose.

Board Member Barnes stated that basically it is either a Trust Fund or the money goes back to the taxpayers. Then they would be taxed the next year for things that need to be fixed. So this is a dip and a spike.

Chairman Ortega stated that it would be a warrant article and will be discussed again when warrant articles are discussed at a future meeting.

8. Dissemination of Proposed New Hampshire School Board (NHSBA) Resolutions

Chairman Ortega reported that at a previous board meeting there was a call for proposed resolutions for the Delegate Assembly. The Board did not have any resolutions to submit. The Delegate Assembly has collected the proposed resolutions and distributed them. At the next meeting the board will take up positions on the proposed resolutions. Board Member Barnes, the board's delegate to the Assembly, will attend the Delegate Assembly on January 11, 2014 where she can vote the board's will.

9. Other

a. Correspondence

Chairman Ortega reported that the Board received emails from people who spoke during the Public Participation this evening.

A constituent shared a study with the board related to Cloud computing privacy in the district.

b. Comments

Vice Chairman Powell would like to notify the high school administration about the concerns of the physical education program that were discussed during public participation. Perhaps a discussion could be held when the high school administration comes presents their budget to the board.

Chairman Ortega received a call from Town Council Chair Finlay Rothhaus to apologize for not pursuing a potential date for a joint meeting before the end of the year.

10. New Business

Board Member Barnes was hoping to get a legal rendering of the Agreement between the School Board and the Town Council regarding management of the recreational facilities at the end of O'Gara Drive. The neglect has gone on too long without a plan to maintain those facilities. She thinks the board should pursue whatever options they have and what legal rights they have for that property.

Chairman Ortega responded that they will have Attorney Peahl look at the contract to see what remedies the board can pursue.

11. Committee Reports

Student Representative Crowley reported that the first boys' varsity basketball game will be held at the gym on December 17th. The deadline for Mr. Image nominations, which is named by Students Against Destructive Decisions, is Tuesday. The Teacher of the Month of November was Ms. Johnson from the Social Studies Department and for December was Mrs. Smith from the Math Department. There is no news from James Jolly regarding his Eagle Scout project.

Board Member Schneider reported on the Merrimack Safeguard meeting on December 5th. The members went through their annual summary. This was done because the five-year grant is up for renewal. He added that both of the resource officers were promoted to Detectives and will continue to work in the schools.

Board Member Barnes reported on the Grater Woods subcommittee meeting on December 3rd. On December 7th the members of the committee went into the woods to construct a twenty-seven foot walking bridge over a stream off of Beebe Lane. They also constructed a natural barrier of tree limbs to prevent ATV drivers from going through the wetlands area and stay on the designated path. A second bridge is being planned during the December break which will be done by contractors leaving access to the Merrimack Middle School following the guidelines of the Memo of Understanding. She also stated that the Conservation Commission set the terms of members' appointments. She was given a two-year term and a three-year term after that. The next meeting is on January 7, 2014 where signage will be discussed.

Board Member Markwell reported on the Healthcare Containment Committee meeting on December 4th. Tim Parsons of the HealthTrust reported that the health assessment completion rate is 66.47%. They also talked about the Slice of Life mailing which will be going out after December 31st. They also discussed the \$100.00 check they receive twice a year for filling out the On the Mark Assessments. The next meeting is January 8th.

Board Member Markwell reported that the Planning and Building Committee meeting scheduled for December 9th was cancelled due to inclement weather.

Vice Chairman Powell reported that on Tuesday, December 17th, the Educator Performance Evaluation Committee will meet to discuss some issues raised by the Merrimack Teachers Association leadership. He will brief the board on the outcome of that meeting at the next board meeting.

12. Public Comments on Agenda Items

There were no public comments on agenda items.

13. Manifest

The Board signed the manifest.

At 9:50 p.m. Board Member Schneider moved (seconded by Board Members Barnes) to adjourn the meeting.

The motion passed 5-0-0.